

**NOTES**  
REGULAR MEETING OF THE RECREATION COMMITTEE  
BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2013-FEB-13, COMMENCING AT 3:00 P.M.

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PRESENT: Commissioner Ted Greves, Chair

Members: Commissioner Karen Alden  
Commissioner Lynda Avis  
Commissioner Mercedes Beaudoin-Lobb

Regrets: Commissioner Diana Johnstone

Staff: M. Smith, Manager, Parks, Recreation and Culture Services  
D. Osborne, Arenas Manager  
S. Raddysh, Manager, Parks, Recreation and Culture Services  
E. Williams, Aquatics Manager  
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-JAN-09 at 4:00 p.m., at the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

4. STAFF REPORTS:

(a) **Bylaw 2008 No. 7073 Review: Fees and Charges – Centennial Building-M. Smith, Manager, Parks, 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 a 5% per year increase until 2016, to the Centennial Building facility rental rates. The motion carried unanimously.

(b) **Bylaw 2008 No. 7073 Review: Fees and Charges – Recreation Centres Facility Rental Rates and Categories of Use -  
M. Smith, Manager, Parks, Recreation and Culture Services.**

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It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve a 2% per year increase until 2016, to the facility rental rates for all public meeting spaces within the Recreation Centres. The motion carried unanimously.

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the following changes to the Categories of Use:

- a) Classification #5: Delete this classification altogether. ~~Special status groups that have been approved and are subsidized by City Council due to economic or historical reasons.~~
- b) Function A: Modify to read '~~Meetings~~ *Activities* to carry out the business of an organization or group. Excludes ~~dinner or bar meetings activities with liquor licenses or catered functions.~~ (max. 4 hours)'.  
*Excludes dinner or bar meetings activities with liquor licenses or catered functions. (max. 4 hours)*'.
- c) Function B: Modify to read '~~Programs, workshops and seminars.~~ *Activities* to carry out the business of an organization or group. Excludes activities with liquor licenses or catered functions. (max. 8 hours)'.  
*Excludes activities with liquor licenses or catered functions. (max. 8 hours)*'.
- d) NOTES #3: Increase the fee for set-ups/take-downs by 15% from \$25 to \$29 for each fifty chairs/tables, and from \$2.00 to \$2.30 per table for tables only.

The motion carried unanimously.

(c) **Bylaw 2008 No. 7073 Review: Fees and Charges – Arenas Cancellation Policy – D. Osborne, Arenas Manager.**

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It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the following addition to the Facility Booking Cancellation Policy:

- 5. For bookings greater than four (4) hours in duration on more than two (2) consecutive days including preparation and clean up, cancellation in writing for non-regular functions must be received at least ninety (90) days in advance. A facility rental payment as determined by the facility manager will be paid at the time of the booking. 50% of the rental will be required three months prior to the event. Cancellation notice of less than ninety (90) days will result in a charge of one-half of the rental fees plus any cost incurred for the following bookings: Community Centres; Activity Centres; Aquatic Centres and Arenas for children's camps, all age sports training camps and festivals.

The motion carried unanimously.

(d) **Bylaw 2008 No. 7073 Review: Fees and Charges – Arenas Extended Non-Prime Time Hours – D. Osborne, Arenas Manager.**

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve an extension to the non – prime time hours for ice rentals for adult rentals to include all time booked after 11:00 p.m. from September 1 to April 30, annually. The motion carried unanimously.

(e) **Bylaw 2008 No. 7073 Review: Fees and Charges – Arenas Allocations – 3% Increase – D. Osborne, Arenas Manager.**

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve a 3% increase to arena rental rates for all categories. The motion carried unanimously.

(f) **Bylaw 2008 No. 7073 Review: Fees and Charges – Aquatic Facilities Rental Rates – E. Williams, Aquatics Manager.**

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve:

1. A 2% per year increase until 2016, to the Aquatic rental rates for all users; and,
2. Approve the following changes to the NOTES section:
  - a) NOTES #1 to read as follows: ~~Swim Club~~ Club and outside group rentals/*pricing* do not include staffing, *a minimum of 2 staff are required during swim club rentals.*
  - b) NOTES #2 to be deleted entirely. ~~Private and 10% discount rental rates are for a maximum of 50 people and include 1 lifeguard.~~
  - c) NOTES #3 will become Notes #2. For each additional staff required (ratio 1:50) there will be an additional charge to cover staff costs.
  - d) NOTES #3 to read as follows: Rentals outside regular hours of operation (refer to public schedule), are required to pay for staffing.

The motion carried unanimously.

(g) **Bylaw 2008 No. 7073 Review: Fees and Charges – Activity Centre Rental Rates – S. Raddysh, Manager, Parks, 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 separating the off-campus Activity Centres from the major Community (Recreation) Centres and keeping the fees fixed at 2013 rates for the next three years. The motion carried unanimously.

- (h) **Bylaw 2008 No. 7073 Review: Fees and Charges – Increase in Rental Fees For Oliver Woods Community Centre Gymnasiums – B. Kuhn, Manager, Parks, 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 a 6% increase in user fees (sport) for the Oliver Woods Community Center gymnasiums for each of the next three years. The motion carried unanimously.

5. **ADJOURNMENT:**

It was moved and seconded at 4:05 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