



STAFF REPORT

DATE: May 18, 2022 **FILE:** 0550-04 Board

TO: Chair and Directors,
Regional Board

FROM: Dave Leitch
Chief Administrative Officer

RE: ADJUSTMENT TO SCHEDULE OF FEES, CHARGES AND RENTALS

PURPOSE/PROBLEM

To consider a recommendation from the Strathcona Gardens Commission regarding a structured approach for adjusting the schedule of fees, charges and rentals.

EXECUTIVE SUMMARY

The attached report was considered at the May 11, 2022 meeting of the Strathcona Gardens Commission at which time the following motion was made:

Evans/Grunerud: SGC 76/22

THAT the Commission recommend the structured yearly increases to Bylaw No. 295 as set out in the April 28, 2022 report from the Chief Administrative Officer.

The actions outlined below are offered in support of the Commission's recommendation.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT a bylaw be prepared to amend Bylaw No. 295, being Strathcona Gardens Recreation Complex Fees and Charges Bylaw 2018, to include the structured yearly increases as set out in the April 28, 2022 report from the Chief Administrative Officer.

Respectfully:

Dave Leitch
Chief Administrative Officer

Prepared by: E. Watson, Senior Executive Assistant

Attachments: Copy of April 28, 2022 report to the Strathcona Gardens Commission.



STAFF REPORT

DATE: April 28, 2022

FILE:

TO: Chair and Commissioners,
Strathcona Gardens Commission

FROM: Dave Leitch
Chief Administrative Officer

RE: ADJUSTMENT TO SCHEDULE OF FEES, CHARGES AND RENTALS

PURPOSE/PROBLEM

To consider a structured approach for adjusting fees, charges and rentals to meet the growing costs of operating and maintaining the Strathcona Gardens Recreation Facility.

EXECUTIVE SUMMARY

Bylaw No. 295 has established the fees, charges and rentals rates associated with use of the Strathcona Gardens Recreation Facility by the public and user groups. These fees, charges and rental rates work in conjunction with tax appropriations as a main source of revenue to sustain the services offered and to offset operational costs at Strathcona Gardens. These fees, charges and rentals have not been increased in over 8 years. Consequently, the Strathcona Gardens rates have fallen behind rates charged at similar facilities on Vancouver Island.

The attached bylaw shows what the various rates would be if increased at approximately 2% per year/season. If the Commission supports this approach the question of further rate adjustments could be deferred until the 2024/2025 season, when further re-evaluation could be considered. Having a built-in system for yearly rate adjustments is similar to the approach used by several other recreation facilities on Vancouver Island.

ALTERNATIVES

Option 1 - THAT the Commission recommend the structured yearly increases to Bylaw No. 295 as set out in the April 28, 2022 report from the Chief Administrative Officer.

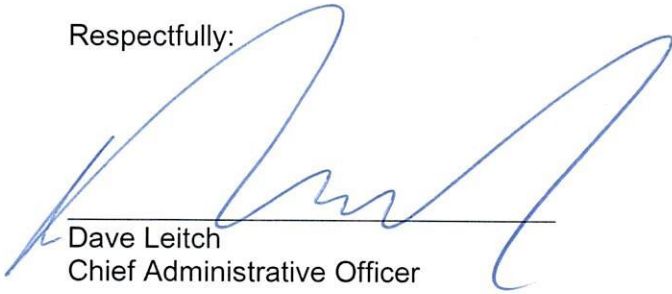
Option 2 - THAT the Commission recommend increasing the rates in Bylaw No. 295 to the 2024/2025 levels this year.

Option 3 - THAT the Commission recommend that a decision on changes to Bylaw No. 295 be deferred until 2023 budget discussions.

RECOMMENDATION

THAT the report from the Chief Administrative officer be received.

Respectfully:



Dave Leitch
Chief Administrative Officer

Prepared by: Robin Kentrop, Senior Manager, Craig Robertson, Manager, Arenas and Administration, Sarah Madelung Manager, Aquatics and Fitness, Strathcona Gardens Recreation Complex

Attachments: Bylaw No. 295 Fees w/proposed amendments

COPY



**STRATHCONA GARDENS RECREATION COMPLEX
FEES AND CHARGES BYLAW 2018
(CONSOLIDATED)**

The following is a consolidated version of Bylaw No. 295, which was adopted December 7, 2017 and includes the following amendment bylaws:

BYLAW No.	BYLAW NAME	ADOPTED	PURPOSE
SRD 307	Strathcona Gardens Recreation Complex Fees and Charges Bylaw 2018, Amendment No. 1	March 22, 2018	To incorporate expanded rate categories for the purchase of bulk buy passes at Strathcona Gardens.
SRD 314	Strathcona Gardens Recreation Complex Fees and Charges Bylaw 2018, Amendment No. 2	May 24, 2018	To eliminate rates for ice resurfacers at the Strathcona Gardens.

Unless certified on the last page, this bylaw should not be relied upon for legal purposes. There may be pending updates or revisions to this bylaw. Please contact the Corporate Services Department for the Strathcona Regional District for the most current version.

**BYLAW NO. 295**

**A BYLAW TO ESTABLISH FEES AND CHARGES FOR USE OF THE
STRATHCONA GARDENS RECREATION FACILITY**

WHEREAS the Regional District may, by bylaw, establish fees and charges payable in respect of all or part of a service, or for the use of Regional District property and, for those purposes, establish different classes of persons, property, businesses and activities and set different rates for different classes;

AND WHEREAS the Regional District desires to establish fees and charges for use of the Strathcona Gardens Recreation Complex and the property upon which it is located;

NOW THEREFORE the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

Payment of Rates

1. The use of the Strathcona Gardens Recreation Complex by groups and individuals is subject to payment in advance of the fees, charges, rentals or other rates specified in Schedule A, attached hereto and forming part of this bylaw.

L.I.F.E. Program

2. Despite Section 1, individuals and families who qualify for access to recreational facilities under the provisions of the L.I.F.E. Program may apply on the form prescribed in Schedule B, attached to and forming part of this bylaw, for free or subsidized rates available under that program.

Prior Rates

3. A fee or charge paid for an admission, use, occupancy, event or other service at the Strathcona Gardens Recreation Complex prior to the effective date of this bylaw shall be valid and sufficient for the period of time for which it was intended notwithstanding that the admission, use, occupancy, event or other service for which it was paid does not occur until a later date.

Repeal

4. Bylaw No. 238, being Strathcona Gardens Recreation Complex Fees and Charges Bylaw 2016 is repealed.

Effective Date

5. This bylaw becomes effective on January 1, 2018.

Citation

6. This bylaw may be cited for all purposes as Bylaw No. 295, being Strathcona Gardens Recreation Complex Fees and Charges Bylaw 2018.

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SCHEDULE 'A'

Fees and Charges**PART A – GENERAL PROVISIONS**

1. In this schedule the following definitions apply:

“admission” means to admit a person for the purpose of participation in an unorganized session of swimming or skating;

“adult” means a person who is at least 19 years of age;

“business” means a commercial entity which charges a fee to attend or participate in its events;

“caregiver” means an adult providing care and supervision to a pre-schooler;

“child” means a youth between the ages of 3 and 12 years inclusive;

“cost recovery” means the recovery of costs without profit;

“discount leisure skate” means the discounted rate in effect when the leisure skating rink is the only ice skating rink available for use;

“discount leisure swim” means the discounted rate in effect when the leisure pool is the only swimming pool available for use;

“facility” means the Strathcona Gardens Recreation Complex, or some part of it, and the land upon which it is situated;

“family” means a group of not more than 6 people containing one or two adults;

“L.I.F.E. program” means the “Leisure Is For Everyone” program which provides free or subsidized access to recreation programs and events for low income families and individuals;

“non-profit organization” means a group which is not a business;

“pre-schooler” means a youth who is under the age of 3 years;

“prime time” means

- the period commencing June 1 and ending August 31; and
- the period commencing on September 1 and ending on May 31,
 - between 6:00 am and midnight on weekends and school holidays, and
 - between 3:00 p.m. and midnight, Monday through Friday;

“school holiday” means a day between September 1 and May 31, other than a day on a weekend, that schools are closed within School District No. 72;

“senior” means an adult who is at least 60 years of age;

“student” means a teenager who is currently enrolled in a course of studies at an educational institution;

“teen” means a youth between the ages of 13 and 18 years inclusive;

“user group” means a non-profit organization which has a current rental agreement for use of the facility;

“weekend” means the period commencing immediately after midnight on Friday and ending at midnight on the next Sunday;

“youth” means a person who is not an adult.

2. All fees, charges and other rates set out in this schedule are exclusive of taxes unless otherwise noted.
3. The Regional District may, in its sole discretion, enter into agreements for use of the facility that include rates different than the rates established in this bylaw.
4. Nothing in this schedule limits the authority of the Regional District to charge for costs incurred on behalf of or in connection with the provision of a program, activity, event or service to a user or group of users, including payments made to a third party for operating, facilitating, setting up, demobilizing or tearing down facilities, decorations, furnishings and other paraphernalia on a cost recovery basis.

PART B - RATES

5.0 ADMISSION FEES (including taxes)

5.1	Drop-In Admissions	2021/2022	2022/2023	2023/2024	2024/2025
	Adult	5.75	5.85	5.95	6.05
	Senior	4.25	4.30	4.35	4.40
	Teen/Student	4.00	4.05	4.10	4.15
	Child	3.00	3.05	3.10	3.15
	Family	11.50	11.75	12.00	12.25
	Each Additional Child (in excess of family rate)	1.50	1.55	1.60	1.65
	Pre-Schooler (U7) and Caregiver	3.00	3.05	3.10	3.15
5.2	10x Active Passes*				
	10x Adult	52.00	53.00	54.00	55.00
	10x Senior	37.75	38.25	38.75	39.25
	10x Teen/Student	35.50	36.20	36.90	37.60
	10x Child	26.00	26.50	27.00	27.50
	10x Family	104.00	106.00	108.00	110.00
5.3	One Month Active Pass*				
	Adult	56.00	57.10	58.25	59.40
	Senior	41.25	42.00	42.90	43.75

		2021/2022	2022/2023	2023/2024	2024/2025
	Teen/Student	38.00	38.75	39.50	40.30
	Child	27.50	28.05	28.60	29.20
5.4	Three Month Active Pass*				
	Adult	167.50	170.85	174.25	177.75
	Senior	121.75	124.20	126.65	129.20
	Teen/Student	114.25	116.50	118.85	121.25
	Child	78.50	80.00	81.65	83.30
5.5	Six Month Active Pass*				
	Adult	288.50	294.25	300.15	306.15
	Senior	196.75	200.70	204.70	208.80
	Teen/Student	188.50	192.27	196.10	200.00
	Child	136.25	138.95	141.75	144.60
5.6	Bulk Purchase Skate/Swim Passes (minimum \$500, valid for one year from date of purchase)				
	Adult (per pass)	4.75	4.85	4.95	5.05
	Teen/Student/Senior (per pass)	3.25	3.30	3.35	3.45
	Child (per pass)	2.25	2.30	2.35	2.40
5.7	Discount Leisure Skate				
	Adult (per pass)	4.75	4.85	4.95	5.05
	Youth/Senior (per pass)	2.25	2.30	2.35	2.40
	Family (per pass)	9.50	9.70	9.90	10.10
5.8	Other				
	Professional Admission (Therapist, etc.)	20.00	20.40	20.80	21.20

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*

Fees for general admissions, monthly passes and per visit passes provide access to all drop-in activity types including swimming, skating, weight room, fitness and sports.

6.0 PROGRAM FEES

6.1	Swimming Lessons & Skate Lessons	2021/2022	2022/2023	2023/2024	2024/2025
	½ Hour	5.00	5.10	5.20	5.30
	¾ Hour	5.75	5.85	5.95	6.05
	1 Hour	6.75	6.85	7.00	7.15
	½ Hour Registered Private Lesson	20.00	20.40	20.80	21.20
	½ Hour Custom Private Lesson	23.00	23.45	23.90	24.40
	½ Hour Additional Participant per Private Lesson	7.00	7.15	7.30	7.40

7.0 POOL ACTIVITY RENTALS

7.1	Minor Sport Groups – Non Profit	2021/2022	2022/2023	2023/2024	2024/2025
	Per lane per hour	10.00	10.20	10.40	10.60
	Shallow End	22.50	22.95	23.40	23.85
	School – per hr. (1-25 participants)	48.50	49.50	50.45	51.45
	Swim Meet – Includes 2 guards	127.50	130.00	132.65	135.30
7.2	Adult or Commercial Groups				
	Full pool (Additional guard @ actual costs)	154.00	157.00	160.20	163.40
	Adult Lane	25.75	26.25	26.80	27.30
	Master Swim Club Lane	23.25	23.70	24.20	24.65
7.3	Leisure Pool				
	Shared	48.50	49.45	50.45	51.45
	Exclusive	154.00	157.10	160.20	163.45

8.0 ARENA ACTIVITY RENTALS – ICE

8.1	Non-Profit	2021/2022	2022/2023	2023/2024	2024/2025
	Minor Groups & Schools-Prime Time	70.81	72.22	73.67	75.14
	Adult Group-Prime Time	153.21	156.27	159.40	162.58
	Adult Group-Non-prime Time	116.65	118.98	121.36	123.79
	Mixed Group Rate (half adult, half youth) based on whichever group predominates	116.65	118.98	121.36	123.79
	Minor Sport non-prime time	60.51	61.72	62.95	64.21
8.2	Business – 3%				
	Junior Hockey Practice – Non-prime time	76.95	79.25	81.63	84.00
	Junior Hockey Practice – Prime time	76.95	79.25	81.63	84.00
	Junior Hockey Games	76.95	79.25	81.63	84.00
	Business Youth Hockey – Prime Time	116.50	120.00	123.60	127.30
	Business Youth Hockey – Non- Prime Time	76.95	79.25	81.63	84.00
8.3	Leisure Ice - per hour				
	Minor Sports & Schools	38.50	39.27	40.00	40.85
8.4	Dry Floor – Arena #1 or #2				
	Business – Daily	1,364.00	139.28	1419.10	1447.48
	Business – Hourly	206.75	210.88	215.10	219.40
	Other groups – Hourly	46.35	47.28	48.22	49.19

		2021/2022	2022/2023	2023/2024	2024/2025
	Business - Setup & Tear-down fee	682.00	695.64	709.55	723.74
8.5	Dry Floor/Leisure Floor	2021/2022	2022/2023	2023/2024	2024/2025
	Business – Daily	406.50	414.63	422.92	431.38
	Business – Hourly	82.25	83.89	85.57	87.28
	Other Groups – Hourly	28.50	29.07	29.65	30.24

9.0 MEETING SPACE

9.1	Pinecrest Room – per hour				
	User Groups	No charge	No Charge	No Charge	No Charge
	Other Groups	15.00	15.30	15.60	15.91
9.2	Court Room & Mezzanine Room				
	All Groups - per hour (without liquor license)	35.00	35.70	36.41	37.14
	All Groups – per hour (with liquor license)	55.00	56.10	57.22	58.36
	All Groups – per day (with liquor license)	385.50	393.21	401.00	409.00
	VIP Room-North (user groups)	No charge	No Charge	No Charge	No Charge
9.3	VIP Room-South-Storm Office-per month	91.00	92.82	94.67	96.57

10.0 OTHER RENTAL SPACE

	Storage Rooms – per year	0.63 sq/ft	0.64 sq/ft	0.65 sq/ft	0.66 sq/ft
	Minor Hockey Office – Arena #1 mezzanine, per month	0.63 sq/ft	0.64 sq/ft	0.65 sq/ft	0.66 sq/ft
	Coaches Room – Arena #2, per month	0.63 sq/ft	0.64 sq/ft	0.65 sq/ft	0.66 sq/ft
	Campbell River Skating Club Room	0.63 sq/ft	0.64 sq/ft	0.65 sq/ft	0.66 sq/ft

11.0 WATER THERAPY AND FITNESS

	Corporate Fitness Tests	98.75	100.70	102.70	104.80
	Ice Evaluation – Water/Land	30.50	31.10	31.70	32.40
	Ice Evaluation – Weights	42.50	43.35	44.20	45.10
	Personal Rehab – 1 hr.	60.25	61.45	62.65	63.95
	Professional Rehab Service – (ICBC)	56.25	57.35	58.50	59.70
	Program Development – 1.25 hr.	64.50	65.80	67.10	68.45
	Program Development – Follow-up	40.00	40.80	41.60	42.45
	Public Fitness Assessment	85.00	86.70	88.45	90.20
	Weight Room Intro – Youth	13.75	14.00	14.30	14.60
	Weight Room Introduction	32.50	33.15	33.80	34.50

12.0 MISCELLANEOUS (including taxes)

		2021/2022	2022/2023	2023/2024	2024/2025
	Shower	3.50	3.55	3.65	3.70
	Wood Floor Installation/Removal	Actual Costs	Actual Costs	Actual Costs	Actual Costs
	Skate Rental – public skating	2.75	2.80	2.85	2.90
	Skate Rental – school skating	1.50	1.55	1.60	1.65
	Skate Sharpening	5.00	5.10	5.20	5.30
	Photocopies-per page	0.25	0.30	0.30	0.35
	Fax – local	1.00	1.05	1.10	1.15
	Administration Charge for registration changes	12.25	12.50	12.75	13.00
	Administration Charge for insufficient funds or NFS cheques	25.00	25.50	26.00	26.50
	Card Replacement Fee	5.00	5.10	5.20	5.30
	Additional Staff – Operations per hour	34.50	35.20	35.90	36.60
	Additional Staff – Skate shop or Aquatic per hour	31.50	32.10	32.75	33.40

13.0 INTERNAL ADVERTISING (per year)

13.1	Business				
	Brind'Amour Arena				
	Rink Board Ad 3' x 8'	520.00	525.00	530.00	535.00
	Wall Board 4' x 8'	520.00	525.00	530.00	535.00
	Ice Logo 4' x 8'	520.00	525.00	530.00	535.00
	Arena #2				
	Rink Board Ad 3' x 8'	416.00	420.00	424.00	428.00
	Wall Board 4' x 8'	416.00	420.00	424.00	428.00
	Ice Logo 4' x 8'	416.00	420.00	424.00	428.00
	Leisure ice rink				
	Rink Board Ad 3' x 8'	312.00	315.00	318.00	321.00
13.2	Non-Profit				
	Brind'Amour Arena wall board 4' x 8'	37.50	38.25	39.00	39.75
	Arena # 2 wall board 4' x 8'	37.50	38.25	39.00	39.75
	Arena #2 logo 4' x 8'	104.00	106.00	108.00	110.00
	Pool walls per lineal foot	4.25	4.30	4.35	4.40

14. EXTERNAL ADVERTISING

Sign Type	Application Fee ¹	Installation Fee ¹	Advertising Fee ²
Light standard sign	\$25.00	\$100.00 per sign	\$100.00 per sign

1. Excluding long term users

2. Fee per year, applicable only to signs containing commercial advertising, trademarks, emblems or logos of a specific brand or product.

COPY

Application for L.I.F.E. Program



PERSONAL INFORMATION

Email: _____

L.I.F.E. cards will be cancelled if information provided is discovered to be false. Random checks will be done. **7 + persons \$6429.ea.**

NOTE: \$5.00 REPLACEMENT FEE WILL BE CHARGED FOR LOST MEMBERSHIP CARDS.

CONSENT FORM:

I declare all the above information to be true to the best of my knowledge:

If requested, I agree to meet with a representative of C.R. Parks, Recreation & Culture and/or Strathcona Regional District and will at that time disclose financial information based on my latest Revenue Canada tax return, Gain, or other reliable documentation.

SELF DECLARATION:

I, _____ (*PRINT NAME*) hereby declare on _____ (*DATE*)
that my combined family income is under the low income cut-offs as outlined by Statistics Canada.

FOR OFFICE USE: Complete, sign, date and return to Sportsplex, Community Centre or Strathcona Gardens

- **Cards Issued At:** ___ Plex ___ CRCC ___ Strathcona Gardens • **Residency Verified:** ___ DR License ___ Utility Bill
 • **Computer Update:** ___ Yes • **COPY TO CLIENT:** ___ Yes
 • **Application processed by:** _____ **Date:** _____