

| BYLAW NO. 540 | |
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| Bylaw name: | Comox Valley Recreation Complexes Fees and Charges Bylaw No. 12, 2008, Amendment No. 7 |
| Participants: | Electoral Area 'A' (Baynes Sound – Denman / Hornby Islands), Electoral Area 'B' (Lazo North), Electoral Area 'C' (Puntledge – Black Creek), City of Courtenay, Town of Comox, Village of Cumberland |
| Purpose: | A bylaw to amend the Comox Valley Recreation Complexes fees and charges to revise user fees for 2018 and 2019 |
| Amends bylaw: | 12 |
| Repeals bylaw: | N/A |
| Staff contact: | Ian Smith, General Manager of Community Services |

| STATUS | |
|---|--|
| Committee approval: | May 15, 2018 Comox Valley Sports Centre Commission meeting: THAT Bylaw No. 12 being “Bylaw to Impose Fees and Other Charges for Use of the Comox Valley Recreation Complexes No. 12, 2008” be amended as attached to the staff report dated May 9, 2018, to be implemented September 1, 2018. |
| 1st & 2nd readings: | |
| 3rd reading: | |
| Final adoption: | |

Schedule ‘A’ – Bylaw No. 12

**Comox Valley Regional District - Comox Valley Recreation Complexes
Schedule of Fees and Charges**

SECTION 1 GENERAL

1.1 Implementation of Fees:

Fees will be implemented September 1st of each year.

1.2 Age Classifications:

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|------------|-------------------------------|
| Tot | 0 – 2 years of age |
| Pre-school | 3 – 5 years of age |
| Child | 6 – 12 years of age |
| Teen | 13 – 18 years of age |
| Student | Must provide valid student ID |

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| Adult | 19 – 59 years of age |
| Senior | 60 -90 years of age |
| Golden Age | 90 years of age or older |
| Family | Max. 6 persons, minimum 1 adult & 1 child/teen |

1.3 Definitions:

A) Not for Profit: (Meeting Space Only)

Community associations, leagues presently utilizing the Comox Valley sports centre and Comox Valley aquatic centre and any group registered as a charity with Canada Revenue Agency.

B) Commercial Group: Non-ticketed

Any individual, company or organization engaged in the pursuit of business for profit through the use of the Comox Valley sports centre or the Comox Valley aquatic centre.

C) Commercial Group: Ticketed

Any individual, company or organization engaged in the pursuit of business for profit through the use of the Comox Valley sports and aquatic centre and are charging an admission rate to the event.

D) Recreation Use:

A variety of participatory leisure pursuits such as sports, games, performing arts and visual arts.

E) Organized Youth Sports Groups:

Youth (Minor) sports groups providing skill development and competition in any sport disciplines operated at the Comox Valley sports and aquatic centres.

F) Regular User Groups, yearly meeting rooms:

Organized groups renting ice surfaces or pools. Rentals of over 10 hours per month.

G) CVRD Officers:

Officers of the Comox Valley Regional District as identified in the officers bylaw.

H) Persons with Disability (PWD):

Any patron that can provide one of the following verification documents will receive the designated discounted rate – bottom portion of provincial check stub, BC ministry form, disability tax credit notice, CPP disability income T4(A), BC Ferries PWD pass or BC Transit PWD pass.

I) Long Term Care (LTC):

Any patron that can provide a position statement from a medical professional stating that they are unable to live on their own and will need indefinite long-term care will receive free access to the facility for the purpose of drop-in swimming, skating and wellness visits for themselves and their care aid.

J) School Holiday:

A day between September 1 and June 30, other than a day on a weekend, that schools are not in regular session within the School District No. 71.

K) Professional Admission:

All facility users accessing the Comox Valley sports and aquatic centres during public hours of operation for the purpose of providing service for financial gain. This would include Personal Trainers, Therapists, Instructors, Coaches etc. that receive payment for services.

L) SuperSaver Admission:

Discounted rates offered to all users of public drop-in swims or skates for designated special events as approved by the Senior Manager of Recreation Facilities.

M) Shared Space:

At the time of the rental there will be other programs, rentals and/or members of the public using the same space. As the space is shared with others the rental space is available at a discounted rate.

N) Withdrawal & Transfer Fee:

Patrons in registered programs at the Comox Valley sports and aquatic centres can withdraw or change their program registration without penalty up to 7 days prior to the program start date. If they withdraw or change their program registration 7 days or less prior to the start date, they will be charged a withdrawal and/or transfer fee. If they withdraw or change their program registration after the program has started, they will be charged a withdrawal and/or transfer fee, and they will be refunded a prorated balance of the program fee, based on the number of classes remaining.

1.4 Additional Charges:

A) The Comox Valley sports and aquatic centres reserves the right to charge set-up and tear down rates for rented space based on a cost recovery basis.

B) Third party costs incurred by the Comox Valley sports and aquatic centres on behalf of renters of the facility will be charged back to the user on a cost recovery basis.

1.5 Promotional Events

Any CVRD officer or the Senior Manager of Recreation Facilities has the discretion to waive or reduce the fees and charges as set out in this schedule A for promotional purposes and special events.

1.6 New Programs and Services

Any CVRD officer or the Senior Manager of Recreation Facilities has the authority to establish fees for new programs and services.

1.7 PLAY Program

The PLAY Program provides access to recreation services and programs for the citizens of the regional district who are economically disadvantaged. Coupon booklets are issued to approved individuals and families on an annual basis providing admissions and programs at reduced rates.

1.8 Tax Implications

Taxes will be added to fees where noted throughout as required by legislation from time to time.

1.9 Prime Time/Non Prime Time Categories - Arenas Only

- A. Prime Time (September 1 to May 31)
Weekdays - 3:00 p.m. – 11:00 p.m.
Weekends - all open hours

- B. Non Prime Time (September 1 to May 31)
Weekdays – 11:00 p.m. - 3:00 p.m.
(June 1 to August 31)
Non Prime does not apply

- C. Prime Time (June 1 to August 31)
Weekdays – all open hours
Weekends - all open hours

- D. All school holiday daytime hours are considered prime time hours starting at 6:00 a.m. weekdays.

- E. Seasons
Summer June 1 to August 31
Pre-season September 1 to 30
Regular October 1 to March 31
Spring April 1 to May 31

2.0 ADMISSION FEES – Tax included

| | | |
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| 2.1 | CVSC & CVAC | 2018/2019 |
| | PUBLIC SWIMMING & FITNESS/WELLNESS CENTRES | |
| | Adult | \$5.90 |
| | Senior | 5.00 |
| | Student | 3.70 |
| | Child/PWD | 3.15 |
| | Family (Max 6 persons, min 1 adult & 1 child/teen) | 12.65 |
| | Tot/LTC/Golden Age | 0.00 |
| 2.2 | CVSC - Public Skating | 2018/2019 |
| | Adult | 5.90 |
| | Senior | 5.00 |
| | Student | 3.70 |
| | Child/PWD | 3.15 |
| | Family | 12.65 |
| | Tot/LTC/Golden Age | 0.00 |
| 2.3 | Bulk admission – CVSC & CVAC | 2018/2019 |
| | PUBLIC SWIMMING & FITNESS/WELLNESS CENTRES | |
| | (10 for price of 9) <ul style="list-style-type: none"> • Minimum purchase of 10 required – sold in increments of 10. • Includes access to Comox Valley sports and aquatic centre pools, fitness centres and arenas during public sessions. • Registered programs are not included. • Prorated refunds will be granted for medical reason only (with doctors note) or proof of relocation outside the CVRD. | |
| | Adult | 53.10 |
| | Senior | 45.00 |
| | Student | 33.30 |
| | Child/PWD | 27.40 |
| | Family | 113.80 |
| 2.4 | BULK ADMISSION – CVSC - PUBLIC SKATING | 2018/2019 |
| | (10 for price of 9) <ul style="list-style-type: none"> • Minimum purchase of 10 required – sold in increments of 10. • Includes access to Comox Valley sports and aquatic centre pools, fitness centres and arenas during public sessions. | |

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| | <ul style="list-style-type: none"> Registered programs are not included. Prorated refunds will be granted for medical reason only (with doctors note) or proof of relocation outside the CVRD. | | |
| | Adult | | 53.10 |
| | Senior | | 45.00 |
| | Student | | 33.30 |
| | Child/PWD | | 27.40 |
| | Family | | 113.80 |
| 2.5 | Economy Passes – CVSC & CVAC – Swim or Skate | | |
| | <ul style="list-style-type: none"> Minimum purchase of 150 passes is required. Valid for 1 year from date of purchase. No refunds or extensions. Includes access to Comox Valley sports and aquatic centre pools, fitness centres and arenas during public sessions. Registered programs are not included. | | |
| | Child/Teen/Student/PWD | | 2.50 |
| | Adult | | 5.00 |
| | Senior | | 4.00 |

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| | FULL FACILITY PASSES | | |
| | <ul style="list-style-type: none"> Includes access to Comox Valley sports and aquatic centre pools, fitness centres and arenas during public sessions. Registered programs are not included. Prorated refunds may be granted for medical reasons, with a doctor's note or proof of relocation outside the CVRD. Pass extensions will be granted for six months (7 day extension) and one year (14 day extension) passes during the term of the pass. Pass will be suspended that period. Must be requested in advance. Pre-authorized monthly payment plans are available for one year passes; 50% due at the time of purchase and three monthly payments. | | |
| 2.6 | One Month Facility Pass | Valid one month from date of purchase | |
| | (12 x single admission) | | 2018/2019 |
| | Adult | | 70.80 |
| | Senior | | 60.00 |
| | Student/Teen | | 44.40 |
| | Child/PWD | | 37.80 |
| 2.7 | Three Month Facility Pass | Valid three months from date of purchase | |
| | (36 x single x 15% discount) | | 2018/2019 |
| | Adult | | 180.55 |
| | Senior | | 153.00 |

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| | Student/Teen | | 113.20 |
| | Child/PWD | | 96.40 |
| 2.8 | Six Month Facility Pass | Valid six months from date of purchase | |
| | (72 x single admission x 30% discount) | | 2018/2019 |
| | Adult | | 297.35 |
| | Senior | | 252.00 |
| | Teen/Student | | 186.50 |
| | Child/PWD | | 158.75 |
| 2.9 | One Year Facility Pass | Valid one year from date of purchase | |
| | (144 x single admission x 45 % discount) | | 2018/2019 |
| | Adult | | 467.30 |
| | Senior | | 396.00 |
| | Teen/Student | | 293.05 |
| | Child/PWD | | 249.48 |

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| 2.10 | Special Sessions | | 2018/2019 |
| | Professional Admission | | 20.00 |
| | SuperSaver Admission | | 2.50 |

3.0 PROGRAM FEES (Tax exempt unless indicated by “ * ”)

| | | | |
|------------|---|--|------------------|
| 3.1 | Swimming Lesson – CVSC & CVAC | | 2018/2019 |
| | ½ Hour Red Cross Lesson (ages 6-13) | | 5.50 |
| | ¾ Hour Red Cross Lesson (ages 6-13) | | 8.35 |
| * | ½ Hour 14 years & over (includes tax) | | 6.60 |
| | ½ Hour Lesson (ages 5 & under) | | 6.10 |
| | ½ Hour Semi-Private, per person, 14 yrs & under | | 18.05 |
| * | ½ Hour Semi-Private, per person, over 14 yrs (includes tax) | | 20.40 |
| | ½ Hour Private, per person, 14 yrs and under | | 29.00 |
| * | ½ Hour Private, per person, 14 yrs and over (includes tax) | | 32.80 |

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| | 1 Hour Lesson (ages 6-13) | | 10.50 |
| * | Badges - Cost plus 50 cents | | |

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| 3.2 | Arena Program Fees | | |
| | ½ Skating or Hockey Lesson | | 5.50 |
| | ¾ Hour Tiny Tot hockey & Coolest game | | 8.35 |

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| 3.3 | Other Program Fees | | |
| * | Direct costs plus a minimum of 15% - direct costs include administration, shipping, supplies, etc. | | |
| | Withdrawal & Transfer Fee for Registered Programs – Advanced Aquatic Leadership Courses | | 35.00 |
| | Withdrawal & Transfer Fee for Registered Programs – All Other Programs | | 5.00 |

4.0 POOL ACTIVITY RENTALS – Tax extra

Pool rentals do not include use of the waterslides and a lane pool rental does not include use of the heat zone unless these areas are already open for public activities.

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| 4.1 | General Use – per hour | | 2018/2019 |
| | Leisure pool – CVAC (up to 120 people) | | 190.95 |
| | Leisure pool – CVAC – Shared Space (up to 40 people) | | 65.00 |
| | 6 lane pool – CVSC (up to 120 people) | | 161.10 |
| | 8 lane pool – CVAC (up to 120 people) | | 214.70 |
| | 6 or 8 lane pool – per lane | | 26.85 |
| | 8 lane pool & leisure pool (up to 160 people) - CVAC | | 331.70 |
| | Waterslides – CVAC (may be shared) | | 35.00 |
| 4.2 | School Use – per hour (Monday – Friday – 9:00am to 3:00pm) | | 2018/2019 |
| | 6 lane pool – CVSC (up to 80 people) | | 84.40 |
| | 8 lane pool – CVAC (up to 80 people) | | 112.55 |
| | Per lane – CVSC & CVAC (up to 10 people) | | 14.05 |
| | Leisure pool – CVAC (up to 80 people) | | 109.80 |
| | Leisure pool – CVAC – Shared Space (up to 60 people) | | 65.00 |
| | School - Swim Lessons | | |

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| | <ul style="list-style-type: none"> Pool rental space will be allotted based on class size and age. Rental fees as per above. In addition to rental space schools will be charged for 1 staff person for every 10 students in lessons. | | |
| 4.3 | Adult Sports Groups – per hour (Masters, water polo, synchro, includes 1 guard) | | 2018/2019 |
| | 6 lane pool – CVSC (up to 80 people) | | 134.60 |
| | 8 lane pool – CVAC (up to 80 people) | | 179.45 |
| | Per lane – CVSC & CVAC (up to 10 people) | | 22.40 |
| 4.4 | Synchronized & Swim Teams – per hour | | 2018 |
| | 6 lane pool – CVSC (up to 80 people) | | 77.30 |
| | 8 lane pool – CVAC (up to 80 people) | | 103.05 |
| | Per lane – CVSC & CVAC (up to 10 people) | | 12.90 |

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| 4.5 | Sanctioned Swim Meets – per hour | | 2018/2019 |
| | Lane pool – 6 lane – CVSC (up to 80 people) | | 122.85 |
| | Lane pool – 8 lane – CVAC (up to 80 people) | | 163.85 |
| | 8 lane with leisure pool (includes 4 lifeguards) – CVAC (up to 80 people per pool) | | 273.90 |
| 4.6 | Special Sessions | | 2018/2019 |
| | Leisure pool party – Saturday or Sundays, 5:00 to 6:00 pm, maximum of 25 participants, up to two parties per session – CVAC (shared space) | | 116.95 |

5.0 ARENA ACTIVITY RENTALS – Tax extra except where indicated

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| 5.1 | Recreation – per hour | | 2018/2019 |
| | Recreation – Prime time | | 170.94 |
| | Recreation – Non prime time | | 126.84 |
| 5.2 | Minor Sports – per hour | | 2018/2019 |
| | Minor Sports, non-profit – Prime time, pre & regular season | | 88.35 |
| | Minor Sports, non-profit – Non Prime time, pre & regular season | | 73.80 |
| | Minor Sports, non-profit – spring & summer, must provide proof of non-profit status | | 112.35 |
| | Youth Sports, for-profit – all season | | 150.50 |

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| 5.3 | Schools – per hour Monday - Friday, 9:00 a.m. to 3:00 p.m. | | 2018/2019 |
| | 1 – 30 participants | | 58.00 |
| | 31 – 60 participants | | 68.40 |
| | 61 - 100 participants | | 80.55 |
| | 101 - 200 participants | | 105.00 |
| 5.4 | Short Notice Ice Rental – per hour <ul style="list-style-type: none"> • Can only book max of 2 days in advance through admin office. • Regular rental procedures in effect including insurance requirements. | | 2018/2019 |
| | Pre-season & Regular Season (available Mon. – Fri. from 6:00 am - 3:30 pm only) | | 40.00 |
| | Spring & Summer Season | | 60.00 |

6.0 DRY FLOOR – Tax extra

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| 6.1 | Per Day | | 2018/2019 |
| | Ticketed, Not for Profit | | 1235.65 |
| | Set up – Ticketed, Not for Profit | | 617.50 |
| | Non ticketed, Not for Profit | | 1053.60 |
| | Set up – Non ticketed, Not for Profit | | 526.90 |
| | Commercial – Ticketed, For Profit | | 1846.00 |
| | Set up – Commercial, Ticketed, For Profit | | 921.65 |
| | Commercial – Non Ticketed, For Profit | | 1648.10 |
| | Set up – Commercial, Non Ticketed, For Profit | | 824.10 |
| | Recreation | | 932.30 |
| | Senior secondary graduation – set up, event & teardown not to exceed 8 days | | 1659.80 |
| 6.2 | Per Hour | | 2018/2019 |
| | Four hour minimum, time includes set up and tear down, applies to registered non-profit only | | 88.75 |
| | Sports groups – games/practices | | 59.10 |

7.0 MEETING SPACE – Tax extra

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| 7.1 | Meeting Rooms – per hour | | 2018/2019 |
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| | Not For Profit & User Groups – 2 hour minimum | | 6.45 |
| | Other Groups – 2 hour minimum | | 11.65 |
| | Yearly – Must rent a minimum of 10 hours of ice/pool per month | | 434.05 |
| 7.2 | Mezzanine – Arena # – per hour | | |
| | Lounge area only - Not for Profit & User Groups - two hour minimum, full hour units only | | 15.20 |
| | Lounge area only - Other Groups - per hour, 2 hour minimum, full hour units only | | 26.35 |
| | Lounge & public areas – Not for Profit & User Groups - two hour minimum, full hour units only | | 29.75 |
| | Lounge & public areas - Other Groups - per hour, 2 hour minimum, full hour units only | | 52.60 |

8.0 OTHER RENTAL SPACE – Tax extra

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| 8.1 | | | 2018/2019 |
| | Storage Rooms - per year | | 988.80 |
| | Minor Hockey Office – Arena #2 mezzanine, per month | | 296.60 |
| | Parking Lot Rate – Entire Back Lot - per day | | 200.00 |
| | Parking Lot Rate – 1 Section of Back Lot - per day | | 50.00 |
| | Minor Hockey Extra Office – (Meeting Room A) | | No charge |

9.0 MISCELLANEOUS - Tax extra

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|------------|--|--|--------|
| 9.1 | Birthday Parties | | |
| | Birthday Party Packages – includes 10 drop-in child skate or swim admissions, 2 drop-in adult skate or swim admissions, ice skate rentals or swimming pool locker tokens and a 3-hour birthday party room rental | | 63.00 |
| | Exclusive Ice Birthday Party Rental – includes full ice sheet rental, birthday party room for 3 hours and birthday party child receives a Zamboni ride | | 162.80 |
| 9.2 | Other | | |
| | Merchandising – 15% of gross sales in facility or flat fee to be determined by the general manager of community services or his designate. The fee may be waived for existing minor sport groups fund raising initiatives. To be determined by the general manager of community services or his designate. | | |
| | Glass Removal – actual costs to remove and install | | |

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| 9.3 | MISCELLANEOUS - Tax included | | 2018/2019 |
| | Skate Rental – public skating | | 3.50 |
| | Skate Rental – school skating | | 2.50 |

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| | Skate Rental – 10 punch bulk pass (10 for price of 9) | | 31.50 |
| | Skate Sharpening | | 5.40 |
| | Skate Sharpening – 10 punch bulk pass (10 for price of 9) | | 48.60 |
| | Staff Cost per hour | | 35.00 |

10.0 FACILITY ADVERTISING – Tax extra

| 10.1 | Per Month | | 2018/2019 |
|-------------|--|--|------------------|
| | INCLUDES LEXAN WHERE APPLICABLE | | |
| | Arena #1 | | |
| | Large Rink Board Ad 3' x 8' | | 80.65 |
| | Large Rink Board Ad 3' x 16' (Bulk rates will not apply) | | 130.50 |
| | Small Rink Board Ad 3' x 4' | | 72.00 |
| | Zamboni Ad | | 64.80 |
| | Players Bench Ad - 12' x 2' | | 76.75 |
| | Wall Ad Score Clock 3' x 8' | | 80.85 |
| | On Ice Ad 25 sq/ft (prior to installation of ice) | | 129.90 |
| | Arena # 2 | | 2018/2019 |
| | Large Rink Board Ad 3' x 8' | | 70.80 |
| | Small Rink Board Ad 3' x 4' | | 58.25 |
| | Zamboni Ad | | 64.90 |
| | On Ice Ad 25sq/ft | | 97.40 |
| | Score Clock Wall Ad 3' x 8' | | 64.90 |
| | Side Wall Ad | | 43.30 |
| | Sports Centre Pool Area - Banners | | 48.70 |
| | Aquatic Centre Pool Area – Banners | | 129.90 |

Comox Valley Glacier Kings receive up to 10 rink boards per year if confirmed by August 1st. If not confirmed by August 1st, space will revert back to the regional district.

| 10.2 | Glacier Kings | | 2018/2019 |
|-------------|---|--|------------------|
| | Arena # 1 – per month | | |
| | Large Rink Board Ad - 3' x 8' Lexan included in the cost | | 49.55 |