



BYLAW NO. 2003

FEES AND CHARGES

A Bylaw to set fees and charges for services, use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements.

WHEREAS pursuant to the *Community Charter*, a Council may, by bylaw, operate any service that the Council considers necessary or desirable for all or part of the municipality;

AND WHEREAS the Council of the Town of Smithers deems it desirable to make rules and regulations regarding the admissions, management, maintenance, improvement, operation, conservation, control and use of the property owned or held by the Town or other uses of the public, and to levy fees and charges therefore;

AND WHEREAS the Council of the Town of Smithers deems it desirable to consolidate fees and charges, levied for various services, within a single bylaw for convenience;

AND NOW THEREFORE the Council of the Town of Smithers, in open meeting assembled, hereby enacts as follows:

1. CITATION:

This Bylaw may be cited for all purposes as "Bylaw No. 2003 – Fees and Charges", and comes into effect on the date of adoption.

2. REPEALS AND AMENDMENTS

This bylaw repeals "Bylaw No. 1941 - Fees and Charges", and any amendments thereto.

3. FEES AND CHARGES:

That the following schedules, which outline the fees and charges for services within the Town of Smithers, are attached hereto and form part of this bylaw;

Schedule A - Administrative Fees and Charges

Schedule B - False Alarm Fees

Schedule C – Utility Connection Rates

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Schedule D - Fire Inspection Fees

Schedule E - Building Inspection Fees

Schedule F - Subdivision Servicing and Development Fees

Schedule G - Recreation Fees

Schedule H - Development Fees

Schedule I - Cemetery Fees and Charges

Schedule J - Business Classification and License Fees

Schedule K - Solid Waste Collection Fees

Schedule L - Water User Fees

Schedule M - Sewer User Fees

Schedule N - Airport Fees and Charges

Schedule O – Animal License Fees

Schedule P – Sign Permit Fees

4. ADMINISTRATIVE PROVISIONS

- a) Fees and charges for municipal administrative works and services are due and payable upon receipt of goods and/or services, as specified in Schedule "A" attached to and forming part of this bylaw.
- b) The Chief Administrative Officer or designate may, at their discretion, waive in whole or in part, or refund, any fee or charge, provided that refunds may only be issued for fees and charges paid in the current calendar year.
- c) The Chief Administrative Officer or designate may recover administrative fees or charges related to business activities affecting property or recreation, including administrative services performed outside the municipality.

4. SEVERABILITY:

If any section, subsection, sentence, clause, or phrase of this bylaw is, for any reason, held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this bylaw.

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BYLAW NO. 2003 – FEES AND CHARGES
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READ A FIRST TIME THIS 13TH DAY OF JANUARY, 2026.

READ A SECOND TIME THIS 13TH DAY OF JANUARY, 2026.

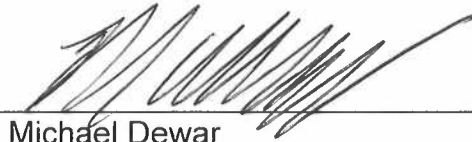
READ A THIRD TIME THIS 13TH DAY OF JANUARY, 2026.

ADOPTED THIS 27TH DAY OF JANUARY, 2026.

The Corporate Seal of the Town of
Smithers was hereto affixed in the
presence of

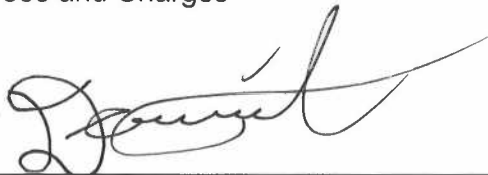


Gladys Atrill
Mayor



Michael Dewar
Chief Administrative Officer

CERTIFIED A TRUE AND CORRECT COPY
of Bylaw No. 2003 cited as "Bylaw No. 2003 –
Fees and Charges"



David Schroeter
Corporate Officer

**TOWN OF SMITHERS
FEES AND CHARGES - ADMINISTRATION
SCHEDULE A**

All fees and charges are taxable unless specified. * - indicates taxes not applicable.

	FEES & CHARGES
1. GENERAL FEES	
Fees for requests for records, including both formal requests made under the <i>Freedom of Information and Protection of Privacy Act (FOIPPA)</i> and informal requests for information, shall be charged in accordance with Section 7 and Schedule 1 of the <i>FOIPPA Regulation</i> , B.C. Reg. 155/2012, as amended from time to time.	
Shipping	At Cost
2. ADMINISTRATIVE SERVICE FEES	
Certification of Miscellaneous Documents	\$30.00
List of Electors as Available (available to persons nominated for local elections)	\$55.00
3. BUILDING SERVICE FEES	
Land Use Information (Comfort) Letters:	
Single Family Residential Property (per letter)	\$55.00
Other Properties (per letter)	\$80.00

**TOWN OF SMITHERS
FEES AND CHARGES - ADMINISTRATION
SCHEDULE A**

All fees and charges are taxable unless specified. * - indicates taxes not applicable.

	FEES & CHARGES
4. DEVELOPMENT SERVICES/ENGINEERING FEES	
Town Official Community Plan Map (36" x 48" Plotted)	\$25.00 each
Town Zoning Map (48" x 36" Plotted)	\$25.00 each
Town Legal Base (36" x 72" Plotted)	\$35.00 each
Town Key Plans (36" x 72" Plotted)	\$35.00 each
Drawings - (24" x 36" Plotted or B&W Copy)	\$7.00 each
Drawings - (18" x 24" Plotted or B&W Copy)	\$4.00 each
Drawings - B&W Copy (non standard)	\$10.00 per metre
Drawings – Colour Plotted (non standard)	\$20.00 per metre
Aerial Photography:	
Black / White Photocopy	\$2.00 per photo
Colour Copy (scan & print)	\$15.00 per photo
Digital Information (in AutoCAD format):	
230m x 320m (18 acre) grid areas	\$415.00 per grid area
Subdivision Servicing/Development Off-Site Works administration	\$515.00 (per agreement)
Off-Site Works Cash-in-Lieu application & administration	\$210.00 each
Third Party Work Order administration	\$80.00 each
Highway Use Permit application & administration	\$55.00 each
5. FINANCIAL SERVICE FEES	
Returned Cheques	\$40.00 *
Taxation:	
Certificate of Outstanding Taxes	\$25.00 *
Tax Demand Notice (reprint)	\$5.00 *
Printed Utility Bills	\$5.00 per billing
6. PROTECTIVE SERVICE FEES *	
Police Report	50.00
MV6020 Accident Report	First Copy Free
Duplicate Report Fee	\$25.00
Traffic Analyst Report	\$515.00
Photograph Print	Cost of reprint
Fire Lock Box	\$150.00
Police Information Check (without fingerprints)	
Not-for-profit volunteer	No charge
Not-for-profit non-volunteer	\$35.00
Business & other	\$50.00

**TOWN OF SMITHERS
FEES AND CHARGES - ADMINISTRATION
SCHEDULE A**

All fees and charges are taxable unless specified. * - indicates taxes not applicable.

		FEES & CHARGES
Police Information Check (with fingerprints)		
	Not-for-profit volunteer	\$25.00
	Not-for-profit non-volunteer	\$60.00
	Business & other	\$75.00
Fingerprint Based Check		
	Not-for-profit volunteer	\$25.00
	Employment & other	\$50.00
To obtain the not-for-profit volunteer rate a person requesting the service must provide a letter that includes name & address of organization, name, reason for the check and statement that you will not be paid for your work. A \$25.00 Federal Processing Fee may apply for fingerprinting services.		
7. TREE REMOVAL PERMITS		
Every application for a permit shall be made to the Director of Operations or designate and shall be accompanied by a non-refundable application fee.		
Application Fee for the First 3 Trees		\$30.00
Application for Each Additional Tree		\$5.00
There shall be no permit fee charged for the removal of a tree pursuant to Section 12 of the Tree Preservation Bylaw, as amended from time to time.		n/a
8. LIQUOR AND CANNABIS APPLICATION PROCESSING		
A fee will be charged for reviewing the application. All costs associated with processing the license application shall be borne by the applicant. A bond or letter of credit must be made in advance prior to any work being processed.		\$1,030.00
9. EVENT FEES AND CHARGES		
Late Night Event Fee		\$105.00
Performance Bond For Services and Costs		
Applicants for events, where costs for policing are to be paid by the applicant or promoter, shall post a performance bond with the Town of Smithers, by cash or certified cheque, before issuance of a permit. The Town shall be entitled to draw on the bond for reimbursement of any costs incurred by the Town, or to restore the site after the event, if required.		\$2,000
The applicant shall, within seven days of the event, pay any costs that exceed the performance bond to provide policing, public works and/or fire service, and/or to restore the site.		At Cost

**TOWN OF SMITHERS
FEES AND CHARGES - ADMINISTRATION
SCHEDULE A**

All fees and charges are taxable unless specified. * - indicates taxes not applicable.

	FEES & CHARGES
Unless otherwise agreed to by the Town of Smithers, applicants for events are responsible for all costs incurred by the event, including the cost to providing policing, public works and/or fire services, and/or restoring the site as necessary after the event.	At Cost
Any balance of the performance bond remaining after payment of actual costs shall be refunded by the Town to the applicant. Interest shall not be paid by the Town on any performance bond.	
10. Town Hall Room Rental	
Local Government Councils and Committees including the Regional District	No Cost
Agencies on which a Council Member sits, representing Town interests	No Cost
Not-for-profit Agencies	No Cost
All other Groups	
Rental rate per hour	\$30.00
Half-day rental (up to 4 hours)	\$120.00
Full day rental	\$240.00

**TOWN OF SMITHERS
FALSE ALARM FEES
SCHEDULE B**

	FEES AND CHARGES
FIRE	
First (1) False Alarm in a calendar year	No Fee
Second (2) False Alarm in a calendar year	\$200.00
Third (3) False Alarm and all other occurrences in a calendar year	\$400.00
POLICE	
First three (3) false alarms in any consecutive calendar year	No Fee
1st excessive false alarm in any consecutive calendar year	\$100.00
2nd excessive false alarm in any consecutive calendar year	\$200.00
3rd and subsequent excessive false alarms in any consecutive calendar year	\$300.00
All fees are payable within thirty (30) days from invoice date issued by the Town.	
Any fee imposed pursuant to the Bylaw, remaining unpaid as of December 31 of that year shall be added to, and form part of, the taxes payable on the property or premise where the false alarm occurred, and shall be considered property taxes in arrears.	

**TOWN OF SMITHERS
UTILITY CONNECTION RATES
SCHEDULE C**

	2026	2027	2028
Water Connection Rates	Actual Cost	Actual Cost	Actual Cost
Sewer Connection Rates	Actual Cost	Actual Cost	Actual Cost
• Connection costs shall be estimated by the Town of Smithers in advance of connection work. • The cost estimate shall be paid in advance to the Town of Smithers by the applicant before work is commenced. • The cost estimate will differ from actual job costs which may be higher or lower. • Actual job costs, less the advance, will be billed by the Town of Smithers to the applicant with balance due in 30 days. • Where the advance paid was more than the amount billed the difference will be refunded to the applicant.			
Water Turn OFF at curb stop in regular operations hours (Mon-Fri: 7:00am-3:30pm)	\$80	\$82	\$84
Water Turn ON at curb stop in regular operations hours (Mon-Fri: 7:00am-3:30pm)	\$80	\$82	\$84
Water Turn OFF <u>or</u> ON at curb stop outside of regular operations hours or on a statutory holiday	\$161	\$166	\$171
Supply of Utility Boxes	Actual Cost	Actual Cost	Actual Cost
Supply of Utility Meters	Actual Cost	Actual Cost	Actual Cost
Sewer Camera Video Fee (Per occurrence)	Actual Cost	Actual Cost	Actual Cost
Due and Unpaid Amounts and Interest (Schedule C):			
• Amounts due and unpaid on December 31 will be deemed to be taxes in arrears in respect of the property concerned and will be transferred to the property tax account as taxes in arrears and will be subject to prescribed rates of interest.			

**TOWN OF SMITHERS
FIRE INSPECTION FEES
SCHEDULE D**

Fire Inspection	FEES
1st Inspection	Free
2 nd Reinspect Deficiencies	Free
3 rd or more Deficiencies Reinspection	\$100.00 each
All fees are payable within thirty (30) days from invoice date issued by the Town.	
Any fee imposed pursuant to the Bylaw, remaining unpaid as of December 31 of that year shall be added to, and form part of, the taxes payable on the property or premise where the inspection occurred, and shall be considered property taxes in arrears.	

**TOWN OF SMITHERS
BUILDING INSPECTION FEES
SCHEDULE E**

		FEES AND CHARGES
APPLICATION FEE:		
Residential		\$80.00
Commercial/Industrial/Institutional		\$80.00
Demolition		\$80.00
BUILDING PERMIT FEES		
Value of Construction		
\$1.00 to \$1,000,000		\$6.25 per \$1,000 of total
Over \$1,000,000		\$5.50 per \$1,000 of total
The value of construction shall be the contract price together with a reasonable allowance for extras or where there is no contract price, the approximate cost of construction of the building, estimated by the Building Inspector, according to the plans and specifications submitted in support of the application for a Permit.		
Minimum permit fee for:		
Residential		\$80.00
Commercial/Industrial/Institutional		\$80.00
Demolition Permit		\$80.00
Moving Permit		
Plus a security deposit of 10% of the assessed value of the building.		\$300.00
RE-INSPECTION - when required due to the fault of owner or holder of permit, or work incomplete or building inaccessible		\$80.00
PRELIMINARY EXAMINATION OF PLANS		
Residential		\$80.00
Other		\$80.00
RENEWAL OF LAPSED BUILDING PERMIT		
If no work on plans is required		\$55.00
If work required on plans due to a change in building regulations		\$80.00
CANCELLATION PERMIT		
The fees paid above are not refundable under any condition, except as noted below.		
Fees paid under PART 10 of the Building Bylaw, as amended from time to time, may be refunded upon receipt of a written application by the person who signed the original building permit application and in accordance with Section 10.17 in the Building Bylaw, as amended from time to time.		

**TOWN OF SMITHERS
SUBDIVISION FEES AND CHARGES
SCHEDULE F**

SUBDIVISION	FEES AND CHARGES
Preliminary Application to Subdivide	
Without Road Closure	\$415.00
With Road Closure	\$1,240.00
Final Subdivision Application	
1st Parcel	\$515.00
Each additional Parcel	\$105.00

TOWN OF SMITHERS
RECREATION FEES AND CHARGES
SCHEDULE G
 (All fees INCLUDE applicable taxes)

1	ARENA ICE FEES		2025/26 ICE	2026/27 ICE	2027/28 ICE	2028/29 ICE
	Regular	<i>per hour</i>	\$227.53	\$234.35	\$241.38	\$248.62
	Discounted	<i>per hour</i>	\$113.71	\$117.12	\$120.64	\$124.26
	Last Minute	<i>per hour</i>	\$113.71	\$117.12	\$120.64	\$124.26
2	PUBLIC SKATING FEES		2025/26 ICE	2026/27 ICE	2027/28 ICE	2028/29 ICE
	Tots (Ages 0-4)		Free	Free	Free	Free
	Child/Youth (Ages 5 - 18)	<i>per person</i>	\$5.67	\$5.83	\$6.01	\$6.19
	Adult (Ages 19+)	<i>per person</i>	\$6.70	\$6.90	\$7.10	\$7.31
	Family (minimum: one adult and 2 children)	<i>per family</i>	\$12.36	\$12.73	\$13.11	\$13.50
	Skate/Helmet Rental	<i>per rental, per</i>	\$2.00	\$2.00	\$2.00	\$2.00
33	ARENAS - DRY FLOOR FEES		2025	2026	2027	2028
	Regular	<i>per hour</i>	\$100.73	\$103.75	\$106.86	\$110.07
	Regular - Day Rate (8 hours or more)	<i>per day</i>	\$802.68	\$826.76	\$851.56	\$877.11
	Discounted	<i>per hour</i>	\$50.37	\$51.88	\$53.43	\$55.03
	Discounted Day Rate (8 hours or more)	<i>per day</i>	\$400.77	\$412.80	\$425.18	\$437.94
	Parking Lot Only - Exclusive Use	<i>per hour</i>	\$50.37	\$51.88	\$53.44	\$55.04
	Damage Deposit (event minimum) (Tax	<i>per event</i>	\$100.00	\$100.00	\$100.00	\$100
	Damage Deposit (event maximum) (Tax	<i>per event</i>	\$500.00	\$500.00	\$500.00	500
Definitions and additional charges that apply to the Arenas:						
Regular Arena Ice Fee Community organizations, non-profit groups, individuals, or commercial entities that do not qualify under the Discounted category (ex. Adult sport groups, hockey camps, private bookings, etc.)						
Discounted Arena Ice Fee Non-profit organization providing a public program for youth (includes local sport organizations, schools, & youth groups)						
Last Minute Arena Ice Fee - Discounted rate intended to promote the rental of available ice within 7 days of scheduled booking - Booked on a first-come first-served basis - Cannot be used to replace a regular or previously scheduled booking - Bookings are final and non-refundable						
Additional Staffing Additional staffing charges of \$60 per hour may apply outside regular staffing hours and/or based on booking requirements. Organizations booking tournaments will be charged additional staffing fees.						
Arena Dry Floor Regular and Discounted Rental Rates of the Arena(s) (when there is no ice) can include use of the Parking lots.						
Discounted Arena Dry Floor Non-profit organization providing a public program for youth (includes local sport organizations, schools, & youth groups)						
Event Setup and Take down Users of the arenas will be charged for setup and taken based on the applicable daily rate.						
Event Setup and Take Down Users of the arenas will be charged for setup and take down based on the applicable daily rate.						
Late Invoice Payment Penalty: If an organization, person, or group is invoiced for an arena fee/charge and they do not pay within 60 days of the invoice date, they will be charged an additional 10%.						

**TOWN OF SMITHERS
RECREATION FEES AND CHARGES
SCHEDULE G
(All fees INCLUDE applicable taxes)**

4	BALL DIAMOND FEES <i>Elks Park & Heritage Park</i>		2026	2027	2028
	Regular	<i>per hour</i>	\$21.75	\$22.40	\$23.07
	Regular (Day Rate)	<i>per day</i>	\$173.99	\$179.21	\$184.59
	Regular Tournament (Day Rate)	<i>per day per Park</i>	\$260.98	\$268.81	\$276.87
	Discounted	<i>per hour</i>	\$5.41	\$5.57	\$5.74
	Discounted (Day Rate)	<i>per day</i>	\$43.71	\$45.02	\$46.37
	Discounted Tournament (Day Rate)	<i>per day per Park</i>	\$65.46	\$67.42	\$69.44
	Washroom Facility Damage Deposit (Tax exempt)	<i>per event</i>	\$100.00	100	\$100.00
	Washroom Facility Key Deposit (Tax exempt)	<i>per event</i>	\$50.00	\$50.00	\$50.00
5	GRASS FIELD FEES - "A" Class <i>(per field) Chandler Park</i>		2026	2027	2028
	Regular	<i>per hour</i>	\$48.59	\$50.05	\$51.55
	Regular (Day Rate)	<i>per day</i>	\$389.03	\$400.70	\$412.72
	Regular Tournament (Day Rate)	<i>per day per Park</i>	\$447.91	\$461.35	\$475.19
	Discounted	<i>per hour</i>	\$12.09	\$12.45	\$12.82
	Discounted (Day Rate)	<i>per day</i>	\$97.28	\$100.20	\$103.21
	Discounted Tournament (Day Rate)	<i>per day per Park</i>	\$145.77	\$150.14	\$154.64
6	GRASS FIELD FEES - "B" CLASS <i>(per field) Ranger Park & Heritage Park</i>		2026	2027	2028
	Regular	<i>per hour</i>	\$21.75	\$22.40	\$23.07
	Regular (Day Rate)	<i>per day</i>	\$174.09	\$179.31	\$184.69
	Regular Tournament (Day Rate)	<i>per day per Park</i>	\$261.08	\$268.91	\$276.98
	Discounted	<i>per hour</i>	\$5.41	\$5.57	\$5.74
	Discounted (Day Rate)	<i>per day</i>	\$43.71	\$45.02	\$46.37
	Discounted Tournament (Day Rate)	<i>per day per Park</i>	\$145.77	\$150.14	\$154.64
7	NON- EXCLUSIVE USE OF PARK SPACE FEE		2026	2027	2028
	Regular Rate	<i>per hour</i>	\$21.96	\$22.62	\$23.30
Definitions that apply to the Fields:					
Regular Fee					
Community organizations, non-profit groups, individuals, or commercial entities that do not qualify under the Discounted category (ex. Adult sport groups, hockey camps, private bookings, etc.)					
Discounted Fee					
Non-profit organization providing a public program for youth (includes local sport organizations, schools, & youth groups)					
Tournament					
Includes all fields/ball diamonds within a particular park					
Day Rate					
Maximum charge per day when booking 8 hours or more					
Non-Exclusive Use of Park Space					
This applies to any business/person or organization who would like non-exclusive use of a non-field green space.					
8	RANGER PARK BUILDING MEETING ROOM FEES		2026	2027	2028
	Regular	<i>per hour per room</i>	\$17.29	\$17.81	18.34
	Regular (Day Rate - 8 hours or more)	<i>per day per room</i>	\$150.75	\$155.27	159.93
9	BOVILL SQUARE FEES		2026	2027	2028
	Commercial Use Rate (4 hours or less)	<i>per half day</i>	\$20.00	\$30.00	\$40.00
	Commercial Use Day Rate (5 hours or more)	<i>per day</i>	\$30.00	\$40.00	\$50.00
	Refundable Key Deposit for Electrical Box (Tax Exempt)	<i>per event or use</i>	\$25.00	\$25.00	\$25.00
Definitions that apply to Bovill Square:					
Commercial Use applies to Mobile Vendors who obtain approval from Council to set up in, or around (ie on the sidewalk bordering) Bovill Square. Any other Commercial entity that wishes to set up in, or around, Bovill Square, may have other negotiated fees, as approved by Council.					

TOWN OF SMITHERS
RECREATION FEES AND CHARGES
SCHEDULE G
 (All fees INCLUDE applicable taxes)

10	RIVERSIDE CAMPGROUND FEES		2026	2027	2028
	Campsite - Unserved	per night	\$35.00	\$36.00	\$37.00
	Campsite - Served	per night	\$45.00	\$46.00	\$47.00
	Tent Site	per night	\$43.00	\$44.00	\$45.00
	Showers	per 3 minutes	\$28.00	\$29.00	\$30.00
	Firewood	per bundle	\$10.00	\$10.00	\$10.00
	Riverside Cookhouse	per booking per event	\$41.00	\$42.00	\$43.00
11	RV STORAGE - QUONSET HUT FEES (fall and winter)		2026	2027	2028
	Units up to 20 feet	per unit	\$397.84	\$409.77	\$422.06
	Units up to 25 feet	per unit	\$493.32	\$508.12	\$523.36
	Units up to 30 feet	per unit	\$589.86	\$607.56	\$625.79
	Units up to 35 feet (maximum allowed)	per unit	\$685.34	\$702.90	\$723.99
12	SMITHERS FAIRGROUND BUILDING FEES		2026	2027	2028
	Quonset Local Community	per hour	\$29.71	\$30.60	\$31.52
	Quonset Local Community (Day Rate - 8 hours or more)	per day	\$241.89	\$249.15	\$256.62
	Quonset Commercial Use	per hour	\$48.80	\$50.26	\$51.77
	Quonset Commercial Use (Day Rate - 8 hours or more)	per day	\$384.05	\$395.57	\$407.44
	Town Washroom Facility (per washroom)	per day	\$114.58	\$118.02	\$121.56
Definitions that apply to Smithers Fairground Buildings					
Commercial Use applies to people or organizations that rent Town Facilities at the Fairgrounds for profit.					
13	RECREATION PROGRAM FEES				
Program Pricing Philosophy					
Program rates will be set to cover all direct costs plus at least 10% to cover administration costs. Program rates are set by the Recreation Coordinator and are to be approved by the Chief Administrative Officer or Designate.					
Direct costs include the following: Labour costs Material and supply costs for the program Facility costs – where applicable, i.e., a facility is rented to house the program					
Subsidies - Programs					
Developmental Programs - activities/programs that do not initially cover direct costs may be offered at a loss in order to encourage and promote interest. It is expected that eventually these programs will break even.					
Experimental or Academic Programs - programs with limited users, but important to community and facility mandates, may be Discounted to ensure public access to specialized topics.					
Partnerships and Community Development Program - As external partners have decision making roles in these programs, Regular fees and charges may not apply.					
Program Refunds					
- Full refund if program is cancelled by the Town of Smithers - Full refund if requested 24 hours prior to program start - Pro-rated refund if requested 24 hours prior to the third class - Refund requests for specialty programs (camps, special events, workshops, etc.) must be submitted 7 days prior to program start - No refunds provided after these deadlines without a medical note - Refunds must be requested in person or over the phone during office hours - Refunds will be returned by method of payment, with the exception of cash and debit. Fees that had been paid with cash and/or debit will be refunded by cheque through a regular Accounts Payable batch.					

**TOWN OF SMITHERS
RECREATION FEES AND CHARGES
SCHEDULE G
(All fees INCLUDE applicable taxes)**

FINES AND PENALTIES	
1	INSURANCE REQUIREMENTS
Each Arena user, Ranger Park Centre user, Smithers Fairground user, Field user group and/or individual is required to provide proof of insurance and name the Town as an additional insured to the Town's Recreation, Parks, and Culture Department prior to an event and/or program. If proof of insurance is not submitted before the event and/or program, the Town of Smithers has the right to refuse access to the facility.	
The Town of Smithers requires a minimum of \$2,000,000 liability insurance coverable of Town owned facility. The Town of Smithers retains the right to request for insurance coverage up to \$5,000,000 depending on the type of event and/or program.	

**TOWN OF SMITHERS
DEVELOPMENT FEES AND CHARGES
SCHEDULE H**

	FEES AND CHARGES
Joint Official Community Plan & Zoning Bylaw Amendment	\$2,060
Official Community Plan Amendment	\$1,545
Zoning Bylaw Amendment	\$1,545
Board of Variance	\$775
Development Variance Permit	\$775
Development Variance Permit (minor)**	\$310
Temporary Use Permit	\$1,030
Temporary Use Permit Extension	\$1,030
Development Permit:	
Development Permit with no Variance	\$775
Development Permit with Minor Variance**	\$825
Development Permit with Variance (not minor)**	\$1,135
Development Permit Amendment	\$620

Applications withdrawn, in writing, before a staff report is signed and before a review by the Advisory Planning Commission shall be eligible for a 75% refund of the application fee.

Applications withdrawn, in writing, before the report is advanced to the Public Hearing or to Council for consideration of a resolution shall be eligible for a 50% refund of the application fee.

The fees listed above on Schedule H do not apply to projects that qualify for the Rental Housing Incentive Program established by the Town of Smithers Rental Housing Incentive Policy #DEV-014. A project eligible under the above program may be granted with a 100% fee waiver for one or more of the following applications: Rezoning/OCP amendment or both; Development Permit Application; Development Variance Permit Application; Board of Variance Application; and Development Permit Amendment Application. The maximum fee waiver that may be available to an eligible project is \$2,500 and shall be applied for in accordance with Section 5.1A) of the Rental Housing Incentive Policy.

See the Town of Smithers - Dollars to the Door Program
This fee is applicable only for the duration of the Northern Housing Incentive Program offered by the Northern Development Initiative Trust (NDIT).

\$200

Cash-in-Lieu Parking
Cash-in-Lieu of required off-street parking spaces; as per Zoning Bylaw Section 2.10.8.

\$9,785 / per space

**TOWN OF SMITHERS
CEMETERY FEES AND CHARGES
SCHEDULE I**

Page 1 of 1

	TOTAL FEES Excluding GST
GRAVE / NICHE SPACE (PURCHASES)	
Burial Plot - Adult (1.5m x 3.0m)	\$1,545
Burial Plot - Child (1.5m x 1.5m)	\$775
Block 7 Cremation Plot (0.8m x 0.8m)	\$515
Columbarium Niche	\$1,240
OPEN / CLOSE (SERVICES)	
Open/Close - Block 7 Cremation Plot	\$415
Open/Close - Inurnment in Existing Standard Plot	\$645
Open/Close - Columbarium Niche Inurnment	\$260
Open/Close - Burial Plot at Regular Depth Adult (1.5m x 3.0m, includes grave liner)	\$1,470
Open/Close - Burial Plot Extra Depth (To permit second burial in same grave.) Adult (1.5m x 3.0m, includes grave liner)	\$1,625
Open/Close - Burial Plot Child (1.5m x 1.5m, includes grave liner)	\$750
Open/Close for Exhumation - Adult (1.5m x 3.0m)	\$1,110
- Child	\$645
- Cremation Plot	\$335
- Columbarium Niche	\$335
OPEN / CLOSE (SERVICES) - EXTRA FEES (In Addition to Above)	
Burial after 2:00 pm Monday to Friday (Extra Fee)	\$825
Burial on Saturday, Sunday, or Statutory Holiday (Extra Fee)	\$1,650
Burial with less than 24 hours notice to Town (Extra Fee)	\$415
Columbarium Inurnment Saturday, Sunday, or Statutory Holiday (Extra Fee)	\$260
MEMORIAL INSTALLATION	
Headstone Installation	\$750
Reinstallation of Inscription Plate (to headstone)	\$335
OTHER CHARGES	
Plot Transfer	\$180

- Grave plots or Cremation sites can be reserved and prepaid.
- Open/ Close services cannot be prepaid.
- Burial Plots include a 25% Cemetery and Columbarium Care Trust Fund contribution.
- Columbarium Niche or Cremation Plot Niche include a 10% Cemetery and Columbarium Care Trust Fund contribution.
- Headstone installation includes a \$10 Care Fund Cemetery and Columbarium Care Trust Fund contribution.

**TOWN OF SMITHERS
BUSINESS CLASSIFICATION AND LICENSE FEES
SCHEDULE J**

BUSINESS LICENSE FEES		FEES
100	Banks, financial institutions	\$680.00 / year
200	Commercial landlord	
201	up to 560 m ² (6,028 ft ²)	\$165.00 / year
202	over 560 m ² (6,028 ft ²)	\$365.00 / year
300	Mobile Home Park, Campgrounds	
301	Mobile Home Park	\$165.00 / year
302	Tent, Trailer and Campground	\$165.00 / year
400	Itinerant Show or Entertainment	\$260.00 / day
500	Contractor	
501	General	\$165.00 / year
502	Sub-Contractor	\$165.00 / year
600	Direct Seller, Mobile Vendor	
601	Direct Seller	\$165.00 / year
602	Mobile Vendors (Outside of Downtown, including private property)	\$260.00 / year
603	Mobile Restaurant (Downtown).	\$515.00 / year
604	Or, in the alternative, a company may license all representatives conducting business in Downtown a flat fee of twice the fee applicable to classification 601 or 602 or 603 above.	
700	Automotive	
701	Automobile dealer	\$365.00 / year
702	Recreational vehicle dealer	\$365.00 / year
703	Mobile home dealer	\$365.00 / year
704	Heavy equipment dealer	\$365.00 / year
705	Farm equipment dealer	\$365.00 / year
706	Auto body shop, Automotive repair and service	\$165.00 / year
750	Liquor outlet	
751	Liquor Store/Beer and Wine Store	\$260.00 / year
752	Neighbourhood pub	\$260.00 / year
753	Cabaret	\$260.00 / year
754	Hall For Events Where Liquor May be Served	\$260.00 / year
800	Restaurant	
801	Restaurant	\$165.00 / year
802	Cafe	\$165.00 / year
803	Coffee Shop	\$165.00 / year
804	Snack bar	\$165.00 / year
805	Dining lounge	\$165.00 / year
806	Drive-in Restaurant	\$165.00 / year
807	Delicatessen	\$165.00 / year
808	Lunch counter	\$165.00 / year
809	Catering service	\$165.00 / year

**TOWN OF SMITHERS
BUSINESS CLASSIFICATION AND LICENSE FEES
SCHEDULE J**

BUSINESS LICENSE FEES		FEES
900	Recreation facility	
901	Theatre, drive-in theatre	\$165.00 / year
902	Banquet room (not in a Hotel complex)	\$165.00 / year
903	Amusement establishment	\$165.00 / year
904	Bowling alley	\$165.00 / year
905	Billiard Hall	\$165.00 / year
906	Arcade	\$165.00 / year
907	Dance Studio	\$165.00 / year
908	Performing Arts	\$165.00 / year
1000	Home Occupation	\$165.00 / year
1100	Salvage	
1101	Junkyard	\$165.00 / year
1102	Wrecking yard	\$165.00 / year
1103	Secondhand Dealer	\$165.00 / year
1104	Pawnbroker	\$165.00 / year
1200	Garment Cleaning Service	
1201	Laundry	\$165.00 / year
1202	Dry-cleaning	\$165.00 / year
1203	Laundromat	\$165.00 / year
1300	Manufacturing	
1301	Wood processing plant	\$365.00 / year
1302	Chemical refinery	\$365.00 / year
1303	Electronics, precision instruments, small goods	\$165.00 / year
1304	All other classifications	\$365.00 / year
1400	Printer and Publisher	\$165.00 / year
1500	Professional Business/Business Office	
1501	Professional	\$165.00 / year
1502	Other business office	\$165.00 / year
1600	Radio and T.V. Broadcasting	\$165.00 / year
1700	Merchant	
1701	Retail up to 930 m ² (10,011ft ²) floor area	\$165.00 / year
1702	Retail over 930m ² (10,011ft ²) floor area	\$365.00 / year
1703	Wholesale	\$165.00 / year
1704	Mail Order	\$165.00 / year
1800	Fuel Sales, Storage	
1801	Bulk sales and storage	\$365.00 / year
1802	Retail sales	\$365.00 / year
1803	Service station	\$365.00 / year
1804	Key lock station	\$365.00 / year

**TOWN OF SMITHERS
BUSINESS CLASSIFICATION AND LICENSE FEES
SCHEDULE J**

BUSINESS LICENSE FEES		FEES
1900	Transportation	
1901	Truck terminal	\$165.00 / year
1902	Moving company	\$165.00 / year
1903	Transportation service	\$165.00 / year
1904	Vehicle hire	\$165.00 / year
1905	Delivery service	\$165.00 / year
1906	Taxi	\$165.00 / year
1907	Public transport	\$165.00 / year
2000	Vending Machines *	
	*A license is not required under this classification if the owner is otherwise licensed in the Town.	\$465.00 / year
2100	Warehousing	\$165.00 / year
2200	Apartment rental	\$10.00 /unit/yr
2300	Hotel complex	\$365.00 / year
2400	Motel	\$165.00 / year
2600	Miscellaneous	\$165.00 / year
2700	Escorts	
2701	Escort Agency	\$1,030.00 / year
2702	Escort Service	\$260.00 / year
2800	Cannabis Retail Store	\$260.00 / year
2900	Short-Term Rentals (STR) & Bed & Breakfast (BNB) Operations	
2901	STR operating from a portion of dwelling unit or BNBs	\$260.00 / year
2902	STR operating from an entire dwelling unit	\$365.00 / year
2903	Multiple STR units on the same property	\$365.00 / year for the first unit
2903.1		& \$105.00 / year each additional unit
3000	Auxiliary Business	\$55.00 / year
4000	Non-profit Organization	No fee
LIQUOR AND CANNABIS LICENSING		
	New Liquor Primary / Liquor Primary Club / Cannabis Retail License Applications	\$930
	Amendment to Existing License Applications	\$415
	Temporary Amendment (Event) to Liquor Licenses	\$310

**TOWN OF SMITHERS
BUSINESS CLASSIFICATION AND LICENSE FEES
SCHEDULE J**

BUSINESS LICENSE FEES	FEES
No license shall be transferred from one person in respect of certain premises to that same person in respect of other premises, without the prior approval of the License Inspector and the payment of \$50.00 for the required transfer fee. Such transfer shall be refused by the License Inspector where, upon inspection of the business premises to which the applicant wishes to transfer the license, the premises do not comply with the requirements of the bylaws of the Town regulating building, zoning, health and safety, sanitation, and business.	
Every license issued pursuant to this bylaw shall be personal to the licensee named therein and in the event of a change of ownership of the business for which such license was issued, the new owner shall apply for a transfer of ownership and be required to pay a transfer fee of \$50.00. Such transfer shall be refused by the License Inspector where, upon inspection of the business premises, the premises does not comply with the requirements of Town bylaws regulating building, zoning, health and safety, sanitation, and business.	
The License Inspector shall maintain and keep records of all licenses issued. All such records shall be considered public records and shall be open for inspection at reasonable times to any person having business with the License Inspector. No person shall be entitled to inspect more than one license at any one time without first paying a search fee of \$50.00 for each license in excess of one.	
A business that due to classification requires more than one license, or due to an auxiliary business(s), shall only be required to pay a fee of \$50.00 for each license in excess of the principle license. The principal license is the license for which the greatest fee is due.	
Where a business is carried on, in, or from more than one premise in the Town and under the same business name, a \$50.00 fee is chargeable for each additional premise as an Auxiliary Business (Classification 3000).	
In the case of commercial landlords, only one business license fee will apply regardless of the number of buildings or premises being leased or rented. The area for Classification 0200 in Schedule "A" is based on the total gross leasable area for all the buildings or premises owned by the commercial landlord.	

TOWN OF SMITHERS
SOLID WASTE COLLECTION FEES
SCHEDULE K

	Effective January 1, 2026			Effective January 1, 2027			Effective January 1, 2028		
	Quarterly	Annual (Tax Notice)	Per Call	Quarterly	Annual (Tax Notice)	Per Call	Quarterly	Annual (Tax Notice)	Per Call
RESIDENTIAL (Garbage / Recycling)									
Single Family Dwelling		\$184			\$190			\$196	
Carriage House		\$184			\$190			\$196	
Secondary Suite 85% (2026), 100% (2027 & 2028)		\$156			\$190			\$196	
Per Unit - Duplex, Triplex, etc. [All Strata from 2024]		\$184			\$190			\$196	
[Strata opt out with Town approval avail. from 2023]									
Business Class 6 properties (with buildings). Other Properties not charged the Class 6 flat rate or the Residential flat rate on the Tax Notice (i.e. exempt properties, apartments, etc.)	\$46	\$184		\$47	\$190		\$48	\$196	
COMMERCIAL (incl. Home Based Business)									
Commercial Carts:									
one (1) 0.32 yard cart	\$55			\$57			\$59		
two (2) to three (3) 0.32 carts	\$67			\$69			\$71		
four (4) to five (5) 0.32 carts	\$90			\$93			\$96		
one (1) 0.44 yard cart	\$55			\$57			\$59		
two (2) to three (3) 0.44 carts	\$78			\$80			\$82		
four (4) to five (5) 0.44 carts	\$102			\$105			\$108		
Haul All Containers:									
two (2) yard container	\$90			\$93			\$96		
four (4) yard container	\$135			\$139			\$143		
six (6) yard container	\$202			\$208			\$214		
share 1/2 2 yard	\$45			\$46			\$47		
share 1/2 y 4 yard	\$67			\$69			\$71		
share 1/2 6 yard	\$101			\$104			\$107		
Service charge for container placement / removal			\$247			\$254			\$262
UNSCHEDULED (Per Pickup / Call Out)									
Carts:									
one (1) 0.32 yard cart			\$11			\$12			\$13
two (2) to five (5) 0.32 carts			\$15			\$16			\$17
one (1) 0.44 yard cart			\$11			\$12			\$13
two (2) to five (5) 0.44 carts			\$15			\$16			\$17
Haul All Containers:									
two (2) yard container			\$21			\$22			\$23
four (4) yard container			\$30			\$31			\$32
six (6) yard container			\$39			\$41			\$42

Purchase of New, or Replacement, Carts (Residential or Commercial)
Green Residential and Commercial Carts will be sold by the Town at manufacturers cost plus shipping and handling and applicable taxes - there is no renting or leasing.
Green Garbage Carts must be purchased outright from the Town.
Blue Recycling Carts will be given to eligible property owners one time only.
Replacement Green or Blue Recycling carts are to be paid by the property owner and purchased through the Town at manufacturers cost plus shipping and handling and applicable taxes.
Each unit of a duplex, triplex, fourplex etc. will be charged the annual single family dwelling rate (except an approved opt out strata unit).
The owners of a secondary suite/carriage house will be eligible to purchase another residential cart and receive a recycling cart if a second residential cart is purchased.
Property owners are responsible to maintain residential and recycling garbage carts in a usable manner.
Cart Parts or cart repairs are the responsibility of the property owner.
Purchase of Haul All Containers: (for properties other than single family dwellings)
Business owners must purchase their Haul All containers outright from the Town.
The purchaser will pay for all direct costs including taxes and shipping.
All purchases will be handled through the Town - the Town will notify the supplier beforehand and the invoice will be sent to the purchaser.
Annual Billing
All Annual solid waste collection rates specified shall be billed on the annual property tax notice. A penalty addition of ten per cent (10%) shall be applied on the amount unpaid as of the tax penalty date of the Municipality.
Quarterly Service Charges
The commercial and other garbage collection services (other than the annual charges) are billed on a quarterly basis. The property owner shall pay a penalty of 10% of any service charges that remain unpaid on due date.
Due and Unpaid Amounts and Interest
Any amounts remaining unpaid on December 31 each year shall be deemed to be taxes in arrears in respect of the property concerned and shall be forthwith entered on the real property tax roll as taxes in arrears and will be subject to prescribed rates of interest.
Residential Secondary Suites Transition (Billing % of single family dwelling fee)
85% (2026), 100% (2027) [Note: Transition applicable to all Solid Waste, Water, Sewer fees]

**TOWN OF SMITHERS
WATER USER FEES
SCHEDULE L**

	2026 rates			2027 rates			2028 rates		
	Quarterly Fee	Tax Notice Annual Fee	Metered Rate	Quarterly Fee	Tax Notice Annual Fee	Metered Rate	Quarterly Fee	Tax Notice Annual Fee	Metered Rate
<i>Annual Residential Flat Rates</i>									
Residential Dwelling (Single Family, Du/Triplex, Strata Units, Apt., etc.)		\$406.00			\$418.00			\$431.00	
Carriage House		\$406.00			\$418.00			\$431.00	
Secondary Suite (85% (2026), 100% (2027 & 2028))		\$345.00			\$418.00			\$418.00	
<i>Quarterly Residential Flat Fees (Commercial / Residential Mixed Use)</i>									
Single Family dwelling, duplex etc.- each unit	\$101.00			\$104.00			\$107.00		
Mobile homes- per unit	\$101.00			\$104.00			\$107.00		
Secondary Suite (40% 2023, 55% 2024, 70% 2025)	\$71.00			\$73.00			\$75.00		
<i>Commercial/Other Flat Rate users (billed quarterly)</i>									
Apartments- each dwelling unit	\$101.00			\$104.00			\$107.00		
Schools- per classroom	\$103.00			\$106.00			\$109.00		
School Board office	\$121.00			\$125.00			\$129.00		
Hospital - per bed	\$44.00			\$45.00			\$46.00		
Home Based Businesses (includes Air B&B) (Mandatory from 2024)	\$14.00			\$14.00			\$14.00		
Care home - per room	\$44.00			\$45.00			\$46.00		
Dining Room	\$474.00			\$488.00			\$503.00		
Liquor Serving Establishment	\$474.00			\$488.00			\$503.00		
Cafes/restaurant - 55 seats & less	\$474.00			\$488.00			\$503.00		
Cafes/restaurant - 56 - 80 seats	\$885.00			\$912.00			\$939.00		
Cafes/restaurant - over 80 seats	\$1,770.00			\$1,823.00			\$1,878.00		
Churches	\$121.00			\$125.00			\$129.00		
Service Station	\$228.00			\$235.00			\$242.00		
Repair Garage, Auto Sales, Body Shops	\$474.00			\$488.00			\$503.00		
Car Wash	\$885.00			\$912.00			\$939.00		
Offices/Retail Stores, Wholesale Outlets, Service Outlets up to and including 500 m2 gross floor area	\$121.00			\$125.00			\$129.00		
Offices/Retail Stores, Wholesale Outlets, Service Outlets more than 500 m2 gross floor area, less than 1000 m2	\$349.00			\$359.00			\$370.00		
Offices/Retail Stores, Wholesale Outlets, Service Outlets more than 1000 m2 gross floor area	\$713.00			\$734.00			\$756.00		
Public Hall, Theatre, Bowling Alley	\$121.00			\$125.00			\$129.00		
Government Office Building	\$1,666.00			\$1,716.00			\$1,767.00		
Municipal Office Building	\$121.00			\$125.00			\$129.00		

**TOWN OF SMITHERS
WATER USER FEES
SCHEDULE L**

	2026 rates			2027 rates			2028 rates		
	Quarterly Fee	Annual Fee	Metered Rate	Quarterly Fee	Annual Fee	Metered Rate	Quarterly Fee	Annual Fee	Metered
Railway Yard	\$1,360			\$1,401			\$1443		
<i>For any Property - Metered Rate (billed quarterly)</i>									
per cubic meter- water meter rate			\$1.170			\$1.2100			\$1.250
quarterly minimum water metered charge	\$101			\$104			\$107		
Annual Billing									
All Annual water user fees specified shall be billed on the annual property tax notice. An additional penalty of ten per cent (10%) shall be applied on the amount unpaid as of the tax penalty date of the Municipality.									
Quarterly Service Charges									
The Quarterly Residential Flat Fees and Commercial/Other Flat Rate users are billed on a quarterly basis. The property owner shall pay a penalty of 10% of any service charges that remain unpaid on due date.									
Fire Hydrant Use									
Application fee				\$75.00					

**TOWN OF SMITHERS
SEWER USER FEES
SCHEDULE M**

	2026			2027			2028		
	Quarterly Fee	Annual Fee	Metered Rate	Quarterly Fee	Annual Fee	Metered Rate	Quarterly Fee	Annual Fee	Metered Rate
<i>Annual Residential Flat Rates</i>									
Residential dwelling (Single Family, Du/Triplex, Strata Units, Apt., etc.)		\$528			\$544			\$560	
Carriage House		\$528			\$544			\$560	
Secondary Suite - 85% (2026), 100% (2027 & 2028)		\$449			\$544			\$560	
<i>Quarterly Residential Flat Fees (Commercial / Residential Mixed Use)</i>									
Single Family dwelling, duplex etc.- each unit	\$132			\$136			\$140		
Mobile homes- per unit	\$132			\$136			\$140		
Secondary Suite - 85% (2026), 100% (2027 & 2028)	\$93			\$96			\$99		
<i>Commercial/Other Flat Rate users (billed quarterly)</i>									
Apartments- each dwelling unit	\$132			\$136			\$140		
Schools- per classroom	\$134			\$138			\$142		
School Board office	\$155			\$160			\$165		
Hospital - per bed	\$55			\$57			\$59		
Home Based Businesses (includes Air B&B) (Mandatory from 2024)	\$20			\$21			\$22		
Care home - per room	\$55			\$57			\$59		
Dining Room	\$618			\$637			\$656		
Liquor Serving Establishment	\$618			\$637			\$656		
Cafes/restaurant - 55 seats & less	\$618			\$637			\$656		
Cafes/restaurant - 56 - 80 seats	\$1,154			\$1,189			\$1,225		
Cafes/restaurant - over 80 seats	\$2,295			\$2,364			\$2,435		
Churches	\$157			\$162			\$167		
Service Station	\$297			\$306			\$315		
Repair Garage, Auto Sales, Body Shops	\$618			\$637			\$656		
Car Wash	\$1,154			\$1,189			\$1,225		
Offices/Retail Stores, Wholesale Outlets, Service Outlets up to and including 500 m2 gross floor area	\$155			\$160			\$165		
Offices/Retail Stores, Wholesale Outlets, Service Outlets more than 500 m2 gross floor area, less than 1000 m2	\$451			\$465			\$479		
Offices/Retail Stores, Wholesale Outlets, Service Outlets more than 1000 m2 gross floor area	\$925			\$953			\$982		
Public Hall, Theatre, Bowling Alley	\$157			\$162			\$167		
Government Office Building	\$2,378			\$2,449			\$2,522		
Municipal Office Building	\$155			\$160			\$165		
Railway Yard	\$1,952			\$2,011			\$2,071		

**TOWN OF SMITHERS
SEWER USER FEES
SCHEDULE M**

	2026			2027			2028		
	Quarterly Fee	Annual Fee	Metered Rate	Quarterly Fee	Annual Fee	Metered Rate	Quarterly Fee	Annual Fee	Metered Rate
<i>For any Property - Metered Rate (billed quarterly)</i>									
Metered Rate -per cubic meter- sewer metered rate (1.3 times water metered rate)			\$1.5200			\$1.5700			\$1.4788
Quarterly minimum sewer metered charge (residential rate divided by 4)	\$132			\$136			\$140		
Annual Billing									
All Annual sewer user fees specified shall be billed on the annual property tax notice. An additional penalty of ten per cent (10%) shall be applied on the amount unpaid as of the tax penalty date of the Municipality.									
Quarterly Service Charges									
The Quarterly Residential Flat Fees and Commercial/Other Flat Rate users are billed on a quarterly basis. The property owner shall pay a penalty of 10% of any service charges that remain unpaid on due date.									

**TOWN OF SMITHERS
AIRPORT FEES AND CHARGES
SCHEDULE N**

All fees PLUS applicable taxes except Vehicle Parking Fees

	2026	2027	2028
LANDING FEE (Per 1,000kg of Maximum Takeoff Weight (MTOW) as per Transport Canada AIM)			
Weights from TP143 & rounded up to nearest 1,000kg			
Minimum charge per landing	\$23.28	\$24.21	\$25.18
0 - 20,000 kg	\$6.65	\$6.92	\$7.20
20,001 - 45,000 kg	\$8.36	\$8.69	\$9.04
> 45,000 kg	\$10.07	\$10.47	\$10.89
The Airport Manager is equipped with tools to assist in the facilitation of additional scheduled air service development to new destinations.			
VEHICLE PARKING FEES (including taxes)			
2 Hours (up to maximum of)	\$2.00	\$2.00	\$2.00
1 Day	\$5.00	\$5.00	\$5.00
7 Days	\$35.00	\$35.00	\$35.00
1 Month	\$150.00	\$150.00	\$150.00
Annual	\$900.00	\$900.00	\$900.00
Airport Employee Annual	\$150.00	\$150.00	\$150.00
TERMINAL FEE (Based on maximum certificated passenger seating capacity)			
0 - 9 Seats	\$20.65	\$21.48	\$22.34
10 - 15 Seats	\$41.29	\$42.94	\$44.66
16 - 25 Seats	\$63.59	\$66.13	\$68.78
26 - 45 Seats	\$111.48	\$115.94	\$120.58
46 - 60 Seats	\$159.19	\$165.56	\$172.18
61 - 89 Seats	\$254.85	\$265.04	\$275.64
90 - 125 Seats	\$350.58	\$364.60	\$379.18
> 125 Seats	\$414.30	\$430.87	\$448.10
ANNUAL ADVERTISING FEES			
Ad Backlit Carousel	\$994.10	\$1,033.86	\$1,075.21
Ad Telemonitor/Charge Station	\$994.10	\$1,033.86	\$1,075.21
Ad Brochure Spot (self-stocked by licensed advertiser)	\$65.09	\$67.69	\$70.40
Ad Garbage/Recycle Bin	\$442.44	\$460.14	\$478.55
Display Case	\$485.47	\$504.89	\$525.09
Parking Complimentary & 2-sided Ad Sign	\$441.33	\$458.98	\$477.34
Parking - Reserved & 2-sided Ad Sign	\$1,435.44	\$1,492.86	\$1,552.57
Outdoor Sign	\$1,653.90	\$1,720.06	\$1,788.86

**TOWN OF SMITHERS
AIRPORT FEES AND CHARGES
SCHEDULE N**

All fees PLUS applicable taxes except Vehicle Parking Fees

	2026	2027	2028
ANNUAL SERVICE LICENCE FEES			
Courier Fee	\$495.39	\$515.21	\$535.82
Passenger Shuttle	Agreement only	Agreement only	Agreement only
Taxi/Courtesy Vehicles	\$220.67	\$229.50	\$238.68
Vending Machine	\$57.38	\$59.68	\$62.07
SERVICE FEES (All service fees + 10% administration fee)			
Airside Escorts			
Regular: 1/4 hour Minimum Charge After Hours: 2 hour min charge	Cost	Cost	Cost
Maintenance includes snow removal			
Regular: 1/4 hour Minimum Charge After Hours: 2 hour min charge	Cost	Cost	Cost
Equipment Use			
Regular: 1/4 hour Minimum Charge After Hours: 2 hour min charge	Cost	Cost	Cost
Scheduled Flights >1 hour late			
Regular: 1/4 hour Minimum Charge After Hours: 2 hour min charge	Cost	Cost	Cost
Other Goods & Services	Cost	Cost	Cost
SHORT TERM FACILITY RENTAL FEES			
Airport Board Room, Per day	\$81.98	\$85.26	\$88.67
Storage Building, Per day	\$117.06	\$121.74	\$126.61
Old Thrifty Building, per day	\$23.40	\$24.34	\$25.31
minimum	\$163.85	\$170.40	\$177.22
Facility usage to be approved by Airport Manager			
OFF AIRPORT FUEL OPERATOR FEES			
An Off Airport Fuel Operator is defined as any fuel operator that does not hold a lease or license on airport property, and have a concession agreement with the Town to dispense fuel to aircraft or vehicles on Smithers Airport Property.			
Per Truck Capable of Carrying 20,000 liters - per day	\$1,754.30	\$1,824.47	\$1,897.45
Per Truck capable of carrying 5,000-19,999 liters - per day	\$701.72	\$729.79	\$758.98
Per Truck capable of carrying less than 5,000 liters - per day	\$409.33	\$425.70	\$442.73
All off airport fuel operators must have minimum \$5,000,000 liability and name the Town of Smithers as an additional insured within their liability insurance policy and must secure and maintain a pollution legal liability insurance policy or policies for site cleanup arising from pollution conditions, including both the premise and the operations on the premise, bodily injury, or property damage for not less than \$1,000,000 aggregate liability and the Town shall be included as additional insured.			
Airside Drivers must have a valid AVOP (see below).			
AIRSIDE VEHICLE OPERATOR'S PERMIT (AVOP) FEE			
Airside Vehicle Operators, who require a permit,			
Original Permit	\$25.00	\$25.00	\$25.00
Each Renewal	\$10.00	\$10.00	\$10.00
AIRCRAFT ELECTRICAL PLUG IN FEE			
0 - 5,000 kg			
Daily	\$16.54	\$17.20	\$17.89
Monthly	\$132.33	\$137.62	\$143.12
> 5,000 kg			
Daily	\$41.96	\$43.64	\$45.39
Monthly	\$342.30	\$355.99	\$370.23
Long Term - Estimated Monthly + 10% Administration Charge			

TOWN OF SMITHERS
AIRPORT FEES AND CHARGES
SCHEDULE N

All fees PLUS applicable taxes except Vehicle Parking Fees

	2026	2027	2028
AIRPORT IMPROVEMENT FEE (AIF) plus applicable tax	\$30.00	\$30.00	\$30.00
AIF applies to all enplaned passengers on commercial and scheduled <i>chartered</i> flights. A chartered flight is deemed to be a scheduled charter if it travels to the same location more than twice in a calendar month.			
AIRCRAFT PARKING FEE (Per 1000kg of Maximum Takeoff Weight (MTOW) as per Transport Canada AIM)			
0 - 2,000 kg private = / > 3 days			
Daily	\$11.12	\$11.56	\$12.02
Monthly	\$88.88	\$92.44	\$96.14
Annually	\$548.95	\$570.91	\$593.75
2,001 - 5,000 kg			
Daily	\$12.52	\$13.02	\$13.54
Monthly	\$100.13	\$104.14	\$108.31
Annually	\$615.63	\$640.26	\$665.87
5,001 - 10,000 kg			
Daily	\$19.69	\$20.48	\$21.30
Monthly	\$157.49	\$163.79	\$170.34
10,001 - 30,000 kg			
Daily	\$36.56	\$38.02	\$39.54
Monthly	\$292.62	\$304.32	\$316.49
30,001 - 60,000 kg			
Daily	\$56.38	\$58.64	\$60.99
Monthly	\$451.05	\$469.09	\$487.85
60,001 - 100,000 kg			
Daily	\$85.08	\$88.48	\$92.02
Monthly	\$680.80	\$708.03	\$736.35
> 100,000 kg			
Daily	\$142.32	\$148.01	\$153.93
Monthly	\$1,138.53	\$1,184.07	\$1,231.43
Initial RAP, Key or Fob issued by Airport Administration	No Charge	No Charge	No Charge
2 nd RAP, Key or Fob issued by Airport Administration	\$50.00 per item for replacement	\$50.00 per item for replacement	\$50.00 per item for replacement
3 rd RAP, Key or Fob issued by Airport Administration	\$100.00 per item for replacement	\$100.00 per item for replacement	\$100.00 per item for replacement
RAP, Keys or Fob not returned upon 7 days of termination of employment	\$50.00 per item	\$50.00 per item	\$50.00 per item

**TOWN OF SMITHERS
AIRPORT FEES AND CHARGES
SCHEDULE N**

All fees PLUS applicable taxes except Vehicle Parking Fees

	2026	2027	2028
AIRCRAFT FEE DISCOUNTS AND EXEMPTIONS			
Helicopter Leaseholder			
Landing	50% Discount	50% Discount	50% Discount
Terminal	Exempt	Exempt	Exempt
Training	Exempt	Exempt	Exempt
Fixed Wing Leaseholder			
Landing	-	-	-
Terminal	-	-	-
Training	Exempt	Exempt	Exempt
Non Land Leaseholder			
Landing	-	-	-
Terminal	-	-	-
Training	80% Discount	80% Discount	80% Discount
Repositioning Flight			
Landing	Exempt	Exempt	Exempt
Terminal	Exempt	Exempt	Exempt
Training	-	-	-
Ferry, Mechanical, and Firefighting Flights			
Landing	-	-	-
Terminal	Exempt	Exempt	Exempt
Training	-	-	-
Private Registered Piston			
Landing	Exempt	Exempt	Exempt
Terminal	Exempt	Exempt	Exempt
Training	-	-	-
Private Registered Piston - Aircraft Parking <3 days	No charge	No charge	No charge
Accounts for airport fees or charges that remain unpaid 60 days after the invoice date are subject to a one-time penalty of 10% of the outstanding balance.			
Exemptions for training flights require prior written notice provided to Airport Manager.			

TOWN OF SMITHERS
ANIMAL LICENSING FEES
SCHEDULE O
(All fees INCLUDE applicable taxes)

	Fees
Neutered male dog, in respect of which the applicant produces a certificate of neutering signed by a veterinarian	\$15.00
Female dog, in respect of which the applicant produces a certificate of ovario-hysterectomy signed by a veterinarian	\$15.00
Male dog, not neutered	\$50.00
Female dog, not spayed	\$50.00
Dangerous dog	\$300.00
For an Aggressive dog	\$150.00
Replacement license or license tag	\$5.00

**TOWN OF SMITHERS
SIGN PERMIT FEES
SCHEDULE P**

	FEES
Balloon Sign, Banner Sign, Fascia Sign Canopy Sign, Freestanding Sign, Hanging Sign, Projecting Sign, Sandwich Board Sign, Home Occupation Sign	\$55.00
Town of Smithers Main Street Tree Sign	\$225.00
Tree Sign Name Change	\$155.00

TOWN OF SMITHERS
ELECTRIC VEHICLE CHARGING STATION FEES
SCHEDULE Q
All fees are taxable

	FEES
EV charging fee rate	\$2.00/hour
Overstay (after 30 minutes grace period)	\$2.50/hour