

**NOTES**  
RECREATION COMMITTEE  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2013-MAR-13, COMMENCING AT 3:00 P.M.

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PRESENT: Commissioner Ted Greves, Chair

Members: Commissioner Lynda Avis  
Commissioner Mercedes Beaudoin-Lobb  
Commissioner Diana Johnstone

Regrets: Commissioner Karen Alden  
S. Samborski, Senior Manager, Parks, Recreation and Culture

Staff: M. Smith, Manager, Recreation and Culture Services  
H. King, Manager, Recreation and Culture Services  
S. Raddysh, Manager, Recreation and Culture Services  
C. Kuziw, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:02 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. ADOPTION OF MEETING NOTES:

It was moved and seconded that the Meeting Notes of the Regular Recreation Committee Meeting of Wednesday, 2013-FEB-13 at 3:00 p.m., at the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

4. STAFF REPORTS:

(a) **Bylaw 7073 Review: Fees And Charges – Equipment Rentals.**  
**M. Smith, Manager, Recreation and Culture Services.**

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the elimination of the specific list of rental equipment and notes from the Bylaw and replace it with the general principals of use of City equipment and services. The general principals would be:

EQUIPMENT:

1. The City maintains a basic equipment inventory at each facility appropriate for, and included with, in-house facility use. If in-house users require equipment outside the basic inventory this equipment will be made available if possible, at an additional fee.
2. Equipment rental fees will be set per day of use and will cover replacement of the item based on a calculation of estimated use and expected lifespan.
3. Rental of facility equipment to outside users is not available. Exceptions may be made at the discretion of the Director of Parks, Recreation and Culture. Where the Director approves exceptions, rental fees will apply. Delivery/return of equipment is not included with outside user equipment rental.
4. Those using equipment must return it in the condition it was received and accept responsibility for repair or replacement costs of equipment damaged or lost.

**SERVICE:**

1. The City maintains a basic level of service at each facility appropriate for, and included with in-house facility use. If in-house users require an increased level of service over and above the basic service, it will be made available if possible, at an additional fee.
2. An increased level of service may also be available to outside users if possible, at an additional fee.
3. Cost for increased level of service will be made available at staffing costs (wage and overhead) plus 15% administration, or contractor cost plus 15% administration.

The motion carried unanimously.

It was moved and seconded that staff distribute information on skate rental fees charged at the arenas. The motion carried unanimously.

(b) **Bylaw 7073 Review: Fees And Charges – City Parks-Plazas-Pavilions-Amphitheatres–Grounds.**  
**H. King, Manager, Recreation and Culture Services.**

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the following updates to section .03 of Bylaw 7073 (7073.03) referring to City Parks-Plazas-Grounds:

**CITY PARKS – PLAZAS – PAVILIONS – AMPHITHEATRES - GROUNDS**

Local not-for-profit groups and societies hosting events/activities that are <u>open and free of charge</u> to the general public. <del>Private events, non-exclusive use of the area, i.e. weddings or picnics.</del>	\$25.00 per day
Local not-for-profit groups and societies	

providing events/activities <u>at a charge</u> to the general public.	<del>\$100.00</del> - \$200.00 per day
<b>Private groups hosting <u>events not open</u> to the public i.e. weddings, staff picnics.</b>	<b>\$50.00 (2 hour maximum) \$25.00/extra hour booked</b>
<b>Commercial businesses <u>offering regularly scheduled programs to the public</u> at a cost i.e. fitness classes.</b>	<b>\$50.00 per quarter</b>
Commercial or outside organizations hosting events/activities open <u>free of charge</u> to the general public.	<del>\$100.00</del> - \$300.00 per day \$150.00 per day
Commercial or outside organizations hosting events/activities open <u>at a charge</u> to the general public.	<del>\$200.00</del> - \$1,000 per day  \$200.00 - up to 200 estimated attendees \$500.00 - up to 500 estimated attendees \$1,000.00 - 500+ attendees PER 12 hour day Or 15% of gate
<b>Hydro use- applies to all group type requiring access to power.</b>	<b>\$25.00 per day</b>

### NOTES

- ~~1. This fee category includes the various uses that may occur in open spaces including park, plazas and grounds provided by the city. The objective is to facilitate the use of open spaces for the benefit of the community.~~
  - ~~2. No sales of any kind are permitted without prior authorization from the department of Parks, Recreation and Culture.~~
  - ~~3. All services and equipment requested by event organizer would be provided as per fees and charges policy including clean-up of the location if required.~~
  - ~~4. Fees may be based on a percentage of revenue, as determined by the Department Management.~~
1. The objective of these fees is to help recover some of the cost involved in maintaining these open spaces for the benefit of the community.
  2. Park bookings do not imply that the public will not be allowed to access the park in which the reserved area is situated. Groups holding a park booking are simply granted priority use of the designated space for the term stated within the contract.

The motion carried unanimously.

**Ball Courts, Tennis Courts And Lacrosse Box Rental Rates.**  
**S. Raddysh, Manager, Recreation and Culture Services.**

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the increase in rental rates for the Picnic Shelters, Sand Volley Ball Courts, Tennis Courts and Lacrosse Boxes.

Proposed rates are outlined below:

**PICNIC SHELTERS**

	<b>2013/2014</b>	<b>2014/2015</b>	<b>2015/2016</b>
Up to 4 hours	\$58.00	\$58.00	\$59.50
4-8 hours	\$96.00	\$96.00	\$100.00
Over 8 hours	\$127.50	\$127.50	\$132.00

- Access to power and water included.

**SAND VOLLEYBALL COURTS**

	<b>2013/2014</b>	<b>2014/2015</b>	<b>2015/2016</b>
4 courts	\$9.25/hour	\$9.50/hour	\$9.75/hour
1 court	\$3.50/hour	\$4.00/hour	\$4.00/hour
Tournament	\$60.00/day	\$61.00/day	\$62.00/day

**TENNIS COURTS**

	<b>2013/2014</b>	<b>2014/2015</b>	<b>2015/2016</b>
Bowen Park – 3 courts	\$21.00/hour	\$21.50/hour	\$22.00/hour
Beban Park – 3 courts	\$21.00/hour	\$21.50/hour	\$22.00/hour
Departure Bay Centennial – 2 courts	\$13.25/hour	\$13.50/hour	\$13.75/hour

- Public use for general play at no charge during daylight hours.
- Bowen tennis court light timer tokens: first come, first served use, \$9.00/hour 2014-2016.
- Department lessons will have preference if court availability is limited.

**LACROSSE BOXES**

Bowen Lions, Harwood Centennial:

	<b>2013/2014</b>	<b>2014/2015</b>	<b>2015/2016</b>
Lacrosse Boxes	\$6.00/hour	\$6.50/hour	\$6.50/hour

- Extra charge for lights, where available.

**DISCOUNTS FOR PICNIC SHELTERS/SAND VOLLEYBALL COURTS TENNIS**

## COURTS/LACROSSE BOXES

Adult groups: 0%  
Youth groups: 50%

- Permits for these facilities guarantee priority use.
- Drop in use is allowed at no charge when facilities are not booked.

The motion carried unanimously.

### 5. ADJOURNMENT:

It was moved and seconded at 3:29 p.m. that the meeting adjourn. The motion carried unanimously.



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Ted Greves  
CHAIR  
RECREATION COMMITTEE

CERTIFIED CORRECT:



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S. Samborski  
SENIOR MANAGER  
RECREATION AND CULTURE SERVICES

APPROVED FOR DISTRIBUTION:



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Richard Harding  
DIRECTOR  
PARKS, RECREATION AND CULTURE