

# STAFF REPORT TO COUNCIL

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**DATE:** May 15, 2024

**TO:** MAYOR AND COUNCIL

**NAME AND TITLE:** Andy Beesley, Director, Civic Facilities and Events  
Blake McIntosh, Director, Civic Operations

**SUBJECT:** Proposed Amendments to Fees and Charges Bylaw No. 7557, 2004

**ATTACHMENT(S):** None

**RECOMMENDATION(S):**

That Council GIVES FIRST THREE READINGS to “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004, Amendment Bylaw No. 9472, 2024.”

**PURPOSE:**

The purpose of this report is provided to Council to seek approval to amend the Comprehensive Fees and Charges Bylaw No. 7557,2004.

**FINANCIAL CONSIDERATIONS:**

Schedule B-2(m) – Prince George CN Centre Suite Fees and Schedule

CN Centre Suites fees are currently below market value and are being requested to be updated with a 7% increase. The table below outlines the current charge for CN Centre Suites and the requested update. An increase of 3% per year to the Base License Fee for 2026 and 2027 would be maintained as in the current Fees and Charges Bylaw.

Suite Number	Base License Fee	Maintenance Fee	Total Current Fees	Total Proposed Fees
#1a	City Managed Suite (see exceptions “Rentals” below)	N/A	N/A	N/A
#1a Rentals	Suite may be rented on as “as per event or game” basis as a fee applicable to the event or game	N/A	N/A	N/A
#1	As per CN Rail Naming Rights Agreement	N/A	N/A	N/A

<b>#2</b>	\$13,876.56	\$500	\$14,376.56 plus 16 Cougars Seasons tickets	\$15,347.92 plus 16 Cougars Seasons tickets
<b>#3</b>	Cougars' suite at no cost as per Cougars/City Contract	N/A	N/A	N/A
<b>#4</b>	\$14,915.63	\$500	\$15,415.63 plus 11 Cougars Seasons tickets	\$16,459.72 plus 11 Cougars Seasons tickets
<b>#5</b>	\$14,978.91	\$500	\$15,478.91 plus 11 Cougars Seasons tickets	\$16,527.43 plus 11 Cougars Seasons tickets
<b>#6</b>	\$16,177.22	\$500	\$16,677.22 plus 16 Cougars Seasons tickets	\$17,809.63 plus 16 Cougars Seasons tickets
<b>#7</b>	\$14,978.91	\$500	\$15,478.91 plus 11 Cougars Seasons tickets	\$16,527.43 plus 11 Cougars Seasons tickets
<b>#8</b>	\$13,344.85	\$500	\$13,844.85 plus 11 Cougars Seasons tickets	\$14,778.99 plus 11 Cougars Seasons tickets
<b>#9</b>	\$13,344.85	\$500	\$13,844.85 plus 11 Cougars Seasons tickets	\$14,778.99 plus 11 Cougars Seasons tickets
<b>#10</b>	\$12,854.63	\$500	\$13,354.63 plus 17 Cougars Seasons tickets	\$14,254.45 plus 17 Cougars Seasons tickets
<b>#11</b>	\$13,325.91	\$500	\$13,825.91 plus 20 Cougars Seasons tickets	\$14,758.72 plus 20 Cougars Seasons tickets
<b>#12</b>	\$11,710.79	\$500	\$12,210.79 plus 11 Cougars Seasons tickets	\$13,030.55 plus 11 Cougars Seasons tickets

#14	\$13,045.26	\$500	\$13,545.29 plus 19 Cougars Seasons tickets	\$14,458.43 plus 19 Cougars Seasons tickets
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Schedule A-3 – Cemetery Fees

Fees related to Grave Cover Foundation Construction are required to be updated. The current fee reflected in the latest version of the Fees and Charges Bylaw was calculated based on a previous 4 year term rather than the 2020-2023 term. The table below outlines the current charge for Grave Cover Foundation Construction and the required update within the row labelled “**Updated Cost Corrections.**”

Grave Covers		2024	2025	2026	2027
Grave Cover Foundation Construction		\$1,435.00	\$1,478.00	\$1,522.00	\$1,568.00
<b>Updated Cost Corrections</b>		<b>\$1,568.00</b>	<b>\$1,615.00</b>	<b>\$1,663.00</b>	<b>\$1,713.00</b>
Grave Cover Installation (each time)	Total Fee	<b>\$404.00</b>	<b>\$416.00</b>	<b>\$428.00</b>	<b>\$441.00</b>
	<i>Includes Perpetual Care Fund Contribution</i>	\$10.00	\$10.00	\$10.00	\$10.00

**STRATEGIC PRIORITIES:**

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

**SUMMARY AND CONCLUSION:**

Administration is asking Council to approve the amendment to the Fees and Charges Bylaw.

**RESPECTFULLY SUBMITTED:**

Andy Beesley, Director, Civic Facilities and Events, and Blake McIntosh, Director, Civic Operations

PREPARED BY: Debbie Heywood, Manager, Event Services

**APPROVED:**

Walter Babicz, City Manager

Meeting Date: 2024/05/27