



## USER FEES AND CHARGES BYLAW

**4029-2007**

**THIS DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY** and is a consolidation of "District of Mission User Fees and Charges Bylaw 4029-2007" with the following amending bylaws:

Amending Bylaw	Date Adopted	Section Amended
5002-2008-4030(1)	December 17, 2008	Schedule 1 (A), (B), (F), (G)
5070-2009	December 14, 2009	Schedule 1 (replacement)
5110-2009-4029(1)	January 18, 2010	Schedule 1 (H)(9)
5188-2010	December 20, 2010	Schedule 1 (B)(6)
5235-2011-4029(2)	September 6, 2011	Schedule 1 (C)(4)
5257-2011	December 12, 2011	Schedule 1 (replacement)
5302-2012-4029(3)	August 7, 2012	Schedule 2 (new)
5318-2012	November 5, 2012	Schedules 1 and 2
5397-2013-4029(4)	December 16, 2013	Schedule 1 (G)
5401-2013-4029(5)	December 16, 2013	Schedule 1 (E) Schedule 3
5403-2013-4029(6)	January 6, 2014	Schedule 1 (A.8.a)
5416-2014-4029(7)	March 3, 2014	Schedule 2 (replacement)
5451-2014-4029(8)	August 18, 2014	Schedule 2
5483-2015-4029(10)	February 16, 2015	Schedule 2 (replacement)
5487-2015-4029(11)	March 16, 2015	Schedule 1
5531-2015 (a general fees and charges amending bylaw)	December 7, 2015	Schedules 1 and 2
5552-2016-4029(12)	March 7, 2016	Schedule 2
5553-2016-4029(13)	March 7, 2016	Schedule 2
5599-2016 (a general fees and charges amending bylaw)	December 19, 2016	Schedules 1 and 2
5683-2017(a general fees and charges amending bylaw)	December 20, 2017	Schedules 1 and 2
5800-2018 (a general fees and charges amending bylaw)	December 17, 2018	Schedules 1 and 2
5889-2019	December 16, 2019	Schedule 1 (replacement)
5880-2019	December 16, 2019	Schedule 1, Section 9 (b)(ii)
5865-2019-4029(14)	December 16, 2019	Schedule 1 (B), (H)
5939-2020-4029(15)	April 20, 2020	Schedule 1 (D)

<b>Amending Bylaw</b>	<b>Date Adopted</b>	<b>Section Amended</b>
5957-2020	September 8, 2020	Schedule 3, map
5988-2020 (a general fees and charges amending bylaw)	December 7, 2020	Schedule 1 (replacement)
6019-2021-4029(16)	March 1, 2021	Schedule 2 (addition of Clarke Theatre)
6022-2021-4029(17)	March 1, 2021	Schedule 1 (addition of G.3(d))
6038-2021-4029(18)	May 17, 2021	Schedule 2 (addition of Boswyk Centre)
6039-2021-4029(19)	May 17, 2021	Schedule 1 (addition of Section I)
6070-2021 (a general fees and charges amending bylaw)	December 20, 2021	Schedules 1 & 2 (replacement)
6157-2022 (a general fees and charges amending bylaw)	December 19, 2022	Schedules 1 & 2 (replacement)
6146-2022	January 9, 2023	Schedule 1, Section 9(b)(ii)
6236-2023 (a general fees and charges amending bylaw)	December 18, 2023	Schedules 1 & 2
6270-2024-4029(20)	February 20, 2024	Schedules 1 & 2
6315-2024	December 16, 2024	Schedules 1 & 2

Individual copies of any of the above bylaws are available from the Corporate Administration Department of the City of Mission. For legal purposes, copies of the original bylaws should be obtained.

**DISTRICT OF MISSION  
BYLAW NO. 4029-2007**

A bylaw respecting user fees and charges  
within the District of Mission

WHEREAS pursuant to the provisions of the *Community Charter*, the Council for the District of Mission may, by bylaw, establish a fee payable in respect of: all or part of a service of the municipality; the use of municipal property; or the exercise of authority to regulate, prohibit or impose requirements;

NOW THEREFORE the Council for the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This bylaw may be known and cited for all purposes as "District of Mission User Fees and Charges Bylaw No. 4029-2007".
2. This bylaw hereby imposes fees and charges for the provision of services and information as specified in Schedule 1 attached to and forming part of this bylaw.
3. Schedule 2 of District of Mission User Fees and Charges Amending Bylaw No. 3954-2006 is hereby repealed.
4. This bylaw shall be effective the 1st day of January, 2008.

READ A FIRST TIME this 13<sup>th</sup> day of December, 2007

READ A SECOND TIME this 13<sup>th</sup> day of December, 2007

READ A THIRD TIME this 13<sup>th</sup> day of December, 2007

ADOPTED this 17<sup>th</sup> day of December, 2007

(original signed by T. Gidda)  
TERRY GIDDA, ACTING MAYOR

(original signed by K. Ridley)  
KELLY RIDLEY, DEPUTY DIRECTOR  
OF CORPORATE ADMINISTRATION

## SCHEDULE 1

	Description of Existing Fee/Charge	Applicable Taxes to be Added	Effective January 1, 2025	Policy Reference
<b>A</b>	<b>CORPORATE SERVICES</b>			
<b>1</b>	<b>Documentation Research Fees</b>			
<b>1(a)</b>	Provide historical information (per hour)	GST	\$0.00	
<b>1(b)</b>	Request for Wage Loss or Earnings Information Provide documentation to requests for wage loss or earnings information initiated by or on behalf of any past or present employee of the City, with the exception of requests from the following: - WorkSafeBC - Revenue Canada/Canada Pension Plan / Service Canada – EI - City Contracted Employee Benefit Plan Carrier - Municipal Superannuation (Pension) Plan - Employment Verification Confirmations		\$77.00 for the first hour and then \$11.55 for each 15 minutes thereafter	
<b>2</b>	<b>Mailings</b>			
<b>2(a)</b>	Mail-out for Public Information Meeting (per envelope - for the number of addresses information)	GST	\$3.00	
<b>3</b>	<b>Maps - Hard copy (print)</b>			
<b>3(a)</b>	Street Maps	GST/PST	\$3.15	
<b>3(b)</b>	Full set of legal, address or assessment section maps (prepaid)	GST/PST	\$115.00	
<b>3(c)</b>	Zoning Map (each)	PST	\$7.50	LAN.41
<b>3(d)</b>	OCP Map (each)	GST/PST	\$7.50	LAN.41
<b>3(e)</b>	OCP Map (colour print) (each)	GST/PST	\$11.03	LAN.41
<b>3(f)</b>	OCP Maps (set of 12)	GST/PST	\$75.00	LAN.41
<b>3(g)</b>	Zoning Maps (set of 5)	PST	\$34.02	LAN.41
<b>3(h)</b>	Cedar Valley Comprehensive Development Plan (report & maps)	GST/PST	\$70.00	LAN.41
<b>3(i)</b>	Large Forestry Maps	GST/PST	\$15.58	
<b>4</b>	<b>Maps - Digital (electronic) copy</b>			
<b>4(a)</b>	Street Map	GST/PST	\$178.30	
<b>4(b)</b>	Cadastral Base Map (1/2 section)	GST/PST	\$23.80	
<b>4(c)</b>	Overlays (1/2 section) each			
<b>4(c)(i)</b>	- Legal Incl street names & plan #2	GST/PST	\$12.00	
<b>4(c)(ii)</b>	- Civic Addresses including street names	GST/PST	\$12.00	
<b>4(c)(iii)</b>	- Roll numbers including street names	GST/PST	\$12.00	
<b>4(c)(iv)</b>	- Topographical	GST/PST	\$12.00	
<b>4(c)(v)</b>	- Water System key plans	GST/PST	\$12.00	

Description of Existing Fee/Charge	Applicable Taxes to be Added	Effective January 1, 2025	Policy Reference
<b>4(c)(vi)</b> - Drainage/storm/sewer key plans	GST/PST	\$12.00	
<b>4(c)(vii)</b> - Sanitary key plans	GST/PST	\$12.00	
<b>4(c)(viii)</b> - Fibre Optic Cable key plans	GST/PST	\$12.00	
<b>4(d)</b> Cadastral Mosaic (entire City) incl legal descriptions, civic addresses, and roll number layers	GST/PST	\$2,285.00	
<b>4(e)</b> Water Overlays entire water service area - additional cost	GST/PST	\$1,371.00	
<b>4(f)</b> Sanitary Overlays entire sanitary service area - additional cost	GST/PST	\$572.00	
<b>4(g)</b> Storm Overlays entire City - additional cost	GST/PST	\$2,285.00	
<b>4(h)</b> Storm Overlays with topography entire City - additional cost	GST/PST	\$3,393.00	
<b>4(i)</b> OCP Maps - all including all cadastral base	GST/PST	\$2,262.00	
<b>4(j)</b> Zoning Maps A2, A3 (urban areas) each	PST	\$743.00	
<b>4(k)</b> Zoning Maps (outer areas-two maps) each map	PST	\$29.00	
<b>4(l)</b> OCP maps and Zoning maps - all including cadastral	GST/PST	\$2,856.00	
<b>4(m)</b> Gravel Pit Topographical Map - each	GST/PST	\$572.00	
<b>5 Microfiche</b>			
<b>5(a)</b> Microfiche research fee for property information (flat rate)	GST	\$20.80	
<b>5(b)</b> Per copy (8 1/2 x 11)	GST/PST	\$1.25	
<b>6 Photocopies or Computer Generated Copies</b>			
<b>6(a)</b> Property Owners - first five copies black & white	-	\$0.00	
<b>6(b)</b> Property Owners six copies & up (per black & white copy)	GST/PST	\$0.60	
<b>6(c)</b> Non-Residents or Businesses (per black & white copy)	GST/PST	\$0.60	
<b>6(d)</b> Property Owners, Non-Residents or Businesses (per colour copy)	GST/PST	\$1.30	
<b>7 Paper Prints</b>			
<b>7(a)</b> A1 or 24"x36" (single original)	GST/PST	\$6.50	
<b>7(b)</b> Oversize (single original)	GST/PST	\$6.50	
<b>8 Road Closure and Sale</b>			
<b>8(a)</b> The applicant agrees to pay a non-refundable deposit of 10% of the purchase price up to a maximum of \$2,050.		\$2,050.00	STR.34
<b>8(b)</b> The applicant agrees to pay an administration fee for the road closure and sale process.		\$1,025.00	STR.34

	<b>Description of Existing Fee/Charge</b>	<b>Applicable Taxes to be Added</b>	<b>Effective January 1, 2025</b>	<b>Policy Reference</b>
<b>8(c)</b>	The applicant agrees to pay all costs associated with advertising and to complete all legal documents and to register at the Land Title Office.		Time and Materials	STR.34
<b>9</b>	<b>City Insignia Items</b>			
<b>9(a)</b>	City Pins	GST	\$0.67	
<b>9(b)</b>	City Flags	GST/PST	\$251.90	
<b>10</b>	<b>Land Title Fees</b>			
	A processing fee shall apply to each (a); (bi); (c) & (d) (below) plus the LTO fee	GST	\$52.07	
<b>10(a)</b>	Company Searches	Exempt	LTO fee	
<b>10(b)(i)</b>	Title Search	Exempt	LTO fee	
<b>10(b)(ii)</b>	Title Search for development applications within the <i>MissionCity</i> Downtown Action Plan area (Schedule "3") prior to December 31, 2024.	-	\$0.00	
<b>10(c)</b>	First Restrictive Covenant / RoW / Easement	Exempt	LTO fee	
<b>10(d)</b>	Additional Restrictive Covenants / RoW / Easements	Exempt	LTO fee	
<b>B</b>	<b>DEVELOPMENT SERVICES</b>			
<b>1</b>	Secondary Suite Inspection fee	GST	\$0.00	LAN.38
<b>1(a)</b>	Secondary Suite Exemption Processing Fee		\$0.00	
<b>1(b)</b>	Secondary Suite Fee (charged annually)		\$60.00	
<b>2</b>	<b>Status Letters</b>			
<b>2(a)</b>	Commercial, Industrial or Multi-Family	Exempt	\$228.00	
<b>2(b)</b>	Other	Exempt	\$84.00	
<b>3</b>	<b>Business License Administration Fee</b> for changes to existing business license owner information, or changes to the business name or address.	-	\$29.00	
<b>4</b>	<b>Business License Inspection Fee</b> for when a Mission Resident business changes its location, an inspection fee plus the Administration Fee will be charged.	GST	\$82.00	
<b>5</b>	<b>Sign Permit</b> The applicant for a permit has paid to the City of Mission a fee per sign	Exempt	\$137.00	Sign Bylaw
<b>6</b>	Copy of Official Community Plan (OCP) Bylaw	GST/PST	\$107.00	LAN.41
<b>7</b>	Copy of Zoning Bylaw	PST	\$37.00	LAN.41
<b>8</b>	Community Heritage Register - Properties Protected by Heritage Designation	-	\$384.00	LAN.44
<b>9</b>	Wireless Telecommunication Towers pay a fee to the City - compensation for public notification costs	Exempt	\$738.00	LAN.46

	<b>Description of Existing Fee/Charge</b>	<b>Applicable Taxes to be Added</b>	<b>Effective January 1, 2025</b>	<b>Policy Reference</b>
10	Board of Variance Fee		\$554.00	
11	Vehicle Towing/Impound Admin Fee	Exempt	\$75.00	
12	Small Sign Impound Admin Fee	Exempt	\$55.00	
13	Large Sign Impound Admin Fee	Exempt	\$277.00	
14	Bicycles/Motor Assisted Cycle as defined in the Motor Vehicle Act {RSBC 1996} Chapter 318 Impound Admin Fee	Exempt	\$220.00	
15	Small Goods/Chattel Impound Admin Fee	Exempt	\$55.00	
16	Large Goods/Chattel Impound Admin Fee (fee + actual cost to remove)	Exempt	\$220.00	
<b>C</b>	<b>ENGINEERING / PUBLIC WORKS SERVICES</b>			
1	Administrative Fee on Changing an Existing Civic Address	GST	\$118.00	FEE.2
2	Banner Installation Fee	GST	\$329.00	
3(a)	Fire Hydrant Use (Customer Charges)	Exempt	\$120.00	FEE.11
3(b)	Fire Hydrant Water Usage Fee - Per Day	Exempt	\$50.00	
3(c)	Fire Hydrant Use Deposit (refundable)		\$500.00	
4	Fire Hydrant Flow Tests	Exempt	\$400.00	FEE.12
5	Private Fire Hydrant Maintenance - to service and maintain private hydrants	Exempt	\$211.00	
6	<b>Utilities Hydraulic Modeling</b> (Water, Sanitary, Drainage)			
6(a)	Water Modeling: Existing Pressure and Flow Results (per scenario)	GST	\$310.00	
6(b)	Water Modeling: Local area impact review, new/proposed pipe drafted in (per scenario)	GST	\$410.00	
6(c)	Water Modeling: Local area impact review, new/proposed pipe and demand drafted in (per scenario)	GST	\$670.00	
6(d)	Sanitary or Drainage Modeling: Existing sewer capacity and flow results (per scenario)	GST	\$310.00	
6(e)	Sanitary or Drainage Modeling: Local area impact review. New/proposed pipe drafted in. (per scenario)	GST	\$510.00	
6(f)	Sanitary or Drainage Modeling: Local area impact review. New/proposed pipe, load, detention, retention facilities drafted in (per scenario)	GST	\$970.00	
7	Water, Sewer and/or Drainage System Model for large / complex developments	GST	Time & Materials	
7(a)	Administrative Fee for Water, Sewer and/or Drainage System Model	GST	\$190.00	
8	Street Use Permit		\$215.00	
9	Extraordinary Traffic Permit		\$130.00	Traffic Regulation Bylaw
10	Signal Timing Sheet		\$365.00	

	<b>Description of Existing Fee/Charge</b>	<b>Applicable Taxes to be Added</b>	<b>Effective January 1, 2025</b>	<b>Policy Reference</b>
<b>11</b>	Private Firms Parking in the Public Works Yard (Monthly fee)	GST	\$120.00	
<b>12</b>	<b>Street Sweeping</b> At the time of a building permit, a street sweeping fee shall be charged	Exempt	\$125.00	
<b>13</b>	<b>City Owned Electric Vehicle Charging Stations</b>			Traffic Regulation Bylaw
	Per hour for the first two hours		\$1.00	
	Per hour thereafter (after two hours)		\$3.00	
<b>D</b>	<b>FINANCIAL SERVICES</b>			
<b>1</b>	Service fee for N.S.F. & Dishonoured cheques (per returned payment)	Exempt	\$35.00	FIN.2
<b>2</b>	Administration Fee for Processing of Refunds for Property Tax or Utility Overpayments (per property)		\$25.00	
<b>3</b>	Administration Fee for Processing a Transfer between Tax and/or Utility accounts		\$10.00	
<b>4</b>	Fee for Property Tax Listing for Mortgage Companies	Exempt	\$10.00	
<b>5</b>	Administration Fee for Processing of a Request for an Apportionment (per new lot)		\$25.00	
<b>5(a)</b>	Accounts Receivable Collections Fee		\$50.00	
<b>6</b>	<b>Tax Statement Fees</b> (Tax Certificates) For non-owners, "per property" basis.			
<b>6(a)</b>	Manual hard copy maximum two business day turnaround time	Exempt	Rates as per Land Title Office +\$20	
<b>6(b)</b>	Manual hard copy maximum two hour turnaround time	Exempt	Rates as per Land Title Office +\$50	
<b>6(c)</b>	Verbal confirmation of tax statement figures within two weeks of providing original figures	Exempt	\$0.00	
<b>6(d)</b>	Manual hard copy confirmation of tax statement figures after 2 weeks of providing original figures	Exempt	\$51.50	
<b>6(e)</b>	BC On-line service	Exempt	\$30.00	
<b>7</b>	Rate of interest charged on all overdue municipal fees that are set and invoiced pursuant to City bylaws		Current - 2% per month	FIN.2
<b>8</b>	Accounts Receivable Administration Fee - admin cost recovery charge on certain invoices		15%	FIN.2
<b>9</b>	On-line Payment Processing Fee		3% of payment amount	
<b>10</b>	Water Meter Loan Repayment Administration Fee (5 year term)		4% of loan value per annum	



	Description of Existing Fee/Charge	Applicable Taxes to be Added	Effective January 1, 2025	Policy Reference
<b>E</b>	<b>FORESTY SERVICES</b>			
<b>1</b>	<b>Minor Forest Products and Activity Permit</b>			
<b>1(a)</b>	Commercial Permit fee per month	GST	\$285.71	LIC.18
<b>1(b)</b>	Botanical Products per month	GST	\$142.86	LIC.18
<b>1(c)</b>	Personal Permit fee per week (any product)	GST	\$33.33	LIC.18
<b>2</b>	<b>Trees for Filming Purposes</b>			
<b>2(a)</b>	Conifers (Fir, Hemlock, Cedar-less than 10%) under 15 feet (4.5 meters) per regular pick-up truck load	GST	\$300.00	
<b>2(b)(i)</b>	Conifers- Under 15 feet - per tree	GST	\$61.90	
<b>2(c)</b>	Large conifers (all species) over 15 feet	GST	Price on request, depending on diameter, species, market value	
<b>2(d)</b>	Deciduous trees - any size – per regular pick-up truck load	GST	\$250.00	
<b>2 (e)</b>	Salvage material (various) ie: wood waste, shake and shingle, biofuels,		Price on request, depending on diameter, species, market value	
<b>3</b>	<b>Forestry Gate Keys</b>			
<b>3(a)</b>	Deposit required for each key issued. Lost keys will not be issued a refund of deposit.	-	\$60.00	PRO.26
<b>3(b)</b>	Key(s) returned by the due date as outlined in the key loan agreement, the deposit for each key in 3(a) above will be refunded in full.	-	-\$60.00	
<b>3(c)</b>	Lost keys will not be issued any deposit refunds		\$0.00	
<b>F</b>	<b>LIBRARY SERVICES</b>			
<b>1</b>	<b>MEETING ROOM RENTAL</b>			
<b>1(a)</b>	Non-Profit Organizations (per 4 hours)		\$26.00	
	Non-Profit Organizations (per 4+ hours)		\$52.00	
<b>1(b)</b>	For Profit Organizations (per 4 hours)		\$62.00	
	For Profit Organizations (per 4+ hours)		\$122.00	
<b>1(c)</b>	Rotary Seminar Room (per 4 hours)		\$11.00	

	<b>Description of Existing Fee/Charge</b>	<b>Applicable Taxes to be Added</b>	<b>Effective January 1, 2025</b>	<b>Policy Reference</b>
<b>2</b>	<b>Equipment</b>			
<b>2(a)</b>	Flip Chart/White Board		\$3.00	
<b>2(b)</b>	Meeting Room 55" TV fee		\$5.00	
<b>2(c)</b>	Rotary Room TV fee		\$5.00	
<b>2(d)</b>	Blu-Ray Player & Kit fee		\$10.00	
<b>G</b>	<b>RCMP SERVICES</b>			
<b>1</b>	<b>Accidents</b>			
<b>1(a)</b>	Accident Report - MV6020	GST	\$51.43	
<b>1(b)</b>	Field Diagram	GST	\$38.10	
<b>1(c)</b>	Scale Drawing	GST	\$43.81	
<b>1(d)</b>	Traffic Analyst Report	GST	\$657.14	
<b>1(e)</b>	Mechanical Inspection Report	GST	\$219.05	
<b>1(f)</b>	Preliminary Analyst Report	GST	\$109.52	
<b>2</b>	<b>Consent / Court Orders / Investigational Cases</b>			
<b>2(a)</b>	Administrative Charge - per 30 minutes (Court Orders/File Copies)	GST	\$32.38	
<b>2(b)</b>	Police Report (brief synopsis of incident)	GST	\$61.90	
<b>2(c)</b>	Court Ordered Police Report	GST	\$80.95	
<b>2(d)</b>	Packaging & shipping/mailing fee		\$8.00	
<b>2(e)</b>	Photocopy (per page)		\$0.57	
<b>2(f)</b>	Searching fee for multiple RCMP files (per hour rate)	GST	\$54.29	
<b>2(g)</b>	Courier Fee		\$12.00	
<b>3</b>	<b>Criminal Record Searches</b>			
<b>3(a)</b>	Volunteers	Exempt	\$0.00	
<b>3(b)</b>	Recovery House tenants	Exempt	\$0.00	
<b>3(c)</b>	Welton Tower Prospective Tenants	Exempt	\$0.00	
<b>3(d)</b>	Boswyk Centre Prospective Tenants	Exempt	\$0.00	
<b>3(e)</b>	Students	Exempt	\$25.00	
<b>3(f)</b>	Employment (incl. Recovery Hours employees)	Exempt	\$65.00	
<b>3(g)</b>	Rental (Landlord/Tenant)	Exempt	\$65.00	
<b>3(h)</b>	Adoption	Exempt	\$65.00	
<b>4</b>	<b>Other Services</b>			
<b>4(a)</b>	Canadian Police Certificate	Exempt	\$65.00	

<b>Description of Existing Fee/Charge</b>		<b>Applicable Taxes to be Added</b>	<b>Effective January 1, 2025</b>	<b>Policy Reference</b>
<b>4(b)</b>	US Waivers/Visa	Exempt	\$65.00	
<b>4(c)</b>	Pardon Application	Exempt	\$65.00	
<b>4(d)</b>	Fingerprints	Exempt	\$65.00	
<b>4(e)</b>	Canadian Citizenship/Immigration	Exempt	\$65.00	
<b>4(f)</b>	Name Change	Exempt	\$65.00	
<b>4(g)</b>	Private Investigator/Security Officer	Exempt	\$65.00	
<b>4(h)</b>	Taxi Permits	Exempt	\$65.00	
<b>4(i)</b>	Per hour per police officer	Exempt	\$145.00	
<b>5</b>	<b>ICBC</b>			
<b>5(a)</b>	Accident Report - CL59 (MV6020)	Exempt	\$49.00	
<b>5(b)</b>	Accident Report - CL-152 requests	Exempt	\$57.00	
<b>5(c)</b>	Denial of Insurance	Exempt	\$65.00	
<b>5(d)</b>	Monthly Accident Report Fee	Exempt	\$100.00	
<b>6</b>	<b>Photographs</b>			
<b>6(a)</b>	Video tapes	GST	\$45.00	
<b>6(b)</b>	Photocopy of photographs		\$2.00	
<b>7</b>	<b>Digital CD</b>			
<b>7(a)</b>	(1 to 5 images)	GST	\$45.00	
<b>7(b)</b>	(6 to 10 images)	GST	\$50.00	
<b>7(c)</b>	(11 or more images)	GST	\$55.00	
<b>8</b>	<b>Audio Tapes</b>	GST	\$42.86	
<b>H</b>	<b>GOOD NEIGHBOUR BYLAW COST RECOVERY</b>			
	<b>Section 19 Nuisance Abatement Charges</b>			
<b>1</b>	<b>Fire Department</b>			
<b>1(a)</b>	<b>Property Attendance by Fire Department</b>	Exempt	Time and Materials (includes equipment) as set out in the Inter Agency Operational Procedures and Reimbursement Rates Manual	
<b>2</b>	<b>RCMP Detachment</b>			
<b>2(a)</b>	<b>Property Attendance by RCMP</b>	Exempt	\$300.00	
<b>3</b>	<b>City Staff</b>			

	Description of Existing Fee/Charge	Applicable Taxes to be Added	Effective January 1, 2025	Policy Reference
3(a)	Property Attendance by City staff during standard operating hours Monday to Friday	Exempt	\$153.75	
3(b)	Property Attendance by City staff during at any other time	Exempt	\$410.00	
<b>Section 23 Property Clean-up</b>				
<b>4 Property Clean-up</b>				
4(a)	Third Party Contractors Work	Exempt	Actual Cost	
4(b)	Disposal Costs	Exempt	Actual Cost	
4(c)	City Staff Labour Charges	Exempt	Actual Cost	
4(d)	City Equipment Costs	Exempt	Actual Costs per fleet charge rate	
4(e)	Administrative Costs	Exempt	15 % of the total cost charged for 4 (a), (b), (c) and (d)	

## SCHEDULE 2

### Parks, Recreation and Culture General Admission and Rental Fees and Charges

**Definitions:**

**Youth / Minor Group** - Mission based provincially recognized organization such as Mission Minor Hockey, Baseball, & others.

**Adult Group** - A sport association or organization comprised of at least 75% mission residents.

**Commercial / Non-Resident** - Any individual or organization who is in business for profit or are not residents of the Municipality.

**Private / Non-Profit** - A Mission resident or non-profit organization.

**Family** - Maximum of 2 adults with children under the age of 19 residing in the same household.

#### ALL RATES ARE EFFECTIVE January 1, 2025

	Individual	Family
<b>PLAY Pass Administration Fee</b> *Program open to Mission residents only	\$ 5.00	\$ 10.00

LEISURE CENTRE DROP IN						
LEISURE CENTRE DROP IN ADMISSIONS Tax extra on all admissions except for child	Infant (Under the age of 3)	Child (3 to 12 years)	Youth (13 to 18 years)	Adult (19 to 59 years)	Senior (60 years or older)	Family
Single Admission	Free	3.50	4.14	6.62	5.14	13.24
One-Month Pass	N/A	30.50	35.35	57.80	45.00	120.00
Three-Month Pass	N/A	81.40	95.10	154.60	115.60	309.20
Six-Month Pass	N/A	148.25	174.60	284.70	219.70	570.40
Twelve-Month Pass	N/A	252.40	290.40	473.50	371.80	942.90
Multi-Pass	N/A	36.00	42.00	70.20	52.80	N/A
1. The City of Mission shall charge fees for general admissions to Parks, Recreation and Culture facilities including swimming, skating, weight room, fitness classes, squash or racquetball and gymnasium usage. 2. Disabled person's assistant will not be charged any admission when acting in the capacity of an attendant.						

POOL RENTALS					
POOL RENTALS (Per hour / plus taxes)	Youth / Minor Group	Adult (19 years and up)	Commercial / Non-Resident	Private / Non-Profit	School District No. 75 (Mission)
<b>Lane Rental</b>	11.88	23.78	43.51	28.02	As per Joint Use Agreement
<b>Entire Pool</b> (first 50 people)	131.39	184.98	336.51	212.67	
<b>Additional Lifeguard</b> (for waterside or each additional 50 people)	41.08 per hour, plus 20%	41.08 per hour, plus 20%	41.08 per hour, plus 20%	41.08 per hour, plus 20%	

<b>ARENA</b>						
<b>ARENA</b> (Per hour / plus taxes) (Prime Time used on Stats)	<b>Youth/Minor Group</b>	<b>Adult</b> (19 years and up)	<b>Commercial / Non-Resident</b>	<b>Private/ Non-Profit</b>	<b>Junior B</b>	<b>School District No. 75 (Mission)</b>
Ice - Prime Time	132.46	313.45	455.41	358.43	160.18	As per Joint Use Agreement
Ice - Non-Prime Time	99.56	200.51	311.07	264.01	124.70	
Dry Floor - Prime Time	44.26	83.33	165.90	125.17	76.50	
Dry Floor - Non-Prime Time	36.04	67.80	134.07	112.25	61.20	

<b>CURLING RINK</b>			
<b>CURLING RINK</b> (Per hour / plus taxes)	<b>Youth/Minor Group</b>	<b>Adult</b> (19 years and up)	<b>School District No. 75 (Mission)</b>
Curling Ice - Prime Time	Rates set by the Mission Curling Club		
Curling Ice - Non- Prime Time			
Dry Floor - Prime Time	29.28	60.06	As per Joint Use Agreement
Dry Floor - Non-Prime Time	20.59	40.96	

<b>ROOM RENTALS</b>					
<b>ROOM RENTALS</b> (Per hour / plus taxes)	<b>Youth/Minor Group</b>	<b>Adult</b> (19 years and up)	<b>Commercial / Non-Resident</b>	<b>Private / Non-Profit</b>	<b>School District No. 75 (Mission)</b>
Multi-Purpose Room (capacity 11-25)	14.10	18.04	37.28	27.33	As per Joint Use Agreement
Multi-Purpose Room (capacity 26-50)	19.24	32.55	64.93	49.93	
Multi-Purpose Room (capacity over 100)	58.65	109.19	206.84	164.99	

<b>MOBILE STAGE</b>			
<b>MOBILE STAGE</b> <b>*Stage is not permitted outside City limits (plus tax)</b>	<b>Community Event - No Admission**</b>	<b>Community Event - Paid Admission</b>	<b>Private Event</b>
Mobile Stage - Rate per day	600.00	600.00	1,200.00
	**Eligible for full subsidy		
Mobile Stage - Extra days	Negotiable	Negotiable	Negotiable
Mobile Stage - Towing Costs	At Cost (each direction)		
Mobile Stage - Sound Gear Fee (June-Sept)	50.00	50.00	50.00
Mobile Stage - Damage Deposit	Minimum \$1,080	Minimum \$1,080	Minimum \$1,080

<b>MISCELLANEOUS FEES</b>					
<b>MISCELLANEOUS FEES</b> (plus tax)	<b>Youth / Minor Group</b>	<b>Adult Group</b> (19 years and up)	<b>Commercial / Non-Resident</b>	<b>Private / Non-Profit</b>	<b>School District No. 75 (Mission)</b>
Skate & Ice Cleat Rentals	3.57	3.57	3.57	3.57	3.57
Skate Helmet Rentals	0.89	0.89	0.89	0.89	0.89
Parking Lot usage for special events - per day	N/A	N/A	Negotiable	Negotiable	N/A
Event Camping - 1-20 units	180.00	180.00	180.00	180.00	N/A
Event Camping - Over 20 units	292.35 plus waste removal cost				N/A
Skateboard Park	Negotiable				
Community Parks	Negotiable				
Special Event Licenses - per day (Beer Gardens)	N/A	150.00	150.00	150.00	N/A
Parks Half Day Tournament	27.38	59.30	N/A	67.63	As per Joint Use Agreement
Parks Full Day Tournament	54.65	118.61	N/A	136.29	
Set-up, Take Down, Deliveries	Cost + 20%				
Busking Annual Permit	Individual	28.09			
	Group	56.18			
	Lost Permits	16.64			
Parks Gift Program	Bench with back		3,862.50		
	Picnic Table – Standard		5,356.00		
	Picnic Table – Wheelchair Accessible		5,356.00		
	Tree		551.05		
Program Fees Promotional Passes	Fees based on market conditions, actual costs associated, overhead and comparative pricing from other providers				

The Director of Parks, Recreation & Culture has the ability to make allowances for unusual circumstances or promotional purposes and to quickly establish fees for new initiatives or marketing purposes.

The Department cannot waive or reduce fees but will work co-operatively with organizations on joint programs where there is clear public benefit. Formal requests for waiver or reduction of fees can be forwarded to Council for consideration.

<b>FIELD RENTALS</b>						
<b>FIELD RENTALS</b> (Hourly rate plus tax) (Negotiated Rates are a daily rate plus tax)	<b>Youth / Minor League</b> (teams with players up to 19 years)	<b>Youth / Minor Tournament</b> (teams with players up to 19 years)	<b>Adult League</b> (19 years and up)	<b>Adult Tournament</b> * (19 years and up)	<b>Commercial / Non-Resident</b>	<b>Private / Non-Profit</b>
Class A Grass Fields ***	5.44	8.81	17.72	35.45	33.05	26.97
Sports Park Artificial Turf Field - Main	20.59	20.59	41.18	41.18	67.52	55.89
Sports Park Artificial Turf Field – Warm-up	10.25	10.25	20.59	20.59	34.00	28.00
Class B Fields	4.16	7.22	11.78	29.51	26.45	22.75
Lights **	10.00	10.00	10.00	10.00	10.00	10.00
* Adult Tournament rates are based on 1.5 hour games.						
** No charge for lights on ATF Warm-up field when ATF Main lights are booked.						
*** Grass Fields are unavailable for the month of August						

<b>FRASER RIVER HERITAGE PARK</b>			
<b>Rental Fees (plus taxes)</b>	<b>Non-Profit Free Community Events *</b>	<b>Non-Profit Community Events with Admission Fees **</b>	<b>Commercial Events</b>
PARK EVENT FEE (grounds use) per day	1,250.00	1,250.00	1,250.00
PICNIC SHELTER per hour	29.48	40.00	120.00
FLAG PLAZA per hour	29.48	40.00	120.00
GAZEBO & BELL TOWER per hour	15.91	32.50	98.00
Non-profit free community events - if booking the grounds use, the picnic shelter, flag plaza and gazebo and bell tower will be offered free.			
Fees are based on a 9-hour day. Events longer than 9 hours may be charged an additional \$50/hr over the posted rates.			
Damage deposits for all bookings may be required.			
The City of Mission has agreements in place with concession and parking vendors which define core events where their services must be used if it is deemed by the City that these services are required.			
The City of Mission reserves the right to require park users to provide additional washrooms, garbage collection and security at their cost.			
* Eligible for full (100%) subsidy			
** Eligible for 80% subsidy			
<b>Park Preparation / Remediation</b>	<b>Non-Profit Free Community Events *</b>	<b>Non-Profit Community Events with Admission Fees **</b>	<b>Commercial Events</b>
Events (300 - 1,000)	117.00	117.00	156.00
Overtime/after hours	175.50	175.50	234.00
Events (1,000 - 2,500)	195.00	195.00	260.00
Overtime/after hours	292.50	292.50	390.00
Large Events (2,500 +)	312.00	312.00	416.00
Overtime/after hours	468.00	468.00	624.00



<b>BOSWYK CENTRE</b>				
<b>BOSWYK CENTRE ROOM RENTALS</b> (Per hour / plus taxes)	<b>Seniors</b>	<b>Adult</b>	<b>Private/ Non-Profit</b>	<b>Commercial / Non-Resident</b>
Rotary Board Room	26.78	28.76	38.04	47.99
Floor Curling Room A or B	31.44	54.59	82.49	103.42
Floor Curling Room A and B	56.58	109.18	164.99	206.84
Community Room A or B	34.58	54.59	82.49	103.42
Community Room A and B	67.32	109.18	164.99	206.84
<ol style="list-style-type: none"> <li>1. All rates are per hour unless otherwise noted.</li> <li>2. Special events with unusual requirements such as lights, sound, extra staff, security and/or multiple day bookings will be subject to negotiation and the operational needs of the facility.</li> <li>3. All bookings must end no later than 10 pm.</li> <li>4. No licensed events or access to the kitchen will be allowed during the first year of operation.</li> <li>5. Any damage to the facility, failure to follow rules and conditions of the rental agreement could result in denial of future access to the facility.</li> <li>6. Seniors organizations are defined as organizations whose primary functions are operated by seniors and whose goals and objectives are senior focused and whose membership is seniors based.</li> </ol>				

<b>MISSION COMMUNITY ACTIVITY CENTRE (MCAC) YOUTH CENTRE</b>				
<b>Mission Community Activity Centre (MCAC) Youth Centre Rental Rates</b> (plus tax)				<b>Youth / Non-Profit</b>
MCAC Main Hall (4 hr min. rental, includes attendant)				387.28
MCAC Lounge (4 hr min. rental, includes attendant)				229.69
MCAC Hall #2 (4 hr min. rental, includes attendant)				219.39
MCAC Hall #2 (without projector/audio) (per hr rental)				19.24
MCAC Hall #2 (without projector/audio) (per hr rental)	<b>Youth/Minor Group</b>	<b>Adult Group</b>	<b>Commercial/Non-Resident</b>	<b>Private/Non-Profit</b>
	19.24	32.55	64.93	49.93

<b>CLARKE THEATRE / HERITAGE PARK CENTRE</b>		
Community Discount on Rental Fee		10%
Non-Profit Discount on Rental Fee		10%
Local Discount on Rental Fee		10%
Rental Rate	per show	1,400.00
OR 5% of Gross Ticket Sales, whichever is greater		
Additional Performance, Same Day	per show	700.00
Hourly Rate	per hour	175.00
Overtime Rate (OT)	per hour	235.00
Doubletime Rate (DT)	per hour	350.00

<b>CLARKE THEATRE / HERITAGE PARK CENTRE (continued)</b>		
Additional Technician	per hour	60.00
Technician OT	per hour	90.00
Technician DT	per hour	120.00
Festivals, Competitions, and Film (F&C)	per day	2,000.00
Does not include Ushers - organizations to provide or contract ushers		
F&C OT	per hour	250.00
F&C Custodial	per hour	110.00
F&C Seat Fee (Daily)	per ticket sold	2.00
F&C Seat Fee (Multi-day Pass)	per pass sold	5.00
F&C Seat Fee Minimum	per show	350.00
School Rate - per Technician	per hour	60.00
Maximum \$450 total per day for student performances		
All other school fees as per Heritage Park Centre Agreement		
Rehearsal + Meetings + Memorial Rate / each Additional Hour	per hour	125.00
Additional Technician Rehearsal + Meeting + Memorial Rate	per hour	140.00
Rehearsal + Meetings + Memorial Rate (first 4 hours, no seat fee)	per event	475.00
Custodial Fee - per day	per day	100.00
Charged to every dance recital rental		
Seat Fee	per ticket sold	2.00
Seat Fee Minimum	per show	350.00
11:45 Penalty	per 15 minutes	110.00
Use of Gym/Cafeteria when booked with theatre	per day	475.00
Glitter/Hay/Other unacceptable or unauthorized messes	per incident	1,000.00
Piano Tuning		At cost + 20%
Security		At cost + 20%
Other Costs		At cost + 20%
Lobby Sales		5 to 25% of gross

### SCHEDULE 3

*Mission City* Downtown

Action Plan Area

