Foothills County
Notice of Public Meeting
Proposed Amendments to Foothills County Fee Bylaw 48/2026

The Council of Foothills County will hold a public meeting regarding proposed amendments to the County's Fee Bylaw 48/2026 on Wednesday December 9, 2026 at 1:30 P.M. A complete copy of the Fee Bylaw Amendments may be reviewed at the Foothills County Administration Office during regular business hours or on the County's website at *www.foothillscountyab.ca.*

Public meetings are conducted in a hybrid format whereby participants may attend Council Chambers in person at the Foothills County Administration Building, 309 Macleod Trail S, High River, AB or by way of electronic communications using the Zoom Video Conferencing/Conference Calling platform. Alternatively, if you would like to watch the proceedings without participating, live stream and video recordings of all public hearings/meetings are available by following the YouTube links found on our website at *www.foothillscountyab.ca*.

At the meeting, Council will hear from County Staff, from any person who claims to be affected by the proposed amendments, and from any other person who wishes to make representation AND that Council agrees to hear. A five-minute time limit has been imposed on submissions and presentations to Council. Permission for additional time may be requested and may be granted at the discretion of the Chair.

Participation may be conducted using one of the following methods:

Foothills County will utilize Zoom as the video conferencing and conference call platform for public participation during this meeting. You may attend by video conference or by telephone (conference call). To participate, you must first register by email to ***publichearings@foothillscountyab.ca*** and include the following information:

- **Date and Time of the Public Meeting you are attending**
- **How you will attend the Public Meeting** (i.e., in-person, by video conference, or by telephone (conference call))
- **Name** (you must use the same spelling when registering and when signing in)
- **Email Address**
- **Mailing Address** (in order to receive written notice of the decision)
- **Phone number** (for contact purposes in case there are technical difficulties during the meeting)
- **Your purpose for attending** (e.g., resident in support of, or in opposition to, the proposed Fee Bylaw Amendments, etc.)

The deadline for registration for the meeting is indicated below. Once registered, an email with detailed instructions will be sent to you within 48 hours of the scheduled public meeting date and time.

If you are unable to participate in person or electronically, you may submit a letter in advance of the public meeting. Letters can be submitted by email to ***publichearings@foothillscountyab.ca***, mail/courier, fax or dropped off at the Foothills County Administration Building. Letters must include the date and time of the public meeting you are commenting on, your full name, mailing address, email address, and legal description. **The deadline to submit a letter is indicated below. Letters received after the deadline may not be considered by Council.**

Written requests to adjourn or reschedule a public meeting accompanied by payment of the required $1,000.00 fee can be sent by email to ***publichearings@foothillscountyab.ca***, by Fax (403) 652-7880, by regular mail/courier to Foothills County, Box 5605, High River, Alberta, T1V 1M7, or dropped off at the Foothills County Administration Building, 309 Macleod Trail S, High River, AB. Requests must be received a minimum of 2 days in advance of the scheduled public meeting date to allow for circulation to all parties.

Please note that all submissions will be considered to be part of a file that can be viewed by the public at any time.

For further information, please contact the Planning Department at: (403) 652-2341 or Email: planning@foothillscountyab.ca.

Dates of Publication: November 25, 2026, and December 2, 2026.

PUBLIC MEETING
FEE BYLAW AMENDMENT
DECEMBER 9, 2026 - TO BE HEARD AT 1:30 P.M.

Deadline for registration to participate in this meeting or to submit a letter is 4:30 P.M. on Sunday, December 6, 2026

The Municipal Government Act allows Council to pass bylaws regarding services provided by the municipality, which includes establishing the fees charged for providing those services. Foothills County has consolidated the fees charged for providing goods and services into a Fee Bylaw, which is generally reviewed and amended annually. The County's current fees, rates and charges are found in Fee Bylaw Schedules A to O as contained in Fee Bylaw 48/2026.

Staff have reviewed Fee Bylaw Schedules A to O and are proposing a number of amendments, which are summarized below. On October 28th, 2026, Council granted first reading to Bylaw 68/2026 to authorize these proposed amendments. Prior to further consideration of the proposed amendments, Council will hold a Public Meeting on the matter. Please note that subsequent to first reading, additional amendments to Fee Bylaw Schedule M were requested.

A complete copy of the proposed Fee Bylaw Amendments may be reviewed at the Foothills County Administration Office during regular business hours, or can be found on the front page of the County's website at *www.foothillscountyab.ca,* or can be emailed by sending a request to planning@foothillscountyab.ca.

SUMMARY OF PROPOSED FEE BYLAW SCHEDULE AMENDMENTS

Schedule A – Planning Services Fees:

- Relocate the advisory regarding fees for additional planning services from the Land Use Fee section to the Notes section of Schedule A;
- Restructure the application fees for new Area Structure Plans, Concept Plans, Outline Plans, Redevelopment Plans, and Direct Control Districts by increasing the base application fee from $5,000 to $10,000 and eliminating the additional $350 per new lot fee;
- Remove the maximum fees for initial and final land use application fees and initial subdivision application and subdivision endorsement fees;
- Increase the Residential Letter of Compliance fee from $250 to $300 and the Non-Residential Letter of Compliance fee from $250 to $350.

Schedule B – Safety Codes Services Fees:

- New $50 per event fee for changes to an issued subtrade permit; contractor change, scope of work changes etc.; and
- New fee equal to 10% of the original permit fee, or the Building Permit Minimum Fee, whichever is greater, for the re-examination of plans associated with an issued Building Permit.

Schedule C – Public Works and Engineering Services Fees:

- Remove Note 2, which currently permits the first $500 of cumulative internal engineering review fees to be covered by existing planning application fees;
- Revise Note 3 to clarify that the cost of third-party reviews will be billed at the actual cost + a 10% administrative fee;
- Addition of a new fee of $250 per location for filming requests on a road allowance and a new note clarifying that the fee applies on a per-location, per-application basis, with repeat use of the same location requiring a new application and payment of the applicable fee; and
- Increase the water and sewer systems review fee from $1500 to $2000.

Schedule E – Road Allowance & Municipal Lands Rates and Fees:

- Increase the initial and final application fees for a New Licence from $400 to $450;
- Increase the initial application fee for a Transfer (New Landowner) from $160 to $175; and
- Increase the initial and final application fees for a Purchase from $400 to $450.

Schedule G – Utility Rates and Fees:

- Increase Municipal Water and Wastewater Fees by approximately 2%;
- Increase Connection Fees for Recovery of Water Licence Purchases;
- Increase Water and Wastewater Connection Fees Adjacent to Existing Service;
- Addition of a new Residential Connection Fee for the Cayley Water Line in the amount of $5,250.00 + meter and installation costs + gst; and
- Increase the Bi-Monthly Solid Waste Collection Fee from $34.68 to $35.50.

Schedule H – Scott Seaman Sports Rink Facility Rates and Fees:

- Increase ice rental fees by 3%, with the exception of the School Rate, which will remain unchanged.

Schedule I – Foothills Fire Department Rates and Fees:

- Increase the per apparatus hourly rate for Emergency Calls or Standby from $600 to $760;
- Increase the hourly per firefighter rate for Firefighters Standby from $50 to $75;
- Increase the hourly rate for Command Apparatus from $180 to $225;
- Remove the classroom rental rate and non-compliant turnout gear rental rate; and
- Increase the per apparatus hourly rate for Subsequent False Alarm/Alarm Bells Call from $600 to $760.

Schedule J – Foothills Cemetery Fees:

- Amend Note 3 to increase the minimum annual plot licensing revenue transfers from 20% to 25%;
- Add Note 4 clarifying the minimum annual niche licensing revenue transfers to be 20%;
- Increase the Cremation Plot – Traditional Section Non-Resident Fee from $2000 to $3000; and
- Increase the Cremation Plot – Highlands Resident Fees.

Schedule L – Foothills Enforcement Services Rates and Fees:

- Increase the Community Peace Officer hourly rate from $95 + GST to $125 + GST;
- Increase the Senior Community Peace Officer hourly rate from $105 + GST to $135 + GST; and
- Increase the Patrol Vehicle rate from $40 + GST to $45 + GST.

Schedule M – Agricultural Service Board Rates and Fees:

- Remove RFID Tag Reader and Tree Planter line items; and
- Addition of Portable Yard/Driveway Grader at a cost of $50/day.

Schedule N – Airport Fees:

- Increase the annual sublease fee from $0.276/ft^2 to $0.284/ft^2;
- Change the deadline for payment of the annual sublease fee from January 1st to March 31st;
- Revise point 2.b. for clarity;
- Revise point 2.d. to state that interest on late payments will be charged at a rate of 2% per month;
- Addition of Tiedown and Parking Fees to the Fee Bylaw, as these fees are currently being charged but are not presently included in the bylaw. The proposed amendment also includes increases to the monthly and annual fee rates.

Schedule O – Davisburg Church Rental Fees:

- Revise the notes section to relocate insurance submission requirements to a more prominent location and clarify that rental hours are from 9:00am to 9:00pm; and
- Restructure the rental fee schedule to simplify the fee structure.