

TOWN OF SEDGEWICK FEES AND CHARGES BYLAW

TOWN OF SEDGEWICK
BYLAW NO. 613/25
TOWN OF SEDGEWICK FEES AND CHARGES BYLAW

A BYLAW OF THE TOWN OF SEDGEWICK, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISH OF GENERAL FEES AND CHARGES FOR GOODS AND SERVICES AS DELIVERED TO THE COMMUNITY

WHEREAS it is expedient for the Council of the town of Sedgewick to enact a bylaw that establishes and maintains the General Fees and Charges for services rendered within the Town of Sedgewick;

AND WHEREAS pursuant to Section 8 of the Municipal Government Act, R.S.A. 2000, chapter M-26, a Council may pass bylaws to establish fees and charges for the provision of certain goods and services;

NOW THEREFORE the Council of the Town of Sedgewick in the Province of Alberta, duly assembled, enacts as follows:

1. Title

1.1 This bylaw shall be known as the “Fees and Charges Bylaw.”

2. Water Service Charges

2.1 The following water services fees shall be charged:

Water Service Charges		
Description	Fee	GST
Infrastructure Renewal Fee – per Primary Unit	\$25.00/month	No
Infrastructure Renewal Fee – per Additional Unit(s)	\$15.00/month	No
Consumption Fee (metered)	\$2.10 per m3	No
Consumption Fee - residential (non-metered)	\$30.00/month	No
Consumption Fee – non-residential (non-metered)	\$40.00/month	No
Reconnection Fee	\$60.00	No
Disconnection Fee	\$60.00	No

2.2 Every developed property shall be levied an Infrastructure Renewal Fee. This charge will be continued even if the service is disconnected.

3. Sanitary Sewer Service Charges

3.1 The following sanitary sewer service fees shall be charged:

Sanitary Sewer Service Charges		
Description	Fee	GST
Infrastructure Renewal Fee – per Primary Unit	\$22.50/month	No
Infrastructure Renewal Fee – per Additional Unit(s)	\$12.50/month	No
Consumption Fee (metered)(per water consumption)	\$1.65 per m3	No
Consumption Fee - residential (non-metered)	\$40.00/month	No
Consumption Fee – non-residential (non-metered)	\$50.00/month	No

3.2 Every developed property shall be levied an Infrastructure Renewal Fee. This charge will be continued even if the service is disconnected.

4. Solid Waste Management Charges

4.1 The following solid waste fees shall be charged:

Solid Waste Service Charges		
Description	Fee	GST
Monthly Garbage Fee – per Primary Unit	\$36.00/month	No
Monthly Garbage Fee – per Additional Unit(s)	\$20.00/month	No
Bag Tag	\$2.50 per tag	No

4.2 Every developed property shall be levied a solid Waste Management Fee.

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4.3 All non-residential accounts renting a bin will be invoiced separately by the Flagstaff Regional Solid Waste Management Association.

5. Natural Gas Service Charges

5.1 The following natural gas fees shall be charged

Natural Gas Service Charges		
Description	Fee	GST
Delivery Charge	\$1.05/Gj	Add GST
Administrative Fee	\$0.55/Gj	Add GST
Gas Meter Maintenance Charge	\$30.00/month	Add GST
Distribution System Fee	\$7.50/month	Add GST
Reconnection Fee	\$60.00/month	Add GST
Disconnection Fee	\$60.00/month	Add GST
Gas Line Installation Fee (April 1 – October 31)	As Per the Market Quote	Add GST
Gas Line Installation Fee (November 1 – March 31)	As Per the Market Quote	Add GST

6. Bulk Water Service Charges

6.1. The following bulk water services shall be charged:

Bulk Water Service Charges			
Description	Fee	Application	GST
Water Fee	\$9.00/m3	At the bulk water distribution station	No

6.2. The sale of bulk water and the amount sold shall be at the discretion of the Town of Sedgewick or its authorized officials, having regard to its own needs and the local situation at the time.

6.3. For accounts in default over 30 days, the Town shall have the right to deny any future requests for water.

7. Recreation and Cultural Facilities Fee

7.1. The following recreation and culture fee shall be charged:

Recreation Fee Charges		
Description	Fee	GST
Per utility account	\$8.50/month	No

7.2. Every Utility account in Town of Sedgewick limits be levied a Recreation Fee Charge.

8. General Office Fees

8.1. The following general office fees shall be charged:

General Office Charges			
Description	Fee	Application	GST
Photocopies	\$0.50/page	Black ink	Included
	\$0.75/page	Colour ink	Included
Fax Services	\$1.00/page		Included
NSF Cheque	\$35.00		Add GST
Provincial Flag	\$80.00		Add GST
Canadian Flag	\$60.00		Add GST
Reprint of Utilities Billing	\$10.00	Per Utility	Add GST
General Administration Request – enforcement is at the decision of the administration	\$40.00 per Hour	Additional cost for third-party information or additional resources, materials	Add GST
Paper Bill Charge	\$3.00	Per Utility per Month	Add GST
Administration Fee	15% per invoice		Add GST

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8.2 Additional rates not listed above are set as per third-party contractor’s fees and are subject to change.

9. Planning, Subdivision & Development Fees

9.1. The following planning, subdivision and development fees shall be charged:

Planning, Subdivision & Development Charges			
Description	Fee	Application	GST
Development Permit	\$100	Residential/Institutional	No
	\$125	Commercial/Industrial	No
	\$50	Fences, decks and small structures	No
	\$50 Extra	Discretionary	No
	\$25	Extension of Development Permit	No
Demolition Permit	\$50		No
Starting without a permit	Double Permit Fees		No
Tax Certificate	\$40.00		No
Certificate of Compliance	\$110.00		No
Re-Print Tax Notice	\$10.00	Per Property	No
Copy of Municipal Development Plan	\$50.00		Add GST
Copy of Land Use Bylaw	\$50.00		Add GST
Subdivision Application	\$250 per lot plus advertising costs		No
Subdivision Endorsement	\$150 per lot		No
Land Use Bylaw Amendment	\$275 plus advertising costs		No
Subdivision Appeal	As per Flagstaff Regional Subdivision Appeal Board		No
Assessment and Tax Searches (Description of a parcel and/or the latest assessed value of the land and improvements)			
• Written	\$25.00	Per Request	No
• Verbal	\$15.00	Per Request	No
Tax Notification and Recovery -Tax Notification Fee	\$100.00	Per Property	No
Tax Notification and Recovery – Lien Registration	\$100.00	Per Property	No
Lot Size Information	\$10.00	Per Property	No
Administration Fee	15% per invoice		Add GST
Additional Request Planning, Development or Assessment	Hourly Rate \$40.00 per hour + extra third-party cost		Add GST

9.2. Additional rates not listed above are set as per third-party contractor’s fees and are subject to change.

9.3. No per lot application fee or endorsement fee is charged for the following:
a) Utility lots, reserve lots, or roads

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10. Public Works Equipment Rental Fees

10.1. The following public works equipment rental fees shall be charged:

Public Works Equipment Rental Charges			
Description	Fee	Application	GST
Bucket Truck with Operator	\$90/hr	In the Town of Sedgewick	Add GST
	\$110/hr + \$0.61/km	Out of the Town of Sedgewick	Add GST
Grader with Operator	\$150/hr		Add GST
Gravel Truck (3 Ton) with Operator	\$115/hour		Add GST
Mower with Operator	\$90/hr		Add GST
One ton Truck	\$65/hour		Add GST
Hand Tamper	\$65/day		Add GST
Hotsy with Operator	\$80/hr		Add GST
Transit	\$15/day		
Thawing Machine with Operator	\$80/hr		Add GST
Street Sweeper with Operator	\$125/hour		Add GST
Water blaster	\$65/hour		Add GST
Metal Detector	n/c	\$50 refundable deposit	No
Backhoe with operator	\$137/hour		Add GST
Estate Sprayer	\$50/day		Add GST
Tractor Broom with Operator	\$120/hr		Add GST
Trench Shoring	\$30/day		Add GST
Barricades	\$5/barricade/day		Add GST
Sidewalk Forms	\$12/day		
Sewer Snake	\$105 / hour		Add GST
Sanitary Sewer Camera with operator	\$165/hr + \$0.61/km		Add GST
Sanitary Sewer Camera	\$165/hour		Add GST
2 nd Operator	\$55/hr		Add GST
Administration Fee	15% per invoice		Add GST

10.2 Additional rates not listed above are set as per third-party contractor's fees and are subject to change.

11. Cemetery and Memorial Cairn Fees

11.1. The following Cemetery and Memorial Cairn fees shall be charged:

Cemetery and Memorial Cairn Charges			
Description	Fee	Application	GST
Sale of Plot	\$350	Casket Plot Burial (6' x 10')	Add GST
	\$100	Cremation Plot Burial (2' x 2') in Designated Area	Add GST
Memorial Book Space	\$100	All accounts	Add GST
Opening and Closing of Plots	\$500	Casket – summer	Add GST
	\$1100	Casket – winter (Nov 1 – Apr 30)	Add GST
	Additional \$500	Casket – weekend/holiday	Add GST
	\$100	Cremation – summer	Add GST
	\$250	Cremation – winter	Add GST
	Additional \$110	Cremation – weekend/holiday	Add GST
Memorial Book Plaque		Per supplies invoice + 10% admin fee	Add GST
Cemetery Monument Application	\$40		Add GST
Grave Liner		Per supplies invoice + 10% admin fee	Add GST
Conduit Pipe	\$3	¾" x 24"	Add GST
	\$4	1" x 24"	Add GST
	\$8	1 ½" x 24"	Add GST
Perpetual Care Fee	20%	Charged on all cemetery-related fees	Add GST

11.2 Additional rates not listed above are set as per third-party contractor's fees and are subject to change.

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12. Community Hall Charges

12.1. The following Community Hall charges fee's shall be charged:

Rental Rates Schedule	Fee	GST
Day Use - No Kitchen	\$ 150.00	Incl GST
Hall Use with Kitchen	\$ 375.00	Incl GST
Fundraisers/Charities with Kitchen	\$ 250.00	No GST
Weekend with Kitchen	\$ 550.00	Incl GST
Funerals with Kitchen	\$ 150.00	Incl GST
Meeting Rate (4 hrs or less) – No Kitchen	\$ 50.00	Incl GST

12.2 The following Community Hall charges fee's shall be flat rates for organizations listed:

Flat Rates Yearly	Yearly Rent
Masons	\$ 750.00
Lions Club	\$ 1,500.00
Flagstaff Players	\$ 1,000.00

13. Interest Charges

- 13.1. All general accounts receivable shall be considered due and payable as of the date appearing on the initial invoice.
- 13.2. An interest charge of two percent (2%) per month will be imposed on accounts receivable that remain unpaid in excess of thirty (30) days.
- 13.3. All accounts receivable that are outstanding at the time of the passing of this bylaw shall have the interest charge imposed as of the date appearing on the initial invoice.

14. Severability

- 14.1. If any term of this Bylaw is found to be invalid, illegal, or unenforceable by a court or tribunal having the jurisdiction to do so, that term is to be considered to have been severed from the rest of this bylaw, and the rest of the bylaw remains in force unaffected by that finding or by the severance of that term.

15. Enactment

- 15.1. This Bylaw shall take effect on January 1st, 2026.
- 15.2. All previous rates for goods and services as delivered to the community and as noted in this bylaw will be revoked and replaced by the above rates for those goods and services as delivered to the community.
- 15.3. All previous rates for Goods and Services as delivered to the community, and NOT noted in this bylaw, shall be deemed not changed or adjusted by Council and shall remain intact for those Goods and Services as delivered to the community.
- 15.4. Bylaw 609/24 is hereby rescinded.

First Reading passed in open Council duly assembled in the Town of Sedgewick, in the province of Alberta, this 18st day of December 2025.

Second Reading passed in open Council duly assembled in the Town of Sedgewick, in the province of Alberta, this 18st day of December 2025.


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Unanimous Consent for the third and final reading passed in open Council duly assembled in the Town of Sedgewick, in the province of Alberta, this 18st day of December 2025.

Third Reading passed in open Council duly assembled in the Town of Sedgewick, in the province of Alberta, this 18st day of December 2025.

TOWN OF SEDGEWICK


MAYOR


CHIEF ADMINISTRATIVE OFFICER