

**CITY OF PORTAGE LA PRAIRIE
2024 PROPOSED FEES & CHARGES**

Category	Item	Detail	Current
Animal Control	Animal Licenses Note: Free Jan - Mar 31st annually, no prorating within balance of year.	For each spayed or neutered dog or cat, to maximum allowed per household	\$25.00
		For each non-spayed or intact dog or cat, to maximum allowed per household	\$60.00
		Dangerous Animal - Whether spayed or neutered	\$280.00
		Service Animal - guide or police	\$0.00
		Restricted Animal (As defined in By-Law 21-8721)	\$150.00
		Transfer to new owner	Owner must get new license
		Failure to obtain pet license	\$100.00
		Replacement Licenses	\$12.00
		Excess Animals	Application Fee
	Annual Inspection of Premises		\$150.00
	Impoundment	Dog or Cat per Day	\$50.00
		Impound Fee for reoccurring impoundments beyond the first in 1 year. Plus daily impound fees.	\$150.00
		Dangerous Animal per Day, when returned to owner	\$100.00
	Veterinary Fees		Actual Cost + 30%
	Animal control investigation	charged when leads to infractions	\$250.00
	Animal Control Penalties	First Offence	\$130.00
		2nd Offence	\$280.00
3rd offence within 12 months of 2nd		\$530.00	
Interference or obstruction of the duties of an Animal Control Officer		\$1,000 or imprisonment for a term of not more than 60 days, or both, plus all applicable costs and penalties	
By-law Compliance	Ticket Fines	Regular tickets other than specific situation tickets	\$50.00
		Payment within 14 days of ticket being issued	\$25.00 or \$30.00, as detailed on ticket
	Parking Permits for City Owned Lots	Daily parking permits	\$5.00
		Monthly parking permits	\$25.00
		Annual parking permits	\$275.00
	Permits - construction parking on street	per week, excludes city's own projects and construction	\$50.00
	Adjudication fees - per parking tickets		\$25.00
	Bylaw fines (unsightly property)	any in violation of bylaws, per incident - 1st offense, warning given; fine to be issued if violation is not rectified by specified date	\$100 + Actual Cost + 30%
		- 2nd offense	\$200 + Actual Cost + 30%
		outstanding orders found unremedied upon re-inspection	\$350 + Actual Cost + 30%
Towing & Impoundment	Per Vehicle	Actual Cost +\$75	
By-law Compliance - LVFH (all fees non-refundable)	Local Vehicles for Hire (also see business licenses)	LVFH Vehicle Tag - Pro-Rated	\$325.00
		License per driver - Pro-Rated	\$70.00
		Transfer of vehicle to new company/adding additional companies (including PTP beyond 5 vehicles) - Pro-Rated	\$325.00
		Transfer of driver permit to new company	\$30.00
		Reissue of lost or damaged driver permit	\$30.00
		Reissue of lost or damaged vehicle tag	\$30.00
		License for PTP company (includes maximum of 5 vehicles)	\$2,700.00
		Late renewal - added to renewal fee - LVFH driver's permit	\$35
		- LVFH vehicle	\$150
		- LVFH company	\$500
		Operating a Local Vehicle for Hire Business without a valid Local Vehicle for Hire License - in violation of LVFH By-Law	\$1,000.00
		Failure to pass annual inspection of vehicle signage compliance, per incident	\$500.00
		Annual inspection , for "no show"	\$50.00

**CITY OF PORTAGE LA PRAIRIE
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Category	Item	Detail	Current
Cemetery Fees	Columbarium as per agreement	Plot for Columbarium (8 graves)	\$7,800.00
		Perpetual Care for Columbarium (due at sale)	\$100.00
		Opening/Closing	\$50.00
		Opening/Closing after 4 PM	\$100.00
		Opening/Closing Saturday or Holiday	\$150.00
	Title Transfer (GST exempt)		\$75.00
	Grave Opening & Closing	Adult Grave Winter	\$935
		Adult Grave Summer	\$790
		Stillborn & Infant up to 2 yrs.	\$0.00
		Cremation Grave Winter	\$485
		Cremation Grave Summer	\$380
		Leaving Cemetery after 4 PM - Added Charge	\$165
		Saturday & Holiday Cremations - Added Charge	\$200
		Saturday & Holiday Traditional - Added Charge	\$400
		Cremation over Traditional Interment	\$150.00
		Double Depth Interment	Double the Prevailing Rate
		Disinterment	Double the Prevailing Rate
	Hillside Memorial Park Cemetery- Grave Purchase	Adult grave (includes cement base for monument)	\$990.00
		Stillborn & Infant up to 2 yrs.	\$270.00
		Cremation grave	\$485.00
	St. Mary's Cemetery - Grave Purchase	Adult grave	\$870.00
		Stillborn & Infant up to 2 yrs.	\$220.00
		Cremation grave	\$380.00
Hillside Cemetery - Grave Purchase	Adult grave	\$870.00	
	Stillborn & Infant up to 2 yrs.	\$220.00	
	Cremation grave	\$380.00	
Monument Permit (GST Exempt)		\$20.00	
Memorial Items (not necessarily in cemetery, on City property)	Memorial Bench	including 10 year maintenance - locations not available in Island Park or on pathway on Crescent Lake or Causeway	\$500.00
Development	Development Agreement	Application Fee - 1 Lot	\$200.00
		Application Fee - More than 1 lot per land lot	\$600.00
		Legal Costs - Multiple Lots	Actual Cost + 30%
		Engineering Costs - Multiple Lots	Actual Cost + 30%
		Other Costs - Multiple Lots	Actual Cost + 30%
	Development Drawings	Drawing & Specification 1st & 2nd Review	\$0.00
		3rd Review & Each Subsequent - per Hour	\$65.00
	Development Fees	Per each new lot or dwelling created, not including the following:	\$3,000.00
		Multi Family Residential - per each dwelling unit	\$1,500.00
		Multi Family Residential infill - per each dwelling unit	\$750.00
		Infill lots - up to 3 contiguous lots where the lot front is on paved streets, immediately adjacent water and sewer services, charge per lot	\$1,000.00
	Infill lots - not meeting the above description, charge per lot	\$3,000.00	
Easement & Encroachment Agreements		Legal costs + 30%	
Finance Dept	City Pins	picked up	\$1.00
		mailed	\$2.00
	Copy of Invoice, Statements, Receipts, & Detailed Account Print Out	paper copy or electronic	\$10.00
	Credit card payments	Charged by provider to customer - Pay Simply	2.50%

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Category	Item	Detail	Current	
Finance Dept	Garage Sales	Registration	NA	
		Bylaw violation (more than 2 per year, longer than 3 days each)	\$100.00	
		Garage Sale Sign - if not removed 24 hrs after sale, per sign	\$20.00	
	Interest on unpaid accounts	per month	1.25%	
	Photocopies	Any, per page	\$0.50	
	Returned Cheques/Payment	per cheque or payment	\$50.00	
	Taxes	Tax certificate, per roll number (as per bylaw)		\$35.00
		Tax Statement copy, per roll number (Except for the current year's statement prior to September 1st)		\$10.00
		Tax Inquiries - RE Agents, per roll number		\$15.00
		Tax account print out, per roll number		\$10.00
		Tax Sale Agreement - Payment Plan Fee (Payment of 25% of Tax Sale Arrears must be made towards account)		\$100.00
		Application - Board of Revision	Non refundable; Base Fee \$50 plus \$10 per 100K (assessed value) to a maximum of \$500	
		Distribution of Payment (Where payment is to be distributed to multiple accounts but information is not provided by payee)		\$35.00
		Admin Fee - A/R added to tax		\$20.00
	Engineering	Maps	Large Zoning Map - Color, with by-law (includes tax)	\$75.00
Small			\$50.00	
Eades Map, per page			\$40.00	
Standard Specifications			\$40.00	
Drawing Plot - black/white			\$40.00	
Drawing Plot - color			\$50.00	
Operations - General			Commercial Sidewalk Snow Clearing	Per 20m frontage or portion of, shovel
	Minimum charge, shovel	\$65.00		
	Commercial Sidewalk Snow Clearing	Per meter charge, loader	\$10.00	
	Driveways	Curb Cut Driveway Permit	\$75.00	
		Culvert Permit, includes survey	\$150.00	
	Lot Grading	Excavation Permits	\$0.00	
		First lot grading/staking/footing check, per lot	\$205.00	
		Subsequent lot grade or foot grade check, per lot	\$155.00	
	Noxious Weeds/Grass Cutting	Cutting of Noxious Weeds, minimum per parcel	\$70.00	
		Cutting of Noxious Weeds, per acre	\$120.00	
		Cutting of Noxious Weed, maximum per incident	\$500.00	
	Solid Waste - Multi Family Dwellings	All bins, per lift	Per Contract	
		All carts, per lift	Per Contract	
		Locks and lids	Per Contract	
	Solid Waste - Recycling	Retail Solid Waste Tags for Resale (GST Exempt)	\$1.90	
		Solid Waste Tag, GST Exempt	\$2.00	
		Solid Waste Tags - Bulky Items, GST Exempt	\$2.00	
Solid Waste Collection Service Fee, per dwelling unit, annual fee, billed quarterly		\$114.00 annually / \$28.50 quarterly		
Recycling Collection Service Fee, per dwelling unit, annual fee, billed quarterly		\$69.00 annually / \$17.25 quarterly		
Septic Truck (Per PUB & By-law)	Fine - dumping unauthorized material on city property per occurrence	\$170.00		
	Dumping - Per Load up to 14,000 liters	\$30.00		

**CITY OF PORTAGE LA PRAIRIE
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Category	Item	Detail	Current	
Operations - General	Special Services	Custom Work - Labor & materials -- Note: overtime rates may apply	Actual Cost + 30%	
		Building Service Connection Permit, includes survey check	\$150.00	
		Building Service Connection Permit - Large Service (4"=), includes survey check	\$300.00	
		Lead Water Service Line, replacement permit	\$0.00	
		Building Service, additional inspections	\$50.00	
	Fire Hydrants Usage (per PUB and bylaw)	Temporary Use Application	\$85.00	
		Rental charge, unmetered per day	\$120.00	
		Bulk Sale Water, per 1,000 gallons	Per By-law	
		Private Hydrant System Connections Annual Fee - Metered Within City Limits	\$55.00	
		Private Hydrant System Connections Annual Fee - Unmetered Within City Limits	\$140.00	
		Private Hydrant System Connections Annual Fee - Metered Outside City Limits	\$140.00	
		Private Hydrant System Connections Annual Fee - Unmetered Outside City Limits	\$220.00	
	Surplus Materials/Equipment	Culvert, new @ cost	Cost + 10%	
		Culvert, used per meter, good condition	\$20.00	
		Culvert, used per meter, fair condition	\$15.00	
		Misc. used pipe, per meter	\$20.00	
		Drums	\$15.00	
		Cold mix asphalt, per tonne	Cost + 20%	
		Cold mix asphalt, per cubic meter	2.5 times tonne rate	
		Roots - 15 root getter, per 50 ft of service line, includes 10% admin fee	\$105.00	
		Calcium Chloride, per bag	Cost + 10%	
		Asphalt Millings, not delivered or loaded, per cubic meter	\$55.00	
	Traffic control Device Rental	Snow fence, 50 ft - deposit	\$20.00	
		- rate	\$10.00	
		Snow fence, 100 ft - deposit	\$40.00	
		- rate	\$20.00	
		Posts, includes \$1 deposit, each	\$1.30	
		Barricades, for rent - deposit - refunded if returned in same condition	\$25.00	
		Barricades, for rent - rental fee for each	\$2.00	
		Pylons - deposit	\$10.00	
		Pylons - rental for each	\$1.00	
		Trees, Hedges & Shrubs	Trimming or Removal	Actual Cost + 30%
	Minimum charge for service		\$70.00	
	Reforestation per Tree/Urban Forest Policy		\$220.00	
	Flushing & Thawing On private property or private service or caused by customer	Flushing Storm Sewers & Catch Basins	\$230.00	
		Thawing Storm Sewers & Catch Basins	\$180.00	
	Utilities/Water (per PUB and bylaw)	Water Services	Connection (Water On) - Regular Business Hours	\$45.00
			Connection (Water On) - After Hours	\$105.00
			Construction Turn On - Regular Business Hours	\$50.00
			Construction Turn On - After Hours	\$110.00
			Reconnection Fee - unpaid accounts (Regular Business Hours)	\$110.00 + arrears & penalties
Reconnection Fee - unpaid accounts (After Hours)			\$220.00 + arrears & penalties	
Turn Water Off at Curb Stop (Regular Business Hours)			\$45.00	
Turn Water Off at Curb Stop (After Hours)			\$105.00	
Reprint of Utility Bill			\$10.00	
NSF Charge			\$50.00	
Admin Fee - Transfer of unpaid water to property tax roll			\$20.00	
Penalty Charge			1.25%	

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Category	Item	Detail	Current	
Utilities/Water (per PUB and bylaw)	Changing Water Meter	Customer Requested	Per By-law	
	Damaged Meter	Customer Requested	Per By-law	
	Meter Tampering	Evidence of Meter Tampering	Per By-law	
	Inspection Fees	Water Leak inspections, owner initiated		\$65.00
		Water Leak inspection, under mobile home, owner initiated - confined entry, 2 persons needed		\$180.00
		New Water Service		\$50.00
	Meter Testing & Calibration	Customer Requested	Per By-law	
	Meter Interface Unit (MIU)	Relocation or Wiring Repair -Exterior Move		\$70.00
		Relocation or Wiring Repair - From Meter		\$95.00
		Relocation or Wiring Repair in Crawl Space or under Mobile Home		\$200.00
	Missed Appointment	per appointment	\$70.00	
	Curb Stop Locate	Regular Business Hours		\$45.00
		After Hours		\$105.00
	Resealing	Standard Resealing		\$75.00
		Crawl space Resealing - confined entry 2 persons		\$175.00
		Meter by-pass Resealing		\$190.00
	Water Testing	Private Water Testing	Per By-law	
Flushing/Thawing On private property or private service or caused by customer	Flushing Water or Sewer Lines		\$250.00	
	Thawing Water or Sewer Lines with a Hot Water Machine		\$200.00	
	Thawing Water lines through electrical resistance		\$410.00	
Permits & Licensing	Burglary & Fire Alarm Systems	Permit, within 45 days of installation	\$0.00	
		Permit, after 45 days of installation	\$100.00	
		False Alarms - up to 2 per 12 consecutive months	\$0.00	
		- 3rd in 12 consecutive months	\$350.00	
		- 4th in 12 consecutive months	\$500.00	
		- 5 or more in 12 consecutive months	\$800.00	
Permits & Licensing (excluding businesses conducted in commercial property)	Business License	Business License Fee, for PLP resident business	\$150.00	
		Business License Fee, regional use for RM of PLP resident business	\$250.00	
		Business License Fee, for non PLP resident business	\$420.00	
		Transient Trader License Fee - door to door sales	\$900.00	
		Outdoor Mobile Food Vending Unit & Refreshment Vehicle as defined in By-Law 01-8098 (City Resident)	\$125.00	
		Outdoor Mobile Food Vending Unit & Refreshment Vehicle as defined in By-Law 01-8098 (Non-City Resident)	\$225.00	
		Copy - Business license	\$40.00	
		Cancellation fee	\$80.00	
		Fine - operating without a valid business license	\$250.00	
Various (Multi Departments)	Special Events - Permits	Sidewalk Sales	\$0.00	
		Block Parties, Festivals & Similar events - city advises applicant that the city doesn't assume liability for the event, no discount for NPO. Fees for barricade and signage rentals apply.	Min \$50 fee per event Plus after 1st hr of staff time additional fee applies (Cost + 10%)	
		Parade Permit - if require barricades or crowd control, charged for those fees	\$0.00	
		Use of electrical services in a City Park	\$0.00	
		Circuses, Rodeos and similar shows, per day	NA	
	Movie Set/Location	per 5 days, must include movie credits for City of Portage la Prairie on released movie	\$100.00	
	Trailer License		Per Bylaw 7663	

**CITY OF PORTAGE LA PRAIRIE
2024 PROPOSED FEES & CHARGES**

Category	Item	Detail	Current
Administration	Certified Council Resolution or Bylaw	for not initiated by internal dept	\$5.00
	FIPPA Requests		Per FIPPA Regulations
Public Safety	Criminal Records Check	Standard, with RCMP (+ \$10 RCMP fee for City of PLP fee)	\$40.00
		Standard, with RCMP (non-profit organization)	\$0.00
		Fingerprints taken to valid criminal or vulnerable persons check (requires certified cheque or money order payable to Receiver General - not a City fee) - includes NPO	\$60.50
	Fire inspection services	File searches, for any fire dept related	\$100.00
		Failure to obtain Fire Pit Permit	\$50.00
		Open Burning Permit in City Limits	\$0.00
	Fire Inspections services - not in City	Inspections - Residential	\$0.00
		Day Cares	\$0.00
		All others - Commercial, Assembly, 3rd Party	\$0.00
		Other incurred costs	\$0.00
	Vacant & Derelict Buildings Fees are non-refundable (pending bylaw)	Residential Boarded Building Permit - Base Fee	\$2,000
		Commercial Boarded Building Permit - Base Fee	\$2,000
		Residential & Commercial Boarded Building Permit (Subsequent to 1st Yr.) Base Fee Plus Additional Year Fee x # of Years (ex - Year 2 = Base plus \$1,500 x 1 = \$3,500) (ex - Year 3 = Base plus \$1,500 x 2 = \$5,000) (ex - Year 4 = Base plus \$1,500 x 3 = \$6,500)	\$1,500 / per additional year
		Vacant Building Inspection Fee - 1yr	\$270
		- per each subsequent year, no order needed	\$500
		- per each subsequent year, orders needed	\$1,000
		Remediation Coordination services, per hour	\$90
Vacant & Derelict building bylaw order issuance fee - res & comm		\$1,000	
Fireworks		Notice to Display	\$75.00
Public Safety Fire Fighting		All Services (i.e.. firefighting, rescue) Outside of the City (at MPI current rates) excluding RM of Portage	Each hour or portion thereof
			\$500 for each additional unit
			\$2,000 for aerial truck
	any additional resources, manpower rates, material required		Actual cost + 30%
	PLP and Dakota Tipi First Nation as per agreement	per hour	\$2,000/hr + Current Fire Fighting Cost
			\$500 for each added unit
	Rescue Services Outside Boundaries of City of PLP	per agreement	Any additional resources, materials required - Cost + 30%
	All Services (i.e.. firefighting, rescue) within the Boundaries of the City (at MPI current rates) when it is a vehicle owned by a non-resident	Each hour or any portion thereof	MPI Current Rate
	Failure to have a house number	\$150	
	Fire Extinguisher training	At discretion of Director of Public Safety; exempt for school, daycares, not for profit organizations - per person	\$20

Item	Hourly Rental of Item	Regular Time Hourly Labour to be Included with Rental of Item *	30% Overhead on Hourly Labour	Regular Time Total	Double Time Hourly Labour To be Included with Rental Item *	Double Time 30% Overhead on Hourly Labour	Double Time Total
5 yd. Truck	\$37.00	\$38.00	\$11.00	\$86.00	\$76.00	\$22.00	\$135.00
Sander	\$127.00	\$38.00	\$11.00	\$176.00	\$76.00	\$22.00	\$225.00
1 ton Truck/Crew Cab/Van or ½ Ton Truck Daily Charge	\$53.00 daily plus .43/km	\$38.00	\$11.00	\$53.00 daily plus .43/km	\$76.00	\$22.00	
1 ton Truck/Crew Cab/Van or ½ Ton Truck Minimum Charge	\$21.00 plus .43/km	\$38.00	\$11.00	\$22 +\$37/hr plus .43/km	\$76.00	\$22.00	
6" Pump (excludes fuel)	\$128.00/ Day			\$128.00/ Day			
4" Pump	\$109.00/ Day			\$109.00/ Day			
3" Pump	\$89.00/ Day			\$89.00/ Day			
2" Pump Centrifugal	\$65.00/ Day			\$65.00/ Day			
2" Diaphragm Pump	\$63.00/ Day			\$63.00/ Day			
Mosquito Fogger (2 Staff) (excl chem)	\$14.00	\$68.00	\$20.00	\$102.00	\$136.00	\$40.00	\$190.00
Steamer & ½ ton (2 staff)	\$58.00	\$68.00	\$20.00	\$146.00	\$136.00	\$40.00	\$234.00
Energizer & 1/2 ton (2 staff)	\$71.00	\$68.00	\$20.00	\$159.00	\$136.00	\$40.00	\$247.00
Sewer Jet (Vactor) (2 staff)	\$87.00	\$68.00	\$20.00	\$175.00	\$136.00	\$40.00	\$263.00
416 Cat Extend-A-Hoe	\$64.00	\$38.00	\$11.00	\$113.00	\$76.00	\$22.00	\$162.00
580 Case Super M Extend-A-Hoe	\$64.00	\$38.00	\$11.00	\$113.00	\$76.00	\$22.00	\$162.00
621 Case	\$88.00	\$38.00	\$11.00	\$137.00	\$76.00	\$22.00	\$186.00
Bob Cat (skidsteer)	\$38.00	\$38.00	\$11.00	\$87.00	\$76.00	\$22.00	\$136.00
Kabola tractor 25 HP	\$30.00	\$38.00	\$11.00	\$79.00	\$76.00		
Bobcat Daily Rate				\$696.00			\$1,088.00
Air Compressor/Roller	\$38.00	\$38.00	\$11.00	\$87.00	\$76.00	\$22.00	\$136.00
Street Sweeper (Highways Dept)	\$111.00	\$38.00	\$11.00	\$160.00	\$76.00	\$22.00	\$209.00
Street Sweeper Private							\$209.00
Grader 158 H.P. Summer	\$154.00	\$38.00	\$11.00	\$203.00	\$76.00	\$22.00	\$252.00
Grader 158 H.P. Winter	\$154.00	\$38.00	\$11.00	\$203.00	\$76.00	\$22.00	\$252.00
Hydraulic Boom Truck *	\$136.00	\$68.00	\$11.00	\$215.00	\$136.00	\$40.00	\$312.00
Bucket Truck	\$87.00	\$68.00	\$20.00	\$175.00	\$136.00	\$40.00	\$263.00
Stumper & Tractor	\$79.00	\$38.00	\$11.00	\$128.00	\$76.00	\$22.00	\$177.00
Chipper & Truck (2 Staff)	\$116.00	\$68.00	\$20.00	\$204.00	\$136.00	\$40.00	\$292.00
Paint Sprayer (Walk Behind)	\$34.00	\$38.00	\$11.00	\$83.00	\$76.00	\$22.00	\$132.00
Paint Sprayer Ride On	\$53.00	\$38.00	\$11.00	\$102.00	\$76.00	\$22.00	\$151.00
Snow Blower Cemetery	\$24.00	\$38.00	\$11.00	\$73.00	\$76.00	\$22.00	\$122.00
Fork Lift	\$30.00	\$38.00	\$11.00	\$79.00	\$76.00	\$22.00	\$128.00
Roller Double Drum(Without man)	\$45.00			\$45.00			
Plate Packer (Without Man)	\$58.00/ day			\$58.00/ day			
Vacuum Truck	\$99.00	\$38.00	\$11.00	\$148.00	\$76.00	\$22.00	\$197.00
Video Camera:							
Per Service:(1hr)	\$303.00	Included		\$303.00			
Per Add. Hour:	\$117.00			\$117.00			
Minimum Charge:	\$303.00			\$303.00			
Generator (250Kw) Standby	\$722.00/ day or \$2189.00/ week	Set-Up		\$722.00/ day or \$2189.00/ week			
Generator (250Kw) Prime Continuous (excludes fuel)	\$1714.00/ day or \$5146.00/ week	Set-Up		\$1714.00/ day or \$5146.00/ week			