

DATE OF MEETING 2023-JULY-24

AUTHORED BY DARCIE OSBORNE, DIRECTOR, RECREATION AND CULTURE

**SUBJECT COUNCIL POLICY – GUIDING PRINCIPLES FOR PARKS,  
RECREATION AND CULTURE FEES AND CHARGES**

## **OVERVIEW**

### **Purpose of Report**

To bring forward administrative amendments associated with the structure of the Council Policy on Guiding Principles for the Parks, Recreation and Culture Fees and Charges Bylaw No. 7336 and resulting housekeeping amendments to the Facility Development Reserve Fund Bylaw No. 7217.

### **Recommendation**

1. That Council endorse the Guiding Principles for Parks, Recreation and Culture Fees, Charges and Rentals Council Policy COU-235 as attached to the 2023-JUL-24 report by the Director, Recreation and Culture; and
2. That “Facility Development Reserve Fund Amendment Bylaw No. 7217.01” (housekeeping amendment) pass first reading.
3. That “Facility Development Reserve Fund Amendment Bylaw No. 7217.01” pass second reading.
4. That “Facility Development Reserve Fund Amendment Bylaw No. 7217.01” pass third reading.

## **BACKGROUND**

Council adopted the Parks, Recreation and Culture Fees and Charges Amendment Bylaw 7336.04 at the Regular Council meeting held 2023 -JUN-05 which outlines the new rate classification system, pricing structure and percentage increases for the parks, recreation and culture operations. The supporting Council Policy No. COU-228 determines the guiding principles upon which pricing and allocations for Parks, Recreation and Culture admissions and facility rentals follow (see Attachment 1).

With the new classification and pricing structure, the existing Guiding Principles for Parks, Recreation and Culture Fees and Charges also needs to be amended to coincide with the new Bylaw and provide background and direction for service delivery. With this in mind, staff has attached a new Guiding Principles for Parks, Recreation and Culture Fees and Charges Rental Council Policy COU-235 to support the new classification and rate structure for Council's consideration (see Attachment 2).

With the adoption of Bylaw 7336.04, a housekeeping amendment to the Facility Development Reserve Bylaw No. 7217 is also required as the Guiding Principles was made a stand-alone Council policy and no longer forms part of the Parks, Recreation and Culture Regulation Bylaw. As such, an amendment to the bylaw to change the reference from the Parks, Recreation and

Culture Regulation Bylaw No. 7073 to reference the applicable policy. The amendment bylaw is attached to the staff report as Attachment 3.

## **DISCUSSION**

The proposed Council Policy – Guiding Principles for Parks, Recreation and Culture Fees and Charges has minor terminology changes throughout the document. Notable revisions to the Policy include:

- Referencing Bylaw 7217 as it relates to the 20% Facility Development Fund contributions. (Item 2)
- The addition of rental rate classifications and the percentage discounts applied. (Item 4)
- Clarifying that contributions toward capital assets will not provide user groups preferential allocations or special fees and charges. Any considerations would require written agreement and council approval. (Item 12)
- Noting that registered recreation programs fees are outside the scope of Bylaw 7336.
- Removed from the Policy is an example listing of special services and exclusive privileges to be charged for which cannot be exhaustive and may be misleading.

## **OPTIONS**

1. That Council endorse the Guiding Principles for Parks, Recreation and Culture Fees and Charges Council Policy as attached.

- The advantages of this option: Council Policy is compatible with Bylaw 7336 and Bylaw 7217.
- The disadvantages of this option: Council Policy is not compatible with Bylaw 7336 and Bylaw 7217.
- Financial Implications: none

2. That Council provide staff direction.

## **SUMMARY POINTS**

- Council Policy supports Parks, Recreation and Culture Bylaw 7336 on Fees and Charges for admissions and facilities, parks and open spaces rental rates.
- Council adopted Bylaw 7336 on 2023-JUN-05
- Bylaw 7217 will be updated to reference current Fees and Charges Bylaw 7336.

## **ATTACHMENTS:**

- Attachment 1: Guiding Principles for Parks, Recreation and Culture Fees and Charges Rental Council Policy COU-235 (proposed)
- Attachment 2: Guiding Principles for Parks, Recreation and Culture Fees and Charges Rental Council Policy COU-228 (current)
- Attachment 3: Facility Development Reserve Fund Amendment Bylaw No. 7217.01

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