

CITY OF PRINCE GEORGE
BYLAW NO. 9420, 2023

A Bylaw of the City of Prince George to amend “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004”.

AND WHEREAS Council enacted "City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004" to consolidate fees and charges from various Bylaws for numerous City services and/or uses of facilities owned or operated by the City of Prince George;

AND WHEREAS Council deems it desirable to amend the “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004” for the purposes of establishing fees and charges for the calendar years 2024, 2025, 2026, and 2027, by amending Schedule “A” – Sections “A-1 – Development Permits”; “A-2 – Business Licence”; “A-3 - Cemetery”; “A-5 – Development Procedures”; “A-6 - Solid Waste”; “A-7 - Highways”; “A-9 - Sanitary Sewer”; “A-11 - Signage”; “A-13 - Storm Sewer”; “A-14 - Subdivision Control”; “A-15 - Tree Protection”; “A-16 - Water Regulation and Rates”; and “A-18 - Snow Dumping”; Schedule “B” – Sections “B-2 - CN Centre and Community Arenas”; “B-3 - Prince George Conference and Civic Centre”; “B4 - Aquatics”; “B5 - Pine Valley Golf Centre”; “B-6 – City Park Facilities and School District #57 Facility Rentals”; and “B-7 - Prince George Playhouse Theatre”; Schedule “C” – Sections “C-2 - Parking and Traffic”; and “C-3 - Records Administration”; and Schedule “D” – Section “D-1 - Corporate Services”.

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, enacts as follows -

1. The “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004” be amended as follows:
 - (a) that Schedule “A”, Section “A-1 – Development Permits” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-1 – Building, Demolition, Moving and Plumbing Permits” in the form attached to and forming part of this Bylaw as Appendix “A”;
 - (b) that Schedule “A”, Section “A-2 – Business License” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-2 – Business License” in the form attached to and forming part of this Bylaw as Appendix “B”;
 - (c) that Schedule “A”, Section “A-3 – Cemetery” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-3 – Cemetery” in the form attached to and forming part of this Bylaw as Appendix “C”;
 - (d) that Schedule “A”, Section “A-5 – Development Procedures” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-5 – Land Use Planning” in the form attached to and forming part of this Bylaw as Appendix “D”;
 - (e) that Schedule “A”, Section “A-6 – Solid Waste” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-6 – Solid Waste” in the form attached to and

- forming part of this Bylaw as Appendix “E”;
- (f) that Schedule “A”, Section “A-7 – Highways” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-7 – Highways” in the form attached to and forming part of this Bylaw as Appendix “F”;
 - (g) that Schedule “A”, Section “A-9 – Sanitary Sewer” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-9 – Sanitary Sewer” in the form attached to and forming part of this Bylaw as Appendix “G”;
 - (h) that Schedule “A”, Section “A-11 – Signage” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-11 – Signage” in the form attached to and forming part of this Bylaw as Appendix “H”;
 - (i) that Schedule “A”, Section “A-13 – Storm Sewer” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-13 – Storm Sewer” in the form attached to and forming part of this Bylaw as Appendix “I”;
 - (j) that Schedule “A”, Section “A-14 – Subdivision Control” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-14 – Subdivision” in the form attached to and forming part of this Bylaw as Appendix “J”;
 - (k) that Schedule “A”, Section “A-15 – Tree Protection” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-15 – Tree Protection” in the form attached to and forming part of this Bylaw as Appendix “K”;
 - (l) that Schedule “A”, Section “A-16 – Water Regulation and Rates” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-16 – Water Regulation and Rates” in the form attached to and forming part of this Bylaw as Appendix “L”;
 - (m) that Schedule “A”, Section “A-18 – Snow Dumping” be deleted in its entirety and replaced with a new Schedule “A”, Section “A-18 – Snow Dumping” in the form attached to and forming part of this Bylaw as Appendix “M”;
 - (n) that Schedule “B”, Section “B-2 – CN Centre and Community Arenas” be deleted in its entirety and replaced with a new Schedule “B”, Section “B-2 – CN Centre and Community Arenas” in the form attached to and forming part of this Bylaw as Appendix “N”;
 - (o) that Schedule “B”, Section “B-3 – Prince George Conference and Civic Centre” be deleted in its entirety and replaced with a new Schedule “B”, Section “B-2 – Prince George Conference and Civic Centre” in the form attached to and forming part of this Bylaw as Appendix “O”;
 - (p) that Schedule “B”, Section “B-4 – Aquatics” be deleted in its entirety and replaced with a new Schedule “B”, Section “B-4 – Aquatics” in the form attached to and forming part of this Bylaw as Appendix “P”;

- (q) that Schedule “B”, Section “B-5 – Pine Valley Golf Centre” be deleted in its entirety and replaced with a new Schedule “B”, Section “B-5 – Pine Valley Golf Centre” in the form attached to and forming part of this Bylaw as Appendix “Q”;
- (r) that Schedule “B”, Section “B-6 – City Park Facilities and School District #57 Facility Rentals” be deleted in its entirety and replaced with a new Schedule “B”, Section “B-6 – City Park Facilities and School District #57 Facility Rentals” in the form attached to and forming part of this Bylaw as Appendix “R”;
- (s) that Schedule “B”, Section “B-7 – Prince George Playhouse Theatre” be deleted in its entirety and replaced with a new Schedule “B”, Section “B-7 – Prince George Playhouse Theatre” in the form attached to and forming part of this Bylaw as Appendix “S”;
- (t) that Schedule “C”, Section “C-2 – Parking and Traffic” be deleted in its entirety and replaced with a new Schedule “C”, Section “C-2 – Parking and Traffic” in the form attached to and forming part of this Bylaw as Appendix “T”;
- (u) that Schedule “C”, Section “C-3 – Records Administration” be deleted in its entirety and replaced with a new Schedule “C”, Section “C-3 – Records Administration” in the form attached to and forming part of this Bylaw as Appendix “U”; and
- (v) that Schedule “D”, Section “D-1 – Corporate Services” be deleted in its entirety and replaced with a new Schedule “D”, Section “D-1 – Corporate Services” in the form attached to and forming part of this Bylaw as Appendix “V”.

2. The Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
3. This Bylaw may be cited for all purposes as “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004, Amendment Bylaw No. 9420, 2023”.

READ A FIRST TIME THIS **28TH** DAY OF **AUGUST** , **2023.**

READ A SECOND TIME THIS **28TH** DAY OF **AUGUST** , **2023.**

READ A THIRD TIME THIS **28TH** DAY OF **AUGUST** , **2023.**

First three readings passed by a **MAJORITY** decision of Members of City Council present and eligible to vote.

ADOPTED THIS DAY OF _____, 2023,
BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND
ELIGIBLE TO VOTE.

MAYOR

CORPORATE OFFICER

Appendix “A” to Bylaw No. 9420, 2023

“A – 1”

DEVELOPMENT SERVICES

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

EFFECTIVE: January 1, 2024

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</i> , <i>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.

Appendix “B” to Bylaw No. 9420, 2023

“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”	2024 Business Licence Fee	2025 Business Licence Fee	2026 Business Licence Fee	2027 Business Licence Fee (Annual 3%)
Accommodation	Agri-Tourist Accommodation	\$154.00	\$169.40	\$186.34	\$191.93
	Hotel & Apartment Hotel	\$722.03	\$743.69	\$766.00	\$788.98
	Motel	\$308.00	\$338.80	\$372.68	\$383.86
Adult Only	Entertainment, Adult-Oriented	\$4,332.18	\$4,462.15	\$4,596.00	\$4,733.88
	Service, Dating or Escort				
Bed and Breakfast	Bed and Breakfast	\$91.35	\$95.92	\$100.71	\$103.73
Campground	Campground	\$154.00	\$169.40	\$186.34	\$191.93
Cannabis Production Facility/Retail	Cannabis Production Facility	\$1,250.00	\$1,562.50	\$1,953.13	\$2,011.72
	Retail, Cannabis				
Carnival and Midway	Carnival	\$433.63	\$446.64	\$460.04	\$473.84
Commercial Education	Education, Commercial	\$154.00	\$169.40	\$186.34	\$191.93
	Education, Higher				
	Education				

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”	2024 Business Licence Fee	2025 Business Licence Fee	2026 Business Licence Fee	2027 Business Licence Fee (Annual 3%)
Commercial Recreation	Equestrian Centre, Major and Minor	\$288.40 (<1000 m ² in GFA) or \$433.63 (>1001 m ² in GFA)	\$297.05 (<1000 m ² in GFA) or \$446.64 (>1001 m ² in GFA)	\$305.96 (<1000 m ² in GFA) or \$460.04 (>1001 m ² in GFA)	\$315.14 (<1000 m ² in GFA) or \$473.84 (>1001 m ² in GFA)
	Recreation, Indoor and Outdoor				
Commercial Retail	Aircraft Sale and Rental	\$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
	Business or Office Supplies				
	Retail, Adult-Oriented				
	Retail, Convenience	\$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)
	Retail, General				
	Building and Garden Supply				
	Retail, Farmers Market				
Retail, Flea Market					

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”	2024 Business Licence Fee	2025 Business Licence Fee	2026 Business Licence Fee	2027 Business Licence Fee (Annual 3%)
Commercial Service	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				
	Health Service, Community Outreach	\$154.00	\$169.40	\$186.34	\$191.93
	Library and Exhibit Office	(<100 m ² GFA) or	(<100 m ² GFA) or	(<100 m ² GFA) or	(<100 m ² GFA) or
	Parking Non-Accessory				
	Residential Sales Centre	\$288.40	\$297.05	\$305.96	\$315.14
	Service, Funeral	(>100 m ² GFA)	(>100 m ² GFA)	(>100 m ² GFA)	(>100 m ² GFA)
	Service, Massage				
	Service, Massage Therapy				
	Service, Personal				
	Service, Pet Grooming and Day Care				
	Winery and Cidery				
Health Service, Major					
Health Service, Minor					
Service, Business Support					
Veterinary Service, Major and Minor					

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”	2024 Business Licence Fee	2025 Business Licence Fee	2026 Business Licence Fee	2027 Business Licence Fee (Annual 3%)
Community Care Facility	Community Care Facility, Major	\$71.68	\$75.26	\$79.03	\$81.40
	Community Care Facility, Minor				
	Community Care Facility, Specialized				
Financial Institution	Service, Financial	\$722.03	\$743.69	\$766.00	\$788.98
Food Primary Establishment	Restaurant	\$288.40	\$297.05	\$305.96	\$315.14
	Restaurant (small business)	\$214.00	\$214.00	\$214.00	\$220.42
Home Business 1	Home Business 1	\$89.61	\$92.30	\$95.07	\$97.92
	Home Business 1 (Office Only for Contractor/Trade)	\$140.00	\$140.00	\$140.00	\$144.20
Home Business 2	Home Business 2	\$140.00	\$140.00	\$140.00	\$144.20
Home Business 3	Home Business 3	\$195.30	\$205.07	\$215.32	\$221.81

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”	2024 Business Licence Fee	2025 Business Licence Fee	2026 Business Licence Fee	2027 Business Licence Fee (Annual 3%)
Industry, Light	Animal Shelter	\$280.00	\$288.40	\$297.05	\$305.96
	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				
	Contractor Service, Major and Minor				
	Equipment Major and Minor				
	Greenhouse and Plant Nursery				
	Industry, Light				
	Transportation Depot				
Truck or Rail Terminal, Minor					
Warehousing & Storage					
Wholesale					
Industry, Medium	Outdoor Storage	\$371.70	\$390.29	\$409.80	\$422.09
	Recycling Centre, Major				
	Truck or Rail Terminal, Major				
	Wrecking Yard				

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”	2024 Business Licence Fee	2025 Business Licence Fee	2026 Business Licence Fee	2027 Business Licence Fee (Annual 3%)
Industry, Heavy	Abattoir	\$736.05	\$772.85	\$811.50	\$835.85
	Brewery and Distillery, Major				
	Crematorium/Cemetery				
	Concrete and Asphalt Plant				
	Industry, Heavy				
	Industry, Special Heavy				
	Waste Management				
Liquor Primary Establishment	Retail, Liquor	\$313.60	\$351.23	\$393.38	\$405.18
	Restaurant				
Mobile Business	Mobile Business (per unit)	\$220.42	\$227.03	\$233.84	\$240.86
Not-for-Profit	Housing, Supportive	\$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)	\$77.70	\$81.59	\$85.66	\$88.23
	Taxi/Limousine/Shuttle Service (per unit)				
	Courier/Delivery Service (per unit)				
Pawn Shop/Second Hand Dealer	Second Hand Goods	\$536.55	\$563.38	\$591.55	\$609.30
Service Station	Service Station, Major and Minor	\$463.10	\$500.15	\$530.16	\$546.06
Vehicle Rental	Vehicle Rental Major and Minor	\$433.63	\$446.64	\$460.04	\$473.84
Vehicle Repair	Vehicle Repair, Major	\$288.40	\$297.05	\$305.96	\$315.14
	Vehicle Repair, Minor				
Vehicle Sale	Vehicle Sale, Major	\$1,073.26	\$1,105.46	\$1,138.62	\$1,172.78
	Vehicle Sale, Minor	\$722.03	\$743.69	\$766.00	\$788.98
Vehicle Wash	Vehicle Wash, Major and Minor	\$154.00	\$169.40	\$186.34	\$191.93

A-2(b)

This schedule is deleted in its entirety per Amendment Bylaw No. 9420, 2023.

Appendix “C” to Bylaw No. 9420, 2023

“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			
Flat Marker Gravespace		2024	2025	2026	2027
Adult - single	Resident	\$3,080.00	\$3,172.00	\$3,267.00	\$3,365.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$770.00	\$793.00	\$817.00	\$842.00
	Non-Resident	\$3,461.00	\$3,565.00	\$3,672.00	\$3,782.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$865.00	\$891.00	\$918.00	\$946.00
Adult - companion plot	Resident	\$5,388.00	\$5,550.00	\$5,717.00	\$5,889.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,347.00	\$1,387.00	\$1,429.00	\$1,472.00
	Non-Resident	\$6,158.00	\$6,343.00	\$6,533.00	\$6,729.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,540.00	\$1,586.00	\$1,634.00	\$1,683.00
Child (2-14 years)	Resident	\$953.00	\$982.00	\$1,011.00	\$1,041.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$239.00	\$246.00	\$253.00	\$261.00
	Non-Resident	\$1,234.00	\$1,271.00	\$1,309.00	\$1,348.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$308.00	\$317.00	\$327.00	\$337.00
	Resident	\$680.00	\$700.00	\$721.00	\$743.00

Infant (less than 2 years of age)	<i>Includes Perpetual Care Fund Contribution</i>	\$171.00	\$176.00	\$181.00	\$186.00
	Non-Resident	\$842.00	\$867.00	\$893.00	\$920.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$211.00	\$217.00	\$224.00	\$231.00
Cremated Remains - single	Resident	\$770.00	\$793.00	\$817.00	\$842.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$192.00	\$198.00	\$204.00	\$210.00
	Non-Resident	\$825.00	\$850.00	\$876.00	\$902.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$206.00	\$212.00	\$218.00	\$225.00
Upright Monument Gravespace		2024	2025	2026	2027
Adult - single	Resident	\$3,458.00	\$3,562.00	\$3,669.00	\$3,779.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$864.00	\$890.00	\$917.00	\$945.00
	Non-Resident	\$3,839.00	\$3,954.00	\$4,073.00	\$4,195.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$960.00	\$989.00	\$1,019.00	\$1,050.00
Adult - companion plot	Resident	\$6,053.00	\$6,235.00	\$6,422.00	\$6,615.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,514.00	\$1,559.00	\$1,606.00	\$1,654.00
	Non-Resident	\$6,816.00	\$7,020.00	\$7,231.00	\$7,448.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,704.00	\$1,755.00	\$1,808.00	\$1,862.00
Child (2-14 years)	Resident	\$1,165.00	\$1,200.00	\$1,236.00	\$1,273.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$291.00	\$300.00	\$309.00	\$318.00
	Non-Resident	\$1,504.00	\$1,549.00	\$1,595.00	\$1,643.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$378.00	\$389.00	\$401.00	\$413.00
	Resident	\$814.00	\$838.00	\$863.00	\$889.00

Infant (less than 2 years of age)	<i>Includes Perpetual Care Fund Contribution</i>	\$204.00	\$210.00	\$216.00	\$222.00
	Non-Resident	\$1,030.00	\$1,061.00	\$1,093.00	\$1,126.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$258.00	\$266.00	\$274.00	\$282.00
Cremated Remains	Resident	\$1,722.00	\$1,774.00	\$1,827.00	\$1,882.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$431.00	\$444.00	\$457.00	\$471.00
	Non-Resident	\$1,858.00	\$1,914.00	\$1,971.00	\$2,030.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$465.00	\$479.00	\$493.00	\$508.00
Green Burial Gravespace		2024	2025	2026	2027
Adult - single	Resident	\$3,080.00	\$3,172.00	\$3,267.00	\$3,365.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$770.00	\$793.00	\$817.00	\$842.00
	Non-Resident	\$3,461.00	\$3,565.00	\$3,672.00	\$3,782.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$865.00	\$891.00	\$918.00	\$946.00
Cremated Remains - single	Resident	\$770.00	\$793.00	\$817.00	\$842.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$192.00	\$198.00	\$204.00	\$210.00
	Non-Resident	\$825.00	\$850.00	\$876.00	\$902.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$206.00	\$212.00	\$218.00	\$225.00
Scattering of Cremated Remains	Resident	\$255.00	\$263.00	\$271.00	\$279.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$0.00	\$0.00	\$0.00	\$0.00
	Non-Resident	\$272.00	\$280.00	\$288.00	\$297.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$0.00	\$0.00	\$0.00	\$0.00

A-3(b)

Service Fees	Rates Effective Jan 1st - Dec 31st			
Opening and Closing Grave for Burial	2024	2025	2026	2027
Adult	\$1,234.00	\$1,271.00	\$1,309.00	\$1,348.00
Child	\$365.00	\$376.00	\$387.00	\$399.00
Infant	\$0.00	\$0.00	\$0.00	\$0.00
Cremated Remains	\$385.00	\$397.00	\$409.00	\$421.00
Extra Depth (Additional Fee)	\$671.00	\$691.00	\$712.00	\$733.00
Opening and Closing Grave for Exhumation				
Adult	\$2,462.00	\$2,536.00	\$2,612.00	\$2,690.00
Child	\$2,462.00	\$2,536.00	\$2,612.00	\$2,690.00
Infant	\$1,231.00	\$1,268.00	\$1,306.00	\$1,345.00
Cremated Remains	\$462.00	\$476.00	\$490.00	\$505.00
Extra Depth (Additional Fee)	\$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	\$787.00	\$811.00	\$835.00	\$860.00
Cremated Remains for Saturday burials	\$206.00	\$212.00	\$218.00	\$225.00
Fee for after 3:30 pm services (Monday-Friday)	\$206.00	\$212.00	\$218.00	\$225.00
Pallbearer assistance (maximum 2 people)	\$161.00	\$166.00	\$171.00	\$176.00
Lowering device rental	\$197.00	\$203.00	\$209.00	\$215.00
Administration Fee	\$82.00	\$84.00	\$87.00	\$90.00

Service Fees		Rates Effective Jan 1 st - Dec 31 st			
Flat Grave Marker Installation - Concrete wash installed by City		2024	2025	2026	2027
Extra Small Marker (0.20m x 0.31m)	Total Fee	\$316.00	\$325.00	\$335.00	\$345.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Small Flat Marker (0.31m x 0.51m)	Total Fee	\$316.00	\$325.00	\$335.00	\$345.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Medium Flat Marker (0.41m x 0.71m)	Total Fee	\$409.00	\$421.00	\$434.00	\$447.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Large Flat Marker (0.46m x 0.76m)	Total Fee	\$590.00	\$608.00	\$626.00	\$645.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Extra Large Flat Marker (0.46m x 1.10m)	Total Fee	\$590.00	\$608.00	\$626.00	\$645.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$221.00	\$228.00	\$235.00	\$242.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Small Flat Marker (0.31m x 0.51m)	Total Fee	\$221.00	\$228.00	\$235.00	\$242.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Medium Flat Marker (0.41m x 0.71m)	Total Fee	\$286.00	\$295.00	\$304.00	\$313.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Large Flat Marker (0.46m x 0.76m)	Total Fee	\$374.00	\$385.00	\$397.00	\$409.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00

Extra Large Flat Marker (0.46m x 1.10m)	Total Fee	\$374.00	\$385.00	\$397.00	\$409.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Upright Monument / Columbaria Private Estate Installation		2024	2025	2026	2027
Small Upright / Small Private Estate (1-4 cremains) - up to 0.91m base	Total Fee	\$823.00	\$848.00	\$873.00	\$899.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Large Upright / Large Private Estate (5-10 cremains) - up to 1.52m base	Total Fee	\$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
Small Pillow Marker - up to 0.91m base	Total Fee	\$823.00	\$848.00	\$873.00	\$899.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Large Pillow Marker - up to 1.52m base	Total Fee	\$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
Grave Covers		2024	2025	2026	2027
Grave Cover Foundation Construction		\$1435.00	\$1478.00	\$1,522.00	\$1,568.00
Grave Cover Installation (each time)	Total Fee	\$404.00	\$416.00	\$428.00	\$441.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00
Grave Cover removal & reinstallation for subsequent interment		\$2,309.00	\$2,378.00	\$2,449.00	\$2,522.00
Marker Handling Fees					
Loading and Unloading of Markers		\$88.00	\$91.00	\$94.00	\$97.00
Flat Marker Removal		\$88.00	\$91.00	\$94.00	\$97.00
Flat Marker Reinstallation		N/A	N/A	N/A	N/A
Flat Marker Removal and Reinstallation		\$178.00	\$183.00	\$188.00	\$194.00
Upright Marker Removal		\$444.00	\$457.00	\$471.00	\$485.00

Upright Marker Removal and Reinstallation	\$887.00	\$914.00	\$941.00	\$969.00
Disposal of Flat Markers	\$121.00	\$125.00	\$129.00	\$133.00
Disposal of Upright Markers	\$175.00	\$180.00	\$185.00	\$191.00
Interment Liners				
Adult Casket Liner	\$665.00	\$685.00	\$706.00	\$727.00
Adult Casket Vault	\$849.00	\$874.00	\$900.00	\$927.00
Child Casket Liner	\$457.00	\$471.00	\$485.00	\$500.00
Infant Casket Liner	\$379.00	\$390.00	\$402.00	\$414.00
Cremation Liner	\$203.00	\$209.00	\$215.00	\$221.00
Cremation Companion Liner	\$252.00	\$260.00	\$268.00	\$276.00
Externally Supplied Casket Liner/ vault handling fee	\$192.00	\$198.00	\$204.00	\$210.00
Externally Supplied Cremation Liner/ vault handling fee	\$115.00	\$118.00	\$122.00	\$126.00

A-3(c)

Mausoleum/Columbaria Fees		Rates Effective Jan 1 st - Dec 31 st			
		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	\$12,732.00	\$13,114.00	\$13,507.00	\$13,912.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,910.00	\$1,967.00	\$2,026.00	\$2,087.00
	Non-Resident	\$15,278.00	\$15,736.00	\$16,208.00	\$16,694.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$2,292.00	\$2,361.00	\$2,432.00	\$2,505.00
Level D	Resident	\$16,715.00	\$17,216.00	\$17,732.00	\$18,264.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$2,507.00	\$2,582.00	\$2,659.00	\$2,739.00
	Non-Resident	\$19,556.00	\$20,143.00	\$20,747.00	\$21,369.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$2,933.00	\$3,021.00	\$3,112.00	\$3,205.00
Level C	Resident	\$21,899.00	\$22,556.00	\$23,233.00	\$23,930.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,286.00	\$3,385.00	\$3,487.00	\$3,592.00
	Non-Resident	\$26,277.00	\$27,065.00	\$27,877.00	\$28,713.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,941.00	\$4,059.00	\$4,181.00	\$4,306.00
Level B	Resident	\$22,749.00	\$23,431.00	\$24,134.00	\$24,858.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$3,413.00	\$3,515.00	\$3,620.00	\$3,729.00
	Non-Resident	\$27,297.00	\$28,116.00	\$28,959.00	\$29,828.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$4,094.00	\$4,217.00	\$4,344.00	\$4,474.00
	Resident	\$20,371.00	\$20,982.00	\$21,611.00	\$22,259.00

Level A	<i>Includes Perpetual Care Fund Contribution</i>	\$3,055.00	\$3,147.00	\$3,241.00	\$3,338.00
	Non-Resident	\$24,445.00	\$25,178.00	\$25,933.00	\$26,711.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$27,138.00	\$27,952.00	\$28,791.00	\$29,655.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$4,075.00	\$4,197.00	\$4,323.00	\$4,453.00
	Non-Resident	\$32,594.00	\$33,572.00	\$34,579.00	\$35,616.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$4,888.00	\$5,035.00	\$5,186.00	\$5,342.00
Level D	Resident	\$38,706.00	\$39,867.00	\$41,063.00	\$42,295.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$5,805.00	\$5,979.00	\$6,158.00	\$6,343.00
	Non-Resident	\$46,446.00	\$47,839.00	\$49,274.00	\$50,752.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$6,967.00	\$7,176.00	\$7,391.00	\$7,613.00
Level C	Resident	\$45,835.00	\$47,210.00	\$48,626.00	\$50,085.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$6,875.00	\$7,081.00	\$7,293.00	\$7,512.00
	Non-Resident	\$55,002.00	\$56,652.00	\$58,352.00	\$60,103.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$8,250.00	\$8,498.00	\$8,753.00	\$9,016.00
Level B	Resident	\$49,231.00	\$50,708.00	\$52,229.00	\$53,796.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$7,385.00	\$7,607.00	\$7,835.00	\$8,070.00
	Non-Resident	\$59,077.00	\$60,849.00	\$62,674.00	\$64,554.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$8,861.00	\$9,127.00	\$9,401.00	\$9,683.00
	Resident	\$47,531.00	\$48,957.00	\$50,426.00	\$51,939.00

Level A	<i>Includes Perpetual Care Fund Contribution</i>	\$7,131.00	\$7,345.00	\$7,565.00	\$7,792.00
	Non-Resident	\$57,038.00	\$58,749.00	\$60,511.00	\$62,326.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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		\$1,697.00	\$1,748.00	\$1,800.00	\$1,854.00
Companion Front Crypts Bronze Light / Vase Unit, Surname, 2 Given Names Birth & Death dates included		\$3,056.00	\$3,148.00	\$3,242.00	\$3,339.00
Crypt Bronze Religious Plaque for Memorial		\$376.00	\$387.00	\$399.00	\$411.00
Crypt Lettering over the 4-line limit		\$246.00	\$253.00	\$261.00	\$269.00
Mausoleum Services					
Entombment Fees - Per Casket		\$1,156.00	\$1,191.00	\$1,227.00	\$1,264.00
Placement of Floral Arrangements on Crypts		\$40.00	\$41.00	\$42.00	\$43.00
Crypt Photo Ceramic (8 cm x 10 cm) with frame		\$404.00	\$416.00	\$428.00	\$441.00

A-3(d)

Mausoleum/Columbaria Fees		Rates Effective Jan 1 st - Dec 31 st			
		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	\$1,527.00	\$1,573.00	\$1,620.00	\$1,669.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$228.00	\$235.00	\$242.00	\$249.00
	Non-Resident	\$1,833.00	\$1,888.00	\$1,945.00	\$2,003.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$275.00	\$283.00	\$291.00	\$300.00
Marble Niches - 0.30m W, 0.30m H 0.30m D Type A Level 9	Resident	\$1,697.00	\$1,748.00	\$1,800.00	\$1,854.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$254.00	\$262.00	\$270.00	\$278.00
	Non-Resident	\$2,037.00	\$2,098.00	\$2,161.00	\$2,226.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$305.00	\$314.00	\$323.00	\$333.00
Marble Niches - 0.30m W, 0.30m H 0.30m D Type A Level 8	Resident	\$1,867.00	\$1,923.00	\$1,981.00	\$2,040.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$280.00	\$288.00	\$297.00	\$306.00
	Non-Resident	\$2,241.00	\$2,308.00	\$2,377.00	\$2,448.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$2,037.00	\$2,098.00	\$2,161.00	\$2,226.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$305.00	\$314.00	\$323.00	\$333.00
	Non-Resident	\$2,444.00	\$2,517.00	\$2,593.00	\$2,671.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$367.00	\$378.00	\$389.00	\$401.00
Corner Marble Niches - 0.30m W, 0.30m H	Resident	\$2,206.00	\$2,272.00	\$2,340.00	\$2,410.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$331.00	\$341.00	\$351.00	\$362.00
	Non-Resident	\$2,650.00	\$2,730.00	\$2,812.00	\$2,896.00

0.30m D Type D Level 9	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$2,376.00	\$2,447.00	\$2,520.00	\$2,596.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$357.00	\$368.00	\$379.00	\$390.00
	Non-Resident	\$2,853.00	\$2,939.00	\$3,027.00	\$3,118.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$2,037.00	\$2,098.00	\$2,161.00	\$2,226.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$305.00	\$314.00	\$323.00	\$333.00
	Non-Resident	\$2,444.00	\$2,517.00	\$2,593.00	\$2,671.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$367.00	\$378.00	\$389.00	\$401.00
Glass Niches - 0.28m W, 0.28m H 0.30m D Type C Level 9	Resident	\$2,334.00	\$2,404.00	\$2,476.00	\$2,550.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$350.00	\$361.00	\$372.00	\$383.00
	Non-Resident	\$2,800.00	\$2,884.00	\$2,971.00	\$3,060.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$420.00	\$433.00	\$446.00	\$459.00
Glass Niches - 0.28m W, 0.28m H 0.30m D Type C Level 8	Resident	\$2,630.00	\$2,709.00	\$2,790.00	\$2,874.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$396.00	\$408.00	\$420.00	\$433.00
	Non-Resident	\$3,157.00	\$3,252.00	\$3,350.00	\$3,451.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$474.00	\$488.00	\$503.00	\$518.00
	Resident	\$2,800.00	\$2,884.00	\$2,971.00	\$3,060.00

Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 7	<i>Includes Perpetual Care Fund Contribution</i>	\$420.00	\$433.00	\$446.00	\$459.00
	Non-Resident	\$3,361.00	\$3,462.00	\$3,566.00	\$3,673.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 6	Resident	\$3,056.00	\$3,148.00	\$3,242.00	\$3,339.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$458.00	\$472.00	\$486.00	\$501.00
	Non-Resident	\$3,667.00	\$3,777.00	\$3,890.00	\$4,007.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$551.00	\$568.00	\$585.00	\$603.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 5	Resident	\$3,311.00	\$3,410.00	\$3,512.00	\$3,617.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$496.00	\$511.00	\$526.00	\$542.00
	Non-Resident	\$3,973.00	\$4,092.00	\$4,215.00	\$4,341.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$595.00	\$613.00	\$631.00	\$650.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 2	Resident	\$3,311.00	\$3,410.00	\$3,512.00	\$3,617.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$496.00	\$511.00	\$526.00	\$542.00
	Non-Resident	\$3,973.00	\$4,092.00	\$4,215.00	\$4,341.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$595.00	\$613.00	\$631.00	\$650.00
Glass Niches - 0.30m W, 0.30m H 0.30m D Type A Level 1	Resident	\$3,142.00	\$3,236.00	\$3,333.00	\$3,433.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$472.00	\$486.00	\$501.00	\$516.00
	Non-Resident	\$3,769.00	\$3,882.00	\$3,998.00	\$4,118.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$565.00	\$582.00	\$599.00	\$617.00
	Resident	\$3,566.00	\$3,673.00	\$3,783.00	\$3,896.00

Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 7	<i>Includes Perpetual Care Fund Contribution</i>	\$535.00	\$551.00	\$568.00	\$585.00
	Non-Resident	\$4,277.00	\$4,405.00	\$4,537.00	\$4,673.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 6	<i>Includes Perpetual Care Fund Contribution</i>	\$642.00	\$661.00	\$681.00	\$701.00
	Resident	\$3,820.00	\$3,935.00	\$4,053.00	\$4,175.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 5	<i>Includes Perpetual Care Fund Contribution</i>	\$573.00	\$590.00	\$608.00	\$626.00
	Non-Resident	\$4,585.00	\$4,723.00	\$4,865.00	\$5,011.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 5	<i>Includes Perpetual Care Fund Contribution</i>	\$687.00	\$708.00	\$729.00	\$751.00
	Resident	\$4,074.00	\$4,196.00	\$4,322.00	\$4,452.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 2	<i>Includes Perpetual Care Fund Contribution</i>	\$611.00	\$629.00	\$648.00	\$667.00
	Non-Resident	\$4,888.00	\$5,035.00	\$5,186.00	\$5,342.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 2	<i>Includes Perpetual Care Fund Contribution</i>	\$734.00	\$756.00	\$779.00	\$802.00
	Resident	\$4,074.00	\$4,196.00	\$4,322.00	\$4,452.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 1	<i>Includes Perpetual Care Fund Contribution</i>	\$573.00	\$590.00	\$608.00	\$626.00
	Non-Resident	\$4,585.00	\$4,723.00	\$4,865.00	\$5,011.00
Corner Glass - 0.30m W, 0.30m H 0.30m D Type B Level 1	<i>Includes Perpetual Care Fund Contribution</i>	\$687.00	\$708.00	\$729.00	\$751.00
	Resident	\$4,753.00	\$4,896.00	\$5,043.00	\$5,194.00

Glass Niches - 0.30m W, 0.36m H 0.30m D Type G Level 4	<i>Includes Perpetual Care Fund Contribution</i>	\$713.00	\$734.00	\$756.00	\$779.00
	Non-Resident	\$5,704.00	\$5,875.00	\$6,051.00	\$6,233.00
Glass Niches - 0.30m W, 0.36m H 0.30m D Type G Level 3	<i>Includes Perpetual Care Fund Contribution</i>	\$855.00	\$881.00	\$907.00	\$934.00
	Resident	\$4,753.00	\$4,896.00	\$5,043.00	\$5,194.00
Corner Glass - 0.30m W, 0.36m H 0.30m D Type I Level 4	<i>Includes Perpetual Care Fund Contribution</i>	\$713.00	\$734.00	\$756.00	\$779.00
	Non-Resident	\$5,704.00	\$5,875.00	\$6,051.00	\$6,233.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$855.00	\$881.00	\$907.00	\$934.00
	Resident	\$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 3	<i>Includes Perpetual Care Fund Contribution</i>	\$815.00	\$839.00	\$864.00	\$890.00
	Non-Resident	\$6,519.00	\$6,715.00	\$6,916.00	\$7,123.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$979.00	\$1,008.00	\$1,038.00	\$1,069.00
	Resident	\$5,434.00	\$5,597.00	\$5,765.00	\$5,938.00
Glass Niches - 0.41m W, 0.30m H 0.30m D Type D Level 7	<i>Includes Perpetual Care Fund Contribution</i>	\$915.00	\$942.00	\$970.00	\$999.00
	Non-Resident	\$6,404.00	\$6,596.00	\$6,794.00	\$6,998.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$960.00	\$989.00	\$1,019.00	\$1,050.00
	Resident	\$6,098.00	\$6,281.00	\$6,469.00	\$6,663.00

Glass Niches - 0.41m W, 0.30m H 0.30m D Type D Level 6	Resident	\$5,858.00	\$6,034.00	\$6,215.00	\$6,401.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$879.00	\$905.00	\$932.00	\$960.00
	Non-Resident	\$7,028.00	\$7,239.00	\$7,456.00	\$7,680.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$5,858.00	\$6,034.00	\$6,215.00	\$6,401.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$879.00	\$905.00	\$932.00	\$960.00
	Non-Resident	\$7,028.00	\$7,239.00	\$7,456.00	\$7,680.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$5,602.00	\$5,770.00	\$5,943.00	\$6,121.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$840.00	\$865.00	\$891.00	\$918.00
	Non-Resident	\$6,723.00	\$6,925.00	\$7,133.00	\$7,347.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$5,941.00	\$6,119.00	\$6,303.00	\$6,492.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$891.00	\$918.00	\$946.00	\$974.00
	Non-Resident	\$7,131.00	\$7,345.00	\$7,565.00	\$7,792.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$6,195.00	\$6,381.00	\$6,572.00	\$6,769.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$930.00	\$958.00	\$987.00	\$1,017.00
	Non-Resident	\$7,435.00	\$7,658.00	\$7,888.00	\$8,125.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$6,450.00	\$6,644.00	\$6,843.00	\$7,048.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$968.00	\$997.00	\$1,027.00	\$1,058.00
	Non-Resident	\$7,739.00	\$7,971.00	\$8,210.00	\$8,456.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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 2	Resident	\$6,450.00	\$6,644.00	\$6,843.00	\$7,048.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$968.00	\$997.00	\$1,027.00	\$1,058.00
	Non-Resident	\$7,739.00	\$7,971.00	\$8,210.00	\$8,456.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$6,195.00	\$6,381.00	\$6,572.00	\$6,769.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$930.00	\$958.00	\$987.00	\$1,017.00
	Non-Resident	\$7,435.00	\$7,658.00	\$7,888.00	\$8,125.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$7,640.00	\$7,869.00	\$8,105.00	\$8,348.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,145.00	\$1,179.00	\$1,214.00	\$1,250.00
	Non-Resident	\$9,167.00	\$9,442.00	\$9,725.00	\$10,017.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,376.00	\$1,417.00	\$1,460.00	\$1,504.00
Glass Niches - 0.46m W, 0.36m H 0.30m D Type J Level 3	Resident	\$7,640.00	\$7,869.00	\$8,105.00	\$8,348.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,145.00	\$1,179.00	\$1,214.00	\$1,250.00
	Non-Resident	\$9,167.00	\$9,442.00	\$9,725.00	\$10,017.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,376.00	\$1,417.00	\$1,460.00	\$1,504.00

Glass Niches - 0.61m W, 0.36m H 0.30m D Type H Level 5	Resident	\$8,148.00	\$8,392.00	\$8,644.00	\$8,903.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,224.00	\$1,261.00	\$1,299.00	\$1,338.00
	Non-Resident	\$9,781.00	\$10,074.00	\$10,376.00	\$10,687.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$9,677.00	\$9,967.00	\$10,266.00	\$10,574.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,452.00	\$1,496.00	\$1,541.00	\$1,587.00
	Non-Resident	\$11,610.00	\$11,958.00	\$12,317.00	\$12,687.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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	\$9,677.00	\$9,967.00	\$10,266.00	\$10,574.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$1,452.00	\$1,496.00	\$1,541.00	\$1,587.00
	Non-Resident	\$11,610.00	\$11,958.00	\$12,317.00	\$12,687.00
	<i>Includes Perpetual Care Fund Contribution</i>	\$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 1st - Dec 31st			
	2024	2025	2026	2027
Niche Interment for Cremation	\$228.00	\$235.00	\$242.00	\$249.00
Opening of Glass Niche for decoration	\$83.00	\$85.00	\$88.00	\$91.00
Niche Photo Ceramic (6 cm x 8 cm) with frame	\$340.00	\$350.00	\$361.00	\$372.00
Marble Front Niche Letters (each)	\$7.00	\$7.00	\$7.00	\$7.00

A-3(f)

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

A-3(g)

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

Appendix “D” to Bylaw No. 9420, 2023

“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
*Site area will only be charged once where an OCP and Zoning Bylaw Amendment is submitted concurrently.	
Section 219 Covenant	
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	2024	2025	2026	2027
	\$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		
Application review and processing	2024	2025	2026	2027
	\$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)	2024	2025	2026	2027
	\$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	2024	2025	2026	2027
	\$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	2024	2025	2026	2027
	\$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	2024	2025	2026	
	\$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	2024	2025	2026	2027
	\$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)			\$200.00	
Re-inspection fee beyond 1 st inspection for release of security			\$100.00	
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.				
Application fees are not refundable except for notification costs, which will be returned to the Applicant or Owner if notification does not occur.				
² Pre-Application and Development Information Meeting costs are to be paid prior to meeting occurring.				

Appendix “E” to Bylaw No. 9420, 2023

“A – 6”

DEVELOPMENT SERVICES

Fees and Charges for Garbage Collection

EFFECTIVE: January 1, 2024

A-6(a)

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

*A-6(b)***1. BILLING PROCEDURES**

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.

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.

Payments shall be applied firstly against charges in arrears and thereafter against the current charges.

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.

Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.

2. PENALTY ON LATE PAYMENTS

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.

Appendix “F” to Bylaw No. 9420, 2023

“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 1st - Dec 31st			
		2024 Total Fee	2025 Total Fee	2026 Total Fee	2027 Total Fee
	400mm Diameter Culvert	\$2,726.00	\$2,863.00	\$3,006.00	\$3,156.00
	500mm Diameter Culvert	\$3,020.00	\$3,171.00	\$3,329.00	\$3,496.00
	Additional length of culvert per meter cost				
	400mm Diameter Culvert	\$107.00	\$112.00	\$118.00	\$124.00
	500mm Diameter Culvert	\$144.00	\$151.00	\$158.00	\$166.00
	B	Extensions to Existing Culverts			
4.0 m Extension					
400mm Diameter Culvert		\$1,695.00	\$1,780.00	\$1,869.00	\$1,963.00
500mm Diameter Culvert		\$1,842.00	\$1,934.00	\$2,031.00	\$2,132.00
2.0 m Extension					
400mm Diameter Culvert		\$1,481.00	\$1,555.00	\$1,633.00	\$1,715.00
500mm Diameter Culvert		\$1,555.00	\$1,632.00	\$1,714.00	\$1,800.00
Additional Granular Material - Supply and Delivery per load (6.0 cubic meters)					
	\$430.00	\$452.00	\$474.00	\$498.00	

C	Erect Concrete Curb and Gutter	
	1) Curb Drop Installation	\$500.00 per linear meter
	2) Concrete Sidewalk Installation	\$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 m ²)
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.

Appendix “G” to Bylaw No. 9420, 2023

“A – 9”

DEVELOPMENT SERVICES

Fees and Charges for Sanitary Sewer

EFFECTIVE: January 1, 2024

A-9(a)

<p>1. CONNECTION FEES</p> <p>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).</p>																																							
<p>1.1</p> <table border="1"> <thead> <tr> <th>Connection Size</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> </tr> </thead> <tbody> <tr> <td>100mm (4inch)</td> <td>\$6,300.00</td> <td>\$6,615.00</td> <td>\$6,945.00</td> <td>\$7,292.00</td> </tr> </tbody> </table> <p>* 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.</p>					Connection Size	2024	2025	2026	2027	100mm (4inch)	\$6,300.00	\$6,615.00	\$6,945.00	\$7,292.00																									
Connection Size	2024	2025	2026	2027																																			
100mm (4inch)	\$6,300.00	\$6,615.00	\$6,945.00	\$7,292.00																																			
<p>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:</p> <table border="1"> <tbody> <tr> <td>1.2.1</td> <td>Curb and gutter repair – each curb</td> <td colspan="3">\$1,500.00</td> </tr> <tr> <td>1.2.2</td> <td>Pavement repair or pipe pushing</td> <td colspan="3"></td> </tr> <tr> <td></td> <td>-8m wide road</td> <td colspan="3">\$5,000.00</td> </tr> <tr> <td></td> <td>-10m wide road</td> <td colspan="3">\$5,500.00</td> </tr> <tr> <td>1.2.3</td> <td>Concrete sidewalk repair – each sidewalk</td> <td colspan="3">\$2,000.00</td> </tr> <tr> <td>1.2.4</td> <td>Asphalt sidewalk repair – each sidewalk</td> <td colspan="3">\$1,000.00</td> </tr> <tr> <td>1.2.5</td> <td>Boulevard repair-each side</td> <td colspan="3">\$600.00</td> </tr> </tbody> </table>					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		
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			
	2024	2025	2026	2027
One or Two Family Residential Dwelling				
Each Dwelling Unit	\$49.00	\$52.00	\$55.00	\$58.00
Churches	\$56.00	\$59.00	\$63.00	\$67.00
Laundromats and Laundries, per washing machine	\$81.00	\$86.00	\$91.00	\$96.00
Motels, per unit	\$30.00	\$32.00	\$34.00	\$36.00
Multiple Family Dwelling and/or Strata, per dwelling unit	\$38.00	\$40.00	\$42.00	\$45.00
Schools, per classroom	\$48.00	\$51.00	\$54.00	\$57.00
Trailer and/or Mobile Home Parks, per licensed trailer or mobile home space	\$38.00	\$40.00	\$42.00	\$45.00
First 100 m ² of floor space or part thereof	\$49.00	\$52.00	\$55.00	\$58.00
Each additional 100 m ² or part thereof	\$18.00	\$19.00	\$20.00	\$21.00
Metered User Rate (per Imperial Gallon) (90% of Water Rate)	\$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.				
<ul style="list-style-type: none"> • 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							
	2024	2025	2026	2027				
4" (102mm)	\$83.00	\$88.00	\$93.00	\$99.00				
6" (152mm)	\$232.00	\$246.00	\$261.00	\$277.00				
8" (203mm) AND LARGER	\$497.00	\$527.00	\$559.00	\$593.00				
3. <u>EXTRA TREATMENT CHARGES</u>								
3.1 Pursuant to Section 16.5 of “City of Prince George Sanitary Sewer Use Bylaw No. 9055, 2019”, extra treatment charges shall be as follows:								
<ul style="list-style-type: none"> • 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. <u>EMERGENCY CALL OUT</u>								
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">During regular working hours</td> <td>\$100.00 per hour</td> </tr> <tr> <td>After Hours</td> <td>\$120.00 per hour – minimum 2 hour charge</td> </tr> </table>					During regular working hours	\$100.00 per hour	After Hours	\$120.00 per hour – minimum 2 hour charge
During regular working hours	\$100.00 per hour							
After Hours	\$120.00 per hour – minimum 2 hour charge							
5. <u>WASTE DISCHARGE PERMIT ADMINISTRATION FEE</u>								
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. <u>WASTE DISCHARGE PERMITS ISSUED FOR PERIODS OF LESS THAN 365 DAYS</u>		
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. <u>BILLING PROCEDURES</u>		
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				
Charge per cubic meter	Rates Effective Jan. 1st – Dec. 31st				
	2023	2024	2025	2026	2027
	\$22.50	\$22.50	\$33.75	\$33.75	\$35.75
8.1.3 Unauthorized or contaminated discharge (not meeting Bylaw)	\$5,000.00 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.					

Appendix “H” to Bylaw No. 9420, 2023

“A -11”

DEVELOPMENT SERVICES

Fees and Charges for Signage

EFFECTIVE: January 1, 2024

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.

Appendix “I” to Bylaw No. 9420, 2023

“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 1 st to September 15 th . shall be as follows: (for up to a maximum of two (2) connections)				
1.1				
Connection Size	2024	2025	2026	2027
100mm (4 inch)	\$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				\$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.	<u>OFF-SEASON CONSTRUCTION, NON-SEASON CONSTRUCTION, AND DEEP CONNECTION</u>
3.1	All applications for service connections that apply between September 16 th to October 31 st 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 1 st to February 28 th 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.

Appendix “J” to Bylaw No. 9420, 2023

“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	2024	2025	2026	2027
		\$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			
		2024	2025	2026	2027
	Fee, per sign	\$446.00	\$469.00	\$493.00	\$518.00
6.	Development Cost Charges				
	In accordance with the Development Cost Charge Bylaw.				

Appendix “K” to Bylaw No. 9420, 2023

“A -15”

TREE PROTECTION

EFFECTIVE: January 1, 2024

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

Appendix “L” to Bylaw No. 9420, 2023

“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 1 st to September 15 th shall be as follows: (for up to a maximum of two (2) connections)					
1.1	Connection Size	2024	2025	2026	2027
	Less than 25mm (1 inch)	\$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				
	- 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.	<u>INSTALLATION</u>
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.	<u>OFF-SEASON CONSTRUCTION, NON-SEASON CONSTRUCTION, AND DEEP CONNECTION</u>
3.1	All applicants for service connections that apply between September 16 th to October 31 st 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 1 st to February 28 th 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 1st - Dec 31st			
		2024	2025	2026	2027
1.1.1	One or Two Family Residential Dwelling				
	Each Dwelling Unit	\$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	\$58.00	\$62.00	\$66.00	\$71.00
	Laundromats and Laundries, per washing machine	\$80.00	\$86.00	\$92.00	\$98.00
	Motels, per unit	\$32.00	\$34.00	\$36.00	\$39.00
	Multiple Family Dwelling, per dwelling unit	\$37.00	\$40.00	\$43.00	\$46.00
	Schools, per classroom	\$48.00	\$51.00	\$55.00	\$59.00
	Trailer and/or Mobile Home Parks, per licensed trailer or mobile home space	\$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	\$49.00	\$52.00	\$56.00	\$60.00
	Each additional 100 m ² or part thereof	\$17.00	\$18.00	\$19.00	\$20.00
1.1.4	Strata Title Unit				
	Each Dwelling Unit	\$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 1st - Dec 31st			
		2024	2025	2026	2027
	Meter Size				
	Up to 3/4" (19mm)	\$65.00	\$70.00	\$75.00	\$80.00
	1" (25mm)	\$134.00	\$143.00	\$153.00	\$164.00
	1.5" (38mm)	\$401.00	\$429.00	\$459.00	\$491.00
	2" (51mm)	\$870.00	\$931.00	\$996.00	\$1,066.00
	3" (76mm)	\$2,482.00	\$2,656.00	\$2,842.00	\$3,041.00
	4" (102mm)	\$5,379.00	\$5,756.00	\$6,159.00	\$6,590.00
	6" (152mm)	\$15,360.00	\$16,435.00	\$17,585.00	\$18,816.00
	8" (203mm) AND LARGER	\$32,875.00	\$35,176.00	\$37,638.00	\$40,273.00
1.2.2	Combined Fire and Domestic Meters				
	4" (102mm)	\$5,379.00	\$5,756.00	\$6,159.00	\$6,590.00
	6" (152mm)	\$15,360.00	\$16,435.00	\$17,585.00	\$18,816.00
	8" (203mm) AND LARGER	\$32,875.00	\$35,176.00	\$37,638.00	\$40,273.00
1.2.3	Consumption Charge (per Imperial Gallon)	\$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	2024	2025	2026	2027
	20mm (¾in.)	Displacement Meter	\$777.00	\$831.00	\$889.00	\$951.00
		Meter Body Only	\$509.00	\$544.00	\$582.00	\$622.00
	25mm (1.0in.)	Displacement Meter	\$917.00	\$981.00	\$1,049.00	\$1,122.00
		Meter Body Only	\$605.00	\$647.00	\$692.00	\$740.00
	40mm (1.5in.)	Displacement Meter	\$1,376.00	\$1,472.00	\$1,575.00	\$1,685.00
		Meter Body Only	\$1,019.00	\$1,090.00	\$1,166.00	\$1,247.00

50mm (2.0in.)	Compound Meter	\$4,154.00	\$4,444.00	\$4,755.00	\$5,087.00
	Meter Body Only	\$3,211.00	\$3,435.00	\$3,675.00	\$3,932.00
75mm (3.0in.)	Compound Meter	\$5,479.00	\$5,862.00	\$6,272.00	\$6,711.00
	Meter Body Only	\$5,225.00	\$5,590.00	\$5,982.00	\$6,400.00
100mm (4.0in.)	Compound Meter	\$78,37.00	\$8,385.00	\$8,972.00	\$9,600.00
	Meter Body Only	\$73,91.00	\$7,908.00	\$8,461.00	\$9,053.00
150mm (6.0in.)	Compound Meter	\$13,432.00	\$14,372.00	\$15,378.00	\$16,454.00
	Meter Body Only	\$12,667.00	\$13,553.00	\$14,502.00	\$15,517.00
200mm (8.0in.)	Compound Meter	\$30,075.00	\$32,180.00	\$34,432.00	\$36,842.00
	Meter Body Only	\$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	\$751.00	\$804.00	\$860.00	\$920.00
50mm – 200mm (¾ in. – 2.0in. E-coder R900I2- 8.0in.)	Compound Remote – Replace Register Only	\$1,401.00	\$1,499.00	\$1,604.00	\$1,716.00

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>	

Appendix "M" to Bylaw No. 9420, 2023

"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			
	2024 Total Fee	2025 Total Fee	2026 Total Fee	2027 Total Fee
Tandem Truck Load	\$23.00	\$24.00	\$25.00	\$26.00
End Dump Load	\$46.00	\$48.00	\$50.00	\$52.00
Truck/Pup Load	\$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 1 st - Dec 31 st			
	2024	2025	2026	2027
Standard Recreation Rate - Ice Rental	\$375.00	\$386.00	\$398.00	\$410.00
Adult Discount Recreation Ice (Prime)	\$235.00	\$242.00	\$249.00	\$256.00
Adult Discount Recreation Ice (Non- prime)	\$188.00	\$194.00	\$200.00	\$206.00
Youth Discount Recreation Ice (Prime)	\$126.00	\$130.00	\$134.00	\$138.00
Youth Discount Recreation Ice (Non- prime)	\$102.00	\$105.00	\$108.00	\$111.00
Standard Recreation Rate - Dry Floor	\$209.00	\$215.00	\$221.00	\$228.00
Adult Discount Recreation - Dry Floor	\$105.00	\$108.00	\$111.00	\$114.00
Youth Discount Recreation - Dry Floor	\$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			
	2024	2025	2026	2027
Standard	\$375.00	\$386.00	\$398.00	\$418.00
Adult Discount Recreation Ice	\$235.00	\$242.00	\$249.00	\$256.00
Youth Discount Recreation Ice	\$176.00	\$181.00	\$186.00	\$192.00
Standard - Dry Floor	\$209.00	\$215.00	\$222.00	\$228.00
Adult Discount Recreation Ice - Dry Floor	\$105.00	\$108.00	\$111.00	\$114.00
Youth Discount Recreation Ice - Dry Floor	\$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			
	2024	2025	2026	2027
Standard Rate	\$4,429.00	\$4,562.00	\$4,699.00	\$4,840.00
Discount Rate	\$3,528.00	\$3,634.00	\$3,743.00	\$3,855.00

Kin 1, 2, 3, Kopar Memorial Arena Elksentre: Recreation Events - Secure Dates/Exclusive Daily Rates	Rates Effective Jan 1 st - Dec 31 st			
	2024	2025	2026	2027
Standard Rate	\$2,215.00	\$2,281.00	\$2,350.00	\$2,468.00
Discount Rate	\$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			
		2024	2025	2026	2027
Canfor Room - Ice Level 420 sq. ft.	Standard Daily Rate	\$87.00	\$90.00	\$93.00	\$96.00
	Discount Daily Rate	\$71.00	\$73.00	\$75.00	\$77.00
	Discount Evening Rate	\$45.00	\$46.00	\$47.00	\$48.00

B-2(f)

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

B-2(g)

Exhibition Park Parking Lot Rates		Rates Effective Jan 1 st - Dec 31 st			
		2024	2025	2026	2027
Midways, Festivals and Concerts - per day		\$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)	\$11.00	\$11.00	\$12.00	\$12.00
	Discount Hourly (min 4 hours)	\$6.00	\$6.00	\$7.00	\$7.00
	Standard Daily	\$54.00	\$56.00	\$57.00	\$59.00
	Discount Daily	\$28.00	\$29.00	\$30.00	\$31.00
Outer Paved Parking Lot – per section	Standard Hourly (min 4 hours)	\$21.00	\$22.00	\$22.00	\$23.00
	Discount Hourly (min 4 hours)	\$11.00	\$11.00	\$12.00	\$12.00
	Standard Daily	\$108.00	\$111.00	\$115.00	\$118.00
	Discount Daily	\$56.00	\$58.00	\$59.00	\$61.00
Outer Gravel Lot	Standard Hourly (min 4 hours)	\$21.00	\$22.00	\$22.00	\$23.00
	Discount Hourly (min 4 hours)	\$11.00	\$11.00	\$12.00	\$12.00
	Standard Daily	\$108.00	\$111.00	\$115.00	\$118.00
	Discount Daily	\$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 1st - Dec 31st			
	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*

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
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

Appendix “O” to Bylaw No. 9420, 2023

“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			
		2024	2025	2026	2027
Event Rates					
Auditorium 1	Standard	\$1,645.00	\$1,694.00	\$1,745.00	\$1,797.00
	Discount	\$1,316.00	\$1,355.00	\$1,396.00	\$1,438.00
	Catered - Standard	\$905.00	\$932.00	\$960.00	\$989.00
	Catered - Discount	\$724.00	\$745.00	\$768.00	\$791.00
Auditorium 1 & 2	Standard	\$3,289.00	\$3,387.00	\$3,489.00	\$3,594.00
	Discount	\$2,631.00	\$2,710.00	\$2,791.00	\$2,875.00
	Catered - Standard	\$1,809.00	\$1,863.00	\$1,919.00	\$1,977.00
	Catered - Discount	\$1,447.00	\$1,490.00	\$1,535.00	\$1,581.00
Auditorium 1, 2 & 3	Standard	\$4,935.00	\$5,083.00	\$5,235.00	\$5,392.00
	Discount	\$3,948.00	\$4,066.00	\$4,188.00	\$4,314.00
	Catered - Standard	\$2,714.00	\$2,796.00	\$2,879.00	\$2,966.00
	Catered - Discount	\$2,171.00	\$2,236.00	\$2,304.00	\$2,373.00
Lower Pre-Function	Standard	\$824.00	\$849.00	\$874.00	\$900.00
	Discount	\$659.00	\$679.00	\$699.00	\$720.00
	Catered - Standard	\$453.00	\$467.00	\$481.00	\$495.00
	Catered - Discount	\$363.00	\$373.00	\$385.00	\$396.00

Lower Pre-Function 1&2	Standard	\$1,645.00	\$1,694.00	\$1,745.00	\$1,797.00
	Discount	\$1,316.00	\$1,355.00	\$1,396.00	\$1,438.00
	Catered - Standard	\$905.00	\$932.00	\$960.00	\$989.00
	Catered - Discount	\$724.00	\$745.00	\$768.00	\$791.00
Lower Pre-Function 1, 2 & 3	Standard	\$2,468.00	\$2,542.00	\$2,618.00	\$2,697.00
	Discount	\$1,974.00	\$2,034.00	\$2,095.00	\$2,157.00
	Catered - Standard	\$1,357.00	\$1,398.00	\$1,440.00	\$1,483.00
	Catered - Discount	\$1,086.00	\$1,118.00	\$1,152.00	\$1,187.00
Rotunda	Standard	\$158.00	\$162.00	\$167.00	\$172.00
	Discount	\$126.00	\$130.00	\$134.00	\$138.00
	Catered - Standard	\$87.00	\$89.00	\$92.00	\$95.00
	Catered - Discount	\$69.00	\$71.00	\$74.00	\$76.00
Day Rates: 7am - 5pm		2024	2025	2026	2027
Room 201 - 206 (each)	Standard	\$167.00	\$172.00	\$177.00	\$182.00
	Discount	\$133.00	\$137.00	\$142.00	\$146.00
	Catered - Standard	\$92.00	\$95.00	\$97.00	\$100.00
	Catered - Discount	\$73.00	\$76.00	\$78.00	\$80.00
Room 201 - 203 OR Room 204 - 206	Standard	\$480.00	\$494.00	\$509.00	\$524.00
	Discount	\$384.00	\$396.00	\$407.00	\$420.00
	Catered - Standard	\$264.00	\$272.00	\$280.00	\$288.00
	Catered - Discount	\$211.00	\$218.00	\$224.00	\$231.00
Room 207	Standard	\$239.00	\$246.00	\$254.00	\$261.00
	Discount	\$191.00	\$197.00	\$203.00	\$209.00
	Catered - Standard	\$131.00	\$135.00	\$139.00	\$144.00
	Catered - Discount	\$105.00	\$108.00	\$112.00	\$115.00
Room 208	Standard	\$398.00	\$410.00	\$422.00	\$434.00
	Discount	\$318.00	\$328.00	\$337.00	\$348.00
	Catered - Standard	\$219.00	\$225.00	\$232.00	\$239.00
	Catered - Discount	\$175.00	\$180.00	\$186.00	\$191.00
Upper	Standard	\$239.00	\$246.00	\$254.00	\$261.00

Pre-Function (201-203 / 204-206)	Discount	\$191.00	\$197.00	\$203.00	\$209.00
	Catered - Standard	\$131.00	\$135.00	\$139.00	\$144.00
	Catered - Discount	\$105.00	\$108.00	\$112.00	\$115.00
Upper Pre-Function (207/208)	Standard	\$199.00	\$205.00	\$211.00	\$217.00
	Discount	\$159.00	\$164.00	\$169.00	\$174.00
	Catered - Standard	\$109.00	\$113.00	\$116.00	\$119.00
	Catered - Discount	\$87.00	\$90.00	\$93.00	\$96.00
Upper Pre-Function (Entire)	Standard	\$678.00	\$698.00	\$719.00	\$741.00
	Discount	\$542.00	\$558.00	\$575.00	\$592.00
	Catered - Standard	\$373.00	\$384.00	\$395.00	\$407.00
	Catered - Discount	\$298.00	\$307.00	\$316.00	\$326.00
Evening Rates: 6pm-10pm		2024	2025	2026	2027
Room 201 - 206 (each)	Standard	\$100.00	\$103.00	\$106.00	\$109.00
	Discount	\$80.00	\$82.00	\$85.00	\$88.00
	Catered - Standard	\$55.00	\$57.00	\$58.00	\$60.00
	Catered - Discount	\$44.00	\$45.00	\$47.00	\$48.00
Room 201 - 203 OR Room 204 - 206	Standard	\$288.00	\$297.00	\$306.00	\$315.00
	Discount	\$230.00	\$237.00	\$244.00	\$252.00
	Catered - Standard	\$158.00	\$163.00	\$168.00	\$173.00
	Catered - Discount	\$127.00	\$131.00	\$134.00	\$138.00
Room 207	Standard	\$143.00	\$148.00	\$152.00	\$157.00
	Discount	\$115.00	\$118.00	\$122.00	\$125.00
	Catered - Standard	\$79.00	\$81.00	\$84.00	\$86.00
	Catered - Discount	\$63.00	\$65.00	\$67.00	\$69.00

Room 208	Standard	\$239.00	\$246.00	\$253.00	\$261.00
	Discount	\$191.00	\$197.00	\$202.00	\$209.00
	Catered - Standard	\$131.00	\$135.00	\$139.00	\$143.00
	Catered - Discount	\$105.00	\$108.00	\$111.00	\$115.00
Upper Pre-Function (201-203 / 204-206)	Standard	\$143.00	\$148.00	\$152.00	\$157.00
	Discount	\$115.00	\$118.00	\$122.00	\$125.00
	Catered - Standard	\$79.00	\$81.00	\$84.00	\$86.00
	Catered - Discount	\$63.00	\$65.00	\$67.00	\$69.00
Upper Pre-Function (207/208)	Standard	\$119.00	\$123.00	\$127.00	\$130.00
	Discount	\$95.00	\$98.00	\$101.00	\$104.00
	Catered - Standard	\$66.00	\$68.00	\$70.00	\$72.00
	Catered - Discount	\$52.00	\$54.00	\$56.00	\$57.00
Upper Pre-Function (Entire)	Standard	\$407.00	\$419.00	\$431.00	\$444.00
	Discount	\$325.00	\$335.00	\$345.00	\$355.00
	Catered - Standard	\$224.00	\$230.00	\$237.00	\$244.00
	Catered - Discount	\$179.00	\$184.00	\$190.00	\$196.00
24 Hour Rates:		2024	2025	2026	2027
Room 201 - 206 (each)	Standard	\$267.00	\$275.00	\$283.00	\$292.00
	Discount	\$214.00	\$220.00	\$227.00	\$233.00
	Catered - Standard	\$147.00	\$151.00	\$156.00	\$160.00
	Catered - Discount	\$117.00	\$121.00	\$125.00	\$128.00
Room 201 - 203 OR Room 204 - 206	Standard	\$768.00	\$791.00	\$815.00	\$839.00
	Discount	\$614.00	\$633.00	\$652.00	\$671.00
	Catered - Standard	\$422.00	\$435.00	\$448.00	\$462.00
	Catered - Discount	\$338.00	\$348.00	\$358.00	\$369.00

Room 207	Standard	\$382.00	\$394.00	\$406.00	\$418.00
	Discount	\$306.00	\$315.00	\$324.00	\$334.00
	Catered - Standard	\$210.00	\$217.00	\$223.00	\$230.00
	Catered - Discount	\$168.00	\$173.00	\$178.00	\$184.00
Room 208	Standard	\$636.00	\$655.00	\$675.00	\$695.00
	Discount	\$509.00	\$524.00	\$540.00	\$556.00
	Catered - Standard	\$350.00	\$360.00	\$371.00	\$382.00
	Catered - Discount	\$280.00	\$288.00	\$297.00	\$306.00
Upper Pre-Function (201-203 / 204-206)	Standard	\$382.00	\$394.00	\$406.00	\$418.00
	Discount	\$306.00	\$315.00	\$324.00	\$334.00
	Catered - Standard	\$210.00	\$217.00	\$223.00	\$230.00
	Catered - Discount	\$168.00	\$173.00	\$178.00	\$184.00
Upper Pre-Function (207/208)	Standard	\$318.00	\$328.00	\$337.00	\$348.00
	Discount	\$254.00	\$262.00	\$270.00	\$278.00
	Catered - Standard	\$175.00	\$180.00	\$186.00	\$191.00
	Catered - Discount	\$140.00	\$144.00	\$148.00	\$153.00
Upper Pre-Function (Entire)	Standard	\$1,084.00	\$1,117.00	\$1,150.00	\$1,185.00
	Discount	\$868.00	\$894.00	\$920.00	\$948.00
	Catered - Standard	\$596.00	\$614.00	\$633.00	\$652.00
	Catered - Discount	\$477.00	\$491.00	\$506.00	\$521.00

B-3(b)

Canada Games Plaza*		Rates Effective Jan 1 st - Dec 31 st			
		2024	2025	2026	2027
Event Rates					
1/2-day rate (up to 5 hours)	Standard	\$133.00	\$137.00	\$141.00	\$145.00
	Discount	\$106.00	\$109.00	\$113.00	\$116.00
	Catered - Standard	\$73.00	\$75.00	\$78.00	\$80.00
	Catered - Discount	\$58.00	\$60.00	\$62.00	\$64.00
24 Hour Rate	Standard	\$211.00	\$217.00	\$224.00	\$231.00
	Discount	\$169.00	\$174.00	\$179.00	\$185.00
	Catered - Standard	\$116.00	\$120.00	\$123.00	\$127.00
	Catered - Discount	\$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			
		2024	2025	2026	2027
Auditorium 1, 2 OR 3 (per hour)	Standard	\$103.00	\$106.00	\$109.00	\$113.00
	Discount Adult	\$49.00	\$51.00	\$52.00	\$54.00
	Discount Youth	\$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		2024	2025	2026	2027
Auditorium 1, 2 OR 3 (per hour)	Standard	\$122.00	\$125.00	\$129.00	\$133.00
	Discount Adult	\$97.00	\$100.00	\$103.00	\$106.00
	Discount Youth	\$64.00	\$66.00	\$68.00	\$70.00
Auditorium 1, 2 AND 3 (per hour)	Standard	\$368.00	\$379.00	\$390.00	\$402.00
	Discount Adult	\$294.00	\$303.00	\$312.00	\$321.00
	Discount Youth	\$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			
	2024	2025	2026	2027
Flipchart with Paper and Pen (per day)	\$34.00	\$35.00	\$36.00	\$37.00
Extra Paper	\$13.00	\$14.00	\$14.00	\$15.00
Portable White Board and Pen/Brush*	\$28.00	\$29.00	\$30.00	\$30.00
Portable Projection Screen (per day)	\$32.00	\$33.00	\$34.00	\$35.00
12' x 12' Front Projection Screen (per day)	\$172.00	\$177.00	\$182.00	\$188.00
9' x 12' Rear Projection Screen (per day)	\$172.00	\$177.00	\$182.00	\$188.00
Projection Screen Dress Kit (per day)	\$118.00	\$122.00	\$126.00	\$129.00
Wired Microphone (per day)	\$42.00	\$43.00	\$45.00	\$46.00
Laser Pointer (per day)	\$39.00	\$40.00	\$42.00	\$43.00
Electric Screen (per day)	\$172.00	\$177.00	\$182.00	\$188.00
Easel* (per day)	\$17.00	\$18.00	\$18.00	\$19.00
Podium* (per day)	\$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			
	2024	2025	2026	2027
Table Skirt* (per skirt)	\$25.00	\$25.00	\$26.00	\$27.00
8' Table* (per table)	\$28.00	\$29.00	\$30.00	\$30.00
8' Skirted Table* (per table)	\$42.00	\$43.00	\$45.00	\$46.00
16" & 24" high staging units (4'x8' panels)* (per unit)	\$15.00	\$15.00	\$16.00	\$16.00
48" high staging units (4'x8' panel)* (per unit)	\$42.00	\$43.00	\$45.00	\$46.00
Sofa (per day)	\$33.00	\$34.00	\$35.00	\$36.00
Coffee Table (per day)	\$33.00	\$34.00	\$35.00	\$36.00
Banner Hanging* (per banner)	\$32.00	\$33.00	\$34.00	\$35.00
Bleacher setup/takedown* (additional labour costs will apply)	\$252.00	\$260.00	\$268.00	\$276.00
Pipe and Wall drape (100' x 12' Charcoal Grey) (per day)	\$337.00	\$347.00	\$357.00	\$368.00
Coat Check Setup (coat racks, hangers, skirted table)	\$70.00	\$72.00	\$74.00	\$77.00
Scissor Lift - Half day (up to 4 hours)	\$139.00	\$143.00	\$148.00	\$152.00
Scissor Lift - Full day (more than 4 hours)	\$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" has been deleted in its entirety per Amendment Bylaw No. 9420, 2023.

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 tradeshows 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.

Appendix "P" to Bylaw No. 9420, 2023

"B -4"

CIVIC FACILITIES & 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			
	2024	2025	2026	2027
Adult	\$7.85	\$8.01	\$8.17	\$8.33
Senior	\$6.12	\$6.24	\$6.37	\$6.49
Youth/Student	\$6.12	\$6.24	\$6.37	\$6.49
Child	\$4.18	\$4.27	\$4.35	\$4.44
Family 1 st Adult	\$6.12	\$6.24	\$6.37	\$6.49
Family Additional	\$4.18	\$4.27	\$4.35	\$4.44
Advance 10 Visit Admissions (tax not included)				
Adult	\$67.32	\$68.67	\$70.04	\$71.44
Senior	\$49.98	\$50.98	\$52.00	\$53.04
Youth/Student	\$49.98	\$50.98	\$52.00	\$53.04
Child	\$35.70	\$36.41	\$37.14	\$37.88
One Month Pass (tax not included)				
Adult	\$79.56	\$81.15	\$82.77	\$84.43
Senior	\$63.24	\$64.50	\$65.79	\$67.11
Youth/Student	\$63.24	\$64.50	\$65.79	\$67.11
Child	\$42.84	\$43.70	\$44.57	\$45.46
Family 1 st Adult	\$63.24	\$64.50	\$65.79	\$67.11
Family Additional	\$42.84	\$43.70	\$44.57	\$45.46
Three Month Pass (tax not included)				
Adult	\$206.04	\$210.16	\$214.36	\$218.65
Senior	\$155.04	\$158.14	\$161.30	\$164.53
Youth/Student	\$155.04	\$158.14	\$161.30	\$164.53
Child	\$111.18	\$113.40	\$115.67	\$117.98
Family 1 st Adult	\$155.04	\$158.14	\$161.30	\$164.53
Family Additional	\$111.18	\$113.14	\$115.67	\$117.98
Six Month Pass (tax not included)				
Adult	\$386.58	\$394.31	\$402.20	\$410.24
Senior	\$293.76	\$299.64	\$305.63	\$311.74
Youth/Student	\$293.76	\$299.64	\$305.63	\$311.74
Child	\$209.10	\$213.28	\$217.55	\$221.90
Family 1 st Adult	\$293.76	\$299.64	\$305.63	\$311.74
Family Additional	\$209.10	\$213.28	\$217.55	\$221.90

Twelve Month Pass (tax not included)				
Adult	\$725.22	\$739.72	\$754.52	\$769.61
Senior	\$551.82	\$562.86	\$574.11	\$585.59
Youth/Student	\$551.82	\$562.86	\$574.11	\$585.59
Child	\$392.70	\$400.55	\$408.57	\$416.74
Family 1 st Adult	\$551.82	\$562.86	\$574.11	\$585.59
Family Additional	\$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			
		2024	2025	2026	2027
1 x 25 Metre Lane	Standard	\$22.03	\$22.47	\$22.92	\$23.38
	Discount Adult	\$13.57	\$13.84	\$14.11	\$14.40
	Discount Youth	\$9.69	\$9.88	\$10.08	\$10.28
Main or Leisure Pool (Aquatic Centre)	Standard	\$358.02	\$365.18	\$372.48	\$379.93
	Discount Adult	\$219.30	\$223.69	\$228.16	\$232.72
	Discount Youth	\$153.00	\$156.06	\$159.18	\$162.36
Dive Tank (Aquatic Centre)	Standard	\$106.08	\$108.20	\$110.37	\$112.57
	Discount Adult	\$64.26	\$65.55	\$66.86	\$68.19
	Discount Youth	\$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	\$66.10	\$67.42	\$68.77	\$70.14
	Discount Adult	\$40.80	\$41.62	\$42.45	\$43.30
	Discount Youth	\$30.60	\$31.21	\$31.84	\$32.47
Main & Teach Pool (Canfor Leisure Pool)	Standard	\$220.32	\$224.73	\$229.22	\$233.81
	Discount Adult	\$135.66	\$138.37	\$141.14	\$143.96
	Discount Youth	\$96.90	\$98.84	\$100.81	\$102.83
Leisure Pool (Canfor Leisure Pool)	Standard	\$220.32	\$224.73	\$229.22	\$233.81
	Discount Adult	\$135.66	\$138.37	\$141.14	\$143.96
	Discount Youth	\$96.90	\$98.84	\$100.81	\$102.83

B-4(d)

Room Bookings (tax not included)		Rates effective January 1 - December 31			
		2024	2025	2026	2027
Multipurpose Room (Aquatic)	Hourly	\$17.34	\$17.69	\$18.04	\$18.40
	Daily	\$70.38	\$71.79	\$73.22	\$74.69
	Evening	\$34.68	\$35.37	\$36.08	\$36.80
Multipurpose Room (Canfor Leisure Pool)	Hourly - Room 1 or 2	\$34.68	\$35.37	\$36.08	\$36.80
	Hourly - Room 1 & 2	\$69.36	\$70.75	\$72.16	\$73.61
	Evening - Room 1 or 2	\$69.36	\$70.75	\$72.16	\$73.61
	Evening - Room 1 & 2	\$138.72	\$141.49	\$144.32	\$147.21
	Daily - Room 1 or 2	\$139.74	\$142.53	\$145.39	\$148.29
	Daily - Room 1 & 2	\$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			
	2024	2025	2026	2027
<i>Monday – Friday:</i> 12:00pm-1:00pm & 2:00pm-3:00pm	\$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
<i>Swimming Lessons:</i> Customers registered in lessons (caregiver included) may swim before or after lessons	\$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			
	2024	2025	2026	2027
Preschool (30 min)	\$7.96	\$8.12	\$8.28	\$8.44
Tot Parent Participation (30 min)	\$7.65	\$7.80	\$7.96	\$8.12
Youth (30 min)	\$7.65	\$7.80	\$7.96	\$8.12
Youth (45 min)	\$8.98	\$9.16	\$9.43	\$9.62
Adult/Youth (60 min)	\$11.53	\$11.76	\$11.99	\$12.23
Private (30 min)	\$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.			
Leadership (30 min)	\$5.80	\$5.88	\$6.00	\$6.12
School District #57 (30 min)	\$7.40	\$7.55	\$7.71	\$7.87
Notes:				
<ul style="list-style-type: none"> • 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			
	2024	2025	2026	2027
Birthday Party – Includes ½ hour games for up to 10 children and room rental	\$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.
- 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 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.					

Appendix “Q” to Bylaw No. 9420, 2023

“B -5”

CIVIC FACILITIES & EVENTS

Fees and Charges for the Pine Valley Golf Centre

EFFECTIVE: January 1, 2024

B-5(a)

Pine Valley Golf Course Rates (rates do not include all applicable taxes)	Rates Effective Jan 1st - Dec 31st			
	2024	2025	2026	2027
Adult - 18 holes	\$35.24	\$37.14	\$38.10	\$39.05
Adult - 9 holes	\$23.81	\$24.76	\$25.71	\$26.67
Senior - 18 holes	\$28.57	\$30.48	\$31.43	\$32.38
Senior - 9 holes	\$19.05	\$20.00	\$20.95	\$21.90
Junior - 18 holes	\$20.95	\$21.90	\$22.86	\$23.81
Junior - 9 holes	\$14.29	\$15.24	\$15.24	\$15.24
Twilight - 18 holes	\$31.43	\$33.33	\$34.29	\$35.24
Senior - 18 holes Restricted*	\$22.86	\$23.81	\$24.76	\$25.71
Unrestricted 10 pack 18-hole Adult	\$317.14	\$334.29	\$342.86	\$351.43
Unrestricted 10 pack 18-hole Senior	\$257.14	\$274.29	\$282.86	\$291.43
Unrestricted 10 pack 18-hole Junior	\$188.57	\$197.14	\$205.71	\$214.29
Unrestricted 20 pack 18-hole Adult	\$599.05	\$631.43	\$647.62	\$663.81
Unrestricted 20 pack 18-hole Senior	\$485.71	\$518.10	\$534.29	\$550.48
Restricted 10 pack 18-hole Senior*	\$205.71	\$214.29	\$222.86	\$231.43
Restricted 20 pack 18-hole Senior*	\$388.57	\$404.76	\$420.95	\$437.14
Restricted 40 pack 18-hole Senior*	\$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

Appendix “R” to Bylaw No. 9420, 2023

“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 1st - Dec 31st			
		2024	2025	2026	2027
Hourly	Commercial	\$62.00	\$64.00	\$66.00	\$68.00
	Discount Youth & Adult	\$31.00	\$32.00	\$33.00	\$34.00
Half Day	Commercial	\$200.00	\$206.00	\$212.00	\$218.00
	Discount Youth & Adult	\$102.00	\$105.00	\$108.00	\$111.00
Daily	Commercial	\$333.00	\$343.00	\$353.00	\$364.00
	Discount Youth & Adult	\$167.00	\$173.00	\$177.00	\$183.00
Picnic Table (per table per day including delivery and pickup)	Commercial	\$35.00	\$36.00	\$37.00	\$38.00
	Discount Youth & Adult	\$16.50	\$17.00	\$17.50	\$18.00
Masich Place Stadium & PGSS Sport Fields Complex Rentals		Rates Effective Jan 1st - Dec 31st			
		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	\$191.00	\$196.00	\$202.00	\$208.00
	Discount Youth	\$58.00	\$60.00	\$61.00	\$63.00
	Discount Adult	\$112.00	\$116.00	\$119.00	\$123.00
Daily	Commercial	\$1,126.00	\$1,160.00	\$1,195.00	\$1,230.00
	Discount Youth	\$282.00	\$291.00	\$300.00	\$308.00
	Discount Adult	\$563.00	\$579.00	\$597.00	\$615.00
Synthetic Turf Infield Rental (includes change rooms)					
Hourly	Commercial	\$112.00	\$116.00	\$120.00	\$123.00
	Discount Youth	\$34.00	\$35.00	\$36.00	\$37.00
	Discount Adult	\$68.00	\$70.00	\$72.00	\$74.00
Track, Throws & Jump Area Rental (includes PGSS Field 3 and change rooms)					
Hourly	Commercial	\$78.00	\$81.00	\$83.00	\$86.00
	Discount Youth	\$24.00	\$24.50	\$25.00	\$26.00
	Discount Adult	\$44.00	\$46.00	\$47.00	\$48.00
		Rates Effective Jan 1st - Dec 31st			

City Sports Field & Hard Surface Court Rentals		2024	2025	2026	2027
Hourly	Commercial	\$37.00	\$38.00	\$39.00	\$40.00
	Community Association	No Charge			
	Discount Youth	\$2.50	\$2.50	\$3.00	\$3.00
	Discount Adult	\$31.00	\$32.00	\$33.00	\$34.00
Daily	Commercial	\$185.00	\$191.00	\$197.00	\$203.00
	Community Association	No Charge			
	Discount Youth	\$ 27.00	\$28.00	\$29.00	\$30.00
	Discount Adult	\$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			
		2024	2025	2026	2027
Elementary Schools (per hour)					
Gym	Commercial	\$ 96.00	\$ 99.00	\$102.00	\$105.00
	Community Association	No Charge			
	Discount Youth	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$46.00	\$48.00	\$49.00	\$51.00
Meeting Space	Commercial	\$33.00	\$ 34.00	\$35.00	\$36.00
	Community Association	No Charge			
	Discount Youth	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$17.50	\$18.00	\$18.50	\$19.00
Secondary Schools (per hour)					
Main Gym	Commercial	\$103.00	\$106.00	\$109.00	\$113.00
	Community Association	No Charge			
	Discount Youth	\$11.00	\$12.00	\$12.00	\$12.00
	Discount Adult	\$49.00	\$50.00	\$52.00	\$54.00
Small Gym	Commercial	\$50.00	\$52.00	\$54.00	\$55.00
	Community Association	No Charge			
	Discount Youth	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$29.00	\$30.00	\$31.00	\$32.00
Meeting Space	Commercial	\$38.00	\$39.00	\$40.00	\$42.00
	Community Association	No Charge			
	Discount Youth	\$6.00	\$6.00	\$6.00	\$6.25
	Discount Adult	\$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			
		2024	2025	2026	2027
Hourly	Commercial	\$37.00	\$38.00	\$39.00	\$41.00
	Community Association	No Charge			
	Discount Youth	\$2.50	\$ 3.00	\$3.00	\$3.50
	Discount Adult	\$20.00	\$21.00	\$ 21.00	\$ 22.00
Daily	Commercial	\$185.00	\$191.00	\$197.00	\$203.00
	Community Association	No Charge			
	Discount Youth	\$26.00	\$27.00	\$ 27.50	\$28.00
	Discount Adult	\$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 1st - Dec 31st			
		2024	2025	2026	2027
Field Lights (hourly)		\$26.00	\$27.00	\$27.00	\$28.00
Camping – per unit rate (daily)		\$26.00	\$27.00	\$27.00	\$28.00
Concession or Change Rooms (per set of 2 change rooms)	Hourly	\$ 7.00	\$7.00	\$7.50	\$8.00
	Daily	\$44.00	\$46.00	\$47.00	\$48.00
Mobile Vendor Space - approved park locations only (daily)		\$44.00	\$46.00	\$47.00	\$48.00
Key/FOB Deposit (per key/FOB) (hourly)		\$ 16.50	\$17.00	\$17.50	\$18.00
Mr. P.G. Flag - set up and take down rate per flag (Two Week)		\$225.00	\$231.00	\$238.00	\$245.00

Appendix “S” to Bylaw No. 9420, 2023

“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			
		2024	2025	2026	2027
Standard Rate is defined as all bookings including conferences, conventions, and tradeshow					
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	\$676.00	\$696.00	\$717.00	\$739.00
	Discount	\$552.00	\$569.00	\$586.00	\$604.00
Non-Ticketed Events	Standard	\$676.00	\$696.00	\$717.00	\$739.00
	Discount	\$439.00	\$452.00	\$466.00	\$480.00
Additional Performance Fee (each performance):					
Ticketed Events	Standard	\$246.00	\$253.00	\$261.00	\$269.00
	Discount	\$185.00	\$191.00	\$197.00	\$203.00
Non-Ticketed Events	Standard	\$246.00	\$253.00	\$261.00	\$269.00
	Discount	\$153.00	\$158.00	\$163.00	\$168.00
Rehearsal Fees:					
All Events	Standard	\$308.00	\$317.00	\$327.00	\$337.00
	Discount	\$246.00	\$253.00	\$261.00	\$269.00
Dark Days:					
All Events	Standard	\$153.00	\$158.00	\$163.00	\$168.00
	Discount	\$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.**

Appendix "T" to Bylaw No. 9420, 2023

"C - 2"

PUBLIC SAFETY & 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	\$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			
		2024	2025	2026	2027
Lots/Parkades					
2nd Avenue Parkade		\$81.00	\$83.00	\$85.00	\$88.00
5th Avenue Parkade	Under Cover	\$114.00	\$117.00	\$121.00	\$125.00
	Roof Top	\$79.00	\$81.00	\$83.00	\$85.00
Plaza Parkade	Under Cover with plug	\$89.00	\$92.00	\$95.00	\$98.00
	Roof Top with plug	\$62.00	\$64.00	\$66.00	\$68.00
Westel Parkade		\$116.00	\$119.00	\$123.00	\$127.00
Westel Lot		\$79.00	\$81.00	\$83.00	\$85.00
Royal Lot		\$114.00	\$117.00	\$121.00	\$125.00
Columbus Lot		\$71.00	\$73.00	\$75.00	\$77.00
Earl Brown Lot		\$114.00	\$117.00	\$121.00	\$125.00
George Street Parkade - market value stalls		\$116.00	\$119.00	\$123.00	\$127.00

Hourly, Daily & Overnight Parking Rate Fee:	Rates Effective Jan 1 st - Dec 31 st	
	2024 and 2025	2026 and 2027
Lots/Parkades		
PLAZA PARKADE	\$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; \$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/e ach
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)		

C-2(d)

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.

Appendix “U” to Bylaw No. 9420, 2023

“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 (c) for as-built drawings, bylaws, council reports and agenda packages, committee agenda packages and technical reports, and subsection (g) for historical property records and building plans)		
	(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 (c) for as-built drawings, bylaws, council reports and agenda packages, committee agenda packages and technical reports, and subsection (g) for historical property records and building plans)		
	(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)	

	<u>DESCRIPTION</u>	<u>FEE</u> (All fees + GST unless otherwise indicated)	
	(iv) Copy of photographs – colour, or black and white	actual cost of reproduction	
(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 plus \$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 plus \$0.45 per page (8.5x11, 8.5x14) \$0.70 per page (11x17), shipping & GST extra	

	<u>DESCRIPTION</u>	<u>FEE</u> (All fees + GST unless otherwise indicated)
	(xi) Environmental record search/summary	\$200.00 per parcel
(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)

	<u>DESCRIPTION</u>	<u>FEE</u> (All fees + GST unless otherwise indicated)
	(v) Building plans – offsite storage - paper copies to be scanned (sent electronically)	\$53.00 for first 10 pages, \$10.00 per additional page
(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
<u>MUNICIPAL DIGITAL MAPPING PRODUCTS</u>		
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.		

Appendix "V" to Bylaw No. 9420, 2023

"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