



Cypress County
BYLAW 2025/04
MASTER RATES

Being a Bylaw of Cypress County to establish fees for information, goods, and services provided by or on behalf of the County.

WHEREAS the County provides information, goods, and services that are necessary and desirable in all or parts of the County;

AND WHEREAS this information, goods, and services may be provided upon the payment of a reasonable fee;

AND WHEREAS this Bylaw shall be known as the “Master Rates Bylaw”;

NOW THEREFORE pursuant to the provisions of the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council of Cypress County in the Province of Alberta, duly assembled, hereby ENACTS AS FOLLOWS:

That administrative, assessment, development, planning, public works, utilities, recreation, agriculture, fire and other municipal services and fees be established as described in Schedule “A” attached.

That Bylaw 2024/03 is hereby repealed.

This Bylaw shall take effect upon passage thereof.

Read a first time this 4th day of February, 2025.

Read a second time this 4th day of February, 2025.

Read a second time this this 4th day of February, 2025.

Reeve

Chief Administrative Officer

Cypress County
**BYLAW 2025/04 MASTER RATES
SCHEDULE "A"**



Approved: February 4, 2025

ADMINISTRATION			
Book Map	\$25.00		
Wall Map (North or South)	\$25.00		
Wall Map – Set	\$40.00		
County of 40 Mile Book Map	\$30.00		
Postage Book Map	\$20.00		
Postage – Wall map	\$40.00		
Tax Certificates	\$30.00		GST Exempt
NSF Payments	\$25.00		GST Exempt
Tax Recovery Notification	\$30.00	Plus Land Titles Cost	GST Exempt
FOIPPA Request		As per the FOIP Act & Regulations	
Meeting Room Rental	No Charge	Staff or Councilor must be in attendance for after-hours meeting	

ASSESSMENT			
Summary Report – Owner	No Charge		
Summary Report – Agent	\$3.00		
Appeal			
Residential & Farmland	\$50.00	Refundable if Successful	GST Exempt
Non-Residential	\$300.00	Refundable if Successful	GST Exempt
Designated Industrial Property	Rate set by Municipal Affairs and payable to Municipal Government Board		
Linear – Power Generation	Rate set by Municipal Affairs and payable to the Municipal Government Board		
Linear – Other	Rate set by Municipal Affairs and payable to the Municipal Government Board		
Equalized Assessment	Rate set by Municipal Affairs and payable to the Municipal Government Board		

DEVELOPMENT			
Permits			
Residential - Permitted	\$225.00		GST Exempt
Residential – Misc. (Property additions)	\$175.00		GST Exempt
Residential – Discretionary	\$275.00		GST Exempt
Accessory Building & uses - Permitted	\$175.00		GST Exempt
Accessory Building & uses - Discretionary	\$175.00		GST Exempt
Sign Application – Class I	\$125.00		GST Exempt
Sign Application – Class II	\$175.00		GST Exempt
Home Occupation Permitted Uses	\$125.00		GST Exempt
Home Occupation Discretionary	\$175.00		GST Exempt
Industrial	\$350.00		GST Exempt
Commercial - Solar Projects	\$2,500.00	Per Land Title	GST Exempt

DEVELOPMENT			
Commercial - Wind Projects	\$2,500.00	Per Wind Turbine/Structure/ Meteorological Tower	GST Exempt
Natural Resource Extraction Use (New)	\$1,000.00		
Construction Commenced		Double the applicable permit fee for all uses	GST Exempt
Permit Extension – First Request		50 % of initial permit fee	
Permit Extension – Second & Subsequent Requests		100% of initial permit fee	
Demolition Permit	\$50.00		GST Exempt
Development Appeal	\$300.00	Non-refundable	GST Exempt
Municipal Address Sign Fees			
Rural Sign with Post	\$60.00		
Country Residential/Hamlet Sign with Post	\$45.00		
Country Residential/Hamlet Sign without post	\$30.00		
Permit Deposits – Hamlet (refundable)			
Utility	\$1,500.00	Per Water/Sewer Connection	GST Exempt
Approach/Culvert Installation	\$1,000.00	Irvine & Desert Blume exempt	GST Exempt
Grade Slip	\$1,000.00	Dunmore and Desert Blume only	GST Exempt
Private Sewage	\$1,000.00	Dunmore only	GST Exempt
Storm Pond Verification	\$1,000.00		GST Exempt
Inspection Fee – initial	No charge		
Inspection Fee – subsequent	\$150.00		GST Exempt
Curb and Gutter	\$1,000.00		GST Exempt
Permit Deposits – Rural (refundable)			
Approach/Culvert Installations (multi-parcel)	\$1,000.00	Approaches for multi-parcel subdivisions where access off from the paved road.	
Miscellaneous			
Municipal Services/ Development Agreement	\$200.00	Plus \$20.00 per lot & applicable contract service costs	
Land Use Zoning Letter of compliance & Certification	\$75.00		
Letter of Concurrence	\$300.00		
Land Use Bylaw (Copy)	No Charge		
Area Structure Plans (Copy)	No Charge		
Offsite Levies		See “Utility” Section	
Land Use Amendment	\$950.00		GST Exempt
Certificate of Municipal Authority for Condominium Units	\$40.00/Unit		

SUBDIVISION			
Subdivision Application			
Approval – Municipal Planning Commission (single parcel)	\$500.00	Plus \$100.00 per lot – single parcel	GST Exempt
Approval - Municipal Planning Commission (multi-parcel)	\$550.00	Plus \$150.00 per lot multi-parcel	GST Exempt
Approval - Planning Advisor (single parcel)	\$250.00	Plus \$100.00 per lot – single parcel	GST Exempt
Endorsement Fee	\$100.00		GST Exempt
Time Extension Subdivision Approval - First Request	\$250.00		
Time Extension Subdivision Approval - Second & Subsequent Requests		As per the original application fee	
Subdivision Appeal	\$300.00	Non-refundable	GST Exempt
Application Using Municipal Reserve	\$400.00		GST Exempt

PUBLIC WORKS			
Blading/Plowing Residence Driveways only	\$230.00/hr	\$115.00 minimum charge	
Sanding	\$190.00/hr	\$190.00 minimum charge	
Steaming	\$150.00/hr	\$150.00 minimum charge	
Road Closure/Cancellation Application	\$450.00	2/3 refundable if Council does not proceed	
Private Dust Control			
Oil Bound/Cold mix surfacing	-	Product no longer available for new applications	
Private Dust Control Special Tax Levy for existing oil bound/cold mix surfacing only.			
Farmsteads, residences, other	\$475.00	Rate adjusts \$25.00 per yr. until 2026.	
Existing Multi-lot	\$315.00	Rate adjusts \$25.00 per yr. until 2026.	
Gravel	\$12.00/Tonne		
Cold Mix	\$135.00/Tonne		
Culverts and Couplers (per meter)		Culverts (new)	Couplers (new)
300mm		\$72.00	\$43.00
400mm		\$98.00	\$59.00
500mm		\$140.00	\$90.00
600mm		\$144.00	\$87.00
900mm		\$313.00	\$174.00
1200mm		\$481.00	\$174.00
New or alterations to existing approach approvals	\$250.00		
Existing approach approvals	\$100.00		

PUBLIC WORKS

Permitting and inspection	\$250.00	Facility crossings or installations within road allowances and right of ways include private irrigation, Texas gates, buried electrical or other utility lines, and temporary road closures.	GST Exempt
Road Allowance Application	\$200.00		
Road Allowance License	\$2.00/acre	Minimum charge = \$20.00; Maximum charge = \$1,000.00	

PUBLIC WORKS CONTINUED			
Escorted Building Moves	\$500.00		
Commercial Vehicle Permit	\$15.75	<i>Commercial vehicle overweight, over dimensions & licensing process through TRAVIS – six months Alberta Transportation and Economic Corridors (TEC) notice, fee required</i>	
TWP 120 Over Dimensional Load	\$500.00		GST Exempt
Well Sites & Pipelines-Consent	\$250.00		GST Exempt
Well Site & Pipelines-Relaxation	\$250.00		GST Exempt

UTILITIES			
<u>City</u> is defined as the cost to Cypress County from the City of Medicine Hat under the joint water agreement			
2025 Rate 1.6271m ³			
Water Consumption Fee	Base fee+m ³ consumed		
Base (bimonthly based on use)	\$35.00		
Capital (bimonthly based on actual users including water co-op users)	\$15.00		
Tier 1 (0.00-35.00m ³)	City + \$0.85/m ³ (\$2.4771m ³)		
Tier 2 (35.01-105.00m ³)	City + \$1.10/m ³ (\$2.7271m ³)		
Tier 3 (greater than 105.00m ³)	City + \$1.40/m ³ (\$3.0271m ³)		
Bulk Water – Quick Fill Stations	\$2.00m ³		
Bulk Water – Fire Hydrants	City + \$1.20m ³	Minimum Charge \$130.00	
Water Co-ops	Base Fee plus cubic meter (as per consumption fees) based on the number of users in the co-op.		
<i>Interpretation: If the co-op has 10 users and the bimonthly consumption is 700m³, the invoice is: Base fee (\$35) + Capital fee (\$10x\$15) = \$185.00</i>			
Tier 1 (350m³ x (\$1.6271+\$0.85) = \$866.99 + Tier 2 (350m³ x (\$1.6271+\$1.10) = \$954.49= \$1821.48			
Water Meters Initial Installations & Replacement Fees			
¾" New Meter Kit	\$531.00	Includes MXU costs	
¾" Replacement	\$230.00	Frozen/damaged meters	
1" New Meter Kit	\$646.00	Includes MXU costs	
1" Replacement	\$350.00	Frozen/damaged meters	
Replacement	\$245.00	Lost/damaged MXU	
Replacement	\$19.00	Lost/damaged Touch Pad	
Replacement	\$37.00	Meter brass fittings	
Miscellaneous Water			
Fire Hydrant Meter Deposit	\$200.00		
Testing of Water Meter	\$50.00	Refunded if tested meter is not functional	
Inspection Fee – initial	No charge		
Inspection Fee – subsequent	\$150.00		GST Exempt
Water Service – Shut Off/Turn On			
Non-Payment Fee	\$80.00		
Scheduled – 1 Day notice	\$30.00		
Non-Scheduled Service	\$60.00	Service is during regular working hours	
Non-Scheduled Service	\$180.00	Service is outside of regular working hours	

UTILITIES				
Emergency Shut Off	No charge			
Sewer				
Residential	\$100.00			
Commercial	\$145.00			
Service Connection Fees (Applied when an offsite levy is not applicable only)				
Water	\$2,000.00	Per new parcel		
Sewer	\$1,000.00	Per new parcel		
Offsite Levies				
Seven Persons	\$5,154/new development		Bylaw 2007/22	
Dunmore	\$50,000/hectare		Bylaw 2016/27	
Irvine	\$5,500/lot		Bylaw 2016/32	
Walsh	\$3,500/lot		Bylaw 2016/33	
Solid Waste Garbage Collection				
Irvine – Residential	\$20.00	2 months service		
Irvine – Commercial	\$23.00	2 months service		
Desert Blume	\$32.00	2 months service		
Suffield Residential - solid waste	\$24.00	2 months service		
Suffield Residential - recycling	\$21.00	2 months service		
Redcliff/Cypress Regional Landfill	All charges exceeding \$400.00 per year			GST Exempt
Additional Bin (Desert Blume & Suffield)	Per rate above			

RECREATION				
Municipal Park – Cavan Lake	Power	No Power		
Daily	\$30.00	\$20.00		
Weekly	\$180.00	\$120.00		
Seasonal (May 1 – October 1)	\$1,875.00			
Total Sites: 77 (Seasonal: 44; Daily: 29; No power: 4)				
Municipal Park – Sandy Point				
Daily		\$20.00		
Weekly		\$120.00		
Summer Games Registration	\$25.00	Per applicant		GST Exempt

AGRICULTURE			
Equipment & Chemicals		Minimum Charge	Deposit
No Till Seed Drill	\$12.00/acre	\$300.00 plus transportation fee	\$300.00
Land Roller – Custom 1994	\$3.50/acre	\$300.00 plus transportation fee	\$300.00
Land Roller – Ag Shield 2021	\$7.00/acre	\$300.00 plus transportation fee	\$300.00
Grain Bag Roller - Resident	No charge		\$200.00
Grain Bag Roller – non-resident	\$100.00/day		\$200.00
Skunk Traps		\$10.00/week	\$125.00
Magpie Trap		\$10.00/week	\$125.00
Ground squirrel foam applicator & tank	\$50.00/day		
Cattle Scale	\$30.00/day	+0.10/head	
Pipeline Plow	\$50.00/day	\$50.00	
RFID Tag Reader	\$50.00/day	\$50.00	\$250.00
Plastic Mulch Applicator	No charge		
Tree Planter	No charge		
Chemical – Richardson Ground Squirrel	County Cost		
Prov. Rat Control Zone – Bait	No charge	(Exclusive to Range 1 & 2)	
Bran Bait Applicator (Grasshoppers)	\$50.00/day		\$52.50
Service		Minimum Charge	
Prohibited/Noxious Weed Control – Hand Pick	\$70.00/hr	\$70.00/hr	
Prohibited/Noxious Weed Control - Spraying	\$100.00/hr	\$100.00 plus cost of herbicide	
Additional Person	\$30.00/hr		
Soil Erosion Correction		All charges to be invoiced at cost	
Transport fee	\$3.75/km	Rate to be charged 1-way on both delivery & pick-up of all County equipment	
Uncleaned Equipment	\$100.00 + GST		
<i>An additional charge for holding equipment past 2 scheduled days with at least one other person wait for the equipment. As per policy and agreement. \$300/day for each day past two days.</i>			

EMERGENCY SERVICES				
Engine Pumper Unit		Per Alberta TEC Fee Guide	GST Exempt	
Water Tender (unit)		Per Alberta TEC Fee Guide	GST Exempt	
Rescue Truck	\$400.00/hr		GST Exempt	
Light Attack Truck		Per Alberta TEC Fee Guide	GST Exempt	
Aquatics/Hazmat		Per Alberta TEC Fee Guide	GST Exempt	
Command Unit		Per Alberta TEC Fee Guide	GST Exempt	
Utility Vehicles	\$150.00/hr		GST Exempt	
Livestock Trailer		Per Alberta TEC Fee Guide	GST Exempt	
Lock Box Policy (FP 06)	\$250.00			
Any cost incurred by Second Party Fire Departments will be per Fire Services Bylaw 2023/06 as amended				

**2.5% Interest will be applied to all outstanding receivable balances every 30 days from date of invoice per ADM 13.*

****All other goods and/or services not listed may be sold or negotiated at the discretion of the CAO or designate at a minimum rate of cost recovery plus 5% to cover administrative costs**