

STAFF REPORT TO FINANCE AND AUDIT COMMITTEE

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DATE: July 18, 2023

TO: STANDING COMMITTEE ON FINANCE AND AUDIT

NAME AND TITLE: Kris Dalio, Director of Finance and IT Services

SUBJECT: 2024-2027 Fees and Charges

ATTACHMENT(S):

1. PowerPoint Presentation
2. Draft Schedules

RECOMMENDATION(S):

That the Standing Committee on Finance and Audit recommends that Council approve the 2024-2027 Fees and Charges adjustments in the report dated July 18, 2023 from the Director of Finance and IT Services titled “2024-2027 Fees and Charges”.

PURPOSE:

The purpose of this report is to seek the Standing Committee on Finance and Audit’s input, and recommendation to Council, on the proposed increase to fees and charges for 2024 to 2027.

STRATEGIC PRIORITIES:

Fees and charges rate structures support Council’s priorities of Sustainable Fiscal Management, Sustainable Infrastructure and Organizational Excellence.

POLICY/REGULATORY ANALYSIS:

The Committee’s Terms of Reference includes reviewing and making recommendations to Council on general and utility user fees.

Fees and charges are proposed for four years at a time to coincide with the length of a Council term. Should factors materially change that would require reevaluating rates for future years, reports can be brought back to the Committee and/or Council as required.

FINANCIAL CONSIDERATIONS:

Schedule A

The services in Schedule A are full cost recovery services. Administration has proposed fee structures to achieve that goal.

Schedule A-1 – Development Permits renamed to Building, Demolition, Moving and Plumbing Permits

Administration proposes several text modifications to the “A-1” schedule to ensure that the fee descriptions are clearer in interpretation. In addition to this change, there is the inclusion of a “completion permit” fee. Currently, Development Services does not have a specific fee in the bylaw for building permits that require a phased approach for permit issuance.

To be consistent with all application types, the non-refundable processing fee for Plumbing Permit applications have been increased from \$70 to \$100. This change also includes the \$100 processing fee for Moving Permit and Demolition Permit applications. Furthermore, to be consistent with other municipalities, Administration is proposing to update the re-inspection fee from \$75 to \$100.

Schedule A-2 – Business Licences

On December 7, 2020, Council adopted Business Regulation and Licensing Bylaw No. 9040, 2020 to reflect current-day trends related to Business Licence categories, payment structure, and overall clarity to the City’s business license regulations. Adoption of this bylaw triggered consequential amendments to the City of Prince George Comprehensive Fees and Charges Bylaw No. 7757, 2004 to update categories and affiliated fees. Business Licence fees were not amended at this time and rather the fees were carried forward from repealed City of Prince George Business Regulation and Licensing 7851, 2007.

Administration is now seeking Council approval to amend Schedule “A-2” to ensure that the business license fees are comparable with other municipalities. Administration has considered the level of review required for each business license category (e.g. home-based business versus commercial/industrial applications). This resulted in business license categories being either increased or decreased from previous annual license fees. A non-refundable processing fee has been included to be consistent with other application types, to ensure that the fees are reflective of administrative processes.

Schedule A-3 – Cemetery

A 3% increase each year for the next four years is required to achieve the full recovery of costs associated with this service. Main cost drivers include the cost of staffing and equipment as well as materials for interment. Memorial Park’s fees remain competitive with other municipal cemeteries that provide multiple interment options and deliver similar services as the City of Prince George.

Schedule A-5 – Development Procedures *renamed to Land Use Planning*

Administration is proposing an amendment to Schedule “A-5” for the Land Use Planning fees and charges. The fees and charges for Land Use Planning applications have not been updated since 2013. This update has been informed by a review of comparable municipalities for applications and services (pre-application meetings) that Development Services provides to applicants to enhance service delivery. The proposed fee increases reflect Administration’s level of effort for the complexity of typical land use applications such as the consideration of technical reports, and public notification processes. A non-refundable processing fee has been included to be consistent with other application types and to reflect the registration of legal notations on property titles for various permit types. Through this review process, it was identified that environment development permit fees be reduced.

Schedule A-6 – Solid Waste

The Solid Waste Service includes residential and commercial curb side collection of refuse through either the automated collection cart program or the loose commercial program. The dominant expenses that drive the user fee rates are the labour to collect the solid waste, Regional District tipping fees and the capital contribution required to purchase the collection trucks and carts. Tipping fees at the Regional District landfill are projected to increase at \$2/tonne/year and the 2023 rate is \$96/tonne. The Regional District has annual increases to tipping fees due to the increased operation costs of the landfill.

The capital needs for the solid waste utility are made up of the fleet of trucks used for the automated collection service and the containers provided to each user as their garbage receptacle. The trucks are worked very hard and only have an estimated service life of 7 years. The average annual reinvestment for the solid waste fleet and the containers are \$589,036/year and \$380,458/year, respectively. This is based on 2023 figures provided by the Asset Management Division and inflated at 5%/year.

A 6% increase per year for the next four years is needed to meet the operational, capital and asset renewal expenses of the utility. The 2024 annual increases for a small, medium and large garbage cans would equal \$10, \$13 and \$15, respectively.

Schedule A-7 – Highways

This section includes items such as New Culvert Installations, Extensions to Existing Culverts, Concrete Curb & Gutter as well as Road Cut Fees. The supply and installation of culverts, concrete curb & gutter, sidewalks and enhanced traffic control requirements has increased costs considerably. A 5% per year rate increase over the next four years is recommended to help alleviate inflationary impacts specifically related to the installation or extension of access culverts, concrete curb and gutter and sidewalks. Primary inflation driver information over the last four years is expanded below:

- New Culvert Installation has seen a 47% increase for the supply and installation (this is due to the rise in steel and galvanizing costs, as well as the implementation of Traffic Control for enhanced safety protocols for internal staff).
- Curb drop installation has seen an increase of 56%, this is due to the inflationary cost of manufacturing and delivery of concrete and the implementation of Traffic Control for enhanced safety protocols for internal staff as well as our contractors.
- Concrete sidewalk installation has seen an increase of 87% this is due to the inflationary cost of manufacturing and delivery of concrete and the implementation of Traffic Control for enhanced safety protocols for internal staff as well as our contractors.

Schedule A-9 – Sanitary Sewer

City utilities are structured to be self-funded through user fees (as per Sustainable Finance Guideline 3) that are invoiced to customers on either a quarterly or semi-annual basis. The rates are developed to provide revenues to fund operating costs, debt payments and maintain a contingency fund. In addition the user fees are required to fund new and renewal of capital infrastructure. Main cost drivers include labour increases and the large inflation rate of capital constructions costs associated with the capital reinvestment needs of the utility.

The City of Prince George continues to work on an asset plan for the utilities that incorporates sustainable approaches to infrastructure management. This plan includes integrated approaches to underground and surface infrastructure renewals. Administration uses local data to determine the actual condition of assets rather than relying on standard national data. Annual average reinvestment (AAR) figures for the utilities' infrastructure are as follows and are projected to increase at 5%/year:

Sewer Average Annual Reinvestment (AAR)	
Infrastructure Type	
Linear Assets and Facilities	\$8,479,199
Mobile Equipment	562,244
TOTAL	\$9,041,443

A 6% increase per year for flat rates (7% for metered rates as it must match the metered increase for Water – see A-16) for the next four years is needed to meet the operational, capital and asset renewal expenses of the utility. The 2024 increase for a single family dwelling flat rate is \$36.

This section also includes items such as Connection Fees and Seasonal Construction Schedules. Changes include updating language around roadway classifications to achieve the full recovery of costs associated with this service. Schedule dates have been revised for Off-Season Construction, Non-Season Construction and Deep Connections to allow for a longer construction window, with conditions, while restricting winter utility construction to reduce development driven road maintenance. Revised construction dates are based on asphalt plant closures and historical weather conditions to meet best construction practices. A 5% per year rate increase over the next four years is recommended to help alleviate inflationary impacts that include material cost increases and labour costs.

Schedule A-11 – Signage

The fees charged for signage permits are consistent with other municipalities, and as such, the fees will not be modified at this time. To be consistent with all application types, the \$100 non-refundable processing fee for Sign Permit applications have been included within this schedule. Administration proposes formatting modifications to this schedule to ensure that the fee descriptions are easy to interpret.

Schedule A-13 – Storm Sewer

This section includes items such as Connection Fees, Seasonal Construction Schedules, and Flat Rate Charges. Changes include updating language around roadway classifications to achieve the full recovery of costs associated with this service. Schedule dates have been revised for Off-Season Construction, Non-Season Construction and Deep Connections to allow for a longer construction window, with conditions, while restricting winter utility construction to reduce development driven road maintenance. Revised construction dates are based on asphalt plant closures and historical weather conditions to meet best construction practices. A 5% per year rate increase over the next four years is recommended to help alleviate inflationary impacts that include material cost increases and labour costs.

Schedule A-14 – Subdivision Control *renamed to Subdivision*

Administration is proposing an increase to the subdivision application fees to be consistent with the application fees for other peer municipalities. It is important to note that the fees and charges for the subdivision application have not been updated since 2013. The proposed fees will increase gradually by \$200 per year between 2024 – 2027. Although this is a significant amount, this would place the City of Prince George fees within the middle range for application fees for subdivisions when compared to other municipalities.

Administration is also proposing to include a new application fee for a lot line adjustment application. This application is a less complex application, and typically takes less time to process.

Administration would like to include a \$500 re-inspection fee for off-site and on-site construction of municipal infrastructure. Typically, other municipalities have a higher subdivision inspection fee that is collected through the subdivision application process. Rather than increasing the inspection fee, Development Services would like to maintain the 2% subdivision inspection fee and charge a fee when re-inspection of works is needed. Currently, inspections related to subdivision works are being conducted multiple times by various City divisions to ensure deficiencies have been corrected. The intent of the inspection process is to have one inspection per division. The multiple rounds of inspections significantly impact staff resources and process efficiencies.

The Approving Officer examination Fee is proposed to be increased from \$50 to \$100 to be consistent with other municipalities. Other notable updates to this schedule include the costs for the fabrication and installation of street signs resulting from building permits and subdivision applications. The costs of materials, specifically aluminum, have increased significantly since the adoption of this fee in 2019.

Schedule A-15 – Tree Protection

Schedule “A-15” will be updated to reflect the comparison with other municipalities, and consistency with other application types processed by Development Services. This application type also has a level of complexity that could include geotechnical reporting for the removal of trees on properties zoned as AG: Greenbelt with slopes. Currently, the application fees are based on the number of trees and range from \$25 to \$100. Administration proposes to increase the fee to \$1,000 to accommodate staff review of the application, including consideration and review of technical reports.

Schedule A-16 – Water Regulation and Rates

City utilities are structured to be self-funded through user fees (as per Sustainable Finance Guideline 3) that are invoiced to customers on either a quarterly or semi-annual basis. The rates are developed to provide revenues to fund operating costs, debt payments and maintain a contingency fund. In addition the user fees are required to fund new and renewal of capital infrastructure. Main cost drivers include labour increases and the large inflation rate of capital constructions costs associated with the capital reinvestment needs of the utility.

The City of Prince George continues to work on an asset plan for the utilities that incorporates sustainable approaches to infrastructure management. This plan includes integrated approaches to underground and surface infrastructure renewals. Administration uses local data to determine the actual condition of assets rather than relying on standard national data. Annual average reinvestment (AAR) figures for the utilities’ infrastructure are as follows and are projected to increase at 5%/year:

Water Average Annual Reinvestment	
Infrastructure Type	
Linear Assets and Facilities	\$11,404,175
Mobile Equipment	323,339
TOTAL	\$11,727,514

A 7% increase per year for flat and metered rates for the next four years is needed to meet the operational, capital and asset renewal expenses of the utility. The 2024 increase for a single family dwelling flat rate is \$36.

This section also includes items such as Connection Fees, Seasonal Construction Schedules and other water charges. Changes include updating connection costs and language around roadway classifications to achieve the full recovery of costs associated with this service. Schedule dates have been revised for Off-Season Construction, Non-Season Construction and Deep Connections to allow for a longer construction window, with conditions, while restricting winter utility construction to reduce development driven road maintenance. Revised construction dates are based on asphalt plant closures and historical weather conditions to meet best construction practices. Updates include adding a weekly charge for private use of City hydrants and updating costs for emergency call outs for outside of normal working hours to recover overtime costs. A 5% per year rate increase over the next four years is recommended to help alleviate inflationary impacts.

Schedule A-18 – Snow Dumping

These fees are charged through the purchase of tickets by private haulers utilizing City owned snow disposal sites. Updates reflect the costs for an attendant to manage haulers entering the site. Fees will escalate by 9.5% the first year and it is recommended a 5% per year increase over the subsequent three years is adopted to help alleviate the inflationary impacts.

Schedule B

The services in Schedule B are all subsidized by taxation to recognize that although specific organizations and individuals gain benefits from these services, the community as a whole is also provided significant public benefit. User fees are designed to reduce the amount of subsidization as much as possible while still ensuring accessibility to all users and operational efficiency.

Schedule B-2 – CN Centre and Community Arenas

A 3% increase per year over the next four years are proposed to recover costs through rental fees at a consistent and predictable rate that arena users have been annually anticipating. Benchmarking with comparable municipalities was completed and the average rate of increase for those municipalities was also 3%.

Exhibition Park rentals in the parking lot has been clarified with two definitions – Midways, Festivals, and Outdoor Concerts; and Exhibition Park Parking Lot Rental - to appropriately charge based on need of coordination, services, and equipment.

Suite rentals base price has increased by 3% and is proposed to increase 3% each year. Suite rentals have not been increased in over ten years and are currently below comparable municipalities. The suite maintenance and cleaning fee has also not been increased in over ten years and has a nominal increase due to increasing labour, cleaning supplies and maintenance

costs. The number of Cougars Seasons tickets has been increased in the suite fees to be in line with the suite capacity.

Schedule B-3 – Prince George Conference and Civic Centre

A 3% increase per year over the next four years are proposed to continue to position the facility competitively within the local, regional, provincial, and national markets. The main cost drivers are increasing security needs and costs, labour, cleaning supplies and maintenance costs. Benchmarking with comparable municipalities was completed and the average rate of increase for those municipalities was also 3%.

Recreation space was increased to include the upstairs meeting rooms. Recreation rates were adjusted to be in line with the Gym and Meeting Space in Schedule B-6 (Parks/School District Rental Space) as it is generally the same user groups. This will provide a greater opportunity for recreation in our community, as well as fill some of the quiet times in the facility. Additional charges will be recovered if staff time or equipment is needed.

Some outdated equipment and services (TV and CD player/faxing) have been removed. A/V Packages have also been removed as they have not been used since implementation. Wireless internet is now included in the rental rate to be in line with other comparable facilities.

Contractor fees have been removed and any necessary charges will be applied to the customer.

Schedule B-4 – Aquatics

Over the past eight years, Aquatics rates were increased to be more in line with nine comparison communities throughout BC, where our rates were generally among the lowest. In 2023, our rates are generally among the highest in relation to those communities (Kelowna, Kamloops, Coquitlam, Victoria, Nanaimo, Saanich, Vancouver, Langley, Delta). A proposed 2% increase over the next four years is appropriate to keep us in line with other communities, consider our affordability for our residents, and assist in offsetting ongoing rising operational costs. Birthday Party fees have been recalculated based on the market value and demand, as well as new spaces and increased times available at the Canfor Leisure Pool, aligning the program with the Aquatic Centre. A new revenue generating category titled “Advertising and Swim Sponsorship” is proposed which includes digital ads at both the P.G. Aquatic Centre and the Canfor Leisure Pool, as well as a “print ad” option at the Canfor Leisure Pool.

Schedule B-5 – Pine Valley Golf Centre

The proposed rates for the next four years are designed to assist with rising operational costs in a facility with aging infrastructure and high maintenance needs. Eight comparison communities with similar golf courses are used for benchmarking purposes (Radium Hot Springs, Vernon, Salmon Arm, two in Kamloops, Kelowna, Edmonton, Prince George). Rate increases also incorporate feedback from customers and what the service provider feels the market will accept. In previous years the fees in the by-law incorrectly included GST. In order to keep the by-law consistent, the proposed fees for 2024 – 2027 do not include GST.

Schedule B-6 – Parks and Recreation

A 3% per year rate increase over the next four years is recommended to represent a stable increase that supports an operational cost recovery model that is balanced with the subsidized use of park

and recreational facilities for the greater public good. Cost drivers include cost of labour and equipment to maintain the parks, as well as fertilizer, irrigation materials, seed and soil.

Schedule B-7 – Prince George Playhouse Theatre

A 3% increase has been proposed to recover costs through rental fees at a consistent and predictable rate that theatre users have been annually anticipating. Benchmarking with comparable facilities was completed and the proposed increase continues to position the facility competitively.

Some outdated services (photocopying/payment systems) have been removed. All labour no longer has quoted rates and will now be charged at actual cost.

Schedule C

The services in Schedule C have the same goal as Schedule A. The City attempts to recover the full cost associated with these services.

Schedule C-1 – Animal Control

This schedule includes items like dog licences, impoundment fees, animal care fees and other related fees. There is no recommended increase for this schedule. The fees are covering our associated costs and are comparable to peer municipalities.

Schedule C-2 – Parking and Traffic

The Off-Street Parking Service provides long and short term off-street parking in the downtown. It achieves this by managing the operation of surface lots, parkades and the agreement with the Westel Parkade that provides additional parking in the downtown.

The Off-Street Parking Service is to be self funded through a combination of the Off-Street Parking Levy and the Off-Street Parking user fees. These rates are developed to fund operating and maintenance costs (labour, snow removal, utilities), debt payments, new and renewal of capital infrastructure needs as well as maintain a contingency fund.

The primary inflationary challenges with providing the service is the cost of labour as well as inflation for capital construction costs. Parking structures are generally concrete construction and are subject to corrosion over time; more so in winter climates due to the effects of moisture, road salt, and freeze/thaw cycles. The 2023 annual average reinvestment for the infrastructure needs of these off-street parking facilities is estimated at \$980,308/year and projected to inflate at 5%/year.

The user fees (monthly stall rentals) increases are proposed at 3% per year for four years. It is also proposed that daily rates increase from \$6/day to \$7/day in 2024; and then from \$7/day to \$8/day along with hourly rates increasing from \$1.00/hr to \$1.50/hr in 2026. Lastly, there is a proposal to start charging \$20/yr for a Residential Parking Permit (formally free of charge) and a reduction in the George Street Parkade rates to align the cost with other parkades and encourage more stall rentals at that location.

User fees in isolation are not enough to keep the service self-sustaining. The Downtown Off-Street Parking Levy, which is paid by property owners in the specified C-1 downtown area, is the other funding source for the service and the 2023 Levy was \$2,000,000. It is also recommended that this

levy increase by \$50,000/year for four years and the user fee increases assume the levy recommendations. However, the levy is not part of the Fees and Charges Bylaw and is instead approved by Council as part of the annual budget process.

Schedule C-3 – Records Administration

The fees and charges for records administration under Schedule C-3 of the Bylaw include records from several departments and divisions but that are most commonly retrieved from the Legislative Services Division. The schedule was last amended in 2019 to include provision of electronic versions of records (i.e., records existing in digital form), a consolidated fee structure for commonly requested property file records, and fees for record requests submitted to the Human Resources department.

Administration has completed a detailed review and amendments are proposed to the following sections: general records retrieval and reproduction, miscellaneous records, land title survey authority record retrieval, engineering records, environmental assessment records and historical property file records.

The proposed amendments regarding fees and charges for routinely requested records includes added clarity between the cost of producing records that are already available in electronic format versus records that must be located, retrieved, and digitized from the City's archives; inclusion of additional types of routinely requested documents (e.g. Phase 1/Stage 1 Environmental Assessment records); and a revision to the fees charged for services to account for the increased cost in supplies and materials (i.e.: photocopier toner, paper, etc.) and to reflect the City's cost of providing the service. In the case of records from the land title survey authority and engineering records, a modest increase to these fees are proposed to cover the costs of the external professional service and to align with industry standards for the service. Additionally, other minor housekeeping updates are proposed to align with the City's current processes and organizational structure, where some records are now provided by other departments.

Schedule C-4 – Fire Protection and Emergency Response

This schedule includes items like fireworks permits, fuel storage tanks, private hydrant testing, inspection fees, false alarms, and other service and vehicle charges. There is no recommended increase for this schedule. The fees are covering our associated costs and are comparable to peer municipalities.

Schedule C-5 – RCMP Support Services

This schedule is for costs related to support staff providing services to the public as required, ie. Criminal records checks, police information checks, analyst reports, false alarm fees, etc. There is no recommended increase for this schedule. The fees are covering our associated costs and are comparable to peer municipalities.

Schedule D

The services in Schedule D have the same goal as Schedule A. The City attempts to recover the full cost associated with these services.

Schedule D-1 – Corporate Services

This schedule contains fees related to mortgage company listings and searches, refunds and non sufficient funds (NSF) charges related to property tax and utility fee collection.

Mortgage Company Listing Fees are being increased from \$5 to \$10. This is consistent with the majority of our peer municipalities. All other fees in this schedule were evaluated and benchmarked against peer municipalities and increases are not being recommended.

Administration is also recommending some housekeeping updates to the language in the bylaw. "NSF Charge" is now expanded to read "NSF and Returned Items Charge" as there are more reasons than just NSF as to why a payment may be rejected.

"Transfers Between Properties" is now listed as "Transfers Between Accounts" as transfers can also occur between the tax account and the utility account on the same property.

Lastly, historical effective dates have been removed from D-1(c) and D-1(d).

Total Financial Impact

A large portion of the fees and charges in this report fund the self-sustaining utilities for those services (Sewer, Water, Solid Waste, Off-Street Parking). The remaining fees provide annual revenue sources that offset the general expenses of the City. Without fee increases, services become less attributed to the user, more subsidized by general taxation, and would therefore increase the tax levy.

SUMMARY AND CONCLUSION:

Administration recommends that the Standing Committee on Finance and Audit endorse the recommendations in the report to Council for approval of the increases to the fees and charges for 2024 through 2027.

RESPECTFULLY SUBMITTED:

Kris Dalio, Director of Finance and IT Services

APPROVED:

Walter Babicz, City Manager
Meeting date: July 26, 2023



Fees and Charges Finance and Audit July 26, 2023

Introduction

- This presentation provides the legislative basis and methodologies related to a variety of user fees including statutory and non-statutory fees.
- Taxation amounts for approximately 75% of the City's total revenues. The next largest amount is Fees and Charges at 15%.
- Fees are set in accordance with the *Community Charter*, the *Local Government Act* and CPG Sustainable Finance Guideline #3 and #4.

Cost Recovery of Services

- The City recovers costs associated with services in the following ways:
 - General Taxation – for goods and services that benefit the community as a whole (e.g. Snow Control)
 - Fully Funded User Fees – for goods and services that benefit specific organizations and individuals (development costs, such as business licences and permit fees; and utility rates for sewer, water, solid waste)
 - User fees subsidized by taxation – subsidized use of the good or service provides a significant public benefit and attempting to fully recover the cost will result in denied access to intended users and reduced use of the good or service

Legislative Authority

- Local governments generally have broad authority when establishing a fee structure, including:
 - Basing a fee on any factor specified in the fee bylaw,
 - Establishing different fee rates in relation to different factors, and
 - Establishing terms and conditions for fee payment such as discounts, interest and penalties.
- A fee amount must not be excessive. Instead, the amount of a fee should be sufficient to recover costs of a service and ensure its future sustainability.
- To ensure transparency, local governments must make available to the public, on request, a report showing how a fee was determined.

Fees and Charges

- Fees and charges are established by bylaw and are primarily used for recovering:
 - The cost of services such as sewer, water, solid waste, transit, parking, etc. - (*Community Charter*)
 - The use of city property: CN Centre, Arenas, Conference and Civic Centre, Aquatics (includes outdoor facilities too such as parks) – (*Community Charter*)
 - Exercising regulatory authority: building permit fee or a business license (*Local Government Act*)
 - Obtaining government records. – (*Community Charter*)

Comprehensive Fees and Charges Bylaw 7557

- Comprehensive bylaw of all fees and charges
 - All bylaws and amendments listed out
 - Any amendment to change a fee or charge is done by directly amending the comprehensive bylaw
- Comprehensive bylaw contains rates that steadily increase year over year (intended to reflect inflation)
 - Council sets rates for the next 4 years in the first year of their term. It acts as a roadmap that Council can amend during their term if conditions call for it to be reviewed and revisited
- All fees can be reviewed on an ad-hoc basis as required

Comprehensive Fees and Charges Bylaw 7557

- Finance and Audit Committee meets on July 26th:
 - A-1 – Development Permits
 - A-2 – Business Licences
 - A-3 – Cemetery
 - A-6 – Solid Waste
 - A-7 – Highways
 - A-9 – Sewer
 - A-11 - Signage
 - A-12 – Soil Removal
 - A-13 – Storm Sewer
 - A-14 – Subdivision Control
 - A-15 – Tree Protection
 - A-16 – Water
 - A-18 – Snow Dumping
 - A-19 – Real Estate
 - B-2 – CN Centre & Arenas
 - B-3 – Conference and Civic Centre
 - B-4 – Aquatics
 - B-5 – Pine Valley
 - B-6 – Parks and Recreation
 - B-7 – Playhouse Theatre
 - C-1 – Animal Control
 - C-2 – Parking and Traffic
 - C-3 – Records and Administration
 - C-4 – Fire and Emergency
 - C-5 – RCMP Support
 - D-1 – Corporate Services

Fully Funded User Fees – Are We Sustainable?

- Full recovery rates recover operating and asset lifecycle capital costs
 - Direct costs – labour costs (e.g. salaries and benefits) and operating costs (e.g. materials and supplies, etc.)
 - Indirect costs – operating costs associated with individuals supporting direct service departments (e.g. HR, Finance, Communications, Service Centre, Facility Maintenance, IT, Mayor & Council, Legislative Services, etc.)
 - Capital costs - asset reinvestment costs to ensure services do not accumulate infrastructure deficit (may also include a portion of indirect capital costs – although CPG does not currently have capital overhead incorporated into our fees)
- Examples of fully funded services are: Sewer, Water, Solid Waste, Off-Street Parking and Development Costs.

Subsidized User Fees

Examples of this are Aquatics, Arenas and Parks. Considerations for Recreation Programs include:

- access for most at need in community:
children/youth/adults 65+
- competitive pricing vs. market, as well as comparison with other municipalities. This is even more relevant for municipalities who need to be conscious of close neighboring municipalities that are their competition
- various implementation approaches - phase-in, volume or family discounts, tiered pricing for older adults
- Other considerations include such things as specificity of program (e.g. fees could exist for both facility rental (e.g. ice hours) and program costs (e.g. learn to skate). Council may choose to provide different subsidy frameworks for each

Questions?

Fees and Charges Schedule List

1. A-1: Development Services - Fees and Charges for Building, Demolition, Moving and Plumbing Permits
2. A-2: Business Licence - Fees and Charges for Business Licence
3. A-3: Cemetery Fees - Fees and Charges for the Cemetery
4. A-5: Development Services - Fees and Charges for Land Use Planning
5. A-6: Development Services - Fees and Charges for Garbage Collections
6. A-7: Development Services - Fees and Charges for Highways
7. A-9: Development Services – Fees and Charges for Sanitary Sewer
8. A-11: Development Services - Fees and Charges for Signage
9. A-13: Public Works – Fees and Charges for Storm Sewer Rates
10. A-14: Development Services – Fees and Charges for Subdivision
11. A-15: Tree Protection
12. A-16: Development Services – Fees and Charges for Water Rates and Regulation
13. A-18: Development Services – Fees and Charges for Snow Dumping
14. B-2: Civic Facilities and Events – Fees and Charges for CN Centre and Community Arenas
15. B-3: Civic Facilities and Events – Fees and Charges for Prince George Conference and Civic Centre
16. B-4: Recreation and Events – Fees and Charges for Aquatics
17. B-5: Civic Facilities and Events – Fees and Charges for Pine Valley Golf Course
18. B-6: Parks and Recreation - Fees and Charges for City Park Facilities and School District #57 Facility Rentals
19. B-7: Civic Facilities and Events – Fees and Charges for Prince George Playhouse Theatre
20. C-2: Public Safety and Civic Facilities - Fees and Charges for Parking and Traffic
21. C-3: Administrative Services - Fees and Charges for Records Administration
22. D-1: Corporate Services - Fees and Charges for Corporate Services

“A - 1”

DEVELOPMENT SERVICES

Fees and Charges for Building, Demolition, Moving and Plumbing Permits

EFFECTIVE:

A-1(a)

Building Permit Fees	
Processing fee for all applications (non-refundable)	\$100.00
Estimated value of construction: \$0.00-\$10,000.00	\$200.00
Estimated value of construction: Exceeds \$10,000.00	\$200.00 plus \$6.50 per \$1,000.00 or fraction thereof by which the said work exceeds \$10,000.00
Completion Permit	\$500.00, or 10% of the original permit fee, whichever is greater, to a maximum of \$1,000.00
Professional Design and Certification When the building official has relied upon letters of assurance in accordance with the <i>Building Bylaw, Plumbing Code</i> and <i>Building Code</i>	The permit fee shall be reduced by 2.5%.
Plumbing Permit Fee	
Processing fee for all applications (non-refundable)	\$100.00
Internal Plumbing System - Install, alter or repair	\$70.00 plus \$8.00 for each plumbing fixture.
External Storm, Sanitary Sewer and Water Service - Install, alter or repair.	\$70.00
Moving Permit Fee	
Processing fee for all applications (non-refundable)	\$100.00
Application Fee	\$75.00
Demolition Permit Fee	
Processing fee for all applications (non-refundable)	\$100.00
Application Fee	\$75.00
Security for Moving and Demolition Permits	\$2,000.00
Permit Transfer or Assignment Fee	\$35.00 or 10% of the original permit fee, whichever is greater.
Permit Extension Fee	\$40.00 or 10% of the original permit fee, whichever is greater.
Re-inspection Fee	\$100.00
Re-plan check Fee	\$50.00 flat rate or \$70.00 per hour, whichever is greater.

Inspections, reviews or plan checks not specifically described in this Schedule	\$50.00 flat rate or \$70.00 per hour, whichever is greater.
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DRAFT

"A - 2"

BUSINESS LICENCE

Fees and Charges for Business Licence

EFFECTIVE: January 1, 2024

A-2(a)

Application Fees						
Processing fee (non-refundable) for all new, relocation, and re-applications				\$100.00		
Business Licence Category Fee(s) – Additional 3% will be added each year following 2026						
"City of Prince George Business Regulation and Licensing Bylaw No. 9040, 2020"	"City of Prince George Zoning Bylaw No. 7850, 2007"	2023 Business Licence Fee	2024 Business Licence Fee	2025 Business Licence Fee	2026 Business Licence Fee	2027 Business Licence Fee (Annual 3%)
Accommodation	Agri-Tourist Accommodation	\$140.00	\$154.00	\$169.40	\$186.34	\$191.93
	Hotel & Apartment Hotel	\$701.00	\$722.03	\$743.69	\$766.00	\$788.98
	Motel	\$280.00	\$308.00	\$338.80	\$372.68	\$383.86
Adult Only	Entertainment, Adult-Oriented	\$4,206.00	\$4,332.18	\$4,462.15	\$4,596.00	\$4,733.88
	Service, Dating or Escort	\$4,206.00				
Bed and Breakfast	Bed and Breakfast	\$87.00	\$91.35	\$95.92	\$100.71	\$103.73
Campground	Campground	\$140.00	\$154.00	\$169.40	\$186.34	\$191.93
Cannabis Production Facility/Retail	Cannabis Production Facility	\$1,000.00	\$1,250.00	\$1,562.50	\$1,953.13	\$2,011.72
	Retail, Cannabis	\$1,000.00				
Carnival and Midway	Carnival	\$421.00	\$433.63	\$446.64	\$460.04	\$473.84
Commercial Education	Education, Commercial	\$140.00	\$154.00	\$169.40	\$186.34	\$191.93
	Education, Higher	\$280.00				
	Education					
Commercial Recreation	Equestrian Centre, Major and Minor (<1000 m ² in GFA)	\$280.00	\$288.40 (<1000 m ² in GFA) or	\$297.05 (<1000 m ² in GFA) or	\$305.96 (<1000 m ² in GFA) or	\$315.14 (<1000 m ² in GFA) or
	Recreation, Indoor and Outdoor (>1001 m ² in GFA)	\$421.00	\$433.63 (>1001 m ² in GFA)	\$446.64 (>1001 m ² in GFA)	\$460.04 (>1001 m ² in GFA)	\$473.84 (>1001 m ² in GFA)
Commercial Retail		\$280.00 (<1000 m ² GFA)	\$288.40 (<1000 m ² in GFA) or	\$297.05 (<1000 m ² in GFA) or	\$305.96 (<1000 m ² in GFA) or	\$315.14 (<1000 m ² in GFA) or
		\$561.00 (>1001 m ² GFA)	\$577.83 (>1001 m ² in GFA)	\$595.16 (>1001 m ² in GFA)	\$613.02 (>1001 m ² in GFA)	\$631.41 (>1001 m ² in GFA)
	Aircraft Sale and Rental					
	Business or Office Supplies					
	Retail, Adult-Oriented					
	Retail, Convenience					

	Retail, General					
	Building and Garden Supply					
	Retail, Farmers Market					
	Retail, Flea Market					
Commercial Service		\$140.00 (<100 m ² GFA) \$280.00 (>100 m ² GFA)	\$154.00 (<100 m ² GFA) or \$288.40 (>100 m ² GFA)	\$169.40 (<100 m ² GFA) or \$297.05 (>100 m ² GFA)	\$186.34 (<100 m ² GFA) or \$305.96 (>100 m ² GFA)	\$191.93 (<100 m ² GFA) or \$315.14 (>100 m ² GFA)
	Agriculture, General					
	Agriculture, Intensive Impact					
	Animal Breeding and Boarding					
	Aquaculture					
	Entertainment, Patron Participation					
	Entertainment, Spectator					
	Exhibition and Convention Facility					
	Feedlot					
	Fish Hatchery					
	Forestry					
	Gaming Facility	\$280.00				
	Health Service, Community Outreach					
	Library and Exhibit					
	Office	\$140.00				
	Parking Non-Accessory	\$140.00				
	Residential Sales Centre					
	Service, Funeral					
	Service, Massage					
	Service, Massage Therapy					
	Service, Personal					
	Service, Pet Grooming and Day Care					
	Winery and Cidery					
	Health Service, Major	\$140.00				
	Health Service, Minor	\$140.00				
	Service, Business Support	\$280.00				
	Veterinary Service, Major and Minor	\$140.00				
Community Care Facility	Community Care Facility, Major	\$140.00	\$71.68	\$75.26	\$79.03	\$81.40
	Community Care Facility, Minor	\$64.00				
	Community Care Facility, Specialized	\$140.00				
Financial Institution	Service, Financial	\$701.00	\$722.03	\$743.69	\$766.00	\$788.98

Food Primary Establishment	Restaurant	\$280.00	\$288.40	\$297.05	\$305.96	\$315.14
	Restaurant (small business)	\$214.00	\$214.00	\$214.00	\$214.00	\$220.42
Home Business 1	Home Business 1	\$87.00	\$89.61	\$92.30	\$95.07	\$97.92
	Home Business 1 (Office Only for Contractor/Trade)		\$140.00	\$140.00	\$140.00	\$140.00
Home Business 2	Home Business 2	\$140.00	\$140.00	\$140.00	\$140.00	\$144.20
Home Business 3	Home Business 3	\$186.00	\$195.30	\$205.07	\$215.32	\$221.81
Industry, Light		\$140.00 (<100 m2 GFA)	\$280.00	\$288.40	\$297.05	\$305.96
		\$280.00 (>100 m2 GFA)				
	Animal Shelter					
	Brewery and Distillery, Minor					
	Consulting, Scientific and Technical					
	Fleet Service					
	Log Storage					
	Manufacturing, Custom Indoor					
	Railway					
	Recycling Center, Intermediate and Minor					
	Retail General of only Business or Office Supplies					
	Service, Household Repair					
	Service, Industrial Support					
	Utility, Major and Minor					
	Auction, Major and Minor	\$280.00				
	Contractor Service, Major and Minor	\$421.00				
	Equipment Major and Minor	\$701.00				
	Greenhouse and Plant Nursery	\$140.00				
	Industry, Light	\$280.00				
	Transportation Depot	\$280.00				
	Truck or Rail Terminal, Minor	\$280.00				
	Warehousing & Storage	\$280.00				
	Wholesale	\$280.00				
Industry, Medium	Outdoor Storage		\$371.70	\$390.29	\$409.80	\$422.09
	Recycling Centre, Major					
	Truck or Rail Terminal, Major					
	Wrecking Yard	\$354.00				

Industry, Heavy	Abattoir		\$736.05	\$772.85	\$811.50	\$835.85
	Brewery and Distillery, Major					
	Crematorium/Cemetery	\$140.00				
	Concrete and Asphalt Plant					
	Industry, Heavy	\$701.00				
	Industry, Special Heavy	\$701.00				
	Waste Management					
Liquor Primary Establishment	Retail, Liquor	\$280.00	\$313.60	\$351.23	\$393.38	\$405.18
	Restaurant					
Mobile Business	Mobile Business (per unit)	\$214.00	\$220.42	\$227.03	\$233.84	\$240.86
Not-for-Profit	Housing, Supportive	\$36.00	\$37.08	\$38.19	\$39.34	\$40.52
	Housing, Transitional					
	Religious Assembly					
	Service, Food Bank					
	Temporary Shelter Services					
Passenger Directed Vehicles	Vehicle Hire (Per Unit)	\$56.00	\$77.70	\$81.59	\$85.66	\$88.23
	Taxi/Limousine/Shuttle Service (per unit)	\$74.00				
	Courier/Delivery Service (per unit)	\$74.00				
Pawn Shop/Second Hand Dealer	Second Hand Goods	\$511.00	\$536.55	\$563.38	\$591.55	\$609.30
Service Station	Service Station, Major and Minor	\$421.00	\$463.10	\$500.15	\$530.16	\$546.06
Vehicle Rental	Vehicle Rental Major and Minor	\$421.00	\$433.63	\$446.64	\$460.04	\$473.84
Vehicle Repair	Vehicle Repair, Major	\$701.00	\$288.40	\$297.05	\$305.96	\$315.14
	Vehicle Repair, Minor	\$280.00				
Vehicle Sale	Vehicle Sale, Major	\$1,042.00	\$1,073.26	\$1,105.46	\$1,138.62	\$1,172.78
	Vehicle Sale, Minor	\$701.00	\$722.03	\$743.69	\$766.00	\$788.98
Vehicle Wash	Vehicle Wash, Major and Minor	\$140.00	\$154.00	\$169.40	\$186.34	\$191.93

A-2(b)

This schedule is deleted in its entirety.

**“A - 3”
CEMETERY FEES**

Fees and Charges for the Cemetery

EFFECTIVE: January 1, 2024

A-3(a)

Grave Space Permit Fees		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Flat Marker Gravespace						
Adult - single	Resident	\$2,990.00	\$3,080.00	\$3,172.00	\$3,267.00	\$3,365.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$748.00	\$770.00	\$793.00	\$817.00	\$842.00
	Non-Resident	\$3,360.00	\$3,461.00	\$3,565.00	\$3,672.00	\$3,782.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$840.00	\$865.00	\$891.00	\$918.00	\$946.00
Adult - companion plot	Resident	\$5,231.00	\$5,388.00	\$5,550.00	\$5,717.00	\$5,889.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,308.00	\$1,347.00	\$1,387.00	\$1,429.00	\$1,472.00
	Non-Resident	\$5,979.00	\$6,158.00	\$6,343.00	\$6,533.00	\$6,729.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,495.00	\$1,540.00	\$1,586.00	\$1,634.00	\$1,683.00
Child (2-14 years)	Resident	\$925.00	\$953.00	\$982.00	\$1,011.00	\$1,041.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$232.00	\$239.00	\$246.00	\$253.00	\$261.00
	Non-Resident	\$1,198.00	\$1,234.00	\$1,271.00	\$1,309.00	\$1,348.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$299.00	\$308.00	\$317.00	\$327.00	\$337.00
	Resident	\$660.00	\$680.00	\$700.00	\$721.00	\$743.00

Infant (less than 2 years of age)	<i>Includes Perpetual Care Fund Contribution</i>	\$166.00	\$171.00	\$176.00	\$181.00	\$186.00
	Non-Resident	\$817.00	\$842.00	\$867.00	\$893.00	\$920.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$205.00	\$211.00	\$217.00	\$224.00	\$231.00
Cremated Remains - single	Resident	\$748.00	\$770.00	\$793.00	\$817.00	\$842.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$186.00	\$192.00	\$198.00	\$204.00	\$210.00
	Non-Resident	\$801.00	\$825.00	\$850.00	\$876.00	\$902.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$200.00	\$206.00	\$212.00	\$218.00	\$225.00
Upright Monument Gravespace		2023	2024	2025	2026	2027
Adult - single	Resident	\$3,357.00	\$3,458.00	\$3,562.00	\$3,669.00	\$3,779.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$839.00	\$864.00	\$890.00	\$917.00	\$945.00
	Non-Resident	\$3,727.00	\$3,839.00	\$3,954.00	\$4,073.00	\$4,195.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$932.00	\$960.00	\$989.00	\$1,019.00	\$1,050.00
Adult - companion plot	Resident	\$5,877.00	\$6,053.00	\$6,235.00	\$6,422.00	\$6,615.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,470.00	\$1,514.00	\$1,559.00	\$1,606.00	\$1,654.00
	Non-Resident	\$6,617.00	\$6,816.00	\$7,020.00	\$7,231.00	\$7,448.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,654.00	\$1,704.00	\$1,755.00	\$1,808.00	\$1,862.00
Child (2-14 years)	Resident	\$1,131.00	\$1,165.00	\$1,200.00	\$1,236.00	\$1,273.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$283.00	\$291.00	\$300.00	\$309.00	\$318.00

	Non-Resident	\$1,460.00	\$1,504.00	\$1,549.00	\$1,595.00	\$1,643.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$367.00	\$378.00	\$389.00	\$401.00	\$413.00
Infant (less than 2 years of age)	Resident	\$790.00	\$814.00	\$838.00	\$863.00	\$889.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$198.00	\$204.00	\$210.00	\$216.00	\$222.00
	Non-Resident	\$1,000.00	\$1,030.00	\$1,061.00	\$1,093.00	\$1,126.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$250.00	\$258.00	\$266.00	\$274.00	\$282.00
Cremated Remains	Resident	\$1,672.00	\$1,722.00	\$1,774.00	\$1,827.00	\$1,882.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$418.00	\$431.00	\$444.00	\$457.00	\$471.00
	Non-Resident	\$1,804.00	\$1,858.00	\$1,914.00	\$1,971.00	\$2,030.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$451.00	\$465.00	\$479.00	\$493.00	\$508.00
Green Burial Gravespace		2023	2024	2025	2026	2027
Adult - single	Resident	\$2,990.00	\$3,080.00	\$3,172.00	\$3,267.00	\$3,365.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$748.00	\$770.00	\$793.00	\$817.00	\$842.00
	Non-Resident	\$3,360.00	\$3,461.00	\$3,565.00	\$3,672.00	\$3,782.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$840.00	\$865.00	\$891.00	\$918.00	\$946.00
Cremated Remains - single	Resident	\$748.00	\$770.00	\$793.00	\$817.00	\$842.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$186.00	\$192.00	\$198.00	\$204.00	\$210.00
	Non-Resident	\$801.00	\$825.00	\$850.00	\$876.00	\$902.00
	<i>Includes Perpetual</i>	\$200.00	\$206.00	\$212.00	\$218.00	\$225.00

	<i>Care Fund Contribution</i>					
Scattering of Cremated Remains	Resident	\$248.00	\$255.00	\$263.00	\$271.00	\$279.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Non-Resident	\$264.00	\$272.00	\$280.00	\$288.00	\$297.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

A-3(b)

Service Fees		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Opening and Closing Grave for Burial						
Adult		\$1,198.00	\$1,234.00	\$1,271.00	\$1,309.00	\$1,348.00
Child		\$354.00	\$365.00	\$376.00	\$387.00	\$399.00
Infant		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cremated Remains		\$374.00	\$385.00	\$397.00	\$409.00	\$421.00
Extra Depth (Additional Fee)		\$651.00	\$671.00	\$691.00	\$712.00	\$733.00
Opening and Closing Grave for Exhumation						
Adult		\$2,390.00	\$2,462.00	\$2,536.00	\$2,612.00	\$2,690.00
Child		\$2,390.00	\$2,462.00	\$2,536.00	\$2,612.00	\$2,690.00
Infant		\$1,195.00	\$1,231.00	\$1,268.00	\$1,306.00	\$1,345.00
Cremated Remains		\$449.00	\$462.00	\$476.00	\$490.00	\$505.00
Extra Depth (Additional Fee)		\$824.00	\$849.00	\$874.00	\$900.00	\$927.00
The above exhumation shall apply to each exhumation required in the case of multiple grave space interments as provided for in Section 5.1 of the City of Prince George Cemetery Bylaw No. 8046, 2008, as amended from time to time.						
Additional Fees Interment, Entombment, Inurnments						
Adult, Child for Saturday burials		\$764.00	\$787.00	\$811.00	\$835.00	\$860.00
Cremated Remains for Saturday burials		\$200.00	\$206.00	\$212.00	\$218.00	\$225.00
Fee for after 3:30 pm services (Monday-Friday)		\$200.00	\$206.00	\$212.00	\$218.00	\$225.00
Pallbearer assistance (maximum 2 people)		\$156.00	\$161.00	\$166.00	\$171.00	\$176.00
Lowering device rental		\$191.00	\$197.00	\$203.00	\$209.00	\$215.00
Administration Fee		\$80.00	\$82.00	\$84.00	\$87.00	\$90.00
Flat Grave Marker Installation - Concrete wash installed by City						
		2023	2024	2025	2026	2027
Extra Small Marker (0.20m x 0.31m)	Total Fee	\$307.00	\$316.00	\$325.00	\$335.00	\$345.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Total Fee		\$307.00	\$316.00	\$325.00	\$335.00	\$345.00

Small Flat Marker (0.31m x 0.51m)	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Medium Flat Marker (0.41m x 0.71m)	Total Fee	\$397.00	\$409.00	\$421.00	\$434.00	\$447.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Large Flat Marker (0.46m x 0.76m)	Total Fee	\$573.00	\$590.00	\$608.00	\$626.00	\$645.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Extra Large Flat Marker (0.46m x 1.10m)	Total Fee	\$573.00	\$590.00	\$608.00	\$626.00	\$645.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Flat Grave Marker Installation - Concrete wash installed by Supplier						
Extra Small Marker (0.20m x 0.31m)	Total Fee	\$215.00	\$221.00	\$228.00	\$235.00	\$242.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Small Flat Marker (0.31m x 0.51m)	Total Fee	\$215.00	\$221.00	\$228.00	\$235.00	\$242.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Medium Flat Marker (0.41m x 0.71m)	Total Fee	\$278.00	\$286.00	\$295.00	\$304.00	\$313.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Large Flat Marker (0.46m x 0.76m)	Total Fee	\$363.00	\$374.00	\$385.00	\$397.00	\$409.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00

Extra Large Flat Marker (0.46m x 1.10m)	Total Fee	\$363.00	\$374.00	\$385.00	\$397.00	\$409.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Upright Monument / Columbaria Private Estate Installation						
		2023	2024	2025	2026	2027
Small Upright / Small Private Estate (1-4 cremains) – up to 0.91m base	Total Fee	\$799.00	\$823.00	\$848.00	\$873.00	\$899.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Large Upright / Large Private Estate (5-10 cremains) - up to 1.52m base	Total Fee	\$1,188.00	\$1,224.00	\$1,261.00	\$1,299.00	\$1,338.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Small Pillow Marker - up to 0.91m base	Total Fee	\$799.00	\$823.00	\$848.00	\$873.00	\$899.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Large Pillow Marker - up to 1.52m base	Total Fee	\$1,188.00	\$1,224.00	1,261.00	1,299.00	1,338.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Grave Covers		2023	2024	2025	2026	2027
Grave Cover Foundation Construction		\$1,393.00	\$1435.00	\$1478.00	\$1,522.00	\$1,568.00
Grave Cover Installation	Total Fee	\$392.00	\$404.00	\$416.00	\$428.00	\$441.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00

(each time)						
Grave Cover removal & reinstallation for subsequent interment	\$2,242.00	\$2,309.00	\$2,378.00	\$2,449.00	\$2,522.00	
Marker Handling Fees						
Loading and Unloading of Markers	\$85.00	\$88.00	\$91.00	\$94.00	\$97.00	
Flat Marker Removal	\$85.00	\$88.00	\$91.00	\$94.00	\$97.00	
Flat Marker Reinstallation	N/A	N/A	N/A	N/A	N/A	
Flat Marker Removal and Reinstallation	\$173.00	\$178.00	\$183.00	\$188.00	\$194.00	
Upright Marker Removal	\$431.00	\$444.00	\$457.00	\$471.00	\$485.00	
Upright Marker Removal and Reinstallation	\$861.00	\$887.00	\$914.00	\$941.00	\$969.00	
Disposal of Flat Markers	\$117.00	\$121.00	\$125.00	\$129.00	\$133.00	
Disposal of Upright Markers	\$170.00	\$175.00	\$180.00	\$185.00	\$191.00	
Interment Liners						
Adult Casket Liner	\$646.00	\$665.00	\$685.00	\$706.00	\$727.00	
Adult Casket Vault	\$824.00	\$849.00	\$874.00	\$900.00	\$927.00	
Child Casket Liner	\$444.00	\$457.00	\$471.00	\$485.00	\$500.00	
Infant Casket Liner	\$368.00	\$379.00	\$390.00	\$402.00	\$414.00	
Cremation Liner	\$197.00	\$203.00	\$209.00	\$215.00	\$221.00	
Cremation Companion Liner	\$245.00	\$252.00	\$260.00	\$268.00	\$276.00	
Externally Supplied Casket Liner / vault handling fee	\$186.00	\$192.00	\$198.00	\$204.00	\$210.00	
Externally Supplied Cremation Liner / vault handling fee	\$112.00	\$115.00	\$118.00	\$122.00	\$126.00	

A-3(c)

Mausoleum/Columbaria Fees		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Mausoleum Crypts						
Single Crypts - Price includes single crypt (for one casket) and perpetual care. Services and accessories are additional at time of use. Level E is top level. Level A is bottom level.						
Level E	Resident	\$12,361.00	\$12,732.00	\$13,114.00	\$13,507.00	\$13,912.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,854.00	\$1,910.00	\$1,967.00	\$2,026.00	\$2,087.00
	Non-Resident	\$14,833.00	\$15,278.00	\$15,736.00	\$16,208.00	\$16,694.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$2,225.00	\$2,292.00	\$2,361.00	\$2,432.00	\$2,505.00
Level D	Resident	\$16,228.00	\$16,715.00	\$17,216.00	\$17,732.00	\$18,264.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$2,434.00	\$2,507.00	\$2,582.00	\$2,659.00	\$2,739.00
	Non-Resident	\$18,986.00	\$19,556.00	\$20,143.00	\$20,747.00	\$21,369.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$2,848.00	\$2,933.00	\$3,021.00	\$3,112.00	\$3,205.00
Level C	Resident	\$21,261.00	\$21,899.00	\$22,556.00	\$23,233.00	\$23,930.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,190.00	\$3,286.00	\$3,385.00	\$3,487.00	\$3,592.00
	Non-Resident	\$25,512.00	\$26,277.00	\$27,065.00	\$27,877.00	\$28,713.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,826.00	\$3,941.00	\$4,059.00	\$4,181.00	\$4,306.00
Level B	Resident	\$22,086.00	\$22,749.00	\$23,431.00	\$24,134.00	\$24,858.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,314.00	\$3,413.00	\$3,515.00	\$3,620.00	\$3,729.00
	Non-Resident	\$26,502.00	\$27,297.00	\$28,116.00	\$28,959.00	\$29,828.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,975.00	\$4,094.00	\$4,217.00	\$4,344.00	\$4,474.00

Level A	Resident	\$19,778.00	\$20,371.00	\$20,982.00	\$21,611.00	\$22,259.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$2,966.00	\$3,055.00	\$3,147.00	\$3,241.00	\$3,338.00
	Non-Resident	\$23,733.00	\$24,445.00	\$25,178.00	\$25,933.00	\$26,711.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,561.00	\$3,668.00	\$3,778.00	\$3,891.00	\$4,008.00
Companion Front Crypts						
Includes double crypt space (for two caskets) and perpetual care. Services and accessories are additional at time of use. Level E is top level. Level A is bottom level.						
Level E	Resident	\$26,348.00	\$27,138.00	\$27,952.00	\$28,791.00	\$29,655.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,956.00	\$4,075.00	\$4,197.00	\$4,323.00	\$4,453.00
	Non-Resident	\$31,645.00	\$32,594.00	\$33,572.00	\$34,579.00	\$35,616.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$4,746.00	\$4,888.00	\$5,035.00	\$5,186.00	\$5,342.00
Level D	Resident	\$37,579.00	\$38,706.00	\$39,867.00	\$41,063.00	\$42,295.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$5,636.00	\$5,805.00	\$5,979.00	\$6,158.00	\$6,343.00
	Non-Resident	\$45,093.00	\$46,446.00	\$47,839.00	\$49,274.00	\$50,752.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$6,764.00	\$6,967.00	\$7,176.00	\$7,391.00	\$7,613.00
Level C	Resident	\$44,500.00	\$45,835.00	\$47,210.00	\$48,626.00	\$50,085.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$6,675.00	\$6,875.00	\$7,081.00	\$7,293.00	\$7,512.00
	Non-Resident	\$53,400.00	\$55,002.00	\$56,652.00	\$58,352.00	\$60,103.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$8,010.00	\$8,250.00	\$8,498.00	\$8,753.00	\$9,016.00
Level B	Resident	\$47,797.00	\$49,231.00	\$50,708.00	\$52,229.00	\$53,796.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$7,170.00	\$7,385.00	\$7,607.00	\$7,835.00	\$8,070.00

	Non-Resident	\$57,356.00	\$59,077.00	\$60,849.00	\$62,674.00	\$64,554.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$8,603.00	\$8,861.00	\$9,127.00	\$9,401.00	\$9,683.00
Level A	Resident	\$46,147.00	\$47,531.00	\$48,957.00	\$50,426.00	\$51,939.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$6,923.00	\$7,131.00	\$7,345.00	\$7,565.00	\$7,792.00
	Non-Resident	\$55,377.00	\$57,038.00	\$58,749.00	\$60,511.00	\$62,326.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$8,307.00	\$8,556.00	\$8,813.00	\$9,077.00	\$9,349.00
Mausoleum Crypt Memorialization						
	Single Crypts Bronze Light / Vase Unit, Surname, 2 Given Names Birth & Death dates included	\$1,648.00	\$1,697.00	\$1,748.00	\$1,800.00	\$1,854.00
	Companion Front Crypts Bronze Light / Vase Unit, Surname, 2 Given Names Birth & Death dates included	\$2,967.00	\$3,056.00	\$3,148.00	\$3,242.00	\$3,339.00
	Crypt Bronze Religious Plaque for Memorial	\$365.00	\$376.00	\$387.00	\$399.00	\$411.00
	Crypt Lettering over the 4 line limit	\$239.00	\$246.00	\$253.00	\$261.00	\$269.00
Mausoleum Services						
	Entombment Fees - Per Casket	\$1,122.00	\$1,156.00	\$1,191.00	\$1,227.00	\$1,264.00
	Placement of Floral Arrangements on Crypts	\$39.00	\$40.00	\$41.00	\$42.00	\$43.00
	Crypt Photo Ceramic (8 cmx10 cm) with frame	\$392.00	\$404.00	\$416.00	\$428.00	\$441.00

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Mausoleum/Columbaria Fees		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Mausoleum Cremation Niches						
Marble Front Niches						
Marble Niches - 0.30m W, 0.30m H 0.30m D Type A Level 10	Resident	\$1,483.00	\$1,527.00	\$1,573.00	\$1,620.00	\$1,669.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$221.00	\$228.00	\$235.00	\$242.00	\$249.00
	Non-Resident	\$1,780.00	\$1,833.00	\$1,888.00	\$1,945.00	\$2,003.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$267.00	\$275.00	\$283.00	\$291.00	\$300.00
Marble Niches - 0.30m W, 0.30m H 0.30m D Type A Level 9	Resident	\$1,648.00	\$1,697.00	\$1,748.00	\$1,800.00	\$1,854.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$247.00	\$254.00	\$262.00	\$270.00	\$278.00
	Non-Resident	\$1,978.00	\$2,037.00	\$2,098.00	\$2,161.00	\$2,226.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$296.00	\$305.00	\$314.00	\$323.00	\$333.00
Marble Niches - 0.30m W, 0.30m H 0.30m D Type A Level 8	Resident	\$1,813.00	\$1,867.00	\$1,923.00	\$1,981.00	\$2,040.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$272.00	\$280.00	\$288.00	\$297.00	\$306.00
	Non-Resident	\$2,176.00	\$2,241.00	\$2,308.00	\$2,377.00	\$2,448.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$327.00	\$337.00	\$347.00	\$357.00	\$368.00
Corner Marble Niches - 0.30m W, 0.30m H 0.30m D Type D Level 10	Resident	\$1,978.00	\$2,037.00	\$2,098.00	\$2,161.00	\$2,226.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$296.00	\$305.00	\$314.00	\$323.00	\$333.00
	Non-Resident	\$2,373.00	\$2,444.00	\$2,517.00	\$2,593.00	\$2,671.00
	<i>Includes Perpetual</i>	\$356.00	\$367.00	\$378.00	\$389.00	\$401.00

	<i>Care Fund Contribution</i>					
Corner Marble Niches - 0.30m W, 0.30m H 0.30m D Type D Level 9	Resident	\$2,142.00	\$2,206.00	\$2,272.00	\$2,340.00	\$2,410.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$321.00	\$331.00	\$341.00	\$351.00	\$362.00
	Non-Resident	\$2,573.00	\$2,650.00	\$2,730.00	\$2,812.00	\$2,896.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$386.00	\$398.00	\$410.00	\$422.00	\$435.00
Corner Marble Niches - 0.30m W, 0.30m H 0.30m D Type D Level 8	Resident	\$2,307.00	\$2,376.00	\$2,447.00	\$2,520.00	\$2,596.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$347.00	\$357.00	\$368.00	\$379.00	\$390.00
	Non-Resident	\$2,770.00	\$2,853.00	\$2,939.00	\$3,027.00	\$3,118.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$415.00	\$427.00	\$440.00	\$453.00	\$467.00
Glass Front Niches						
Glass Niches - 0.28m W, 0.28m H 0.30m D Type C Level 10	Resident	\$1,978.00	\$2,037.00	\$2,098.00	\$2,161.00	\$2,226.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$296.00	\$305.00	\$314.00	\$323.00	\$333.00
	Non-Resident	\$2,373.00	\$2,444.00	\$2,517.00	\$2,593.00	\$2,671.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$356.00	\$367.00	\$378.00	\$389.00	\$401.00
Glass Niches - 0.28m W, 0.28m H 0.30m D Type C Level 9	Resident	\$2,266.00	\$2,334.00	\$2,404.00	\$2,476.00	\$2,550.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$340.00	\$350.00	\$361.00	\$372.00	\$383.00
	Non-Resident	\$2,718.00	\$2,800.00	\$2,884.00	\$2,971.00	\$3,060.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$408.00	\$420.00	\$433.00	\$446.00	\$459.00
	Resident	\$2,553.00	\$2,630.00	\$2,709.00	\$2,790.00	\$2,874.00

Glass Niches - 0.28m W, 0.28m H 0.30m D Type C Level 8	<i>Includes Perpetual Care Fund Contribution</i>	\$384.00	\$396.00	\$408.00	\$420.00	\$433.00
	Non-Resident	\$3,065.00	\$3,157.00	\$3,252.00	\$3,350.00	\$3,451.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$460.00	\$474.00	\$488.00	\$503.00	\$518.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 7	Resident	\$2,718.00	\$2,800.00	\$2,884.00	\$2,971.00	\$3,060.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$408.00	\$420.00	\$433.00	\$446.00	\$459.00
	Non-Resident	\$3,263.00	\$3,361.00	\$3,462.00	\$3,566.00	\$3,673.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$489.00	\$504.00	\$519.00	\$535.00	\$551.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 6	Resident	\$2,967.00	\$3,056.00	\$3,148.00	\$3,242.00	\$3,339.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$445.00	\$458.00	\$472.00	\$486.00	\$501.00
	Non-Resident	\$3,560.00	\$3,667.00	\$3,777.00	\$3,890.00	\$4,007.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$535.00	\$551.00	\$568.00	\$585.00	\$603.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 5	Resident	\$3,215.00	\$3,311.00	\$3,410.00	\$3,512.00	\$3,617.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$482.00	\$496.00	\$511.00	\$526.00	\$542.00
	Non-Resident	\$3,857.00	\$3,973.00	\$4,092.00	\$4,215.00	\$4,341.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$578.00	\$595.00	\$613.00	\$631.00	\$650.00
Glass Niches - 0.30m W,	Resident	\$3,215.00	\$3,311.00	\$3,410.00	\$3,512.00	\$3,617.00
	<i>Includes Perpetual</i>	\$482.00	\$496.00	\$511.00	\$526.00	\$542.00

0.30m H 0.30m D Type A Level 2	<i>Care Fund Contribution</i>					
	Non-Resident	\$3,857.00	\$3,973.00	\$4,092.00	\$4,215.00	\$4,341.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$578.00	\$595.00	\$613.00	\$631.00	\$650.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 1	Resident	\$3,050.00	\$3,142.00	\$3,236.00	\$3,333.00	\$3,433.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$458.00	\$472.00	\$486.00	\$501.00	\$516.00
	Non-Resident	\$3,659.00	\$3,769.00	\$3,882.00	\$3,998.00	\$4,118.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$549.00	\$565.00	\$582.00	\$599.00	\$617.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 7	Resident	\$3,462.00	\$3,566.00	\$3,673.00	\$3,783.00	\$3,896.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$519.00	\$535.00	\$551.00	\$568.00	\$585.00
	Non-Resident	\$4,152.00	\$4,277.00	\$4,405.00	\$4,537.00	\$4,673.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$623.00	\$642.00	\$661.00	\$681.00	\$701.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 6	Resident	\$3,709.00	\$3,820.00	\$3,935.00	\$4,053.00	\$4,175.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$556.00	\$573.00	\$590.00	\$608.00	\$626.00
	Non-Resident	\$4,451.00	\$4,585.00	\$4,723.00	\$4,865.00	\$5,011.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$667.00	\$687.00	\$708.00	\$729.00	\$751.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 5	Resident	\$3,955.00	\$4,074.00	\$4,196.00	\$4,322.00	\$4,452.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$593.00	\$611.00	\$629.00	\$648.00	\$667.00
	Non-Resident	\$4,746.00	\$4,888.00	\$5,035.00	\$5,186.00	\$5,342.00

	<i>Includes Perpetual Care Fund Contribution</i>	\$713.00	\$734.00	\$756.00	\$779.00	\$802.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 2	Resident	\$3,955.00	\$4,074.00	\$4,196.00	\$4,322.00	\$4,452.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$593.00	\$611.00	\$629.00	\$648.00	\$667.00
	Non-Resident	\$4,746.00	\$4,888.00	\$5,035.00	\$5,186.00	\$5,342.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$713.00	\$734.00	\$756.00	\$779.00	\$802.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 1	Resident	\$3,709.00	\$3,820.00	\$3,935.00	\$4,053.00	\$4,175.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$556.00	\$573.00	\$590.00	\$608.00	\$626.00
	Non-Resident	\$4,451.00	\$4,585.00	\$4,723.00	\$4,865.00	\$5,011.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$667.00	\$687.00	\$708.00	\$729.00	\$751.00
Glass Niches - 0.30m W, 0.36m H 0.30m D Type G Level 4	Resident	\$4,615.00	\$4,753.00	\$4,896.00	\$5,043.00	\$5,194.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$692.00	\$713.00	\$734.00	\$756.00	\$779.00
	Non-Resident	\$5,538.00	\$5,704.00	\$5,875.00	\$6,051.00	\$6,233.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$830.00	\$855.00	\$881.00	\$907.00	\$934.00
Glass Niches - 0.30m W, 0.36m H 0.30m D Type G Level 3	Resident	\$4,615.00	\$4,753.00	\$4,896.00	\$5,043.00	\$5,194.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$692.00	\$713.00	\$734.00	\$756.00	\$779.00
	Non-Resident	\$5,538.00	\$5,704.00	\$5,875.00	\$6,051.00	\$6,233.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$830.00	\$855.00	\$881.00	\$907.00	\$934.00
	Resident	\$5,276.00	\$5,434.00	\$5,597.00	\$5,765.00	\$5,938.00

Corner Glass - 0.30m W, 0.36m H 0.30m D Type I Level 4	<i>Includes Perpetual Care Fund Contribution</i>	\$791.00	\$815.00	\$839.00	\$864.00	\$890.00
	Non-Resident	\$6,329.00	\$6,519.00	\$6,715.00	\$6,916.00	\$7,123.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$950.00	\$979.00	\$1,008.00	\$1,038.00	\$1,069.00
Corner Glass - 0.30m W, 0.36m H 0.30m D Type I Level 3	Resident	\$5,276.00	\$5,434.00	\$5,597.00	\$5,765.00	\$5,938.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$791.00	\$815.00	\$839.00	\$864.00	\$890.00
	Non-Resident	\$6,329.00	\$6,519.00	\$6,715.00	\$6,916.00	\$7,123.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$950.00	\$979.00	\$1,008.00	\$1,038.00	\$1,069.00
Glass Niches - 0.41m W, 0.30m H 0.30m D Type D Level 7	Resident	\$5,920.00	\$6,098.00	\$6,281.00	\$6,469.00	\$6,663.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$888.00	\$915.00	\$942.00	\$970.00	\$999.00
	Non-Resident	\$6,217.00	\$6,404.00	\$6,596.00	\$6,794.00	\$6,998.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$932.00	\$960.00	\$989.00	\$1,019.00	\$1,050.00
Glass Niches - 0.41m W, 0.30m H 0.30m D Type D Level 6	Resident	\$5,687.00	\$5,858.00	\$6,034.00	\$6,215.00	\$6,401.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$853.00	\$879.00	\$905.00	\$932.00	\$960.00
	Non-Resident	\$6,823.00	\$7,028.00	\$7,239.00	\$7,456.00	\$7,680.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,024.00	\$1,055.00	\$1,087.00	\$1,120.00	\$1,154.00
Glass Niches - 0.41m W, 0.30m H 0.30m D Type D Level 2	Resident	\$5,687.00	\$5,858.00	\$6,034.00	\$6,215.00	\$6,401.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$853.00	\$879.00	\$905.00	\$932.00	\$960.00
	Non-Resident	\$6,823.00	\$7,028.00	\$7,239.00	\$7,456.00	\$7,680.00

	<i>Includes Perpetual Care Fund Contribution</i>	\$1,024.00	\$1,055.00	\$1,087.00	\$1,120.00	\$1,154.00
Glass Niches - 0.41m W, 0.30m H 0.30m D Type D Level 1	Resident	\$5,439.00	\$5,602.00	\$5,770.00	\$5,943.00	\$6,121.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$816.00	\$840.00	\$865.00	\$891.00	\$918.00
	Non-Resident	\$6,527.00	\$6,723.00	\$6,925.00	\$7,133.00	\$7,347.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$980.00	\$1,009.00	\$1,039.00	\$1,070.00	\$1,102.00
Glass Niches - 0.46m W, 0.30m H 0.30m D Type E Level 7	Resident	\$5,768.00	\$5,941.00	\$6,119.00	\$6,303.00	\$6,492.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$865.00	\$891.00	\$918.00	\$946.00	\$974.00
	Non-Resident	\$6,923.00	\$7,131.00	\$7,345.00	\$7,565.00	\$7,792.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,038.00	\$1,069.00	\$1,101.00	\$1,134.00	\$1,168.00
Glass Niches - 0.46m W, 0.30m H 0.30m D Type E Level 6	Resident	\$6,015.00	\$6,195.00	\$6,381.00	\$6,572.00	\$6,769.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$903.00	\$930.00	\$958.00	\$987.00	\$1,017.00
	Non-Resident	\$7,218.00	\$7,435.00	\$7,658.00	\$7,888.00	\$8,125.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,084.00	\$1,117.00	\$1,151.00	\$1,186.00	\$1,222.00
Glass Niches - 0.46m W, 0.30m H 0.30m D Type E Level 5	Resident	\$6,262.00	\$6,450.00	\$6,644.00	\$6,843.00	\$7,048.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$940.00	\$968.00	\$997.00	\$1,027.00	\$1,058.00
	Non-Resident	\$7,514.00	\$7,739.00	\$7,971.00	\$8,210.00	\$8,456.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,128.00	\$1,162.00	\$1,197.00	\$1,233.00	\$1,270.00
	Resident	\$6,262.00	\$6,450.00	\$6,644.00	\$6,843.00	\$7,048.00

Glass Niches - 0.46m W, 0.30m H 0.30m D Type E Level 2	<i>Includes Perpetual Care Fund Contribution</i>	\$940.00	\$968.00	\$997.00	\$1,027.00	\$1,058.00
	Non-Resident	\$7,514.00	\$7,739.00	\$7,971.00	\$8,210.00	\$8,456.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,128.00	\$1,162.00	\$1,197.00	\$1,233.00	\$1,270.00
Glass Niches - 0.46m W, 0.30m H 0.30m D Type E Level 1	Resident	\$6,015.00	\$6,195.00	\$6,381.00	\$6,572.00	\$6,769.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$903.00	\$930.00	\$958.00	\$987.00	\$1,017.00
	Non-Resident	\$7,218.00	\$7,435.00	\$7,658.00	\$7,888.00	\$8,125.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,084.00	\$1,117.00	\$1,151.00	\$1,186.00	\$1,222.00
Glass Niches - 0.46m W, 0.36m H 0.30m D Type J Level 4	Resident	\$7,417.00	\$7,640.00	\$7,869.00	\$8,105.00	\$8,348.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,112.00	\$1,145.00	\$1,179.00	\$1,214.00	\$1,250.00
	Non-Resident	\$8,900.00	\$9,167.00	\$9,442.00	\$9,725.00	\$10,017.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,336.00	\$1,376.00	\$1,417.00	\$1,460.00	\$1,504.00
	Resident	\$7,417.00	\$7,640.00	\$7,869.00	\$8,105.00	\$8,348.00
Glass Niches - 0.46m W, 0.36m H 0.30m D Type J Level 3	<i>Includes Perpetual Care Fund Contribution</i>	\$1,112.00	\$1,145.00	\$1,179.00	\$1,214.00	\$1,250.00
	Non-Resident	\$8,900.00	\$9,167.00	\$9,442.00	\$9,725.00	\$10,017.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,336.00	\$1,376.00	\$1,417.00	\$1,460.00	\$1,504.00
	Resident	\$7,911.00	\$8,148.00	\$8,392.00	\$8,644.00	\$8,903.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,188.00	\$1,224.00	\$1,261.00	\$1,299.00	\$1,338.00
Glass Niches - 0.61m W, 0.36m H 0.30m D Type H Level 5	Non-Resident	\$9,496.00	\$9,781.00	\$10,074.00	\$10,376.00	\$10,687.00

	<i>Includes Perpetual Care Fund Contribution</i>	\$1,423.00	\$1,466.00	\$1,510.00	\$1,555.00	\$1,602.00
Glass Niches - 0.61m W, 0.30m H 0.30m D Type F Level 4	Resident	\$9,395.00	\$9,677.00	\$9,967.00	\$10,266.00	\$10,574.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,410.00	\$1,452.00	\$1,496.00	\$1,541.00	\$1,587.00
	Non-Resident	\$11,272.00	\$11,610.00	\$11,958.00	\$12,317.00	\$12,687.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,690.00	\$1,741.00	\$1,793.00	\$1,847.00	\$1,902.00
Glass Niches - 0.61m W, 0.30m H 0.30m D Type F Level 3	Resident	\$9,395.00	\$9,677.00	\$9,967.00	\$10,266.00	\$10,574.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,410.00	\$1,452.00	\$1,496.00	\$1,541.00	\$1,587.00
	Non-Resident	\$11,272.00	\$11,610.00	\$11,958.00	\$12,317.00	\$12,687.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,690.00	\$1,741.00	\$1,793.00	\$1,847.00	\$1,902.00

A-3(e)

Mausoleum / Columbaria Private Estate Niche Services and Memorialization	Rates Effective Jan 1 st - Dec 31 st				
	2023	2024	2025	2026	2027
Niche Interment for Cremation	\$221.00	\$228.00	\$235.00	\$242.00	\$249.00
Opening of Glass Niche for decoration	\$81.00	\$83.00	\$85.00	\$88.00	\$91.00
Niche Photo Ceramic (6 cm x 8 cm) with frame	\$330.00	\$340.00	\$350.00	\$361.00	\$372.00
Marble Front Niche Letters (each)	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00

A-3(f)

Memorialization		2023	2024	2025	2026	2027
Green Burial Memorial Rock Space and Plaque	Resident	\$239.00	\$246.00	\$253.00	\$261.00	\$269.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
	Non-Resident	\$268.00	\$276.00	\$284.00	\$293.00	\$302.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Memorial Wall Space and Plaque	Resident	\$358.00	\$369.00	\$380.00	\$391.00	\$403.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
	Non-Resident	\$394.00	\$406.00	\$418.00	\$431.00	\$444.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Memorial Wall Space	Resident	\$118.00	\$122.00	\$126.00	\$130.00	\$134.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
	Non-Resident	\$133.00	\$137.00	\$141.00	\$145.00	\$149.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Stainless Steel cost/letter for Header – 8 cm		\$24.00	\$25.00	\$26.00	\$27.00	\$28.00
Stainless Steel cost/letter for Surname/dates - 3.5 cm		\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Stainless Steel cost/letter for Given Name and Dates – 2 cm		\$7.00	\$7.00	\$7.00	\$7.00	\$7.00

A-3(g)

Columbaria/Private Estates Plot Fee		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
1.5m x 0.6m x 1.2m 60" x 24" x 48" Length x Depth x Height	Resident	\$3,357.00	\$3,458.00	\$3,562.00	\$3,669.00	\$3,779.00
	Includes Perpetual Care Fund Contribution	\$839.00	\$864.00	\$890.00	\$917.00	\$945.00
	Non-Resident	\$3,727.00	\$3,839.00	\$3,954.00	\$4,073.00	\$4,195.00
	Includes Perpetual Care Fund Contribution	\$932.00	\$960.00	\$989.00	\$1,019.00	\$1,050.00

**“A – 5”
DEVELOPMENT SERVICES**

Fees and Charges for Land Use Planning

EFFECTIVE: January 1, 2024

A – 5 (a)

APPLICATION FEES	
Official Community Plan Amendment Application	
Processing fee (non-refundable)	\$100.00
Any Schedule amendment	\$2,000 + \$50 per 100 m ² of site area + notification costs ¹
Zoning Bylaw Amendment Application	
Processing fee (non-refundable)	\$100.00
Schedule A: rezoning to any rural, rural residential, and one or two-family residential zone with the potential to create 3 or fewer lots*	\$1,400 + \$50 per 100 m ² of site area + notification costs ¹
Schedule A: rezoning to any rural, rural residential, and one or two-family residential zone with the potential to create 4 or more lots or rezoning to any commercial, business & industrial, recreation & institutional, or multiple-family zone*	\$2,000 + \$50 per 100 m ² of site area + notification costs ¹
Amendment to any other Schedule*	\$1,400 + \$50 per 100 m ² of site area + notification costs ¹
Text Amendment	\$1,400 + notification costs ¹
Creation of a Site-Specific zone (i.e. “Z” zone)	Additional \$1000
Section 219 Covenant	

**Site area will only be charged once where an OCP and Zoning Bylaw Amendment is submitted concurrently.*

Processing fee (non-refundable)	\$100.00				
Text Amendment or discharge	\$1,400 + notification costs ¹				
Heritage Alteration Permit Application					
Processing fee (non-refundable)	\$150.00				
Subdivision of land or construction of, addition to, or alteration of a building or structure, feature or land within the designated heritage conservation area	\$500.00 + notification ¹				
Development Permit Application					
Processing fee (non-refundable)	\$150.00				
Downtown, Commercial, industrial or multiple-residential development permit area: façade improvement only	\$1,000 + notification costs ¹				
Downtown, Commercial, industrial or multiple-residential development permit area: subdivision, construction, or addition to or alteration of a building or structure	\$1,400 + \$50 per 100 m ² additional or altered gross floor area + notification costs ¹				
Intensive residential development permit area: infill and secondary dwellings	2023	2024	2025	2026	2027
	\$150.00 + notification ¹	\$200.00	\$250.00	\$300.00	\$350.00
Environmental or hazardous condition development permit area	\$1,000.00				
Minor amendment to an issued Development Permit	\$100.00				
Temporary Use Permit Application					
Processing fee (non-refundable)	\$150.00				
	2023	2024	2025	2026	2027

Application review and processing	\$800 + notification ¹	\$950.00 + notification costs ¹	\$1,100.00 + notification costs ¹	\$1,250.00 + notification costs ¹	\$1,400.00 + notification costs ¹
Existing Approved Temporary Use Permit time extension (Required 3 months prior to Permit expiration)	2023	2024	2025	2026	2027
	\$600 + notification ¹	\$700.00 + notification costs ¹	\$800.00 + notification costs ¹	\$900.00 + notification costs ¹	\$1,000.00 + notification costs ¹
Development Variance Permit Application					
Processing fee (non-refundable)		\$150.00			
Zoning Bylaw regulation variance	2023	2024	2025	2026	2027
	\$500 + notification ¹	\$625.00 + \$200/add'l variance + notification costs ¹	\$750.00 + \$200/add'l variance + notification costs ¹	\$875.00 + \$200/add'l variance + notification costs ¹	\$1,000.00 + \$200/add'l variance + notification costs ¹
Subdivision and Development Servicing Bylaw regulation variance		\$1000 + notification ¹			
Sign Bylaw regulation variance	2023	2024	2025	2026	2027
	\$600 + notification ¹	\$700.00 + \$200/add'l variance + notification costs ¹	\$800.00 + \$200/add'l variance + notification costs ¹	\$900.00 + \$200/add'l variance + notification costs ¹	\$1,000.00 + \$200/add'l variance + notification costs ¹
Liquor or Cannabis License Application					
Processing fee (non-refundable)		\$100.00			
Liquor primary or Cannabis: new license		\$1,200 + notification ¹			
Liquor primary or Cannabis: change to an existing license		\$800 + notification ¹			
Temporary Change	2023	2024	2025	2026	
	\$150.00	\$200.00	\$250.00	\$300.00	

Food Primary: hours of services past midnight or patron participation entertainment	\$800 + notification ¹				
Wireless Communications - Request for Concurrence					
Processing fee (non-refundable)	\$100.00				
Request for Concurrence per site	\$1,000 + notification ¹				
Public Notice					
Public Notice or Notice of Public Hearing	2023	2024	2025	2026	2027
	\$800.00	\$850.00	\$900.00	\$950.00	\$1,000.00
Miscellaneous					
Title Search & Corporate Registration Search	Refer to Schedule C-3 Administrative Services				
Pre-Application and Development Information Meeting. ²	\$250/hour				
Public Development Information Meeting. ²	Additional \$250/City representative				
Application associated with Bylaw Enforcement	Add 30% to base application fee				
Comfort Letter or Related Land Use Information (on Letterhead)	2023		2024		
	\$160.00		\$200.00		
Re-inspection fee beyond 1 st inspection for release of security	2023		2024		
	\$50.00		\$100.00		
<p>¹ Notification costs are to be paid by the Applicant or owner if required by a resolution of City Council, the <i>Local Government Act</i> or the Development Procedures Bylaw.</p> <p>Application fees are not refundable except for notification costs, which will be returned to the Applicant or Owner if notification does not occur.</p> <p>² Pre-Application and Development Information Meeting costs are to be paid prior to meeting occurring.</p>					

“A - 6”

DEVELOPMENT SERVICES

Fees and Charges for Garbage Collection

EFFECTIVE: January 1, 2024

A-6(a)

GENERAL FEES:						
Standard Manual Collection Service						
Standard Manual Collection Service		Rates Effective Jan 1st - Dec 31st				
		2023	2024	2025	2026	2027
Dwelling Unit (per 3 month period)	1 collection per week; 4 containers per collection	\$48.84	\$51.77	\$54.88	\$58.17	\$61.66
Church (per 3 month period)	1 collection per week; 4 containers per collection	\$48.84	\$51.77	\$54.88	\$58.17	\$61.66
All other categories (per 3 month period)	2 collections per week; 4 containers per collection	\$121.45	\$128.74	\$136.46	\$144.65	\$153.33
Automated Collection Service						
Small container (per 3 month period)		\$40.25	\$42.75	\$45.25	\$48.00	\$51.00
Medium container (per 3 month period)		\$53.00	\$56.25	\$59.75	\$63.25	\$67.00
Large container (per 3 month period)		\$64.50	\$68.25	\$72.25	\$76.50	\$81.00
Miscellaneous Service Fees						
Container Replacement Fee		\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Container Exchange Fee (to increase size)		\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
Container Recovery Credit		(\$75.00)	(\$75.00)	(\$75.00)	(\$75.00)	(\$75.00)
One Time Pick-up		\$75.00	\$75.00	\$75.00	\$75.00	\$75.00

A-6(b)

Amending Bylaws	
9176, 2021	<p>1. <u>BILLING PROCEDURES</u></p> <p>Bills shall be rendered twice yearly by the City except for commercial accounts and metered residential accounts, which shall be rendered quarterly. Should the due date as printed on the bill fall on any Saturday, Sunday or Holiday, then the last business day prior to the Saturday, Sunday or Holiday shall be taken as the due date.</p> <p>The date of payment shall be the date the account is received at City Hall or paid at any chartered bank in British Columbia, as evidenced by cash register impression or tellers stamp.</p> <p>Payments shall be applied firstly against charges in arrears and thereafter against the current charges.</p> <p>During the first six months of the program, the container can be exchanged once free of charge. Subsequent exchange of containers is subject to the container exchange fee.</p> <p>Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.</p>
9269, 2021	<p>2. <u>PENALTY ON LATE PAYMENTS</u></p> <p>The user rate for all consumer accounts rendered shall be subject to a penalty of five percent (5%) if the account is paid after the due date as printed on the utility bill.</p>

"A - 7"

DEVELOPMENT SERVICES

Fees and Charges for Highways

EFFECTIVE: January 1, 2024

A-7(a)

SCHEDULE OF FEES					
A New Culvert Installation					
New culvert installation is based on the required 8.0m culvert length. The City shall charge for supply and installation. Installation includes supply and delivery of two(2) loads of granular material. Should the applicant provide his own culvert, the culvert supply cost shall be refunded. Should the applicant request additional granular material, supply and delivery will be charged per load.					
New Culvert Installation	Rates Effective Jan 1 st - Dec 31 st				
	2023 Total Fee	2024 Total Fee	2025 Total Fee	2026 Total Fee	2027 Total Fee
400mm Diameter Culvert	\$1,846.00	\$2,726.00	\$2,863.00	\$3,006.00	\$3,156.00
500mm Diameter Culvert	\$1,997.00	\$3,020.00	\$3,171.00	\$3,329.00	\$3,496.00
Additional length of culvert per meter cost					
400mm Diameter Culvert	\$72.00	\$107.00	\$112.00	\$118.00	\$124.00
500mm Diameter Culvert	\$91.00	\$144.00	\$151.00	\$158.00	\$166.00
B Extensions to Existing Culverts					
4.0 m Extension					
400mm Diameter Culvert	\$1,363.00	\$1,695.00	\$1,780.00	\$1,869.00	\$1,963.00
500mm Diameter Culvert	\$1,451.00	\$1,842.00	\$1,934.00	\$2,031.00	\$2,132.00
2.0 m Extension					
400mm Diameter Culvert	\$990.00	\$1,481.00	\$1,555.00	\$1,633.00	\$1,715.00
500mm Diameter Culvert	\$1,039.00	\$1,555.00	\$1,632.00	\$1,714.00	\$1,800.00
Additional Granular Material - Supply and Delivery per load (6.0 cubic meters)					
	\$328.00	\$430.00	\$452.00	\$474.00	\$498.00
C Erect Concrete Curb and Gutter					
		2023	2024		
1) Curb Drop Installation		\$320.00	\$500.00	per linear meter	
2) Concrete Sidewalk Installation		\$160.00	\$300.00	per square meter	
D Access Application Permit Fee				\$50.00	
E Extraordinary Vehicle Permit Fee					
Yearly rate below or 0.10 per km of vehicle travel for which the permit is issued, whichever is greater; to a maximum of an Extraordinary Vehicle Annual Permit Fee of the yearly rate below.					

	1) Vehicle Travel	\$50.00 or \$0.10 per km, whichever is greater
	2) Extraordinary Vehicle Annual Permit Fee	\$200.00
F	Highway Right-of-Way Occupancy Permit Fee*	\$50.00
G	Work on Highway Right-Of-Way / Utility Permit Fee*	\$250.00
Road Cut Fees		
Road Cut Fees apply when work or an activity affects the paved portion of a Highway, and are in addition to permit fees.		
Calendar years since road construction, last reconstruction or last resurfacing		Pavement Degradation Fee (per m²)
2 years or less		\$37.00
2 to 4 years		\$31.00
4 to 7 years		\$25.00
7 to 10 years		\$16.00
More than 10 years		\$8.00
Road cuts will be a minimum width of 1 metre. Pavement cuts shall be straight, vertical and parallel or perpendicular to property lines. No uneven or ragged edges will be permitted. Pavement cuts parallel to the direction of traffic shall occur at land lines. Asphalt patching shall be completed with a step joint with a minimum 300mm overlap. All surfaces will be tack coated. All edges will be sealed with a bead of hot rubberized asphalt.		
H	Administration Charge	\$100.00
I	Inspection Fee	\$100.00
* May require security as described in Section 10.05 of City of Prince George Highways 8065, 2008, as amended from time to time.		
All applications for culvert installations, curb drop installations, and concrete sidewalk installations that apply between October 1st and April 15th shall pay the actual costs of construction. The applicant will be required to authorize by signature, a third party billing agreement, agreeing to pay all costs incurred during the installations. The applicant must deposit, with the City, security equaling the additional costs related to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the following spring and the City will advise the applicant of any refund or additional cost at that time.		

“A - 9”

DEVELOPMENT SERVICES

Fees and Charges for Sanitary Sewer

EFFECTIVE: January 1, 2024

A-9(a)

1. CONNECTION FEES

Pursuant to Section 16.0 of “City of Prince George Sanitary Sewer Use 9055, 2019”, the normal connection fees for residential service connections on roadways with classifications of Local or **Minor Collector** with a depth of less than three (3) meters from **March 1st to September 15th** . shall be as follows: **(for up to a maximum of two (2) connections)**

1.1

Connection Size	2023	2024	2025	2026	2027
100mm (4inch)	\$6,000.00	\$6,300.00	\$6,615.00	\$6,945.00	\$7,292.00

*Fee applies to connection installed on the basis of a single connection in a single trench
 **Where multiple services can be installed in a single one (1) metre wide trench, a reduction of \$2,000.00 per additional service will be applied.

1.2 Where curbs, gutters, sidewalk and asphaltic pavement have been installed on the street prior to the sewer connection application being received, the extra cost of connection to cover repairs, over and above the connection fee, shall be:

1.2.1.	Curb and gutter repair – each curb	\$1,500.00
1.2.2.	Pavement repair or pipe pushing	
	-8m wide road	\$5,000.00
	-10m wide road	\$5,500.00
1.2.3	Concrete sidewalk repair – each sidewalk	\$2,000.00
1.2.4	Asphalt sidewalk repair – each sidewalk	\$1,000.00
1.2.5	Boulevard repair-each side	\$600.00

2. INSTALLATION

Upon receipt of the connection fee, the Authorized Person will, within ninety days, weather permitting, provide and install a service connection to the applicant's property. If such connection is not practicable the Authorized Person will so notify the applicant within sixty days and the City shall refund charges or fees paid to the City by the applicant.

3. **OFF-SEASON CONSTRUCTION, NON-SEASON CONSTRUCTION, AND DEEP CONNECTION**

3.1 All applicants for service connections that apply **between September 16th to October 31st** will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the spring, hydro/telephone pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time.

3.2 All applicants for service connections that apply **between November 1st to February 28th** will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the spring, hydro/telephone pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time. **Construction will commence in the following construction season when weather permits.**

3.3 All applications for service connections where the connection will be at a depth of three (3) meters or deeper, shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third-party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. The final account reconciliation will be made after all work is complete and the City will advise the applicant of any refund or extra cost at that time.

A-9(b)

Flat Rate Charges (per month)	Rates Effective Jan 1 st - Dec 31 st				
	2023	2024	2025	2026	2027
One or Two Family Residential Dwelling					
Each Dwelling Unit	\$46.00	\$49.00	\$52.00	\$55.00	\$58.00
Churches	\$53.00	\$56.00	\$59.00	\$63.00	\$67.00
Laundromats and Laundries, per washing machine	\$76.00	\$81.00	\$86.00	\$91.00	\$96.00
Motels, per unit	\$28.00	\$30.00	\$32.00	\$34.00	\$36.00
Multiple Family Dwelling and/or Strata, per dwelling unit	\$36.00	\$38.00	\$40.00	\$42.00	\$45.00
Schools, per classroom	\$45.00	\$48.00	\$51.00	\$54.00	\$57.00
Trailer and/or Mobile Home Parks, per licensed trailer or mobile home space	\$36.00	\$38.00	\$40.00	\$42.00	\$45.00
First 100 m ² of floor space or part thereof	\$46.00	\$49.00	\$52.00	\$55.00	\$58.00
Each additional 100 m ² or part thereof	\$17.00	\$18.00	\$19.00	\$20.00	\$21.00
Metered User Rate (per Imperial Gallon) (90% of Water Rate)	\$0.00335	\$0.00358	\$0.00384	\$0.00410	\$0.00439

2. METERED USER RATES

All metered accounts are subject to a capacity and a consumption charge for each quarterly period.

2.1 Capacity Charge

The capacity charge for each quarterly period is a flat rate charge based on water meter size.

- 0.75” and 1” water meters will be charged the 4” sewer capacity charge;
- 1.5”, 2” and 3” water meters will be charged the 6” sewer capacity charge; and
- 4” or larger water meters will be charged the 8” and larger sewer capacity charge.

The following rates shall apply (per quarterly period):

Capacity Charge (per quarterly period)	Rates Effective Jan 1 st - Dec 31 st				
	2023	2024	2025	2026	2027
4" (102mm)	\$78.00	\$83.00	\$88.00	\$93.00	\$99.00
6" (152mm)	\$219.00	\$232.00	\$246.00	\$261.00	\$277.00
8" (203mm) AND LARGER	\$469.00	\$497.00	\$527.00	\$559.00	\$593.00

3. EXTRA TREATMENT CHARGES

3.1 Pursuant to Section 16.5 of “City of Prince George Sanitary Sewer Use 9055, 2019”, extra treatment charges shall be as follows:

Charge for Treating one (1) Kilogram of B.O.D. above permitted limits - \$0.5929

Charge for Treating one (1) Kilogram of T.S.S. above permitted limits - \$0.5929

4. EMERGENCY CALL OUT

During regular working hours
After Hours

\$100.00 per hour
\$120.00 per hour – minimum 2 hour charge

5. WASTE DISCHARGE PERMIT ADMINISTRATION FEE

5.1 The holder of a Waste Discharge Permit shall pay an annual Waste Discharge Permit Administration Fee of \$1,000.00 for each Waste Discharge Permit issued to him for the discharge of Non-Domestic Waste to a Sewer.

5.2 The Waste Discharge Permit Administration Fee is payable upon Issuance of a Waste Discharge Permit and upon each anniversary thereafter.

5.3 If the Waste Discharge Permit Administration Fee is not paid within 90 days of its due date, the Waste Discharge Permit in respect of which the Waste Discharge Permit Administration Fee is payable shall be automatically terminated and of no effect.

5.4 Each person who applies for a Waste Discharge Permit shall pay an Application Fee of \$100.00. The Application Fee is not refundable but is credited to the Waste Discharge Permit Administration Fee.

5.5 Each time a holder of a Waste Discharge Permit requests an amendment to the Waste Discharge Permit held by him, he shall pay a fee of \$100.00 for a minor amendment, and \$250.00 for major amendment shall be applied.

6. WASTE DISCHARGE PERMITS ISSUED FOR PERIODS OF LESS THAN 365 DAYS

Where a Waste Discharge Permit is issued for a period of less than 365 days, the Waste Discharge Permit Administration Fee shall be pro-rated based on the number of days remaining before the end of the year.

7. BILLING PROCEDURES

7.1	Bills shall be rendered twice yearly by the City for the use of the sewer system, except for metered accounts and metered residential accounts which shall be rendered quarterly. Should the due date as printed on the bill fall on any Saturday, Sunday or Holiday, then the next business day following that Saturday, Sunday or Holiday shall be taken as the due date.				
7.2	Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.				
7.3	The date of payment shall be the date the account is received at City Hall or paid at any chartered bank in British Columbia, as evidenced by cash register impression or tellers stamp.				
7.4	Payment shall be applied firstly against charges in arrears and thereafter against the current charges.				
8.	<u>SPECIAL USER RATES</u>				
8.1	<u>TRUCKED WASTE</u>				
	Trucked waste will require haulers to obtain a permit to discharge at authorized location. Authorized locations may change based on operational needs/requirements at each site.				
8.1.1	Authorization access fee for each hauling company (includes first access card)			\$550.00 per year	
	8.1.1.1 Additional Access Cards or Replacement Cards			\$125.00 each	
8.1.2	Volume charge* effective January 1, 2022 *for sites without flow meters, truck capacity must be provided and billing will be based off 90% of total capacity for each unit.			\$48 per cubic meter	
	Rates Effective Jan. 1st – Dec. 31st				
	2023	2024	2025	2026	2027
Charge per cubic meter	\$22.50	\$22.50	\$33.75	\$33.75	\$35.75
8.1.3	Unauthorized or contaminated discharge (not meeting Bylaw)			\$5000.00 per offence**	
	**Additional cleanup costs to remove material and transfer for proper facility plus treatment may also apply.				
8.2	Sani-dump Authorization – New and Existing			\$100 per site/year	
8.3	Sampling requirement for non-compliance with City of Prince George Sanitary Sewer Bylaw No. 9055, 2019 as amended from time to time.				
	For sites which require follow-up testing due to non-compliance with the City of Prince George Sanitary Sewer Use Bylaw No. 9055, 2019 as amended from time to time may require additional onsite sampling.				

8.3.1 Return site visit to obtain follow-up sample	\$159.00 per visit
9. <u>PENALTY ON LATE PAYMENTS</u> 9.1 The user rate for all consumer accounts rendered shall be subject to a penalty of five percent (5%) if the account is paid after the due date as printed on the utility bill.	
10. <u>ESTIMATION OF USAGE AND ADJUSTMENTS</u> Where an adjustment in rates of the City of Prince George Water Bylaw has occurred to an individual account, the maximum calculated period for adjustment purposes to the Sewer rates shall be 12 months.	

“A – 11”

DEVELOPMENT SERVICES

Fees and Charges for Signage

EFFECTIVE:

A-11(a)

Sign Permit	Fee
Processing fee for all applications (non-refundable)	\$100.00
Balloon signs	\$50.00
Banner Sign	\$50.00
Canopy sign	\$50.00
Facia sign	\$50.00
Marquee Sign	\$50.00
Freestanding Sign	\$100.00
Portable Signs	\$50.00
Projecting Sign	\$100.00
Roof Sign, Integral	\$50.00
Additional Permit Fee	
Signage with electrical service	\$25.00
Animated Signage	\$100.00
Signage without a permit	Any Sign erected, constructed, placed, with structural alteration, relocation, rebuilding or enlargement of a Sign requiring a permit without first obtaining and holding a valid Permit for that work, shall pay double the required permit fee.

“A - 13”
PUBLIC WORKS

Fees and Charges for Storm Sewer Rates

EFFECTIVE: January 1, 2024

1. CONNECTION FEES					
Pursuant to Section 3.1 the normal connection fees for residential service connections on roadways with classifications of Local or Minor Collector and with a depth of less than three (3) meters from March 1st to September 15th . shall be as follows: (for up to a maximum of two (2) connections)					
1.1					
Connection Size	2023	2024	2025	2026	2027
100mm (4 inch)	\$6000.00	\$6,300.00	\$6,615.00	\$6,945.00	\$7,292.00
* Fee applies to connections installed on the basis of a single connection in a single trench. ** Where multiple services can be installed in a single one (1) metre wide trench, a reduction of \$2,000 per additional service will be applied.					
1.2 Where curbs, gutters, asphaltic pavement, concrete or asphaltic sidewalk or boulevard exists on the street prior to the storm sewer connection application being received, the extra cost of connection to cover repairs, over and above the connection fee, shall be:					
					Fee
1.2.1 Curb & Gutter Repair - each curb					\$1,500.00
1.2.2 Pavement Repair or Pipe Pushing - 8m wide road - 10m wide road					\$5,000.00 \$5,500.00
1.2.3 Concrete Sidewalk Repair - each sidewalk					\$2,000.00
1.2.4 Asphalt Sidewalk Repair - each sidewalk					\$1,000.00
1.2.5 Boulevard repair – each side					\$600.00
2. INSTALLATION					
Upon receipt of the connection fee, the Authorized Person will, within ninety days, weather permitting, provide and install a service connection to the applicant’s property. If such connection is not practicable, the Authorized Person will so notify the applicant within sixty days and the City shall refund charges or fees paid to the City by the applicant.					
3. OFF-SEASON CONSTRUCTION, NON-SEASON CONSTRUCTION, AND DEEP CONNECTION					
3.1 All applications for service connections that apply between September 16th to October 31st will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the spring hydro/tel pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time.					
3.2 All applications for service connections that apply between November 1st to February 28th will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred					

during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the Spring and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time. Construction will commence in the following construction season when weather permits.

3.3 All applications for service connections where the connection will be at a depth of three (3) meters or deeper, shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. The final account reconciliation will be made after all work is complete and the City will advise the applicant of any refund or extra cost at that time.

"A - 14"

DEVELOPMENT SERVICES

Fees and Charges for Subdivision

EFFECTIVE: January 1, 2024

1. Subdivision Application Fees:					
Processing fee for each additional lot resulting from subdivision for Fee Simple, Bare Land Strata and Phased Strata subdivision and for Strata Conversion					\$100.00
Fee Simple, Bare Land Strata, and Phased Strata* subdivision and for Strata Conversion	2023	2024	2025	2026	2027
	\$750.00	\$950.00	\$1150.00	\$1350.00	\$1550.00
*Fee payable for each phase	\$200.00 increase/year				
Lot Line Adjustment					\$1000.00
PRL Renewal/Amendment Fee					\$250.00
Approving Officer Examination Fee - as per Land Title Act					\$100.00
2. Subdivision Inspection Fee:					
Based on an estimate of construction value for off-site and on-site construction of municipal infrastructure, prepared and certified by a Professional Engineer or prepared by City of Prince George staff.	2% of construction value Payable at the time the subdivision receives final approval.				
Re-inspection Fee:					
Fee for each additional round of inspection of off-site and on-site construction of municipal infrastructure. Payable per inspection type required (ex. Roads, Transportation, Parks, Electrical, Utilities Water, Utilities Sanitary, Utilities Storm) prior to the inspection.					\$500.00
3. City Utility Connection Applications:					
Processing fee, per application, for a water, sanitary sewer or storm sewer service connection. One application may include one, two or all three types of service connections. Payable at the time of application for connection to a City utility or storm sewer, or, at the time of building permit issuance.					\$100.00
4. Inspection Fee for Offsite Works and Services					
Based on an estimate of construction value for off-site construction of municipal infrastructure, prepared and certified by a Professional Engineer or prepared by City of Prince George staff.					2% of construction value
5. Street Signs					

Fee, per sign, for the fabrication and installation, by the City of Prince George, of street signs required for a subdivision or a development, including regulatory signs and street name signs. Payable at the time the subdivision receives final approval or at the time of building permit issuance.					\$424.00
Street Signs	Rates Effective Jan 1st – Dec 31st				
	2023	2024	2025	2026	2027
Fee, per sign	\$318.00	\$446.00	\$469.00	\$493.00	\$518.00
6. Development Cost Charges					
In accordance with the Development Cost Charge Bylaw.					

"A - 15"

TREE PROTECTION

EFFECTIVE: January 1, 2024

Amending Bylaws		
	APPLICATION FEES	
	Tree Protection Permit Application	
	Processing fee (non-refundable)	\$150.00
	Application Fee	\$1000.00

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“A – 16”

DEVELOPMENT SERVICES

Fees and Charges for Water Rates and Regulation

EFFECTIVE: January 1, 2024

A-16(a)

1. CONNECTION FEES						
Pursuant to Section 3.2 the normal connection fees for residential service connections on roadways with classifications of Local or Minor Collector and with a depth of less than three (3) meters from March 1st to September 15th shall be as follows: (for up to a maximum of two (2) connections)						
1.1	Connection Size	2023	2024	2025	2026	2027
	Less than 25mm (1 inch)	\$7,600.00	\$7,980.00	\$8,379.00	\$8,798.00	\$9,238.00
*Fee applies to connections installed on the basis of a single connection in a single trench. Services over 1” in size will be charged based on actual costs for installation. Cost estimates will be provided by the City for approval prior to commencing with any work.						
**Where multiple services can be installed in a single one (1) metre wide trench, a reduction of \$2,000 per additional service will be applied.						
1.2	Where curbs, gutters, asphaltic pavement, concrete or asphaltic sidewalk or boulevard exists on the street prior to the water connection application being received, the extra cost of connection to cover repairs, over and above the connection fee, shall be:					
					Fee	
1.2.1	Curb & Gutter Repair - each curb					\$1,500.00
1.2.2	Pavement Repair or Pipe Pushing					\$5,000.00
	- 8m wide road					\$5,500.00
	- 10m wide road					\$5,500.00
1.2.3	Concrete Sidewalk Repair - each sidewalk					\$2,000.00
1.2.4	Asphalt Sidewalk Repair – each sidewalk					\$1,000.00
1.2.5	Boulevard Repair – each side					\$ 600.00
2. INSTALLATION						
Upon receipt of the connection fee, the Authorized Person will, within ninety days, weather permitting, provide and install a service connection to the applicant’s property. If such connection is not practicable, the Authorized Person will so notify the applicant within sixty days and the City shall refund charges or fees paid to the City by the applicant.						
3.	OFF-SEASON CONSTRUCTION, NON-SEASON CONSTRUCTION, AND DEEP CONNECTION					

3.1	All applicants for service connections that apply between September 16th to October 31st will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the spring, hydro/tel pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time.
3.2	All applicants for service connections that apply between November 1st to February 28th will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the spring, hydro/tel pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time. Construction will commence in the following construction season when weather permits.
3.3	All applications for service connections where the connection will be at a depth of three (3) meters or deeper, shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. The final account reconciliation will be made after all work is complete and the City will advise the applicant of any refund or extra cost at that time.

A-16(b)

1. USER RATES						
1.1	Flat Rate Charges (per month)	Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
1.1.1 One or Two Family Residential Dwelling						
	Each Dwelling Unit	\$46.00	\$49.00	\$52.00	\$55.00	\$60.00
1.1.2 Business and Multi Family Dwelling						
All business or Multiple Family Dwelling property owners shall install a water meter except where special exemption has been granted by the Engineer, in which case, the applicable flat rate charge below shall be levied (MINIMUM charge (per month) except where specific rate is given:						
	Churches	\$54.00	\$58.00	\$62.00	\$66.00	\$71.00
	Laundromats and Laundries, per washing machine	\$75.00	\$80.00	\$86.00	\$92.00	\$98.00
	Motels, per unit	\$30.00	\$32.00	\$34.00	\$36.00	\$39.00
	Multiple Family Dwelling, per dwelling unit	\$35.00	\$37.00	\$40.00	\$43.00	\$46.00
	Schools, per classroom	\$45.00	\$48.00	\$51.00	\$55.00	\$59.00
	Trailer and/or Mobile Home Parks, per licensed trailer or mobile home space	\$35.00	\$37.00	\$40.00	\$43.00	\$46.00
1.1.3 All Other Uses Not Listed						
	First 100 m ² of floor space or part thereof	\$46.00	\$49.00	\$52.00	\$56.00	\$60.00
	Each additional 100 m ² or part thereof	\$16.00	\$17.00	\$18.00	\$19.00	\$20.00
1.1.4 Strata Title Unit						
	Each Dwelling Unit	\$35.00	\$37.00	\$40.00	\$43.00	\$46.00
1.1.5 Landscaping Irrigation						
The flat rate for unmetered service connections used exclusively for irrigation of landscaped areas shall be Three Hundred and Thirty Three Dollars and One Cent (\$333.01) per acre for the summer irrigation season. Such flat rate shall become due and payable on the first day of July in each year.						
1.2 METERED USER RATES						
All metered accounts are subject to a capacity and a consumption charge for each quarterly period.						
1.2.1 Capacity Charge						
The capacity charge for each quarterly period is a flat rate charge based on meter size. The following rates shall apply (per quarterly period):						

Capacity Charge (per quarterly period)	Rates Effective Jan 1 st - Dec 31 st					
	2023	2024	2025	2026	2027	
Meter Size						
Up to 3/4" (19mm)	\$61.00	\$65.00	\$70.00	\$75.00	\$80.00	
1" (25mm)	\$125.00	\$134.00	\$143.00	\$153.00	\$164.00	
1.5" (38mm)	\$375.00	\$401.00	\$429.00	\$459.00	\$491.00	
2" (51mm)	\$813.00	\$870.00	\$931.00	\$996.00	\$1,066.00	
3" (76mm)	\$2,320.00	\$2,482.00	\$2,656.00	\$2,842.00	\$3,041.00	
4" (102mm)	\$5,027.00	\$5,379.00	\$5,756.00	\$6,159.00	\$6,590.00	
6" (152mm)	\$14,355.00	\$15,360.00	\$16,435.00	\$17,585.00	\$18,816.00	
8" (203mm) AND LARGER	\$30,724.00	\$32,875.00	\$35,176.00	\$37,638.00	\$40,273.00	
1.2.2	Combined Fire and Domestic Meters					
	4" (102mm)	\$5,027.00	\$5,379.00	\$5,756.00	\$6,159.00	\$6,590.00
	6" (152mm)	\$14,355.00	\$15,360.00	\$16,435.00	\$17,585.00	\$18,816.00
	8" (203mm) AND LARGER	\$30,724.00	\$32,875.00	\$35,176.00	\$37,638.00	\$40,273.00
1.2.3	Consumption Charge (per Imperial Gallon)	\$0.00372	\$0.00398	\$0.00426	\$0.00456	\$0.00488
1.3	<u>WATER CONSTRUCTION FLAT RATE CHARGE</u>					
	All commercial and residential property owners shall pay a flat rate charge for water consumed during the construction process up until a water meter is installed. The charge shall be calculated on the gross square meter of floor space of the building as follows:					
	Gross Floor Area (m ²)			Water Construction Rate per month		
	0 - 200			\$25.00		
	201 - 1,000			\$26.00		
	1,001 - 5,000			\$27.00		
	5,001 - 10,000			\$28.00		
	10,001 - above			\$29.00		
2.	<u>OTHER CHARGES</u>					
2.1	<u>METER ACCESS CHARGE</u>					
	Each failed attempt to access a meter where notice has been requested by the City and access has not been provided.			\$150.00 per call		
2.1.1	<u>FINAL OR SPECIAL METER READINGS</u>					
	Each manual reading or special reading by the meter reader.			\$150.00 per call		

2.1.2	<u>METER TESTING</u>	
	Deposit for testing of water meter	\$150.00
	<ul style="list-style-type: none"> - If testing determines that meter is: <ul style="list-style-type: none"> o Reading accurately, City keeps deposit. o Reading is inaccurate, City returns deposit and adjusts previous billing to average of previous billing history (maximum six (6) month adjustment) 	
2.2	<u>TAMPERING WITH WATER METERS</u>	
	Penalty for each incident where City staff determine that tampering has occurred with a water meter	\$500.00 per incident
2.3	<u>PRIVATE USE OF CITY FIRE HYDRANTS</u>	
	The charge for the use of a fire hydrant shall be:	
	Permit Fee	\$100.00
	Weekly charge	\$400.00
	Monthly charge	\$1000.00
2.3.1	Penalty for connecting to a hydrant without a permit:	\$2000.00 per incident
2.4	<u>MUNICIPAL FIRE PROTECTION</u>	
	The annual charge payable to the City for the availability of fire hydrants and water supplies for fire protection purposes shall be the actual annual maintenance costs.	
2.5	<u>SERVICE CONNECTION ABANDONMENT CHARGE</u>	
	All service connection abandonment shall be under a Form C Works and Services Agreement:	
	At the discretion of the Authorized Person, if a new service is in a location that may facilitate the service abandonment within the same excavation the abandonment charge shall be waived.	
	The abandonment charge is exclusive of restoration requirements. Restoration costs shall be the rate as outlined in section 1 Connection Fees	
2.6	<u>EMERGENCY CALL OUT</u>	
	Outside of regular working hours	\$200.00 per call out
2.7	<u>WATER SERVICE TURN ON OR TURN OFF CHARGE FOR DEMOLITION PERMITS</u>	
	Water service turn on or turn off charge during normal City working hours	\$150.00 per call
2.8	<u>UTILITY BILL SUSPENSION FEE</u>	
	Per three (3) month billing period	\$45.00
2.8	<u>PRIVATE FIRE HYDRANT MAINTENANCE</u>	
	Per hydrant	\$300.00
2.10	<u>ACCOUNT SET UP FEE</u>	
	A flat fee for each new account added to the billing system	\$50.00
2.11	<u>WATER METER REPLACEMENT</u>	
	The following flat rate amounts will be charged for replacement of water meters. The fee is based upon meter replacement value and labour costs.	

Meter Size/Meter Reader	Type	2023	2024	2025	2026	2027
20mm (¾in.)	Displacement Meter	\$726.52	\$777.00	\$831.00	\$889.00	\$951.00
	Meter Body Only	\$476.41	\$509.00	\$544.00	\$582.00	\$622.00
25mm (1.0in.)	Displacement Meter	\$857.53	\$917.00	\$981.00	\$1,049.00	\$1,122.00
	Meter Body Only	\$565.73	\$605.00	\$647.00	\$692.00	\$740.00
40mm (1.5in.)	Displacement Meter	\$1,286.30	\$1,376.00	\$1,472.00	\$1,575.00	\$1,685.00
	Meter Body Only	\$952.81	\$1,019.00	\$1,090.00	\$1,166.00	\$1,247.00
50mm (2.0in.)	Compound Meter	\$3,882.71	\$4,154.00	\$4,444.00	\$4,755.00	\$5,087.00
	Meter Body Only	\$3,001.36	\$3,211.00	\$3,435.00	\$3,675.00	\$3,932.00
75mm (3.0in.)	Compound Meter	\$5,121.37	\$5,479.00	\$5,862.00	\$6,272.00	\$6,711.00
	Meter Body Only	\$4,883.17	\$5,225.00	\$5,590.00	\$5,982.00	\$6,400.00
100mm (4.0in.)	Compound Meter	\$7,324.75	\$78,37.00	\$8,385.00	\$8,972.00	\$9,600.00
	Meter Body Only	\$6,907.89	\$73,91.00	\$7,908.00	\$8,461.00	\$9,053.00
150mm (6.0in.)	Compound Meter	\$12,553.31	\$13,432.00	\$14,372.00	\$15,378.00	\$16,454.00
	Meter Body Only	\$11,838.70	\$12,667.00	\$13,553.00	\$14,502.00	\$15,517.00
200mm (8.0in.)	Compound Meter	\$28,107.98	\$30,075.00	\$32,180.00	\$34,432.00	\$36,842.00
	Meter Body Only	\$23,343.91	\$24,978.00	\$26,726.00	\$28,596.00	\$30,598.00
20mm – 50mm (¾in. – 2.0in.) Pro/auto read	Positive Displacement Remote – Replace Register Only	\$702.70	\$751.00	\$804.00	\$860.00	\$920.00
50mm – 200mm	Compound Remote –	\$1,310.12	\$1,401.00	\$1,499.00	\$1,604.00	\$1,716.00

(3/4 in. - 2.0in. E-coder R900I2- 8.0in.)	Replace Register Only					
2.12	<u>BACKFLOW TESTING (commencing January 1, 2021)</u>					
Documentation processing fee - City Data Input - Online/remote entry (available by 2021) Failure to provide test results prior to expiry date		\$10.00 per test result \$5.00 per test result \$20.00 per device				
3.	<p><u>BILLING PROCEDURES</u></p> <p>Bills shall be rendered twice yearly by the City for the use of the waterworks except for metered accounts and metered residential accounts, which shall be rendered quarterly. Should the due date as printed on the bill fall on any Saturday, Sunday or Holiday, then the next business day following the Saturday, Sunday or Holiday shall be taken as the due date.</p> <p>The date of payment shall be the date the account is received at City Hall or paid at any chartered bank in British Columbia, as evidenced by cash register impression or tellers stamp.</p> <p>Payments shall be applied firstly against charges in arrears and thereafter against the current charges.</p> <p>Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.</p>					
4.	<p><u>PENALTY ON LATE PAYMENTS</u></p> <p>The user rate for all consumer accounts rendered shall be subject to a penalty of five percent (5%) if the account is paid after the due date as printed on the utility bill.</p>					

"A - 18"

DEVELOPMENT SERVICES

Fees and Charges for Snow Dumping

EFFECTIVE: January 1, 2024

A-18(a)

Private snow haulers to deposit snow in the Guay Road Snow Dump are as follows:	Rates Effective Jan 1 st - Dec 31 st				
	2023 Total Fee	2024 Total Fee	2025 Total Fee	2026 Total Fee	2027 Total Fee
Tandem Truck Load	\$21.00	\$23.00	\$24.00	\$25.00	\$26.00
End Dump Load	\$37.00	\$46.00	\$48.00	\$50.00	\$52.00
Truck/Pup Load	\$37.00	\$46.00	\$48.00	\$50.00	\$52.00

For each load hauled to the site.

Haulers shall pay to cover cost of snow dump attendant in times of sole or dedicated use. Payment shall be determined based on number of hours attendant is required for private use. Applicable amount of tickets for dedicated use to be paid to account

“B - 2”

CIVIC FACILITIES & EVENTS

Fees and Charges for CN Centre and Community Arenas

EFFECTIVE: January 1, 2024

B-2(a)

CN Centre and Community Arenas Definitions, Terms and Conditions

EVENT AND ACTIVITY DEFINITIONS:

Recreation Activities

Includes a variety of local participatory leisure pursuits such as hockey, figure skating and lacrosse where participation is the main purpose of the rental. These activities may be preempted. Includes regular season games and practices. The City reserves the right to adjust the Level of Service under extenuating circumstances.

Level of Service – dressing room access for 30 minutes prior to, during and 30 minutes after a rental; one fifteen-minute flood per 90 minutes of use or as deemed necessary by CPG operations staff; in house sound system where available.

Recreation Events – Secured Dates/Non-Exclusive

Includes recreation/sport competitions, tournaments and test days that do not require exclusive use of a facility. The events in this category will not be preempted after the contract is signed and deposit paid except for events in the CN Centre, Spruce Kings playoff games or special events. Rental rates include start to finish times including all flood times. Rental space includes the ice/dry floor arena, the dressing rooms and access to the seating area. The user group may levy admission charges; however, the cost of administering the control of admission will be a responsibility of the user and shall be consistent with the City/ticket provider service agreement. Other groups may be booked into the arena prior to or after the non-exclusive event each day. Hourly rates are for Recreational Activities and for Recreation Events – Secured Dates/Non-Exclusive. Additional charges may be applied. The City reserves the right to adjust the Level of Service under extenuating circumstances.

Level of Service – up to two operations staff, score clock, dressing room access for 30 minutes prior, during and after a rental; one fifteen-minute flood per 90 minutes of use; in house sound system where available. The concourse may be set up for in-house furniture and fixtures as part of rental. All other equipment is available at external rental charges. Additional required services or spaces such as net pegging, cleaning, damage deposits, security, first aid, host services, electrical hook-ups, parking control and meeting rooms will be added as additional charges. No changes to existing venue advertising or banners permitted without City approval.

Recreation Events – Secure Dates/Exclusive

This category is designed for events that require exclusive use of a facility. This category is generally applicable to major tournaments, test days, provincial or national competitions, and any event that needs a higher level of service and requires exclusive use of the venue. It generally includes all public and meeting room spaces within a building. Once the contract is signed and a deposit made, the dates are secured and cannot be pre-empted. Daily rates apply. Additional charges may be applied. The City reserves the right to adjust the Level of Service under extenuating circumstances.

Level of Service – Dependent on event demands. Additional equipment required will be charged an external equipment charge. Additional charges may be charged for event set-up and event service, or cleaning above regular standards. Set up day and tear down at half-day rates. There may be a restriction in available set up and take down days. Advertising covering; ice preparation; ticket takers, security and spectator first aid, electrical hook ups, traffic control are charged additionally. All ticketing will be done through on-site ticket service provider as per the ticket service provider contract and/or City approval.

Trade Show

Exhibits of products and services that is not open to the public and is held for members of a common or related industry.

Consumer Shows

Exhibitions open to the public usually requiring an entrance fee.

Special Events

Events are primarily spectator focused such as concerts, circuses, and rodeos. Dates are secure once contract is signed, and deposit paid. Tentative booking procedures apply.

Additional cleaning or set up charges may be applied. Additional equipment required will be charged as external equipment charges. Additional charges for event set-up and event service above regular standards. Set up day and tear down at half-day price. There may be a restriction in available set up and take down days. Event rates for promoters apply. All ticketing is done through on-site ticket service provider.

Sustaining Ice Users

A not-for-profit organization (e.g., PG Minor Hockey, PG Ringette, Blizzards Speed Skating Club) or an Adult Recreation Group that is scheduled on a regular weekly basis.

Private Ice Users

A group or individual that uses space on an occasional basis only.

RATE DEFINITIONS:

Standard Rate

This rate is applied to all bookings. The standard rate applies to hourly adult or youth renters offering programs for a fee, with the intention of personal or organizational gain and/or where

admission fees are charged, and the community is not the main beneficiary. It includes recreational rentals by private or commercial organizations. All Conferences, Conventions, and/or Tradeshow Events are charged the standard rate.

Discount Rate

A discount rate is available to any Prince George based not-for-profit group, charitable organization or registered society with the primary purpose of community service where the local community is the beneficiary. Includes City of Prince George Departments and Committees of Council. Organizations are not eligible for this rate when hosting conferences, conventions and/or tradeshows.

Non-Prime Time - 8:00 am – 3:00 pm on weekdays from the first Monday in October to the first Monday after School District #57 Spring Break; on days that School District #57 is in session for elementary and/or secondary students only. This definition does not apply to any rentals for special events.

Prime Time – 6:00 am – 8:00 am; 3:00 pm – 12:30 am, Monday to Friday and 6:00 am – 12:30 am Saturday and Sundays from the first Monday in October to the first Monday after School District #57 Spring Break.

Youth Discount Recreation Rental Rates

A discount rate is available to any Prince George or Regional District of Fraser Fort George based not-for-profit group or registered society organizing leisure opportunities for individuals, when all participants are 18 years of age or younger. Youth Discount Recreation rates include all times from start to finish of booking including flood times. Youth may be scheduled up until 9:30 pm.

Adult Discount Recreation Rental Rates

A discount rate is available to any Prince George or Regional District of Fraser Fort George based not-for-profit group or registered society organizing leisure opportunities for individuals 19 years of age and over, or any combination of individuals 19 years and over and 18 years of age and younger. Adults will be scheduled following youth not-for-profit users.

Non-Resident Rental Rates

The individual, group, organization or business renting the facility that is based outside the Prince George City boundaries and/or outside the Regional District of Fraser Fort George boundaries. Non-residents will be charged Standard Recreation Rates.

Event Rates - Promoter

This applies to all Recreation Events – Secure Dates and Exclusive that a business or organization or agency produces, have ticketed admission and the proceeds generated are not 100% directed to a Prince George based registered charity under Canada Revenue Agency. These rates are the standard rate or 14% of gross ticket revenue, whichever is greater. The gross ticket revenue may have an upper limit set as approved by the Director of the Department or their designate.

Event Rates - Negotiations

The Director of the Department or their designate may negotiate rental rates lower than those rates outlined in this bylaw when the hosting of an event in a City of Prince George facility may generate substantial event tourism dollars for the community at large.

Facility Fee

This applies to all major special event rentals that a business or organization or agency produces, that have ticketed admission. A fee per ticket may be added to the service charge and is payable by the spectator.

Set up/ Take Down Rates

Customer event setup and take down rates are 50% of the appropriate rental rate.

School District #57 Rental Rates

School District #57 sponsored events will be charged staff labour and benefit costs or the applicable discount rate, whichever is less plus additional charges.

Statutory Holidays Rates

Facilities are generally closed on all statutory holidays as defined in the collective agreement with CUPE Local 1048. Customers wishing to rent on a statutory holiday will be charged additional staff labour at the applicable overtime rate and benefits costs. Each booking must be a minimum of two hours.

Additional Staff Costs

Additional charges, which are listed as actual staff costs, are calculated at the City of Prince George staff pay rate for the specific hours worked plus all employee benefits including accrual costs. Staff costs for planned overtime will be calculated at the applicable overtime rate plus employee benefits.

Spring/Summer Season

Begins the first Saturday of School District #57 Spring Break and ends August 31st.

Regular Season

Begins September 1st and ends the last Friday before the start of School District #57 Spring Break.

Advertising

Advertising opportunities are available in some of the community arenas to user groups. Price does not include design, production and installation of the graphic panels.

TERMS AND CONDITIONS:

Liability Insurance

All user groups of City facilities are required to hold comprehensive general liability insurance for no less than \$5,000,000.00 inclusive with respect to bodily injury including death and property damage. The policy shall include an endorsement adding the City of Prince George as an additional named insured on the policy. Host Liquor Liability insurance is required for

rentals where the licensee is holding a special occasion license. If no insurance is presented, the licensee may be denied access to the facility.

Damage / Cleaning Deposits

A damage deposit not greater than **\$5,000.00**, payable prior to any event may be required upon signing of the applicable contract. This is also required for anticipated cleaning requirements above normal use.

First Aid and Security Requirements

First Aid and Security costs for events where public use of the facility requires these services must be arranged either through the venue or an independent security provider that is approved by the City, at the event organizer's own cost.

Tentative Booking Procedures

A maximum of three (3) tentative bookings per event will be held without a deposit until another request for the same space is received. At the time of the 2nd request, the 1st tentative booking will be notified and given three (3) business days to confirm or cancel the booking.

Confirmation will require a 25% non-refundable deposit of the space rental only. When a "second hold" obtains a space rental under this procedure, they will be required to pay a 25% non-refundable deposit. All bookings will be based on appropriate Space Allocation Guidelines.

Payment

Payment is accepted by cash, debit card, or cheque made payable to the City of Prince George. Credit card payments with a maximum allowable payment will be accepted. The City of Prince George reserves the right to limit the amount payable and/or charge a processing fee on credit card payments. If the licensee neglects to sign the contract agreement or pay the full facility rental, the licensee may be denied access to the facility. Interest on outstanding invoices will be charged at 1.5% net thirty days, compounded monthly. (18% per annum)

Payment - Sustaining Ice Users:

Full payment of facility rental is due thirty (30) days after final date of the current month. If a cancellation is received with less than sixteen (16) full days, a full rental charge will apply.

Payment - Private Rentals:

Full payment of facility rental is due sixteen (16) days in advance. If a reservation is accepted less than 16 days prior to a rental and where the user does not rent ice on a weekly basis, full payment is required immediately, and cheques may not be accepted. If a cancellation is received with less than sixteen (16) full days, a full rental charge will apply.

Payment - Recreation Events – Secured Dates/Non-Exclusive

A non-refundable deposit of 10% of the facility rental is due upon contract signing. Full payment of facility rental is due thirty (30) days after event completion date. If a reservation is accepted less than sixteen (16) days prior to a rental, full payment is required immediately, and cheques may not be accepted.

Event Schedule must be confirmed sixteen (16) full days prior to the first reserved date. If a cancellation is received with less than five (5) full days' notice a full rental charge will apply. Adjustments to tournaments can be made up to five (5) days prior to the tournament.

Payment – Recreation Events – Secure Dates/Exclusive

A non-refundable deposit of 10% of the facility rental is due upon contract signing. Payment of remaining facility rental and fixed additional charges is due thirty (30) days prior to the first reserved date. Full payment minus deposit is refundable if a cancellation has been received thirty (30) days prior to the first reserved date. If a cancellation is received with less than thirty (30) full days' notice a full rental charge will apply.

Equipment

Requirements for available, additional equipment such as, but not limited to, table, chairs, risers, staging, and audiovisual equipment will have an additional charge.

Tickets

Any event selling advance sales of tickets will be required to use the exclusive box office services provided by the City's box office contractor. Exemptions may occur where mutually agreed upon conditions between the City and the exclusive ticket provider e.g., PG Spruce Kings, BCNE and Canadian Home Builders Assoc of Northern BC.

License Agreements

All license agreements must be signed, all conditions met, and proper payment received in order to provide access to the CN Centre and Community Arenas.

Concessions and Catering

Any event requiring the provision of food will be required to use the exclusive services provided by the City's food and beverage contractor(s). Outside food and beverage is not permitted on these premises without prior written consent.

Midways, Festivals and Outdoor Concerts

Large events such as midways, festivals, and outdoor concerts that require event coordination. Additional cleaning or set up charges may be applied. Additional equipment and services required, such as power and water hook-ups, will be charged. Additional charges for event set-up and event service above regular standards. Set up day and tear down at half-day price. There may be a restriction in available set up and take down days.

Exhibition Park Parking Lot Rental

Parking Lot rental rates are for events that do not require event coordination and the client is self-sufficient. The charges are dependent on the area of the parking lot rented, the type of event, its needs, and its impact on the parking lot infrastructure.

B-2(b)

Regular Season Hourly Rental Fees: CN Centre, Kin 1, 2, 3, Kopar Memorial Arena, Elksentre	Rates Effective Jan 1st - Dec 31st
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	2023	2024	2025	2026	2027
Standard Recreation Rate - Ice Rental	\$364.00	\$375.00	\$386.00	\$398.00	\$410.00
Adult Discount Recreation Ice (Prime)	\$228.00	\$235.00	\$242.00	\$249.00	\$256.00
Adult Discount Recreation Ice (Non-prime)	\$183.00	\$188.00	\$194.00	\$200.00	\$206.00
Youth Discount Recreation Ice (Prime)	\$112.00	\$126.00	\$130.00	\$134.00	\$138.00
Youth Discount Recreation Ice (Non-prime)	\$99.00	\$102.00	\$105.00	\$108.00	\$111.00
Standard Recreation Rate - Dry Floor	\$203.00	\$209.00	\$215.00	\$221.00	\$228.00
Adult Discount Recreation - Dry Floor	\$102.00	\$105.00	\$108.00	\$111.00	\$114.00
Youth Discount Recreation - Dry Floor	\$69.00	\$71.00	\$73.00	\$75.00	\$77.00

B-2(c)

Spring & Summer Hourly Rental Fees: CN Centre, Kin 1, 2, 3, Kopar Memorial Arena, Elksentre	Rates Effective Jan 1 st - Dec 31 st				
	2023	2024	2025	2026	2027
Standard	\$364.00	\$375.00	\$386.00	\$398.00	\$418.00
Adult Discount Recreation Ice	\$228.00	\$235.00	\$242.00	\$249.00	\$256.00
Youth Discount Recreation Ice	\$171.00	\$176.00	\$181.00	\$186.00	\$192.00
Standard - Dry Floor	\$203.00	\$209.00	\$215.00	\$222.00	\$228.00
Adult Discount Recreation Ice - Dry Floor	\$102.00	\$105.00	\$108.00	\$111.00	\$114.00
Youth Discount Recreation Ice - Dry Floor	\$69.00	\$71.00	\$73.00	\$75.00	\$77.00

B-2 (d)

CN Centre: Recreation Events - Secure Dates/Exclusive Daily Rates	Rates Effective Jan 1 st - Dec 31 st				
	2023	2024	2025	2026	2027
Standard Rate	\$4,300.00	\$4,429.00	\$4,562.00	\$4,699.00	\$4,840.00
Discount Rate	\$3,425.00	\$3,528.00	\$3,634.00	\$3,743.00	\$3,855.00

Kin 1, 2, 3, Kopar Memorial Arena Elksentre: Recreation	Rates Effective Jan 1 st - Dec 31 st				
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Events - Secure Dates/Exclusive Daily Rates	2023	2024	2025	2026	2027
Standard Rate	\$2,150.00	\$2,215.00	\$2,281.00	\$2,350.00	\$2,468.00
Discount Rate	\$1,725.00	\$1,777.00	\$1,830.00	\$1,885.00	\$1,942.00

B-2(e)

CN Centre Meeting Rooms		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Canfor Room - Ice Level 420 sq. ft.	Standard Daily Rate	\$84.00	\$87.00	\$90.00	\$93.00	\$96.00
	Discount Daily Rate	\$69.00	\$71.00	\$73.00	\$75.00	\$77.00
	Discount Evening Rate	\$44.00	\$45.00	\$46.00	\$47.00	\$48.00

B-2(f)

Kin Arena Meeting Rooms		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Kin Arenas: Lounge	Standard Daily Rate	\$398.00	\$410.00	\$422.00	\$435.00	\$448.00
	Discount Daily Rate	\$312.00	\$321.00	\$331.00	\$341.00	\$351.00
	Discount Evening Rate	\$149.00	\$153.00	\$158.00	\$163.00	\$168.00
Kin Arenas: Kin Atrium	Standard Daily Rate	\$428.00	\$441.00	\$454.00	\$468.00	\$482.00
	Discount Daily Rate	\$342.00	\$352.00	\$363.00	\$374.00	\$385.00
	Discount Evening Rate	\$342.00	\$352.00	\$363.00	\$374.00	\$385.00
Kin 1 Meeting Room (per room)	Standard Daily Rate	\$119.00	\$123.00	\$127.00	\$131.00	\$135.00
	Discount Daily Rate	\$78.00	\$80.00	\$82.00	\$84.00	\$86.00
	Discount Evening Rate	\$60.00	\$62.00	\$64.00	\$66.00	\$68.00

B-2(g)

- Note: “Different Layout” is noted for the 2023 rates because there aren’t comparable rates for the new parking lot section options/rates

Exhibition Park Parking Lot Rates		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Midways, Festivals and Concerts - per day		Different Layout	\$1,500.00	\$1,545.00	\$1,591.00	\$1,639.00
Parking Lot – space only, no services						
Inner Paved Parking Lot – per section	Standard Hourly (min 4 hours)	Different Layout	\$11.00	\$11.00	\$12.00	\$12.00
	Discount Hourly (min 4 hours)	Different Layout	\$6.00	\$6.00	\$7.00	\$7.00
	Standard Daily	Different Layout	\$54.00	\$56.00	\$57.00	\$59.00
	Discount Daily	Different Layout	\$28.00	\$29.00	\$30.00	\$31.00
Outer Paved Parking Lot – per section	Standard Hourly (min 4 hours)	Different Layout	\$21.00	\$22.00	\$22.00	\$23.00
	Discount Hourly (min 4 hours)	Different Layout	\$11.00	\$11.00	\$12.00	\$12.00
	Standard Daily	Different Layout	\$108.00	\$111.00	\$115.00	\$118.00
	Discount Daily	Different Layout	\$56.00	\$58.00	\$59.00	\$61.00
Outer Gravel Lot	Standard Hourly (min 4 hours)	Different Layout	\$21.00	\$22.00	\$22.00	\$23.00
	Discount Hourly (min 4 hours)	Different Layout	\$11.00	\$11.00	\$12.00	\$12.00
	Standard Daily	Different Layout	\$108.00	\$111.00	\$115.00	\$118.00
	Discount Daily	Different Layout	\$56.00	\$58.00	\$59.00	\$61.00

B-2(h)

Additional Services	Rates Effective Jan 1 st - Dec 31 st			
	2024	2025	2026	2027
Electrical Connect/Disconnect	actual cost			
Arena Ice Removal/Replace	actual cost			
Arena Glass Removal/Replace	actual cost			
Rink Boards Removal/Replace	actual cost			
Arena Flooring	actual cost			
Bleacher Removal	actual cost			
Custodial Charges	actual cost			
Local crew labour and rigging, stagehands	actual cost			
Statutory Holiday Rates	actual cost			
Stage	actual cost			
Additional Cleaning	actual cost			
Host Services (Includes Security & First Aid)	actual cost			
Towel Service (per towel)	\$5.00			
Traffic Control includes Parking Control	actual cost			
Entandem (SOCAN & Re:SOUND)	actual cost			
Catering	actual cost			
Additional venue services	actual cost			

B-2(i)

Program fees	
Drop-in Hockey	As per agreement negotiated between contractor and Director of the Department or Designate.
Adult Summer Hockey Program	As per agreement negotiated between contractor and Director of the Department or Designate.

B-2(j)

Commercial Merchandising Fees	
Sellers provided by promoter	20% of gross sales or as negotiated by Director of the Department or Designate.
Sellers provided by City	30% of gross sales or as negotiated by Director of the Department or Designate.

B-2(k)

Audio Visual Rates	Rates Effective Jan 1 st - Dec 31 st			
	2024	2025	2026	2027
Camera Operator	Actual Cost			
Score Clock Operator	Actual Cost			
Music Operator	Actual Cost			
External Rentals	Actual Rental Cost			

B-2 (l)

CN Centre Ospika Sign

Double sided backlit sign (45" X 67") on the Main CN Centre Sign, on Ospika Blvd. Cost does not include sign production, installation, or applicable taxes. \$8,500.00 per year or current market value.

B-2(m)

Prince George CN Centre Suite Fees

Suite Number	Total Base License Fee 2024	Maintenance & Cleaning Fee	Total Fees 2024
#1a	City Managed Suite (see exceptions "Rentals" below)		
#1a Rentals	Suite may be rented on an as per event or game basis as a fee applicable to the event or game.		
#1	As per CN Rail Naming Rights Agreement		
#2	\$13,876.56	\$500	\$14,376.56 plus 16 Cougars Seasons tickets
#3	Cougars' suite at no cost as per Cougars/City Contract		
#4	\$14,915.63	\$500	\$14,415.63 Plus 11 Cougars Season tickets
#5	\$14,978.91	\$500	\$15,478.91 plus 11 Cougars Seasons tickets
#6	\$16,177.22	\$500	\$16,677.22 plus 16 Cougars Seasons tickets
#7	\$14,978.91	\$500	\$15,478.91 plus 11 Cougars Seasons tickets

#8	\$13,344.85	\$500	\$13,844.85 plus 11 Cougars Seasons tickets
#9	\$13,344.85	\$500	\$13,844.85 plus 11 Cougars Seasons tickets
#10	\$12,854.63	\$500	\$13,354.63 plus 17 Cougars Seasons tickets
#11	\$13,325.91	\$500	\$13,825.91 plus 20 Cougars Seasons tickets
#12	\$11,710.79	\$500	\$12,210.79 plus 11 Cougars Seasons tickets
#14	\$13,045.26	\$500	\$13,545.29 plus 19 Cougars Seasons tickets

**2025 - 2027 base rate will increase by 3% each year*

DRAFT

B-2(n) Arena Advertising

Purpose & Conditions:

To generate arena advertising sponsorship revenue opportunities that maintain the integrity of City facilities, programs, and services. To ensure the City's brand, values, image, policies, community, and commitments are safeguarded while increasing opportunities for local businesses and community groups.

Restrictions:

The City of Prince George must not solicit or accept advertising & sponsorship from any business, group, or society where the City's image or reputation may be negatively affected, including:

- Promotes tobacco, cannabis, alcohol, or other addictive substances or general items that are hazardous to human health or the environment.
- Condone any form of discrimination, be of religious nature, be of political nature, be of adult entertainment.
- Presents demeaning or derogatory portrayals of individuals or groups.
- Contains anything that is likely to cause deep or widespread offence considering prevailing community standards.
- Materially detracts from the physical attributes of the arenas.
- Promotes products/services that conflict with the mandate or objectives of the City.
- Duplicate or appear to duplicate existing City programs and services.

Evaluation & Administration:

The Manager of Event Services or their designate will consider the following:

- Advertising & Sponsorship meet the overall purpose and conditions of the City and does not fall within any established restrictions.
- Whether the proposed advertising or sponsorship provides an opportunity to enhance the City's profile.
- The anticipated impact on arena users and whether the advertising/sponsorship is appropriate for the target audience.
- Administering contracts and revenue collection.
- Ensure contract compliance.
- Consult with appropriate City staff to ensure that the advertising and or sponsorship aligns with the City's corporate policies, objectives, and values.

Non-profit Regular Season Users of Kin Centre and Elksentre – Rights to sell advertising

1. Regular season non-profit dry floor and ice users have the non-exclusive rights to sell advertising at the Kin Arenas and Elksentre in locations pre-approved by the City of Prince George pending space availability and a first come first served procedure.
2. Rates are based on a 12-month basis and signs not renewed will be removed after 12 months.

3. Advertising may be covered for special events due to event sponsorship requirements.
4. All advertising signs shall be hung & removed by City of Prince George staff at actual cost and appropriate non-profit groups will be invoiced. Non-profit groups selling advertising are exclusively responsible for all costs of making and hanging all signs under the supervision of the Operations Foreman or designate.
5. Each non-profit group selling advertising may set the rates for such advertising however, they shall not be lower than those set by the City of Prince George.
6. Each group selling advertising shall receive full payment for such advertising and is responsible for submitting 20% of the gross sales for all new sales and 25% on all renewals to the City of Prince George.
7. Any new advertising spaces not noted below are subject to prices set by market conditions.

Terms for Payment Remittance

1. Not for profit (NFP) user group accounts will be invoiced on a yearly basis upon confirmation of the number of advertisements in place. Additional advertisements throughout the year will be invoiced upon installation.
2. A monthly payment installment plan may be arranged upon the approval of the City designate.
3. Accounts must be paid in full by August 31st otherwise advertising program participation privileges will be suspended.
4. External Agencies must submit payment upon application approval and prior to installation of advertisement.

Minimum Advertising Rates

The rates noted do not include tax and the cost for fabricating the signage, which are the responsibility of the advertiser/user group. The rates do not include sign installation at the facilities. Rates are based on 1-year terms. All signs must be made of ¼” chloroplast material or other materials approved by the City.

KIN 1 Arena: has a 26m x 61m ice surface than can expand to 31m x 61m (international dimensions) with up to 1,000 spectators, with an 11m x 44m concession equipped with lounge seating.

Advertisement Type	Annual Cost	20% Remittance on New Sales	25% Remittance on Renewals
Feature Wall Backlit Sign	\$5,000.00	\$1,000.00	\$1,250.00
Backlit Scoreboard Wall	\$4,000.00	\$800.00	\$1,000.00
Rink Board (3’x8’ signs)	\$2,000.00	\$400.00	\$500.00

KIN 2 Arena: has a 26m x 61 ice surface with 150 bleacher seats.

Advertisement Type	Annual Cost	20% Remittance on New Sales	25% Remittance on Renewals
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Wall Board 4'x8' signs	\$800.00	\$160.00	\$200.00
Wall Board 3'x8' signs	\$1,500.00	\$300.00	\$375.00
Backlit Score Clock Sign	\$3,000.00	\$600.00	\$750.00

KIN 3 Arena: has a 26m x 61m ice surface with 150 bleacher seats.

Advertisement Type	Annual Cost	20% Remittance on New Sales	25% Remittance on Renewals
Wall Board 4'x8' signs by score clock	\$800.00	\$160.00	\$200.00
Wall Board 3'x8' signs by players box	\$1,500.00	\$300.00	\$375.00
Backlit Score Clock Sign	\$3,000.00	\$600.00	\$750.00

ELKSENTRE Arena

Advertisement Type	Annual Cost	20% Remittance on New Sales	25% Remittance on Renewals
Wall Board 4'x8' signs by score clock	\$ 800.00	\$160.00	\$200.00

ICE RESURFACING MACHINE ADVERTISING (decals)

Advertisement Type: Kin 1, 2, 3 and Elksentre	Annual Cost	20% Remittance on New Sales	25% Remittance on Renewals
Ice Resurfacing Per Machine	\$1,000.00	\$200.00	\$225.00

“B- 3”

CIVIC FACILITIES & EVENTS

Fees and Charges for Prince George Conference and Civic Centre

EFFECTIVE: January 1, 2024

B-3(a)

Prince George Conference & Civic Centre		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Event Rates						
Auditorium 1	Standard	\$1597.00	\$1,645.00	\$1,694.00	\$1,745.00	\$1,797.00
	Discount	\$1277.00	\$1,316.00	\$1,355.00	\$1,396.00	\$1,438.00
	Catered - Standard	\$878.00	\$905.00	\$932.00	\$960.00	\$989.00
	Catered - Discount	\$702.00	\$724.00	\$745.00	\$768.00	\$791.00
Auditorium 1 & 2	Standard	\$3193.00	\$3,289.00	\$3,387.00	\$3,489.00	\$3,594.00
	Discount	\$2553.00	\$2,631.00	\$2,710.00	\$2,791.00	\$2,875.00
	Catered - Standard	\$1756.00	\$1,809.00	\$1,863.00	\$1,919.00	\$1,977.00
	Catered - Discount	\$1405.00	\$1,447.00	\$1,490.00	\$1,535.00	\$1,581.00
Auditorium 1, 2 & 3	Standard	\$4791.00	\$4,935.00	\$5,083.00	\$5,235.00	\$5,392.00
	Discount	\$3831.00	\$3,948.00	\$4,066.00	\$4,188.00	\$4,314.00
	Catered - Standard	\$2634.00	\$2,714.00	\$2,796.00	\$2,879.00	\$2,966.00
	Catered - Discount	\$2108.00	\$2,171.00	\$2,236.00	\$2,304.00	\$2,373.00
Lower Pre-Function	Standard	\$800.00	\$824.00	\$849.00	\$874.00	\$900.00
	Discount	\$641.00	\$659.00	\$679.00	\$699.00	\$720.00
	Catered - Standard	\$439.00	\$453.00	\$467.00	\$481.00	\$495.00
	Catered - Discount	\$352.00	\$363.00	\$373.00	\$385.00	\$396.00
Lower Pre-Function 1&2	Standard	\$1597.00	\$1,645.00	\$1,694.00	\$1,745.00	\$1,797.00
	Discount	\$1277.00	\$1,316.00	\$1,355.00	\$1,396.00	\$1,438.00
	Catered - Standard	\$878.00	\$905.00	\$932.00	\$960.00	\$989.00

	Catered - Discount	\$702.00	\$724.00	\$745.00	\$768.00	\$791.00
Lower Pre-Function 1,2 & 3	Standard	\$2396.00	\$2,468.00	\$2,542.00	\$2,618.00	\$2,697.00
	Discount	\$1917.00	\$1,974.00	\$2,034.00	\$2,095.00	\$2,157.00
	Catered - Standard	\$1316.00	\$1,357.00	\$1,398.00	\$1,440.00	\$1,483.00
	Catered - Discount	\$1054.00	\$1,086.00	\$1,118.00	\$1,152.00	\$1,187.00
Rotunda	Standard	\$153.00	\$158.00	\$162.00	\$167.00	\$172.00
	Discount	\$123.00	\$126.00	\$130.00	\$134.00	\$138.00
	Catered - Standard	\$83.00	\$87.00	\$89.00	\$92.00	\$95.00
	Catered - Discount	\$69.00	\$69.00	\$71.00	\$74.00	\$76.00
Day Rates: 7am - 5pm		2023	2024	2025	2026	2027
Room 201 - 206 (each)	Standard	\$162.00	\$167.00	\$172.00	\$177.00	\$182.00
	Discount	\$130.00	\$133.00	\$137.00	\$142.00	\$146.00
	Catered - Standard	\$88.00	\$92.00	\$95.00	\$97.00	\$100.00
	Catered - Discount	\$72.00	\$73.00	\$76.00	\$78.00	\$80.00
Room 201 - 203 OR Room 204 - 206	Standard	\$466.00	\$480.00	\$494.00	\$509.00	\$524.00
	Discount	\$373.00	\$384.00	\$396.00	\$407.00	\$420.00
	Catered - Standard	\$255.00	\$264.00	\$272.00	\$280.00	\$288.00
	Catered - Discount	\$204.00	\$211.00	\$218.00	\$224.00	\$231.00
Room 207	Standard	\$232.00	\$239.00	\$246.00	\$254.00	\$261.00
	Discount	\$185.00	\$191.00	\$197.00	\$203.00	\$209.00
	Catered - Standard	\$127.00	\$131.00	\$135.00	\$139.00	\$144.00
	Catered - Discount	\$103.00	\$105.00	\$108.00	\$112.00	\$115.00
Room 208	Standard	\$386.00	\$398.00	\$410.00	\$422.00	\$434.00
	Discount	\$309.00	\$318.00	\$328.00	\$337.00	\$348.00
	Catered - Standard	\$212.00	\$219.00	\$225.00	\$232.00	\$239.00
	Catered - Discount	\$170.00	\$175.00	\$180.00	\$186.00	\$191.00
Upper Pre-Function	Standard	\$232.00	\$239.00	\$246.00	\$254.00	\$261.00
	Discount	\$185.00	\$191.00	\$197.00	\$203.00	\$209.00

(201-203 / 204-206)	Catered - Standard	\$127.00	\$131.00	\$135.00	\$139.00	\$144.00
	Catered - Discount	\$103.00	\$105.00	\$108.00	\$112.00	\$115.00
Upper Pre-Function (207/208)	Standard	\$193.00	\$199.00	\$205.00	\$211.00	\$217.00
	Discount	\$155.00	\$159.00	\$164.00	\$169.00	\$174.00
	Catered - Standard	\$108.00	\$109.00	\$113.00	\$116.00	\$119.00
	Catered - Discount	\$84.00	\$87.00	\$90.00	\$93.00	\$96.00
Upper Pre-Function (Entire)	Standard	\$658.00	\$678.00	\$698.00	\$719.00	\$741.00
	Discount	\$525.00	\$542.00	\$558.00	\$575.00	\$592.00
	Catered - Standard	\$361.00	\$373.00	\$384.00	\$395.00	\$407.00
	Catered - Discount	\$288.00	\$298.00	\$307.00	\$316.00	\$326.00

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Evening Rates: 6pm-10pm		2023	2024	2025	2026	2027
Room 201 - 206 (each)	Standard	\$97.00	\$100.00	\$103.00	\$106.00	\$109.00
	Discount	\$77.00	\$80.00	\$82.00	\$85.00	\$88.00
	Catered - Standard	\$50.00	\$55.00	\$57.00	\$58.00	\$60.00
	Catered - Discount	\$42.00	\$44.00	\$45.00	\$47.00	\$48.00
Room 201 - 203 OR Room 204 - 206	Standard	\$279.00	\$288.00	\$297.00	\$306.00	\$315.00
	Discount	\$224.00	\$230.00	\$237.00	\$244.00	\$252.00
	Catered - Standard	\$153.00	\$158.00	\$163.00	\$168.00	\$173.00
	Catered - Discount	\$122.00	\$127.00	\$131.00	\$134.00	\$138.00
Room 207	Standard	\$141.00	\$143.00	\$148.00	\$152.00	\$157.00
	Discount	\$112.00	\$115.00	\$118.00	\$122.00	\$125.00
	Catered - Standard	\$76.00	\$79.00	\$81.00	\$84.00	\$86.00
	Catered - Discount	\$64.00	\$63.00	\$65.00	\$67.00	\$69.00
Room 208	Standard	\$232.00	\$239.00	\$246.00	\$253.00	\$261.00
	Discount	\$185.00	\$191.00	\$197.00	\$202.00	\$209.00
	Catered - Standard	\$127.00	\$131.00	\$135.00	\$139.00	\$143.00
	Catered - Discount	\$103.00	\$105.00	\$108.00	\$111.00	\$115.00
Upper Pre- Function (201-203 / 204-206)	Standard	\$141.00	\$143.00	\$148.00	\$152.00	\$157.00
	Discount	\$112.00	\$115.00	\$118.00	\$122.00	\$125.00
	Catered - Standard	\$50.00	\$79.00	\$81.00	\$84.00	\$86.00
	Catered - Discount	\$42.00	\$63.00	\$65.00	\$67.00	\$69.00
Upper Pre- Function (207/208)	Standard	\$115.00	\$119.00	\$123.00	\$127.00	\$130.00
	Discount	\$93.00	\$95.00	\$98.00	\$101.00	\$104.00
	Catered - Standard	\$66.00	\$66.00	\$68.00	\$70.00	\$72.00
	Catered - Discount	\$49.00	\$52.00	\$54.00	\$56.00	\$57.00
Upper Pre- Function (Entire)	Standard	\$394.00	\$407.00	\$419.00	\$431.00	\$444.00
	Discount	\$315.00	\$325.00	\$335.00	\$345.00	\$355.00
	Catered - Standard	\$217.00	\$224.00	\$230.00	\$237.00	\$244.00

	Catered - Discount	\$173.00	\$179.00	\$184.00	\$190.00	\$196.00
24 Hour Rates:		2023	2024	2025	2026	2027
Room 201 - 206 (each)	Standard	\$259.00	\$267.00	\$275.00	\$283.00	\$292.00
	Discount	\$207.00	\$214.00	\$220.00	\$227.00	\$233.00
	Catered - Standard	\$138.00	\$147.00	\$151.00	\$156.00	\$160.00
	Catered - Discount	\$114.00	\$117.00	\$121.00	\$125.00	\$128.00
Room 201 - 203 OR Room 204 - 206	Standard	\$745.00	\$768.00	\$791.00	\$815.00	\$839.00
	Discount	\$597.00	\$614.00	\$633.00	\$652.00	\$671.00
	Catered - Standard	\$408.00	\$422.00	\$435.00	\$448.00	\$462.00
	Catered - Discount	\$326.00	\$338.00	\$348.00	\$358.00	\$369.00
Room 207	Standard	\$373.00	\$382.00	\$394.00	\$406.00	\$418.00
	Discount	\$297.00	\$306.00	\$315.00	\$324.00	\$334.00
	Catered - Standard	\$203.00	\$210.00	\$217.00	\$223.00	\$230.00
	Catered - Discount	\$167.00	\$168.00	\$173.00	\$178.00	\$184.00
Room 208	Standard	\$618.00	\$636.00	\$655.00	\$675.00	\$695.00
	Discount	\$494.00	\$509.00	\$524.00	\$540.00	\$556.00
	Catered - Standard	\$339.00	\$350.00	\$360.00	\$371.00	\$382.00
	Catered - Discount	\$273.00	\$280.00	\$288.00	\$297.00	\$306.00
Upper Pre-Function (201-203 / 204-206)	Standard	\$373.00	\$382.00	\$394.00	\$406.00	\$418.00
	Discount	\$297.00	\$306.00	\$315.00	\$324.00	\$334.00
	Catered - Standard	\$177.00	\$210.00	\$217.00	\$223.00	\$230.00
	Catered - Discount	\$145.00	\$168.00	\$173.00	\$178.00	\$184.00
Upper Pre-Function (207/208)	Standard	\$308.00	\$318.00	\$328.00	\$337.00	\$348.00
	Discount	\$248.00	\$254.00	\$262.00	\$270.00	\$278.00
	Catered - Standard	\$174.00	\$175.00	\$180.00	\$186.00	\$191.00
	Catered - Discount	\$133.00	\$140.00	\$144.00	\$148.00	\$153.00
	Standard	\$1052.00	\$1,084.00	\$1,117.00	\$1,150.00	\$1,185.00
	Discount	\$840.00	\$868.00	\$894.00	\$920.00	\$948.00

Upper Pre-Function (Entire)	Catered - Standard	\$578.00	\$596.00	\$614.00	\$633.00	\$652.00
	Catered - Discount	\$461.00	\$477.00	\$491.00	\$506.00	\$521.00

B-3(b)

Canada Games Plaza*		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Event Rates						
1/2-day rate (up to 5 hours)	Standard	\$129.00	\$133.00	\$137.00	\$141.00	\$145.00
	Discount	\$104.00	\$106.00	\$109.00	\$113.00	\$116.00
	Catered - Standard	\$71.00	\$73.00	\$75.00	\$78.00	\$80.00
	Catered - Discount	\$56.00	\$58.00	\$60.00	\$62.00	\$64.00
24 Hour Rate	Standard	\$205.00	\$211.00	\$217.00	\$224.00	\$231.00
	Discount	\$165.00	\$169.00	\$174.00	\$179.00	\$185.00
	Catered - Standard	\$113.00	\$116.00	\$120.00	\$123.00	\$127.00
	Catered - Discount	\$90.00	\$93.00	\$96.00	\$99.00	\$102.00

**Refer to Canada Games Plaza Definitions*

B-3(c)

Recreation Rates		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Auditorium 1, 2 OR 3 (per hour)	Standard	\$109.00	\$103.00	\$106.00	\$109.00	\$113.00
	Discount Adult	\$85.00	\$49.00	\$51.00	\$52.00	\$54.00
	Discount Youth	\$52.00	\$11.00	\$11.50	\$12.00	\$12.50
Meeting Room (each 201-206)	Standard		\$38.00	\$39.00	\$40.00	\$42.00
	Discount Adult		\$23.00	\$23.00	\$24.00	\$25.00
	Discount Youth		\$6.00	\$6.50	\$7.00	\$7.50
Meeting Room (each 207-208)	Standard		\$45.00	\$46.00	\$48.00	\$49.00
	Discount Adult		\$30.00	\$31.00	\$32.00	\$33.00
	Discount Youth		\$7.00	\$7.50	\$8.00	\$8.50

Special Events		2023	2024	2025	2026	2027
Auditorium 1, 2 OR 3 (per hour)	Standard	\$118.00	\$122.00	\$125.00	\$129.00	\$133.00
	Discount Adult	\$96.00	\$97.00	\$100.00	\$103.00	\$106.00
	Discount Youth	\$62.00	\$64.00	\$66.00	\$68.00	\$70.00
Auditorium 1, 2 AND 3 (per hour)	Standard	\$357.00	\$368.00	\$379.00	\$390.00	\$402.00
	Discount Adult	\$285.00	\$294.00	\$303.00	\$312.00	\$321.00
	Discount Youth	\$180.00	\$184.00	\$189.00	\$195.00	\$201.00

**Any staff services or equipment needed will result in additional charges*

**All bookings can be pre-empted with 7 days' notice*

B-3(d)

A/V Equipment Rental/Services	Rates Effective Jan 1 st - Dec 31 st				
	2023	2024	2025	2026	2027
Flipchart with Paper and Pen (per day)	\$33.00	\$34.00	\$35.00	\$36.00	\$37.00
Extra Paper	\$13.00	\$13.00	\$14.00	\$14.00	\$15.00
Portable White Board and Pen/Brush*	\$27.00	\$28.00	\$29.00	\$30.00	\$30.00
Portable Projection Screen (per day)	\$31.00	\$32.00	\$33.00	\$34.00	\$35.00
12' x 12' Front Projection Screen (per day)	\$167.00	\$172.00	\$177.00	\$182.00	\$188.00
9' x 12' Rear Projection Screen (per day)	\$167.00	\$172.00	\$177.00	\$182.00	\$188.00
Projection Screen Dress Kit (per day)	\$115.00	\$118.00	\$122.00	\$126.00	\$129.00
Wired Microphone (per day)	\$41.00	\$42.00	\$43.00	\$45.00	\$46.00
Laser Pointer (per day)	\$38.00	\$39.00	\$40.00	\$42.00	\$43.00
Electric Screen (per day)	\$45.00	\$172.00	\$177.00	\$182.00	\$188.00
Easel* (per day)	\$16.50	\$17.00	\$18.00	\$18.00	\$19.00
Podium* (per day)	\$58.00	\$60.00	\$62.00	\$63.00	\$65.00
Sound/Light Technician	actual cost plus 25% administration fee				

BUSINESS CENTRE SERVICES		
Photocopying/printing black & white		\$.25 per page
Photocopying/printing colour		\$.80 per page
COMMUNICATION SERVICES		
Speaker Telephone		\$ 60.50/day
Wired Internet Connections		\$ 50.00/connection per event
Wireless Internet Connection – general connection		No charge

ELECTRICAL SERVICES						
Electrical Connect/Disconnect		actual cost				
Electrical Distribution Panel with Power Connection (100amp, 3 phase)		\$ 230.00 connection per day*				
Services/Furniture/Equipment	Rates Effective Jan 1 st - Dec 31 st					
	2023	2024	2025	2026	2027	
Table Skirt* (per skirt)	\$24.00	\$25.00	\$25.00	\$26.00	\$27.00	
8' Table* (per table)	\$27.00	\$28.00	\$29.00	\$30.00	\$30.00	
8' Skirted Table* (per table)	\$41.00	\$42.00	\$43.00	\$45.00	\$46.00	
16" & 24" high staging units (4'x8' panels)* (per unit)	\$14.50	\$15.00	\$15.00	\$16.00	\$16.00	
48" high staging units (4'x8' panel)* (per unit)	\$41.00	\$42.00	\$43.00	\$45.00	\$46.00	
Sofa (per day)	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00	
Coffee Table (per day)	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00	
Banner Hanging* (per banner)	\$31.00	\$32.00	\$33.00	\$34.00	\$35.00	
Bleacher setup/takedown* (additional labour costs will apply)	\$245.00	\$252.00	\$260.00	\$268.00	\$276.00	
Pipe and Wall drape (100' x 12' Charcoal Grey) (per day)	\$327.00	\$337.00	\$347.00	\$357.00	\$368.00	
Coat Check Setup (coat racks, hangers, skirted table)	\$68.00	\$70.00	\$72.00	\$74.00	\$77.00	
Scissor Lift - Half day (up to 4 hours)	\$135.00	\$139.00	\$143.00	\$148.00	\$152.00	
Scissor Lift - Full day (more than 4 hours)	\$271.00	\$279.00	\$288.00	\$296.00	\$305.00	
Additional labour charges	Actual cost					
Statutory Holiday Rates	actual cost					
Stage Set Up*	actual cost					
Security Services (4 hour minimum)	actual cost plus 25% administration fee					
First Aid Services	actual cost plus 25% administration fee					
Entandem (Socan and Re:Sound)	actual cost					
Catering	actual cost					
External Rentals	rental cost plus 25% administration fee					

* Limited quantity *included* with some rental rates

B-3(e)

COMMERCIAL MERCHANDISING FEES:	
Sellers provided by promoter	20% of gross sales or as negotiated by Director of the Department or designate
Sellers provided by City	30% of gross sales or as negotiated by Director of the Department or designate

B-3(f)

Schedule B-3(f) regarding “Contractor Fees” to be deleted in its entirety.

B-3(g)

CANADA GAMES PLAZA RENTALS	
Tent Rentals	
10’x10’ Canopy Tent	\$45.00
Table Requirements	
Picnic tables	\$27.00
Bistro table plus 4 chairs	\$20.00
Bistro table plus 4 chairs / umbrella	\$25.00
6’ round table (no linen)	\$27.00
Riser/Stage Requirements (4’x8’ panels) 16”/24”	\$20.00

OUTDOOR WASHROOMS:

To be opened for all outdoor public events. Security is required onsite and must be arranged either through the venue or an independent security service provider approved by the City, at the event organizer’s own cost.

ELECTRICAL POWER CONNECTION:	
15 AMP – 1 PHASE/120 V	\$ 30.00/day
50 AMP – 1 PHASE/220 V	\$55.00/day
100 AMP – 3 PHASE/220 V	\$750.00/event
200 AMP – 3 PHASE/220 V	\$1300.00/event
400 AMP – 3 PHASE/220 V	\$2000.00/event

B-3(h)

LIGHTING OF THE CAULDRON	
Flat fee (does not include cost of security)	\$ 100.00
*Consideration will be given to those events taking place at the Prince George Conference and Civic Centre or in Canada Games Plaza. Upon approval, the cauldron can be lit for a minimum of four (4) hours.	

B-3(i)

EVENT DEFINITIONS:

Annual Special Events

Includes all special events that are re-occurring on an annual or bi-annual basis and that require a tentative hold of their consistent annual calendar dates into the future. In order to become an annual special event, customers must complete an “Annual Special Event” application and pay the deposits as required by the fee bylaw. Annual dates will be held for up to three years in advance at any given time. Cancelled dates will be subject to a non-refundable deposit. Two consecutive cancellations will result in a loss of annual user status.

Conventions and Conferences

Includes events where there is an assemblage of delegates, representatives and members of an organization convened for a common purpose. These events normally include the word ‘conference’, ‘convention’ or ‘symposium’ in their title and are generally more than one day in length. These events often generate economic benefit to the community because they include delegates from out of town that require accommodations and meals.

Trade Shows

Exhibits of products and services that is not open to the public held for members of a common or related industry.

Consumer Shows

Exhibitions open to the public usually requiring an entrance fee.

Special Events

Includes events such as concerts and entertainment shows, banquets, tradeshow, consumer shows, religious assemblies, ceremonies, dances, seminars, carnivals, fundraising events, spectator events and/or western Canadian and national sporting events.

Recreation Events

Includes a variety of participatory leisure pursuits such as sports, games, performing arts, and visual arts, outdoor nature-oriented skills and hobbies.

RATE DEFINITIONS:

Standard Rate

This rate is applied to all bookings at the Prince George Conference and Civic Centre. This includes all conferences, conventions, tradeshow, and consumer shows.

Discount Rate

This rate may be available to Prince George and Regional District of Fraser Fort George based individuals, not-for-profit groups, charitable organizations, or registered societies with the primary purpose of community service and where the local community is the beneficiary. This includes the City of Prince George Departments and Committees of Council. Organizations are not eligible for this rate when hosting conferences, conventions, and/or tradeshow and consumer shows.

Statutory Holiday Rates

The Prince George Conference and Civic Centre is closed on all statutory holidays. When a group wishes to rent the facility on a statutory holiday, regular rental rates and additional staff costs will be charged.

Set up/ Take Down Rates

Customer event setup and take down rates are 50% of the regular rental rate. The City reserves the right to charge set up and take down rates to space that is not available for other use due to extensive facility preparation for customer's requirements.

Additional Set-up Charges

Event staff must be supplied with specific details of all set-up requirements well in advance, so that the set-ups may be accomplished as efficiently and cost-effectively as possible. If details are unavailable or significantly altered within 72 hours of the event move-in date, additional charges may be incurred.

Included in the Room Setup

- One room set-up (Theatre, Classroom, Boardroom, U-shape, Hollow Square, or Rounds)
- One customized floor plan (if required or upon request)
- Ice water service on tables and water station
- Monitor listing of your event on the Omnivex and outside of meeting space on signage display
- Registration table/chairs (if required or upon request)
- Wireless Internet
- Three (3) – 16"/24" x 4'x8' staging units (Auditorium bookings only)
- Projection screens (Upstairs meeting rooms only)
- White board, markers and brush (Upstairs meeting rooms only)

Booking Changes

- Change to the seating style within a session (7:00 am- 5:00 pm or 6:00pm – 10:00 pm) is dependent on staffing levels and will incur room change labour charges.
- Changes made to the preset room less than 72 hours prior to the event will be charged for the turnover.

Event Rate - Auditoriums

These rates are used for customers who require exclusive use of the auditorium space from 7am to 2am.

Meeting Room Rates – Upper Meeting Rooms

Day Rates - These rates refer to bookings of the upper meeting rooms from 7am to 5pm.

Evening Rates - These rates refer to bookings of the upper meeting rooms from 6pm to 10pm

Full Day Rate - These rates refer to bookings of the upper meeting rooms booked from 7am through to till 10p.m. The rate is based on a combined price of the day rate and the evening rate.

Event Promoter Rates

This rate applies to all event rentals that a business or organization or agency produces, have ticket sales to the public and the proceeds generated are not 100% directed to a Prince George based registered charity under Revenue Canada. These rates are the standard rate versus 14% of gross ticket revenue, whichever is greater. A limit of the % gross ticket revenue may be set, subject to approval of the Director of the Department or designate.

Catered Events Rate

Rooms reserved for meal functions where the meal is at the current minimum per person meal rate, excluding beverages, service charges and taxes, are eligible for a room rental reduction as per the Catered Event rates.

Wedding Receptions Rates

The Catered Events Rate will be applied when ordering a meal where the meal is at the current minimum per person meal rate, excluding beverages, service charges and taxes.

Wedding Ceremony Rates

The rental rate applies for the use of the Canada Games Plaza, Rotunda or Pre-Function Area(s) when booking a ceremony only. Wedding ceremonies held in conjunction with a reception will have ceremony set up charges.

Lower & Upper Pre-function Area Rates

This rate applies when the space is rented exclusively. No charge will apply when booked in conjunction with Auditorium(s) and/or Meeting Room(s).

Rotunda Rates

This rate applies when the space is rented exclusively. No charge will apply when booked in conjunction with another rental.

Canada Games Plaza Rates

This rate applies to all bookings in the Canada Games Plaza and includes road closure of the Plaza. Outdoor washrooms are to be opened for all outdoor public events. Security is required onsite and must be arranged either through the venue or an independent security provider approved by the City, at the event organizer's own cost. When the Plaza is rented exclusively, it does not include access to the Prince George Conference and Civic Centre. Labour and equipment charges will apply in addition to the rental rate. Damage deposit may be required and is subject to the approval of the Director of the Department or designate.

Recreation Rates

All recreation bookings may be pre-empted with seven-days' notice. If an organization needs secure dates, regular event rates will apply. Any additional services or equipment will be charged in addition to the rental rate. Recreation bookings outside of regular staff hours will be charged additional labour costs.

Standard Recreation Rates

The standard recreation rate applies to hourly adult or youth renters offering programs for a fee, with the intention of personal or organizational gain and/or where admission fees are

charged, and the community is not the main beneficiary. It includes recreational rentals by private or commercial organizations.

Youth Discount Recreation Rental Rates

A discount rate is available to any Prince George or Regional District of Fraser Fort George based not-for-profit group or registered society organizing leisure opportunities for individuals, when all participants are 18 years of age or younger. Youth Discount Recreation rates include all times from start to finish of booking including flood times. Youth may be scheduled up until 9:30 pm.

Adult Discount Recreation Rental Rates

A discount rate is available to any Prince George or Regional District of Fraser Fort George based not-for-profit group or registered society organizing leisure opportunities for individuals 19 years of age and over, or any combination of individuals 19 years and over and 18 years of age and younger. Adults will be scheduled following youth not-for-profit users.

Special Event - Recreation Rate

Includes events such as local, regional and provincial sport tournaments, competitions and all other recreation activities that wish to pre-empt regular use. When the customer charges admission fees, the *Event Rates – Auditorium* will apply. Where applicable special rates for extended use of the auditorium may be set and will be subject to approval of the Director of the Department or designate.

TERMS & CONDITIONS

Liability Insurance

All user groups of City facilities are required to hold liability insurance of \$5,000,000.00 with the City of Prince George as an additional named insured on the policy. Private meetings and functions will not be required to provide insurance.

Damage Deposits

A damage deposit may be required upon signing of the applicable contract and paid prior to the event. This may also be required for anticipated additional cleaning requirements. Damage deposit will be negotiated by Director of Department or designate.

First Aid and Security Requirements

First Aid and Security costs for events where public use of the facility requires these services must be arranged either through the venue or an independent security provider that is approved by the City, at the event organizer's own cost.

Shipping and Receiving Procedures

All event related shipments must arrive on the appropriate move-in day and be returned immediately following the event. Early shipments will not be accepted by the facility and may result in additional costs charged by the carrier and/or the facility. The Prince George Conference and Civic Centre will not coordinate shipping/receiving details such as contacting carriers/transporters. All materials must be packaged with a return address label and completed bill of landing. Additional storage charges will apply.

Pre-emptions

Sustaining or single time bookings that are cancelled due to the prioritization for use allocation. These bookings will be given notice which is no less than the cancellation period notice for that space except in the case of recreation bookings, which will require a minimum of 7 days' notice of preemption.

Tentative Booking Procedures

- Tentative bookings will be held without a deposit until another request for the same space is received.
- At the time of the 2nd request the 1st tentative booking will be notified and given 72 hours (3 business days) to confirm or cancel the booking.
- Confirmation will require a signed contract and a 25% non-refundable deposit of the space rental only.
- When a "second hold" obtains a space under this procedure, they will be required to sign the contract agreement and pay the 25% non-refundable deposit.
- Payment of the 25% non-refundable deposit shall be received within 72 hours (3 business days) of agreeing to pay the deposit.
- All bookings will be based on appropriate Space Allocation Guidelines.

Payment

- Payment is accepted by cash, debit card, cheque made payable to the City of Prince George
- Credit card payments with a maximum allowable payment will be accepted.
- The City of Prince George reserves the right to limit the amount payable on credit cards and/or charge a service fee.
- If the licensee neglects to sign the contract agreement or pay the full facility rental, the licensee may be denied access to the facility.
- Interest on outstanding invoices will be charged at 1.5% net thirty days, compounded monthly. (18% per annum)

Upper Meeting Rooms and Auditoriums – Recreation Use

- Full payment of facility rental is due seven (7) full days prior to the first reserved date.
- Full payment is refundable if a cancellation has been received seven (7) full days prior to the first reserved date.
- If a cancellation is received with less than seven (7) full days' notice, a full rental charge will apply.
- Bookings that are made within the cancellation periods will not be refundable.

Conventions and Conferences Utilizing Upper Meeting Rooms

- A non-refundable deposit of 10% of the facility rental is due upon contract signing.
- Payment of remaining facility rental and fixed additional charges is due thirty (30) days prior to the first reserved date.
- Full payment, less the non-refundable deposit is refundable if a cancellation has been received thirty (30) days prior to the first reserved date.

- If a cancellation is received with less than thirty (30) full days' notice a full rental charge will apply
- Bookings that are made within the cancellation periods will not be refundable.

Annual Special Event Bookings – Discount Rates ONLY

- 10% non-refundable deposit required
- 3 months prior – additional 30% payment – this portion is refundable if cancelled more than 30 days prior to the event date
- 30 days prior – full rental payment due

Annual Special Event Bookings – Standard Rates ONLY

- 25% non-refundable deposit required
- 3 months prior – additional 15% payment – this portion is refundable if cancelled more than 30 days prior to the event date
- 30 days prior – full rental payment due

Private Banquet Functions – (i.e., Weddings, Anniversary Parties, Retirement Parties)

- Full payment of facility rental is due at contract signing.
- Full payment, less the non-refundable 10% deposit is refundable if a cancellation has been received six (6) months prior to the reserved date.
- Payment of fixed additional charges and 50% of the estimated catering charges will be due thirty (30) days prior to the reserved date.
- Bookings that are made within the cancellation periods will not be refundable.
- Full payment is due three (3) days prior to the reserved date

License Agreements

All license agreements must be signed, all conditions met, and proper payment received in order to provide access to the Prince George Conference and Civic Centre.

Ticket Sales

Events with advanced sales of tickets will be required to use the box office services provided by the venue's exclusive ticket provider. Exemptions may occur where mutually agreed upon conditions between the City of Prince George and the exclusive ticket provider.

Exclusive Catering

The sale of food and beverage is exclusive to the in-house caterer at the Prince George Conference and Civic Centre. Outside food and beverage is not permitted on the premises without prior written consent.

"B- 4"
RECREATION & EVENTS
Fees and Charges for Aquatics

EFFECTIVE: JANUARY 1, 2024

B-4(a)

Definitions/Terms & Conditions

Recreation & Event Activities:

Includes a variety of recreation and event pursuits such as swimming lessons, water safety, fitness, sport (swimming, diving, artistic swimming, water polo etc.) special events and general unstructured recreation/play in the pool.

Aquatic Public Admission Categories:

The following public admission categories identify the age for all customers attending public swimming at the aquatic facilities. Customers are required to pay the appropriate admission rates for each category listed.,

Senior:	60 years of age and older
Adult:	19 years to 59 years
Youth/Student:	13 to 18 years of age and students with valid full-time student card
Child:	3 to 12 years of age
Toddler:	2 years of age and younger
Family 1 st Adult:	Adult with their children/youth 18 years of age and younger
Family Additional	Additional family accompanied with Family 1 st Adult (children/youth 18 years and younger/second parent)

Advance 10 Visit Admission (swipe/punch card) Rates:

The advance purchase of 10 admissions per one age category is calculated at a 15% discount.

Swim Pass:

The advance purchase of a one-month pass providing unlimited access for one person to all public access areas is calculated as 3 visits X 4 weeks less 15% per category.

The advance purchase of a three-month pass providing unlimited access for one person to all public access areas is calculated as 3 X 1 month pass less 15% per category.

The advance purchase of a six-month pass providing unlimited access for one person to all public access areas is calculated as 6 X 1 month pass less 20% per category.

The advance purchase of a twelve -month pass providing unlimited access for one person to all public access area is calculated as 12 X 1 month pass less 25% per category.

Family Pass:

The advance purchase of a one, three, six or twelve-month family pass plan applies to the Family 1st adult category and the family additional category. The Family 1st Adult rate is equivalent to the

youth/senior pass rate. The family additional is equivalent to the child pass rate.

Swimming Lessons:

Rates based on 30-minute lessons includes parent participation, child, and youth, adult, and private, semi-private.

Leadership Courses:

Rate based on half the 60 min youth rate plus affiliate fees, manuals, and instructor preparation time. Courses offered by the Lifesaving Society.

Standard:

This rate is applied to all bookings. The standard rate applies to hourly adult or youth renters offering programs for a fee, with the intention of personal or organizational gain and/or where admission fees are charged, and the community is not the main beneficiary. It includes recreational rentals by private or commercial organizations.

Discount Youth:

A discount rate is available to any Prince George based not-for-profit group or registered society organizing leisure opportunities for individuals 18 years of age and younger including all tournaments, practices and competitions that are part of the regular program.

Discount Adult:

A discount rate is available to any Prince George based not-for-profit group or registered society organizing leisure opportunities for individuals 19 years of age and over, or any combination of individual 19 years and over and 18 years of age and younger.

Set-up and Take-down Rates:

Staff costs including employee benefits is charged for all event set-up and takedowns. The City of Prince George reserves the right to charge rental rates for space that is not available for other use due to extensive facility preparation for customer requirements. Includes swim meet set-up and takedown.

Lifeguard Charges:

All rental rates are subject to lifeguard charges, which is based on a Lifeguard II rate and benefits. The cost of the lifeguard for a single 25-meter lane is calculated on the following formula. Per lane cost = Lifeguard II rate (plus benefits) X 1.5 lifeguards/16 lanes. When the hourly rate for a lifeguard increases, the charges for lifeguards will increase in accordance to the increases in the CUPE collective agreement. The number of lifeguards required is subject to the provincial regulation and industry standards.

Statutory Holiday Rates:

Facilities will be closed Christmas Day and Boxing Day (or other statutory holidays dependent on the City's annual budget and as defined in the collective agreement with CUPE Local 1048). Customers wishing to rent on a statutory holiday are charged additional staff labour and benefits costs.

Promotional Fees:

The Director of Civic Facilities & Events or his/her designate may approve the following promotional rates:

- Single admissions/two admissions for the price of one for community special events or

- donation requests by non-profit group
- 25% discount for public admissions for community service organizations providing social programs.
- Free admission for customer service.
- Reduced admission prices for low use periods (discount swim times)
- 15% discount for groups of 10 or more who book in advance.
- Special Events - reducing or waiving regular admission rates.

Event Rates - Negotiations

The Director of Civic Facilities & Events or his/her designate may negotiate rental rates lower than those rates outlined in this bylaw when the hosting of an event in a City of Prince George facility may generate substantial event tourism dollars for the community at large.

B-4 (b)

Public Admissions (tax not included)	Rates effective January 1 - December 31				
	2023	2024	2025	2026	2027
Adult	\$7.70	\$7.85	\$8.01	\$8.17	\$8.33
Senior	\$6.00	\$6.12	\$6.24	\$6.37	\$6.49
Youth/Student	\$6.00	\$6.12	\$6.24	\$6.37	\$6.49
Child	\$4.10	\$4.18	\$4.27	\$4.35	\$4.44
Family 1 st Adult	\$6.00	\$6.12	\$6.24	\$6.37	\$6.49
Family Additional	\$4.10	\$4.18	\$4.27	\$4.35	\$4.44
Advance 10 Visit Admissions (tax not included)					
Adult	\$66.00	\$67.32	\$68.67	\$70.04	\$71.44
Senior	\$49.00	\$49.98	\$50.98	\$52.00	\$53.04
Youth/Student	\$49.00	\$49.98	\$50.98	\$52.00	\$53.04
Child	\$35.00	\$35.70	\$36.41	\$37.14	\$37.88

One Month Pass (tax not included)					
Adult	\$78.00	\$79.56	\$81.15	\$82.77	\$84.43
Senior	\$62.00	\$63.24	\$64.50	\$65.79	\$67.11
Youth/Student	\$62.00	\$63.24	\$64.50	\$65.79	\$67.11
Child	\$42.00	\$42.84	\$43.70	\$44.57	\$45.46
Family 1 st Adult	\$62.00	\$63.24	\$64.50	\$65.79	\$67.11
Family Additional	\$42.00	\$42.84	\$43.70	\$44.57	\$45.46
Three Month Pass (tax not included)					
Adult	\$202.00	\$206.04	\$210.16	\$214.36	\$218.65
Senior	\$152.00	\$155.04	\$158.14	\$161.30	\$164.53
Youth/Student	\$152.00	\$155.04	\$158.14	\$161.30	\$164.53
Child	\$109.00	\$111.18	\$113.40	\$115.67	\$117.98
Family 1 st Adult	\$152.00	\$155.04	\$158.14	\$161.30	\$164.53
Family Additional	\$109.00	\$111.18	\$113.14	\$115.67	\$117.98
Six Month Pass (tax not included)					
Adult	\$379.00	\$386.58	\$394.31	\$402.20	\$410.24
Senior	\$288.00	\$293.76	\$299.64	\$305.63	\$311.74
Youth/Student	\$288.00	\$293.76	\$299.64	\$305.63	\$311.74
Child	\$205.00	\$209.10	\$213.28	\$217.55	\$221.90
Family 1 st Adult	\$288.00	\$293.76	\$299.64	\$305.63	\$311.74
Family Additional	\$205.00	\$209.10	\$213.28	\$217.55	\$221.90
Twelve Month Pass (tax not included)					
Adult	\$711.00	\$725.22	\$739.72	\$754.52	\$769.61
Senior	\$541.00	\$551.82	\$562.86	\$574.11	\$585.59
Youth/Student	\$541.00	\$551.82	\$562.86	\$574.11	\$585.59
Child	\$385.00	\$392.70	\$400.55	\$408.57	\$416.74
Family 1 st Adult	\$541.00	\$551.82	\$562.86	\$574.11	\$585.59
Family Additional	\$385.00	\$392.70	\$400.55	\$408.57	\$416.74

B-4 (c)

Lane/Pool Hourly Rental (tax not included) (subject to additional staff charges)		Rates effective January 1 - December 31				
		2023	2024	2025	2026	2027
1 x 25 Metre Lane	Standard	\$21.60	\$22.03	\$22.47	\$22.92	\$23.38
	Discount Adult	\$13.30	\$13.57	\$13.84	\$14.11	\$14.40
	Discount Youth	\$9.50	\$9.69	\$9.88	\$10.08	\$10.28
Main or Leisure Pool (Aquatic Centre)	Standard	\$351.00	\$358.02	\$365.18	\$372.48	\$379.93
	Discount Adult	\$215.00	\$219.30	\$223.69	\$228.16	\$232.72
	Discount Youth	\$150.00	\$153.00	\$156.06	\$159.18	\$162.36
Dive Tank (Aquatic Centre)	Standard	\$104.00	\$106.08	\$108.20	\$110.37	\$112.57
	Discount Adult	\$63.00	\$64.26	\$65.55	\$66.86	\$68.19
	Discount Youth	\$40.00	\$40.80	\$41.62	\$42.45	\$43.30
Half Dive Tank (Aquatic Centre)	Standard		\$53.04	\$54.10	\$55.18	\$56.29
	Discount Adult		\$32.13	\$32.77	\$33.43	\$34.10
	Discount Youth		\$20.40	\$20.81	\$21.22	\$21.65
Movable Floor (Aquatic Centre)	Standard	\$64.80	\$66.10	\$67.42	\$68.77	\$70.14
	Discount Adult	\$40.00	\$40.80	\$41.62	\$42.45	\$43.30
	Discount Youth	\$30.00	\$30.60	\$31.21	\$31.84	\$32.47
Main & Teach Pool (Canfor Leisure Pool)	Standard	\$216.00	\$220.32	\$224.73	\$229.22	\$233.81
	Discount Adult	\$133.00	\$135.66	\$138.37	\$141.14	\$143.96
	Discount Youth	\$95.00	\$96.90	\$98.84	\$100.81	\$102.83
Leisure Pool (Canfor Leisure Pool)	Standard	\$216.00	\$220.32	\$224.73	\$229.22	\$233.81
	Discount Adult	\$13.00	\$135.66	\$138.37	\$141.14	\$143.96
	Discount Youth	\$95.00	\$96.90	\$98.84	\$100.81	\$102.83

B-4(d)

Room Bookings (tax not included)		Rates effective January 1 - December 31				
		2023	2024	2025	2026	2027
Multipurpose Room (Aquatic)	Hourly	\$17.00	\$17.34	\$17.69	\$18.04	\$18.40
	Daily	\$69.00	\$70.38	\$71.79	\$73.22	\$74.69
	Evening	\$34.00	\$34.68	\$35.37	\$36.08	\$36.80
Multipurpose Room (Canfor Leisure Pool)	Hourly - Room 1 or 2	\$34.00	\$34.68	\$35.37	\$36.08	\$36.80
	Hourly - Room 1 & 2	\$68.00	\$69.36	\$70.75	\$72.16	\$73.61
	Evening - Room 1 or 2	\$68.00	\$69.36	\$70.75	\$72.16	\$73.61
	Evening - Room 1 & 2	\$136.00	\$138.72	\$141.49	\$144.32	\$147.21
	Daily - Room 1 or 2	\$137.00	\$139.74	\$142.53	\$145.39	\$148.29
	Daily - Room 1 & 2	\$274.00	\$279.48	\$285.07	\$285.07	\$296.59

B-4(e)

Discount Admissions (tax not included) Aquatic Centre & Canfor Leisure Pool	Rates effective January 1 - December 31				
	2023	2024	2025	2026	2027
<i>Monday - Friday:</i> 12:00pm-1:00pm & 2:00pm-3:00pm	\$4.10	\$4.18	\$4.27	\$4.35	\$4.44
<i>Non-Instructional Days:</i> Discount Admissions are valid during all School District #57 non-instructional days.	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
<i>Swimming Lessons:</i> Customers registered in lessons (caregiver included) may swim before or after lessons	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
Discount Admissions are not valid during special events, statutory holidays and school vacations and does not apply to school bookings or group bookings.					

B-4(f)

Locker (tax included)	Rates effective January 1 - December 31
Aquatic Centre & Canfor Leisure Pool	\$.75 all lockers

B-4(g)

Swimming Lessons (tax not included)	Rates effective January 1 - December 31				
	2023	2024	2025	2026	2027
Preschool (30 min)	\$7.80	\$7.96	\$8.12	\$8.28	\$8.44
Tot Parent Participation (30 min)	\$7.50	\$7.65	\$7.80	\$7.96	\$8.12

Youth (30 min)	\$7.50	\$7.65	\$7.80	\$7.96	\$8.12
Youth (45 min)	\$8.80	\$8.98	\$9.16	\$9.43	\$9.62
Adult/Youth (60 min)	\$11.40/\$11.30	\$11.53	\$11.76	\$11.99	\$12.23
Private (30 min)	\$28.00	\$28.56	\$29.13	\$29.71	\$30.31
Semi-private	1 st person pays private lesson rate and each additional person pays the public admission rate. Badge fee sold separate.				
Leadership(30 min)	\$5.80	\$5.80	\$5.88	\$6.00	\$6.12
School District #57 (30 min)	\$6.10	\$7.40	\$7.55	\$7.71	\$7.87
Notes: Candidate Fee included in the swim lesson rate Advanced leadership courses do not include affiliate fees, manuals and instructor preparation. School District #57 lesson rate as per the Joint Use Agreement (rate includes applicable candidate fee)					

B-4(h)

Aquatic Birthday Parties (tax not Included)	Rates effective January 1- December 31				
	2023	2024	2025	2026	2027
Birthday Party – Includes ½ hour games for up to 10 children and room rental	\$80.00	\$128.50	\$131.13	\$133.70	\$136.40

B-4 (i)

Advertising & Swim Sponsorship

Purpose & Conditions:

To generate aquatic advertising & swim sponsorship revenue opportunities that maintain the integrity of aquatic facilities, programs, and services. To ensure the City’s brand, values, image, policies, community, and commitments are safeguarded while increasing opportunities for local businesses and community groups.

Restrictions:

The City of Prince George must not solicit or accept advertising & sponsorship from any business, group, or society where the City’s image or reputation may be negatively affected, including:

- Promotes tobacco, cannabis, alcohol, or other addictive substances or general items that are hazardous to human health or the environment.
- Condones any form of discrimination, be of religious nature, be of political nature, be of adult entertainment.
- Presents demeaning or derogatory portrayals of individuals or groups.
- Contains anything that is likely to cause deep or widespread offence considering prevailing community standards.
- Materially detracts from the physical attributes of the pools.
- Promotes products/services that conflict with the mandate or objectives of the City.
- Duplicate or appear to duplicate existing City programs and services.

Evaluation & Administration:

The Manager of Aquatics or their designate will consider the following:

- Advertising & Sponsorship meet the overall purpose and conditions of the City and does not fall within any established restrictions.
- Whether the proposed advertising or sponsorship provides an opportunity to enhance the City's profile.
- The anticipated impact on pool users and whether the advertising/sponsorship is appropriate for the target audience.
- Administering contracts and revenue collection.
- Ensure contract compliance.
- Consult with appropriate City staff to ensure that the advertising and or sponsorship aligns with the City's corporate policies, objectives, and values.

B-4 (j)

Prince George Aquatic Centre Advertising		Rates effective January 1 – December 31			
		2024	2025	2026	2027
Natatorium LED Display (4.8m x 2.88m)	Weekly	\$200.00	\$204.00	\$208.08	\$212.24
	Monthly	\$600.00	\$612.00	\$624.24	\$636.72
Lobby TV (46" display)	Weekly	\$100.00	\$102.00	\$104.04	\$106.12
	Monthly	\$300.00	\$306.00	\$312.12	\$318.36
Digital ads will remain visible throughout regular operations. Cost reduction during time loss will be provided during special events, sponsored swims etc. There will be up to a maximum of five ads at any given time for up to 15 seconds per ad. Digital ads will be camera ready (jpeg).					

Canfor Leisure Pool Advertising		Rates effective January 1 – December 31			
		2024	2025	2026	2027
Lobby TV (55" display)	Weekly	\$100.00	\$102.00	\$104.04	\$106.12
	Monthly	\$300.00	\$306.00	\$312.12	\$318.36
Change Room Corridor (print ad) 24" w x 18" h	Weekly				
	Monthly	\$300.00	\$306.00	\$312.12	\$318.36
Digital ads will remain visible throughout regular operations. Cost reduction during time loss will be provided during special events, sponsored swims etc. There will be up to a maximum of five ads at any given time for up to 15 seconds per ad. Digital ads will be camera ready (jpeg). Print ads will be provided to the City in hardcopy format.					

B-4 (k)

Prince George Aquatic Centre or Canfor Leisure Pool Sponsorship		Rates effective January 1 – December 31			
		2024	2025	2026	2027
Free Swim (2 hours)	Weekends	\$900.00	\$918.00	\$936.36	\$955.09
A sponsored free swim will not occur on Statutory Holidays, non-instructional days, during regularly scheduled swimming lesson times or during times when pool space has been rented.					

“B - 5”

CIVIC FACILITIES & EVENTS

Fees and Charges for the Pine Valley Golf Centre

EFFECTIVE: _____

B-5(a)

Pine Valley Golf Course Rates (rates do not include all applicable taxes)	Rates Effective Jan 1st - Dec 31st				
	2023	2024	2025	2026	2027
Adult - 18 holes	\$35.00	\$35.24	\$37.14	\$38.10	\$39.05
Adult - 9 holes	\$24.00	\$23.81	\$24.76	\$25.71	\$26.67
Senior - 18 holes	\$29.00	\$28.57	\$30.48	\$31.43	\$32.38
Senior - 9 holes	\$19.00	\$19.05	\$20.00	\$20.95	\$21.90
Junior - 18 holes	\$21.00	\$20.95	\$21.90	\$22.86	\$23.81
Junior - 9 holes	\$14.00	\$14.29	\$15.24	\$15.24	\$15.24
Twilight - 18 holes	\$31.00	\$31.43	\$33.33	\$34.29	\$35.24
Senior - 18 holes Restricted*	\$23.00	\$22.86	\$23.81	\$24.76	\$25.71
Unrestricted 10 pack 18-hole Adult	\$315.00	\$317.14	\$334.29	\$342.86	\$351.43
Unrestricted 10 pack 18-hole Senior	\$261.00	\$257.14	\$274.29	\$282.86	\$291.43
Unrestricted 10 pack 18-hole Junior	\$189.00	\$188.57	\$197.14	\$205.71	\$214.29
Unrestricted 20 pack 18-hole Adult	\$595.00	\$599.05	\$631.43	\$647.62	\$663.81
Unrestricted 20 pack 18-hole Senior	\$493.00	\$485.71	\$518.10	\$534.29	\$550.48
Restricted 10 pack 18-hole Senior*	\$207.00	\$205.71	\$214.29	\$222.86	\$231.43
Restricted 20 pack 18-hole Senior*	\$391.00	\$388.57	\$404.76	\$420.95	\$437.14
Restricted 40 pack 18-hole Senior*	\$759.00	\$754.29	\$785.71	\$817.14	\$848.57
* At the discretion of the Director (or their designate) the contractor may vary green fees for special promotions or tournaments.					

Notes: “Restricted” means - 18 holes restricted to weekdays before 3:00pm
“Twilight” means - when 18 holes cannot be played before dark

Age categories are as follows:

Adult 19-59 years

Senior 60+ years

Junior 18 years and under

DRAFT

"B- 6"

PARKS & RECREATION

Fees and Charges for City Park Facilities and School District #57 Facility Rentals

EFFECTIVE: January 1, 2024

B-6(a)

Definitions and Terms and Conditions

Actual Staff Costs

Additional charges, which are, listed as actual staff costs are calculated at the union rate for the specific hours worked plus all employee benefits including accrual costs.

Admission

Charging a fee for spectators

Camping

For self-contained units in approved sites only with no services provided.

Commercial Rates

The commercial rate applies to all organizations who are offering programs for a fee with the intention of making personal or organizational gain and /or where admission fees are charged, and the community is not the main beneficiary.

Community Associations

Community Associations are specific volunteer organizations under the City's community development model, who deliver low-cost recreation services and programs (e.g. College Heights Community Association).

Daily Rate

Event rate for a facility with a minimum of four (4) hours and up to a maximum of twelve (12) hours.

Discount Adult Rates

A discount rate is available to a not for profit group registered society or non-commercial group organizing leisure opportunities for participants nineteen (19) years and over that charge no admissions and have no intention of making personal financial gains. Includes City of Prince George Departments and Committees of Council.

Discount Youth Rates

A discount rate is available to a not for profit group, registered society or non-commercial group organizing leisure opportunities where at least 80% of the participants are eighteen (18) years and younger that charge no admissions and have no intention of making personal financial gains. Includes City of Prince George Departments and Committees of Council.

Event Rates - Negotiations

The Director of Public Works or their designate may negotiate rental rates lower than those rates outlined in this bylaw.

Half Day Rate

Event Rate for a facility booking up to and including four (4) hours.

School District #57 (SD57) Facilities

The "Shared Use Agreement" between the City of Prince George and School District #57 outlines the terms and conditions which govern the use of School District #57 facilities.

Set Up and Take Down Rates

Event set up and take down rates are 50% of the regular rental rates. The City reserves the right to charge set up and take down rates for a space that is not available for other use due to extensive facility preparation for permit holder requirements.

Statutory Holiday Rates

Any park rental on a statutory holiday, if available, will be charged actual staff labour and benefits costs.

Terms and Conditions:

Liability Insurance

All permit holders of City facilities are required to hold liability insurance of \$5,000,000.00, or other reasonable limit as identified by the Manager of Risk & Procurement, with the City of Prince George and/or School District #57 as an additional named insured on the policy.

Host Liquor Liability insurance is required for rentals where the permit holder is holding a special occasion license.

Damage/Security Deposits

A damage/security deposit not greater than \$1,500.00 as determined by the Director of Public Works or designate, may be required and payable prior to any event upon signing of the applicable facility contract. This deposit may also be required for anticipated cleaning requirements above normal use.

First Aid and Security Requirements

First Aid and security costs for events where public use of the facility requires these services will be coordinated by the permit holder at their expense.

Tentative Event Booking Procedures

Tentative event bookings will be held without a deposit until another request for the same space is received. At the time of the 2nd request, the 1st tentative event booking will be notified and given three (3) business days to confirm or cancel the event booking. Confirmation will require a 25% non-refundable deposit of the space rental only. When a second hold obtains a space under this procedure, they will be required to sign the facility contract and provide full payment for the facility rental within three (3) business days of receiving the invoice. All event bookings will be based on the City's Park and Outdoor Recreation Facility Allocation Administrative Procedure.

Non-Authorized Use

Any use of a park or outdoor recreation facility without previous authorization by the City of Prince George may be subject to a fine at twice the rental rate, any applicable damages, plus a 25% administrative fee, which must be paid in full prior to being issued any future permits for use.

Minimum Event Booking Fee

All event bookings are subject to a minimum fee of \$10.00 if the total event booking charges for the

permit are less than \$10.00. Community Associations are not subject to the minimum event booking fee.

Payment

Payment is accepted by cash, cheque made payable to the City of Prince George, Visa and MasterCard, and/or debit card. If the permit holder neglects to sign the facility contract or pay the full facility rental, the permit holder may be denied access to the facility. Interest on outstanding invoices will be charged at 1.5% net thirty days, compounded monthly (18% per annum).

Full payment for a facility event booking is due sixteen (16) calendar days prior to the 1st reserved date. If a reservation is accepted less than (16) calendar days prior to the event booking start date, and where the permit holder does not rent on a regular weekly, seasonal, or annual basis, full payment is required immediately and will include all applicable charges for the event booking. Cheques may not be an accepted form of payment. Permit holders who rent on a regular weekly, seasonal or annual basis may be invoiced monthly or may pay the full amount in advance. Any additional charges which are incurred from an event booking will be added to the facility contract after the event.

Cancellation

Full payment is refundable if a cancellation has been received sixteen (16) full calendar days prior to the first reserved date. If a cancellation is received with less than sixteen (16) full calendar days' notice a full rental charge will apply. Schedules for tournaments must be confirmed sixteen (16) calendar days prior to the first reservation date and adjustments can be made up to five (5) days prior to the tournament start date.

B-6 (b)

City Park Facility Rentals						
Park Rentals (includes any non-designated park location)		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Hourly	Commercial	\$60.00	\$62.00	\$64.00	\$66.00	\$68.00
	Discount Youth & Adult	\$30.00	\$31.00	\$32.00	\$33.00	\$34.00
Half Day	Commercial	\$194.00	\$200.00	\$206.00	\$212.00	\$218.00
	Discount Youth & Adult	\$99.00	\$102.00	\$105.00	\$108.00	\$111.00
Daily	Commercial	\$323.00	\$333.00	\$343.00	\$353.00	\$364.00
	Discount Youth & Adult	\$162.00	\$167.00	\$173.00	\$177.00	\$183.00
Picnic Table (per table per day including delivery and pickup)	Commercial	\$34.00	\$35.00	\$36.00	\$37.00	\$38.00
	Discount Youth & Adult	\$16.00	\$16.50	\$17.00	\$17.50	\$18.00
Masich Place Stadium & PGSS Sport Fields Complex Rentals		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Full Stadium Rental (includes synthetic turf infield, track, throws, jumps area, PGSS Field 3, concession, and all change rooms)						
Hourly	Commercial	\$185.00	\$191.00	\$196.00	\$202.00	\$208.00
	Discount Youth	\$56.00	\$58.00	\$60.00	\$61.00	\$63.00
	Discount Adult	\$109.00	\$112.00	\$116.00	\$119.00	\$123.00
Daily	Commercial	\$1,093.00	\$1,126.00	\$1,160.00	\$1,195.00	\$1,230.00
	Discount Youth	\$274.00	\$282.00	\$291.00	\$300.00	\$308.00
	Discount Adult	\$546.00	\$563.00	\$579.00	\$597.00	\$615.00
Synthetic Turf Infield Rental (includes change rooms)						
Hourly	Commercial	\$ 109.00	\$ 112.00	\$116.00	\$120.00	\$123.00
	Discount Youth	\$ 33.00	\$34.00	\$ 35.00	\$ 36.00	\$37.00
	Discount Adult	\$ 66.00	\$68.00	\$70.00	\$72.00	\$74.00

Track, Throws & Jump Area Rental (includes PGSS Field 3 and change rooms)						
Hourly	Commercial	\$76.00	\$78.00	\$81.00	\$83.00	\$86.00
	Discount Youth	\$23.00	\$24.00	\$24.50	\$25.00	\$26.00
	Discount Adult	\$43.00	\$ 44.00	\$46.00	\$47.00	\$48.00
City Sports Field & Hard Surface Court Rentals		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Hourly	Commercial	\$36.00	\$37.00	\$38.00	\$39.00	\$40.00
	Community Association	No Charge				
	Discount Youth	\$2.25	\$2.50	\$2.50	\$3.00	\$3.00
	Discount Adult	\$19.00	\$31.00	\$32.00	\$33.00	\$34.00
Daily	Commercial	\$180.00	\$185.00	\$191.00	\$197.00	\$203.00
	Community Association	No Charge				
	Discount Youth	\$25.00	\$ 27.00	\$28.00	\$29.00	\$30.00
	Discount Adult	\$137.00	\$141.00	\$145.00	\$150.00	\$155.00

B-6(c)

School District #57 Facility Rentals						
School District #57 Facility Rentals	Rates Effective Jan 1 st - Dec 31 st					
	2023	2024	2025	2026	2027	
Elementary Schools (per hour)						
Gym	Commercial	\$93.00	\$ 96.00	\$ 99.00	\$102.00	\$105.00
	Community Association	No Charge				
	Discount Youth	\$5.50	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$45.00	\$46.00	\$48.00	\$49.00	\$51.00
Meeting Space	Commercial	\$32.00	\$33.00	\$ 34.00	\$35.00	\$36.00
	Community Association	No Charge				
	Discount Youth	\$5.50	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$17.00	\$17.50	\$18.00	\$18.50	\$19.00
Secondary Schools (per hour)						
Main Gym	Commercial	\$100.00	\$103.00	\$106.00	\$109.00	\$113.00
	Community Association	No Charge				
	Discount Youth	\$11.00	\$11.00	\$12.00	\$12.00	\$12.00
	Discount Adult	\$48.00	\$49.00	\$50.00	\$52.00	\$54.00
Small Gym	Commercial	\$49.00	\$50.00	\$52.00	\$54.00	\$55.00
	Community Association	No Charge				
	Discount Youth	\$5.50	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$28.00	\$29.00	\$30.00	\$31.00	\$32.00
Meeting Space	Commercial	\$37.00	\$38.00	\$39.00	\$40.00	\$42.00
	Community Association	No Charge				
	Discount Youth	\$5.50	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$22.00	\$17.50	\$18.00	\$19.00	\$19.50

School District #57/City Sport Field and Hard Surface Court Rentals		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Hourly	Commercial	\$36.00	\$37.00	\$38.00	\$39.00	\$41.00
	Community Association	No Charge				
	Discount Youth	\$2.25	\$2.50	\$ 3.00	\$3.00	\$3.50
	Discount Adult	\$19.00	\$20.00	\$21.00	\$ 21.00	\$ 22.00
Daily	Commercial	\$180.00	\$185.00	\$191.00	\$197.00	\$203.00
	Community Association	No Charge				
	Discount Youth	\$25.00	\$26.00	\$27.00	\$ 27.50	\$28.00
	Discount Adult	\$137.00	\$141.00	\$145.00	\$ 150.00	\$ 154.00

B-6(d)

Additional Service Fees	
Additional City Park and School District #57 Facility Services	Rates - 2023
Additional Cleaning	Actual cost - plus 25% administration fee
Additional Turf Maintenance	Actual cost
Additional Washroom Service	Actual cost
Commercial Waste & Recycling Containers	Actual cost - plus 25% administration fee
Custodial Charges	Actual cost
Electrical Connect/Disconnect	Actual cost
External Rentals/Services	Actual cost - plus 25% administration fee
First Aid Services	Actual cost - plus 25% administration fee
Host Services	Actual cost
Internal Equipment Rentals	Actual cost - plus 25% administration fee
Parking / Traffic Control Services	Actual cost - plus 25% administration fee
Security Services	Actual cost - plus 25% administration fee
Snow Removal	Actual cost
Staffing Rates	Actual cost - as required
Statutory Holiday Rates	Actual cost
Weekend Load-in/Load-out Supervision	Actual cost

Additional City Park Facility Services		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Field Lights (hourly)		\$25.00	\$26.00	\$27.00	\$27.00	\$28.00
Camping – per unit rate (daily)		\$25.00	\$26.00	\$27.00	\$27.00	\$28.00
Concession or Change Rooms (per set of 2 change rooms)	Hourly	\$6.75	\$ 7.00	\$7.00	\$7.50	\$8.00
	Daily	\$43.00	\$44.00	\$46.00	\$47.00	\$48.00
Mobile Vendor Space - approved park locations only (daily)		\$43.00	\$44.00	\$46.00	\$47.00	\$48.00
Key/FOB Deposit (per key/FOB) (hourly)		\$16.00	\$ 16.50	\$17.00	\$17.50	\$18.00
Mr. P.G. Flag - set up and take down rate per flag (Two Week)		\$218.00	\$225.00	\$231.00	\$238.00	\$245.00

"B- 7"

CIVIC FACILITIES & EVENTS

Fees and Charges for Prince George Playhouse Theatre

EFFECTIVE: January 1, 2024

Prince George Playhouse Theatre Fees & Charges		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Standard Rate is defined as all bookings including conferences, conventions, and tradeshows						
Discount Rate may be available to Prince George based not-for-profit groups, charitable organizations, or registered societies with the primary purpose of community service and where the local community is the beneficiary						
Full Theatre Rental**						
Performance Rates:						
Ticketed Events	Standard	\$656.00	\$676.00	\$696.00	\$717.00	\$739.00
	Discount	\$536.00	\$552.00	\$569.00	\$586.00	\$604.00
Non-Ticketed Events	Standard	\$656.00	\$676.00	\$696.00	\$717.00	\$739.00
	Discount	\$426.00	\$439.00	\$452.00	\$466.00	\$480.00
Additional Performance Fee (each performance):						
Ticketed Events	Standard	\$239.00	\$246.00	\$253.00	\$261.00	\$269.00
	Discount	\$180.00	\$185.00	\$191.00	\$197.00	\$203.00
Non-Ticketed Events	Standard	\$239.00	\$246.00	\$253.00	\$261.00	\$269.00
	Discount	\$149.00	\$153.00	\$158.00	\$163.00	\$168.00
Rehearsal Fees:						
All Events	Standard	\$299.00	\$308.00	\$317.00	\$327.00	\$337.00
	Discount	\$239.00	\$246.00	\$253.00	\$261.00	\$269.00
Dark Days:						
All Events	Standard	\$149.00	\$153.00	\$158.00	\$163.00	\$168.00
	Discount	\$118.00	\$122.00	\$126.00	\$130.00	\$134.00

Additional Services	Rates Effective Jan 1 st - Dec 31 st			
	2024	2025	2026	2027
Piano	\$90.00 per day + tuning charges			
Technical Fees	Actual Cost			
Front House Staff – includes Event Host, Security, First Aid, Ticket Takers	Actual Cost			
Electrical Consumption	actual cost - minimum two hours			
Custodial Rates	actual cost			
Statutory Holiday Rates	actual cost			
Additional Staging	actual cost			
Towel Services	actual cost			
Linen Services	actual cost			
Entandem Fees (Socan and Re:Sound)	actual cost			
Catering	actual cost			

Commercial Merchandising Fees:	
Sellers provided by promoter	20% of gross sales or as negotiated by Director of the Department or designate
Sellers provided by City	30% of gross sales or as negotiated by Director of the Department or designate

****The Director of the Department or designate may negotiate rental rates lower than those outlined in this bylaw when the hosting of an event in the Prince George Playhouse would likely generate event tourism dollars for the municipality at large.**

“C - 2”

PUBLIC SAFETY AND CIVIC FACILITIES

Fees and Charges for Parking and Traffic

EFFECTIVE: January 1, 2024

C-2(a)

PARKING METER RATES
<u>RESERVED PARKING STALL RATE¹</u> Daily Charge per parking stall or portion of a parking stall: \$5.00. Minimum total charge \$30.00 per Reserved Parking Stall request. ¹ Angled Parking stalls are as marked on the street; Parallel Parking Stalls are based on every seven (7) lineal meters of curb or portion thereof.

C-2(b)

PARKING PERMIT RATES		
Type of Permit	Valid	Fee
City Council Parking Permit	Council Term	No fee
Freedom of the City Parking Permit	For life or until revoked	No fee
Residential Parking Permits	Renewed Annually	No fee \$20

C-2(c)

Off-Street Parking Facilities Fees Monthly Parking Rate (GST or applicable taxes not included)		Rates Effective Jan 1 st - Dec 31 st				
		2023	2024	2025	2026	2027
Lots/Parkades						
2nd Avenue Parkade		\$79.00	\$81.00	\$83.00	\$85.00	\$88.00
5th Avenue Parkade	Under Cover	\$111.00	\$114.00	\$117.00	\$121.00	\$125.00
	Roof Top	\$77.00	\$79.00	\$81.00	\$83.00	\$85.00
Plaza Parkade	Under Cover with plug	\$86.00	\$89.00	\$92.00	\$95.00	\$98.00
	Roof Top with plug	\$60.00	\$62.00	\$64.00	\$66.00	\$68.00
Westel Parkade		\$113.00	\$116.00	\$119.00	\$123.00	\$127.00
Westel Lot		\$77.00	\$79.00	\$81.00	\$83.00	\$85.00
Royal Lot		\$111.00	\$114.00	\$117.00	\$121.00	\$125.00
Columbus Lot		\$69.00	\$71.00	\$73.00	\$75.00	\$77.00
Earl Brown Lot		\$111.00	\$114.00	\$117.00	\$121.00	\$125.00
George Street Parkade - market value stalls		\$150.00	\$116.00	\$119.00	\$123.00	\$127.00

Hourly, Daily & Overnight Parking Rate Fee:	Rates Effective Jan 1 st - Dec 31 st		
	2023	2024 and 2025	2026 and 2027
Lots/Parkades			
PLAZA PARKADE	\$1.00 per hour; \$6.00/day (7:00 am to 5:00 pm); Free/night (5:00 pm to 7:00 am)	\$1.00 per hour; \$7.00/day (7:00 am to 5:00 pm); Free/night (5:00 pm to 7:00 am)	\$1.50 per hour; \$8.00/day (7:00 am to 5:00 pm); Free/night (5:00 pm to 7:00 am)
SURFACE LOTS	\$1.00 per hour; \$6.00/day (7:00 am to 5:00 pm); Free/night (5:00 pm to 7:00 am)	\$1.00 per hour; \$7.00/day (7:00 am to 5:00 pm); Free/night (5:00 pm to 7:00 am)	\$1.50 per hour; \$8.00/day (7:00 am to 5:00 pm); Free/night (5:00 pm to 7:00 am)

Incidental Operating Fees: Access Cards or other devices to use or otherwise gain access to the facilities. ¹	\$20.00/each
¹ Fee for lost, stolen or damaged access cards/ devices	
Fee for Administrative Changes to a User's Account (such as, but not limited to, changing stalls within a facility)	

ADMINISTRATIVE TOWING COSTS

In addition to all costs incurred by the towing contractor to tow and store a vehicle or to drop a vehicle hooked up by the towing contractor prior to towing a vehicle impounded pursuant the City of Prince George Highways Bylaw No. 8065, 2008, the City of Prince George Parking and Traffic Bylaw No. 6056, 1993 or the Off-Street Parking Bylaw No. 8348, 2011, the vehicle owner shall pay the Administrative Cost of \$50.00 to the Towing Contractor prior to the vehicle being released to the owner of the vehicle. The Towing Contractor shall then remit the full amount of the Administrative Cost to the City of Prince George. The Administrative Costs are intended to recover a portion of the administrative and staff costs associated with preparing, issuing tow slips, and following up on with owners of impounded vehicles.

“C - 3”

ADMINISTRATIVE SERVICES

Fees and Charges for Records Administration

EFFECTIVE: January 1, 2024

C-3(a)

DESCRIPTION		FEE (All fees + GST unless otherwise indicated)
(a)	Fees for records requested that are not specifically identified in this schedule or any other schedule of the Fees & Charges Bylaw will fall within this section for locating, retrieving, producing and shipping records. See subsection (b) for cost of reproduction. (See subsection (k) for historical property records and building plans, and subsection (h) for as-built drawings, bylaws, council reports and agenda packages, committee agenda packages and technical reports)	
	(i) Locating and retrieving a record	\$10.00 per ¼ hour or portion thereof
	(ii) Producing a record manually	\$10.00 per ¼ hour or portion thereof
	(iii) Producing a record from a machine-readable record excluding records produced on the plotter	\$15.00 per ¼ hour for developing a computer program to produce the record plus \$0.45 per page or printout produced.
	(iv) Producing a record on the plotter	\$20.00 per ¼ hour or portion thereof for preparation time plus cost of materials
		E size + \$26.00 E size (900x1200) \$13.00 D size (600x900) \$ 7.00 B size (275x425) \$ 3.00 A size (200x275) \$ 3.00
	(v) Shipping copies of records	Actual cost of shipping by method chosen by applicant
	(vi) Sending records by fax	\$0.35 per page local \$1.50 per page long distance
	(vii) USB drive	\$12.00 per drive
(b)	Reproducing records – See section (a) for locating and retrieval fees (See subsection (k) for historical property records and building plans, and subsection (h) for as-built drawings, bylaws, council reports and agenda packages, committee agenda packages and technical reports)	
	(i) Photocopies and/or computer printouts	\$0.45 per page (8.5x11, 8.5x14) \$0.70 per page (11x17), shipping & GST extra
	(ii) Existing scanned electronic copy of a record (sent electronically)	See (a) above for fees, no charge for copies
	(iii) Copy of a scanned record from a paper copy	\$0.45 per page (8.5x11, 8.5x14, 11x17)
	(iv) Copy of photographs – colour, or black and white	actual cost of reproduction

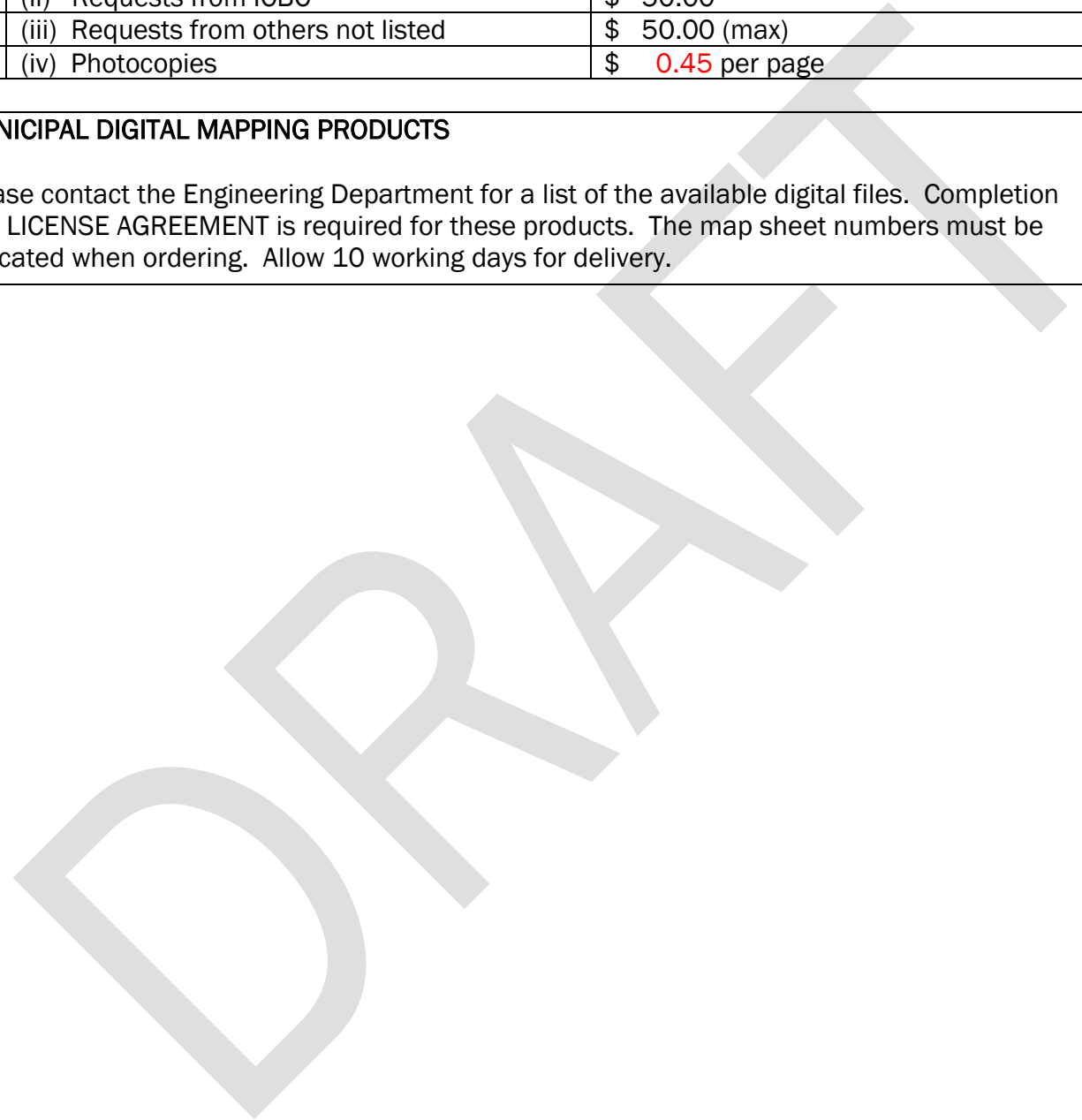
DESCRIPTION		FEE	
		(All fees + GST unless otherwise indicated)	
(c)	Miscellaneous Records		
	(i) As-built drawings (existing electronic copy, sent electronically)	\$30.00 (flat fee includes GST)	
	(ii) As-built drawings (photocopies and/or computer printouts)	\$10.00 per ¼ hour plus \$0.45 per page (8.5x11, 8.5x14) \$0.70 per page (11x17), shipping & GST extra	
	(iii) Bylaws and related Council reports (existing electronic copy, sent electronically)	\$15.00 (flat fee includes GST)	
	(iv) Bylaws, reports (photocopies and/or computer printouts)	\$10.00 per ¼ hour plus \$0.45 per page (8.5x11, 8.5x14) \$0.70 per page (11x17), shipping & GST extra	
	(v) Council and Committee agenda packages (existing copy, sent electronically)	\$25.00 (flat fee includes GST)	
	(vi) Council and Committee agenda packages (photocopies and/or computer printouts)	\$10.00 per ¼ hour \$0.45 per page (8.5x11, 8.5x14) \$0.70 per page (11x17), shipping & GST extra	
	(vii) Existing paper copies of maps/plans (including street, zoning, legal composite, Official Community Plan (OCP) maps and drawings)	E size + E size (900x1200) D size (600x900) B size (275x425) A size (200x275) 1:5000 map sets (275x425) 1:2500 map sets (600x900)	\$ 26.00 \$ 13.00 \$ 7.00 \$ 3.00 \$ 3.00 \$ 46.00 \$522.00
	(viii) Zoning Map (22"x34")	\$ 7.00 per map \$522.00 per set	
	(ix) Technical records (existing scanned electronic copy sent electronically) Including but not limited to geotechnical report, traffic impact study, environmental reports, servicing briefs, lot grading plans/cards, etc.)	\$10.50 (flat fee per report includes GST)	
	(x) Technical reports (photocopies and/or computer printouts) Including but not limited to geotechnical report, traffic impact study, environmental reports, servicing briefs, lot grading plans/cards, etc.)	\$10.00 per ¼ hour \$0.45 per page (8.5x11, 8.5x14) \$0.70 per page (11x17), shipping & GST extra	
	(xi) Environmental record search/summary	\$200.00 per parcel	

	DESCRIPTION	FEE (All fees + GST unless otherwise indicated)
(d)	Land Title and Survey Authority Services <i>Provided only for active applications with the City of Prince George</i>	
	(i) Title search	\$25.00 per title
	(ii) Copies of land title records	Actual cost of reproduction + \$10.00 per ¼ hour or portion thereof
(e)	Engineering records	
	Water Modeling information for infrastructure expansion (includes planning studies, design briefs, subdivisions, main extension analysis, etc.)	\$155.00 per hour
(f)	Phase 1 /Stage 1 Environmental Assessment Records Search Includes search and retrieval fees for each of the following**: <ul style="list-style-type: none"> • Historical property file (building related applications, permits, inspections, survey certificates on file) • Development Services environmental records (includes review of internal drives, PG Map, historic environmental correspondence, spills and tank removal information) • Utilities environmental source control records (spills) • Fire Services records (includes fire incident reports, spills and tank removals only) 	\$75.00 (flat fee includes GST) **Time intensive search and retrieval fees over 30 minutes will result in extra fees at \$10.00 per ¼ hour)
(g)	Historical property file records	
	Property file records search (includes search & retrieval fee, copies of building related applications, permits inspections, survey certificates on file)	\$31.00 (flat fee includes GST)
	(i) Permits and inspections only (building, plumbing and demolition)	\$23.00 (flat fee includes GST)
	(ii) Applications for permits only (building, plumbing, demolition)	\$18.00 (flat fee includes GST)
	(iii) Location survey (survey certificate)	\$16.00 (flat fee includes GST)
	(iv) Building plans – offsite storage - view only	\$48.00 (flat fee includes GST)
	(v) Building plans – offsite storage - paper copies to be scanned (sent electronically)	\$53.00 for first 10 pages, \$10.00 per additional page
	DESCRIPTION	FEE*
(h)	Fees for Human Resources Records Search	
	A search fee shall be charged for each written reply to requests to the Human Resources Department from ICBC, Solicitors and other for information pertaining to employment where such disclosure is authorized.	

	Request from WorkSafe BC, Canada Revenue Agency, Canada Pension Plan, Human Resource Development Canada and the Pension Corporation are exempt from this fee, as well as simple employment verification/confirmation requests.	
	(i) Requests from law firms	\$100.00
	(ii) Requests from ICBC	\$ 50.00
	(iii) Requests from others not listed	\$ 50.00 (max)
	(iv) Photocopies	\$ 0.45 per page

MUNICIPAL DIGITAL MAPPING PRODUCTS

Please contact the Engineering Department for a list of the available digital files. Completion of a LICENSE AGREEMENT is required for these products. The map sheet numbers must be indicated when ordering. Allow 10 working days for delivery.



“D - 1”

CORPORATE SERVICES

Fees and Charges for Corporate Services

EFFECTIVE: January 1, 2024

D-1(a)

1. Levied fees for the provision of taxes payable Mortgage Company listing information as set out below:	
Mortgage Company Listing Fee	
Per Folio Listing	\$ 10.00

D-1(b)

2. In the event that a property owner or mortgage company, in the judgment of the Director of Finance, persistently overpays property taxes, a fee for the provision of property tax refunds as set out below:	
Property Tax Refund Fee	
Per Folio Listing	\$60.00

D-1(c)

3. Tax/Utility Accounts, prior or current year search and copy (includes certificate)	
Tax/Utility Account Search	
Per Folio Electronically	\$25.00
Per Folio Manually	\$35.00

D-1(d)

4. Levied fees for the purpose of mortgage companies tax account balance searches	
Mortgage Company Tax Account Balance Search	
Per Folio Electronically	\$10.00
Per Folio Manually	\$10.00

D-1(e)

5. Levied fees for the recovery of administrative costs associated with returned item charges	
Returned Item Charge	
Per Charge	\$ 25.00

D-1(f)

6. Levied fees for the recovery of administrative costs associated with transferring funds between accounts.	
Transferring funds between accounts	
Per Charge	\$ 25.00

D-1(g)

7. Levied fees for the recovery of administrative costs associated with setting up and/or changing tenants listed on a homeowners account	
Utility invoicing re: homeowners and tenants	
Per Charge	\$ 10.00