



## CENTRAL CARIBOO JOINT COMMITTEE AGENDA

February 27, 2019

5:30 p.m.

Cariboo Regional District Board Room

Suite D - 180 Third Avenue North

Williams Lake, B.C.

---

Pages

### 1. CALL TO ORDER

(The meeting is scheduled to commence at 5:30 p.m.)

#### 1.1 Adoption of Agenda

That the agenda be adopted as presented.

### 2. RECEIPT AND ADOPTION OF MINUTES

#### 2.1 Minutes of the Central Cariboo Joint Committee - January 23, 2019

1

That the minutes of the Central Cariboo Joint Committee meeting, held January 23, 2019, be received and adopted.

### 3. REPORTS AND CORRESPONDENCE

#### 3.1 City of Williams Lake Report - NCLGA Resolution - Ammonia Regulations

6

Voting - Electoral Areas D, E, F and Council

That the City of Williams Lake Council Report from Geoff Paynton, Director of Community Services, dated February 21, 2019, including a proposed resolution for NCLGA regarding the effects of the new ammonia regulations, be received. Further, that the draft resolution be forwarded as is, or with changes, to the Cariboo Regional District Board or City of Williams Lake Council for submission to NCLGA.

#### 3.2 City of Williams Lake Report - CMRC Fees and Charges Bylaw

8

Voting - Electoral Areas D, E, F and Council

That the City of Williams Lake Council Report from Geoff Paynton, Director of Community Services, dated February 12, 2019, regarding the 2020-2023 Fees and Charges Bylaw for the Cariboo Memorial Recreation Complex, be received.  
*Further, that direction be provided to staff.*

**4. ACTION PAGE**

32

That the Action Page as presented at the Central Cariboo Joint Committee meeting on February 27, 2019, be received.

**5. ADJOURNMENT**

That the meeting of the Central Cariboo Joint Committee be adjourned at TIME, February 27, 2019.

**CENTRAL CARIBOO  
JOINT COMMITTEE MINUTES**

**January 23, 2019**

**5:30 p.m.**

**Cariboo Regional District Board Room  
Suite D - 180 Third Avenue North  
Williams Lake, B.C.**

**PRESENT :** Co-Chair A. Delainey, Director S. Forseth (via teleconference),  
Director J. Sorley, Director C. Mernett  
Councillor S. Boehm, Councillor I. Bonnell, Councillor M. Brenner,  
Councillor S. Nelson, Councillor J. Ryll, Councillor C. Smith

**ABSENT :** Director G. Kirby  
Co-Chair W. Cobb

**STAFF :** J. MacLean, Chief Administrative Officer, D. Campbell, Manager of  
Community Services, L. Schick, Deputy Corporate Officer/Executive  
Assistant

**1. CALL TO ORDER**

**1.1 Adoption of Agenda**

*(Voting - Electoral Areas D, E, F, J, K and Council)*

**CCJ.2019-1-1**

Moved Councillor Smith

Seconded Director Mernett

That the agenda be adopted with the addition of a discussion item relating to BC Hydro.

**Carried Unanimously**

**2. RECEIPT AND ADOPTION OF MINUTES**

**2.1 Minutes of the Central Cariboo Joint Committee - November 28, 2018**

*(Voting - Electoral Areas D, E, F, J, K and Council)*

**CCJ.2019-1-2**

Moved Director Forseth

Seconded Councillor Brenner

That the minutes of the Central Cariboo Joint Committee meeting, held November 28, 2018, be received and adopted.

**Carried Unanimously**

### **3. DELEGATIONS**

#### **3.1 Delegation - Williams Lake Daybreak Rotary Club**

Ken O'Brien, representing the Williams Lake Daybreak Rotary Club, appeared before the Committee to discuss the club's request for support of its project to replace the mountain bike bridge over Williams Creek in the Williams Lake River Valley.

### **4. REPORTS AND CORRESPONDENCE**

#### **4.1 Williams Lake Daybreak Rotary Club - Support Request**

*(Voting – Electoral Areas D, E, F, J, K, and Council)*

*Ratification Required by CRD*

**CCJ.2019-1-3**

Moved Councillor Nelson

Seconded Councillor Boehm

That the letter from the City of Williams Lake, dated December 19, 2018, referring a request from the Williams Lake Daybreak Rotary requesting support for their project to replace the mountain bike bridge over Williams Lake Creek in the Williams Lake River Valley, be received. Further, that funding in the amount of \$30,000 be allocated from Cariboo Strong funds and \$10,000 allocated from the Central Cariboo Recreation budget. Further, that letters of support be provided for any funding applications that the Williams Lake Daybreak Rotary submits for this project.

**Carried Unanimously**

#### **4.2 Central Cariboo Arts and Culture Society - 2018 Fourth Quarter Report**

*(Voting - Electoral Areas D, E, F and Council)*

**CCJ.2019-1-4**

Moved Councillor Nelson

Seconded Councillor Bonnell

That the 2018 Fourth Quarter Report from the Central Cariboo Arts and Culture Society, be received.

**Carried Unanimously**

#### **4.3 Lake City Secondary Wrestling Equipment Funding Request**

*(Voting – Electoral Areas D, E, F, J, K and Council)*

**CCJ.2019-1-5**

Moved Councillor Bonnell

Seconded Director Sorley

That the letter from the City of Williams Lake, dated December 19, 2018, referring a request from the Lake City Secondary - Williams Lake Campus for monetary support toward the purchase of equipment for their wrestling program, be received.

**Carried Unanimously**

#### **4.4 City of WL Report - Scout Island and River Valley Trails Fee-for-Service Agreement Renewals**

*(Voting – Electoral Areas D, E, F and Council)*

*Ratification Required by City of Williams Lake*

**CCJ.2019-1-6**

Moved Director Sorley

Seconded Councillor Nelson

That the report from Geoff Paynton, Director of Community Services, City of Williams Lake, dated January 14, 2019, regarding renewals of the Fee-for-Service Agreements with the Williams Lake Cycling Club and the Scout Island Nature Centre, be received. Further, that the Fee-for-Service Agreement with the Scout Island Nature Centre be renewed for a further three years at \$12,500 per year, and that the Fee-for-Service Agreement with the Williams Lake Cycling Club be renewed for a further three years at \$20,000 per year.

**Carried Unanimously**

#### **4.5 Alexis Creek Outdoor Arena Project - Cariboo Strong Funding**

*(Voting – Electoral Areas D, E, F, J, K, and Council)*

*Ratification Required by CRD*

**CCJ.2019-1-7**

Moved Councillor Nelson

Seconded Councillor Smith

That the agenda item summary from Adi Gurung, Regional Economic & Community Development Officer, dated January 15, 2019, regarding the Alexis Creek Community Club Outdoor Arena Project and Cariboo Strong funding support, be received. Further, that up to \$20,000 for the project be approved from the Central Cariboo allocation of the Cariboo Strong program, subject to confirmation of approval from the project's other funding sources.

**Carried Unanimously**

#### **5. ACTION PAGE**

*(Voting - Electoral Areas D, E, F, J, K and Council)*

**CCJ.2019-1-8**

Moved Councillor Nelson

Seconded Director Sorley

That the Action Page as presented at the Central Cariboo Joint Committee meeting on January 23, 2019, be received. Further, that Items #1 and #5 be removed from the Action Page.

**Carried Unanimously**

#### **6. DISCUSSION ITEM**

##### **6.1 BC Hydro**

*(Voting – Electoral Areas D, E, F, J, K, and Council)*

*Ratification Required by CRD*

**CCJ.2019-1-9**

Moved Councillor Nelson

Seconded Councillor Bonnell

That an invitation be extended to BC Hydro to attend an upcoming CRD Board meeting to discuss the new LED lights program and that the City of Williams Lake Council be invited to this meeting.

**Carried Unanimously****7. ADJOURNMENT***(Voting - Electoral Areas D, E, F, J, K and Council)***CCJ.2019-1-10**

Moved Councillor Nelson

Seconded Councillor Bonnell

That the meeting of the Central Cariboo Joint Committee be adjourned at 6:35 p.m., January 23, 2019.

**Carried Unanimously**


---

 Co-Chair

---

 Co-Chair



## CITY OF WILLIAMS LAKE COUNCIL REPORT

**DATE OF REPORT:** February 21, 2019  
**DATE & TYPE OF MEETING:** February 27, 2019 Joint Committee Meeting  
**AUTHOR:** Geoff Paynton, Director of Community Services  
**SUBJECT:** NCLGA RESOLUTION- AMMONIA REGULATIONS  
**FILE:**

### SECTION 1: EXECUTIVE SUMMARY

Joint Committee has directed staff to come back with a proposed resolution for NCLGA to address the effects of the new ammonia regulations on the CMRC and other arenas.

Any proposed resolution will need to go to the NCLGA process from either the City of Williams Lake Council or Cariboo Regional District Board.

### SECTION 2: BACKGROUND

### SECTION 3: DISCUSSION

Proposed Resolution;

Whereas new regulations introduced for ammonia safety have resulted in significant operating cost increases, and increased staff certifications required for operating arenas;

And whereas communities in the Central and Northern region of the province have limited financial and human resources, and difficulty accessing the costly training required to meet these new staffing regulations;

Therefore it be resolved that UBCM request that the Province of BC work with post secondary institutions, and other providers, to increase the availability of technical certificates and programs to address this critical trade shortage, and that additional funding for, or creation of new programs, be funded to allow arena staff to access training that is currently cost prohibitive and mostly only available in the Lower Mainland.

### SECTION 4: DETAILED ANALYSIS

#### a. Financial Considerations – Cost and Resource Allocations:

#### b. Legislative Considerations (Applicable Policies and/or Bylaws):

N/A

#### c. This project most closely supports the following ICSP Priority Areas:

World Class Recreation



N/A N/A
<b>d. This project potentially <u>conflicts</u> with the following ICSP Priority Areas (also list mitigation measures)</b>
Choose an item. Choose an item. Choose an item.  Mitigation measures:
<b>e. Environmental Considerations:</b>
N/A
<b>f. Social Considerations:</b>
N/A
<b>g. Economic Considerations:</b>
N/A
<b>SECTION 5: RECOMMENDATIONS</b>
That Joint Committee discuss the proposed NCLGA resolution, provide feedback on any proposed changes, and that the final product be forwarded to either the CWL or CRD for approval and submission to the NCLGA Resolution process.

Respectfully submitted,

Milo MacDonald  
Chief Administrative Officer

This report has been prepared in consultation with the following:	Initials
Director of Community Services, Geoff Paynton	GP
CRD Manager of Community Services, Darron Campbell	DC

**ATTACHMENTS:**



## CITY OF WILLIAMS LAKE COUNCIL REPORT

**DATE OF REPORT:** February 12, 2019  
**DATE & TYPE OF MEETING:** February 27, 2019 Joint Committee Meeting  
**AUTHOR:** Geoff Paynton, Director of Community Services  
**SUBJECT:** 2020- 2023 FEES AND CHARGES BY-LAW  
**FILE:**

### SECTION 1: EXECUTIVE SUMMARY

The current Fees and Charges By-Law for the Cariboo Memorial Recreation Complex (CMRC) and associated programs and services is set to expire at the end of 2109. A new recommended Fees and Charges By-Law for 2020-2023 will come before Joint for discussion and ratification in March or April.

In advance of the March/April report to Joint a small number of items are being brought forward for discussion to avoid surprises, provide direction to staff, and prepare Joint for the March/April report.

Items that require some feedback from Joint before proceeding include;

- General direction on fees and charges
- By-Law length- 4 years?
- Recreation Access Card requirements
- Consideration of Separate Pool/fitness centre rate
- Swim Club rental rates

Based on all research and work done to date, and forecasting future expenses vs. revenue, and assuming Joint Committee will stick to a market based fee approach, and similar philosophical approach to recovery rates, a recommendation of a 2% a year general increase to all fees and charges is being contemplated. This recommendation could change based on the results of the discussion items above.

### SECTION 2: BACKGROUND

The Current Fees and Charges By-Law for the Cariboo Memorial Recreation Complex, which encompassed the four year time period of 2016-2019 expires at the end of 2019. The previous Fees and Charges By-Law saw an inflationary increase of 2% a year (for four years) to almost all fees and charges, and specific alterations to fees and charges that were considered out of line. In the process of review a number of items have come up that require discussion prior to including them in the proposed Fees and Charges By-Law which will come before Joint in March/April.

### SECTION 3: DISCUSSION

Staff are currently thoroughly reviewing the current fees and charges, completing a detailed market analysis, comparing rates with similar sized communities throughout BC, and are identifying numerous revisions, changes and additions to the current fees.

In general, public recreation in BC and Canada is not a cost recovery operation. Certain aspects of the operation create positive revenues (registered programs, fitness, etc..) while others (pool and ice use fees, etc...) are heavily subsidized. This subsidization is generally accepted as the cost of the benefits that come with providing affordable recreation services for the community. Currently the CMRC and associated programs and services provides a 40% overall recovery rate. This recovery rate is on the very high side of the BC average as most direct comparable communities sit in the 25-30% range.

Williams Lake is currently below average price range for almost all areas of fees and charges compared to similar sized communities and facilities throughout BC. With the opening of the new West Fraser Aquatic Centre (WFAC) fees were not adjusted even though amenities increased significantly, and expenses also increased quite dramatically.

In the process of this preparation work several items have arisen that require discussion by, and direction from, Joint before final recommendations are made in March/April;

**General direction on fees and charges-** Past direction from elected officials was that they preferred to be average, to slightly above average, in fees and charges in a market based approach to fee setting. Even though most fees and charges have been raised 2% per year our charges remain slightly below average in most cases. With the recent opening of the WFAC rates were not increased even though amenities increased substantially, as did expenses to run the facility. If we were to adjust fees to average, or slightly above, this could be quite a large increase in most fees, while only a few would not increase. Should the decision be made to raise fees to average (or above) this could be done over the four year period of the fees and charges by-law or all at once.

**By-Law length-** The previous Fees and Charges By-Law lasted for four years and staff would like to recommend another four year By-Law term. There is a great amount of resources consumed in preparing this review and the longer period would mean less resources used over time. The Fees and Charges By-Law can be amended at any time should there be significant changes that require it so it is not locked in.

**User Groups Recreation Access Card requirements-** Two tiered pricing, and Recreation Access Card requirements continue to generate significant operational issues. The current by-law reads that 100% of participants in a user group must have a valid RAC card to receive discount pricing. Enforcement of the system on CMRC user groups to 100% level is virtually impossible, consumes very vast amounts of staff (and user group volunteer) time, costs significant money to maintain systems, and is the single largest source of friction between user groups and CMRC management, and user groups and their participants. As groups move towards on-line registration for their programs this compliance becomes even more difficult and time consuming to monitor. Direction from Joint Committee on the current By-Law definition and enforcement expectations will help guide staff to determine how much time and resources will be spent moving forward.

**Consider Separate Pool/fitness centre rate?-** Over the past year the WFAC has seen a huge increase in the level of service provided to the public and has also seen a large increase in operating expenses. Fees for the new WFAC were not increased for the new facility when it opened. Past practice has been that drop-in rates were the same for any program or service (ie. Public skating cost is the same as a swim). With the new WFAC facility and the new recreation software currently being implemented there is the capability to have separate rates for any programs/services held in the WFAC. It could easily be argued that one should not have to pay as much for a public skate as for use of the pool and fitness centre.

**Swim Club lane rental rates-** Market research has shown us that the rates we currently charge the Blue Fins Swim club are currently the lowest of all comparables and are well below average. Current lane

rental rates are at 81% of average, while swim meet rental rates are at 73% of average. Current comparables used are Quesnel, Prince George, Comox, Dawson Creek, Kamloops, Saanich, Duncan, Trail, Revelstoke and Terrace. If we were to raise these rates to average this would be a very large jump and would likely not be well received by the Swim Club. Any rate increase could be phased in over the four year period of the fees and charges by-law.

Based on initial analysis it is clear that increases in expenses will continue to outweigh any gains in revenue or cost savings for the foreseeable future. The opening of the WFAC, and new regulatory requirements for the arena, have also increased annual operating expenses by over 15%. It is also clear that most current charges are slightly below average of comparable communities.

For 2020, 2021, 2022 and 2023 it is projected there will be an approximate increase in expenses of over \$45,000 - \$65,000 (1%-2%) each year due mostly to rising staffing costs (due to collective bargaining wage increases, not staffing increases) and ever increasing utility costs. These large annual increases in expenses are forecast each year while the taxation-based Operating Subsidy provided through the City/CRD management agreement will increase at 1.75% per year and cost savings will become more and more difficult without major investment, service level cuts or new streams of revenue.

In order to ensure that the CMRC meets its current budget without service cuts an increase in current fees and charges is definitely required, however in an effort to keep these charges reasonable and maintain accessibility for the community a modest increase of 2% per year across the board to cover inflationary costs (at minimum) is likely to be recommended in May. This is barring any major philosophical change from past practices voiced by Joint Committee. As always, the CMRC provides several programs for anyone who cannot afford any of these fees and charges, and has always worked with all patrons to ensure them access to programs and services regardless of ability to pay.

#### SECTION 4: DETAILED ANALYSIS

##### a. Financial Considerations – Cost and Resource Allocations:

##### b. Legislative Considerations (Applicable Policies and/or Bylaws):

N/A

##### c. This project most closely supports the following ICSP Priority Areas:

World Class Recreation

N/A

N/A

##### d. This project potentially conflicts with the following ICSP Priority Areas (also list mitigation measures)

Choose an item.

Choose an item.

Choose an item.

Mitigation measures:

##### e. Environmental Considerations:

N/A

**f. Social Considerations:**

N/A

**g. Economic Considerations:**

N/A

**SECTION 5: RECOMMENDATIONS**

That Joint receive this report and provide direction to staff on the listed items for preparation of the Fees and Charges By-Law report to come before Joint in March or April.

Respectfully submitted,

Milo MacDonald  
Chief Administrative Officer

<b>This report has been prepared in consultation with the following:</b>	<b>Initials</b>
Director of Community Services, Geoff Paynton	GP
CRD Manager of Community Services, Darron Campbell	DC

**ATTACHMENTS:**

**Appendix A- Current Fees and Charges Bylaw**

**Appendix B- Current Fees and Charges Bylaw definitions**

## CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY

COMPLEX DROP IN & FACILITY PASS FEES - No Tax Included

	Drop in Rates													
	Standard 2015	Discount 2015		Standard 2016	Discount 2016		Standard 2017	Discount 2017		Standard 2018	Discount 2018		Standard 2019	Discount 2019
TOT	No Charge	No Charge		No Charge	No Charge		No Charge	No Charge		No Charge	No Charge		No Charge	No Charge
CHILD	\$ 4.20	\$ 3.15		\$ 4.28	\$ 3.21		\$ 4.37	\$ 3.28		\$ 4.46	\$ 3.34		\$4.55	\$3.41
YOUTH/SENIOR	\$ 5.14	\$ 3.85		\$ 5.24	\$ 3.93		\$ 5.35	\$ 4.01		\$ 5.45	\$ 4.09		\$5.56	\$4.17
ADULT	\$ 6.83	\$ 5.12		\$ 6.97	\$ 5.22		\$ 7.11	\$ 5.33		\$ 7.25	\$ 5.44		\$7.39	\$5.54
FAMILY	\$ 13.66	\$ 10.25		\$ 13.93	\$ 10.45		\$ 14.21	\$ 10.66		\$ 14.50	\$ 10.87		\$14.79	\$11.09
HOCKEY	\$ 6.83	\$ 5.12		\$ 6.97	\$ 5.22		\$ 7.11	\$ 5.33		\$ 7.25	\$ 5.44		\$7.39	\$5.54
FAMILY MEMBER PARTICIPATION	\$ 2.33	\$ 1.75		\$ 2.38	\$ 1.78		\$ 2.42	\$ 1.82		\$ 2.47	\$ 1.85		\$2.52	\$1.89
SHOWER	\$ 3.50	\$ 2.63		\$ 3.57	\$ 2.68		\$ 3.64	\$ 2.73		\$ 3.71	\$ 2.79		\$3.79	\$2.84
PRESCHOOL SKATE	\$ 4.20	\$ 3.15		\$ 4.28	\$ 3.21		\$ 4.37	\$ 3.28		\$ 4.46	\$ 3.34		\$4.55	\$3.41
NOON SKATE	\$ 3.67	\$ 2.75		\$ 3.74	\$ 2.81		\$ 3.82	\$ 2.86		\$ 3.89	\$ 2.92		\$3.97	\$2.98
Additional Child/Youth family member	75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off
*after applicable taxes drop-in fees will be rounded to the nearest nickel														

	10 Drop in Passes												
	Standard	Discount		Standard	Discount		Standard	Discount		Standard	Discount		
	2015	2015		2016	2016		2017	2017		2018	2018		
CHILD	\$ 37.81	\$28.36		\$ 38.56	\$ 28.92		\$ 39.33	\$ 29.50		\$ 40.11	\$ 30.09	\$40.92	\$30.69
YOUTH/SENIOR	\$ 46.22	\$34.66		\$ 47.19	\$ 35.39		\$ 48.13	\$ 36.10		\$ 49.09	\$ 36.82	\$50.07	\$37.55
ADULT	\$ 61.47	\$46.10		\$ 62.70	\$ 47.02		\$ 63.95	\$ 47.97		\$ 65.23	\$ 48.92	\$66.54	\$49.90
FAMILY	\$ 122.95	\$92.21		\$ 125.40	\$ 94.05		\$ 127.91	\$ 95.93		\$ 130.46	\$ 97.85	\$133.07	\$99.81
HOCKEY	\$ 61.47	\$46.10		\$ 62.70	\$ 47.02		\$ 63.95	\$ 47.97		\$ 65.23	\$ 48.92	\$66.54	\$49.90
Additional Child/Youth family member	75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off	75% off	75% off

	1 Month Facility Pass												
	Standard	Discount		Standard	Discount		Standard	Discount		Standard	Discount		
	2015	2015		2016	2016		2017	2017		2018	2018		
CHILD	\$ 50.42	\$37.81		\$ 51.43	\$ 38.57		\$ 52.46	\$ 39.34		\$ 53.51	\$ 40.12	\$54.58	\$40.93
YOUTH/SENIOR	\$ 61.62	\$46.22		\$ 62.85	\$ 47.14		\$ 64.11	\$ 48.08		\$ 65.39	\$ 49.04	\$66.70	\$50.02
ADULT	\$ 81.96	\$61.47		\$ 83.60	\$ 62.70		\$ 85.27	\$ 63.95		\$ 86.98	\$ 65.23	\$88.72	\$66.54
FAMILY	\$ 163.93	\$122.95		\$ 167.21	\$ 125.41		\$ 170.55	\$ 127.91		\$ 173.96	\$ 130.47	\$177.44	\$133.08
Additional Child/Youth family member	75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off	75% off	75% off

## CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY

	3 Month Facility Pass											
	Standard	Discount		Standard	Discount		Standard	Discount		Standard	Discount	
	2015	2015		2016	2016		2017	2017		2018	2018	
CHILD	\$ 126.04	\$94.53		\$ 128.56	\$ 96.42		\$ 131.13	\$ 98.35		\$ 133.75	\$ 100.32	
YOUTH/SENIOR	\$ 154.05	\$115.54		\$ 157.13	\$ 117.85		\$ 160.27	\$ 120.21		\$ 163.48	\$ 122.61	
ADULT	\$ 204.91	\$153.68		\$ 209.01	\$ 156.76		\$ 213.19	\$ 159.89		\$ 217.45	\$ 163.09	
FAMILY	\$ 409.82	\$307.37		\$ 418.02	\$ 313.51		\$ 426.38	\$ 319.78		\$ 434.90	\$ 326.18	
Additional Child/Youth family member	75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off	

	6 Month Facility Pass											
	Standard	Discount		Standard	Discount		Standard	Discount		Standard	Discount	
	2015	2015		2016	2016		2017	2017		2018	2018	
CHILD	\$ 226.88	\$170.16		\$ 231.42	\$ 173.56		\$ 236.05	\$ 177.03		\$ 240.77	\$ 180.58	
YOUTH/SENIOR	\$ 277.29	\$207.97		\$ 282.84	\$ 212.13		\$ 288.49	\$ 216.37		\$ 294.26	\$ 220.70	
ADULT	\$ 368.84	\$276.63		\$ 376.22	\$ 282.16		\$ 383.74	\$ 287.81		\$ 391.42	\$ 293.56	
FAMILY	\$ 737.68	\$553.26		\$ 752.43	\$ 564.33		\$ 767.48	\$ 575.61		\$ 782.83	\$ 587.12	
Additional Child/Youth family member	75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off	

	1 Year Facility Pass											
	Standard	Discount		Standard	Discount		Standard	Discount		Standard	Discount	
	2015	2015		2016	2016		2017	2017		2018	2018	
CHILD	\$ 403.33	\$302.50		\$ 411.40	\$ 308.55		\$ 419.62	\$ 314.72		\$ 428.02	\$ 321.01	
YOUTH/SENIOR	\$ 492.96	\$369.72		\$ 502.82	\$ 377.11		\$ 512.88	\$ 384.66		\$ 523.13	\$ 392.35	
ADULT	\$ 655.71	\$491.78		\$ 668.82	\$ 501.62		\$ 682.20	\$ 511.65		\$ 695.84	\$ 521.88	
FAMILY	\$ 1,311.43	\$983.57		\$ 1,337.66	\$ 1,003.24		\$ 1,364.41	\$ 1,023.31		\$ 1,391.70	\$ 1,043.78	
Additional Child/Youth family member	75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off	

### GROUP FACILITY PASS

	3 MONTHS (15 or more people)											
	2015		2016		2017		2018		2019			
	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount
CHILD	\$ 94.53	\$ 70.90	\$ 96.42	\$ 72.32	\$ 98.35	\$ 73.76	\$ 100.32	\$ 75.24	\$ 102.32	\$ 76.74		
YOUTH/SENIOR	\$ 115.54	\$ 86.66	\$ 117.85	\$ 88.39	\$ 120.21	\$ 90.16	\$ 122.61	\$ 91.96	\$ 125.06	\$ 93.80		
ADULT	\$ 153.68	\$ 115.26	\$ 156.75	\$ 117.57	\$ 159.89	\$ 119.92	\$ 163.09	\$ 122.31	\$ 166.35	\$ 124.76		
FAMILY	\$ 307.37	\$ 230.53	\$ 313.52	\$ 235.14	\$ 319.79	\$ 239.84	\$ 326.18	\$ 244.64	\$ 332.71	\$ 249.53		

CARIBOO MEMORIAL RECREATION COMPLEX  
FEES AND CHARGES POLICY

Additional Child/Youth family member	75% off	75% off	75% off	75% off	75% off	75% off	75% off	75% off	75% off	75% off	75% off
--------------------------------------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------

PROMOTIONAL TICKET & PASS FEES

	Toonie + Sessions					
	2015	2016	#	2017	2018	
CHILD	\$ 2.00	\$ 2.00		\$ 2.00	\$ 2.00	\$ 2.00
YOUTH/SENIOR	\$ 2.00	\$ 2.00		\$ 2.00	\$ 2.00	\$ 2.00
ADULT	\$ 2.00	\$ 2.00		\$ 2.00	\$ 2.00	\$ 2.00

	Promotional Ticket Sale- 10 Tickets													
	Standard	Discount		Standard	Discount		Standard	Discount		Standard	Discount			
	2015	2015		2016	2016		2017	2017		2018	2018		2019	2019
CHILD	\$ 31.51	\$ 23.63		\$ 32.14	\$ 24.10		\$ 32.78	\$ 24.58		\$ 33.44	\$ 25.08		34.11	25.58
YOUTH/SENIOR	\$ 38.51	\$ 28.88		\$ 39.28	\$ 29.46		\$ 40.07	\$ 30.05		\$ 40.87	\$ 30.65		41.68	31.26
ADULT	\$ 51.23	\$ 38.42		\$ 52.25	\$ 39.19		\$ 53.30	\$ 39.97		\$ 54.37	\$ 40.77		55.45	41.59
FAMILY	\$ 102.46	\$ 76.84		\$ 104.51	\$ 78.38		\$ 106.60	\$ 79.94		\$ 108.73	\$ 81.54		110.91	83.17
Additional Child/Youth family member	75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off		75% off	75% off



## CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY

ICE RINKS RENTAL RATES						
	2015			2016		
	Prime Time		Non Prime	Prime Time		Non Prime
Standard Adult	\$209.32		\$146.62	\$213.51		\$149.55
Discount Adult	\$156.98		\$109.96	\$160.12		\$112.16
Standard Youth	\$136.06			\$138.78		
Discount Youth	\$85.70			\$87.41		
Summer Ice Standard	\$169.99			\$173.39		
Summer Ice Discount	\$134.20			\$136.88		
Dry Floor - Sport Standard	\$54.40			\$55.49		
Dry Floor - Sport Discount	\$40.79			\$41.61		
Late night rate (11:01pm- 5:59am)	50% off applicable rate			50% off applicable rate		
	2015			2016		
Stampeders Ice Rates	\$		120.35	\$		122.76
	2017			2018		
	Prime Time		Non Prime	Prime Time		Non Prime
Standard Adult	\$217.78		\$152.54	\$222.13		\$155.59
Discount Adult	\$163.32		\$114.40	\$166.59		\$116.69
Standard Youth	\$141.56			\$144.39		
Discount Youth	\$89.16			\$90.95		
Summer Ice Standard	\$176.86			\$180.39		
Summer Ice Discount	\$139.62			\$142.41		
Dry Floor - Sport Standard	\$56.60			\$57.73		
Dry Floor - Sport Discount	\$42.44			\$43.29		
Late night rate (11:01pm- 5:59am)	50% off applicable rate			50% off applicable rate		
	2017			2018		
Stampeders Ice Rates	\$		125.21	\$		127.72
	2019 #					
	Prime Time		Non Prime			
Standard Adult	\$226.57		\$158.71			
Discount Adult	\$169.92		\$119.02			
Standard Youth	\$147.28					
Discount Youth	\$92.76					

## CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY

Summer Ice Standard	\$184.00	
Summer Ice Discount	\$145.26	
Dry Floor - Sport Standard	\$58.88	
Dry Floor - Sport Discount	\$44.15	
Late night rate (11:01pm- 5:59am)	50% off applicable rate	

**2019**

Stampeders Ice Rates	\$ 130.27
----------------------	-----------

### Dry Floor Rental Rates

	2015				2016			
	Standard	Standard	Discount DAILY	Discount	Standard	Standard	Discount DAILY	Discount
RINK I	\$ 1,617.57	\$ 178.02	\$ 961.15	\$ 80.11	\$ 1,649.92	\$ 181.58	\$ 980.37	\$ 81.71
RINK II	\$ 1,357.72	\$ 150.91	\$ 799.59	\$ 66.65	\$ 1,384.87	\$ 153.93	\$ 815.58	\$ 67.98
	2017				2018			
	Standard	Standard	Discount DAILY	Discount	Standard	Standard	Discount DAILY	Discount
RINK I	\$ 1,682.92	\$ 185.21	\$ 999.98	\$ 83.35	\$ 1,716.58	\$ 188.92	\$ 1,019.98	\$ 85.01
RINK II	\$ 1,412.57	\$ 157.01	\$ 831.89	\$ 69.34	\$ 1,440.82	\$ 160.15	\$ 848.53	\$ 70.73

\*\*\*Set up and take down will be 50% of either the STANDARD rate or the DISCOUNT rate

	2019			
	Standard	Standard	Discount DAILY	Discount
RINK I	\$ 1,750.91	\$ 192.69	\$ 1,040.38	\$ 86.71
RINK II	\$ 1,469.64	\$ 163.35	\$ 865.50	\$ 72.14

### Gibraltar Room Rental Rates

	2015		
	DISCOUNT	STANDARD	WEDDINGS
DAILY RATE	\$ 496.74	\$ 722.69	\$ 505.35
HOURLY RATE	\$ 52.87	\$ 94.60	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	actual cost	actual cost	actual cost

	2017		
	DISCOUNT	STANDARD	WEDDINGS
DAILY RATE	\$ 516.81	\$ 751.89	\$ 525.77
HOURLY RATE	\$ 55.01	\$ 98.42	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	actual cost	actual cost	actual cost

	2016		
	DISCOUNT	STANDARD	WEDDINGS
DAILY RATE	\$ 506.67	\$ 737.14	\$ 515.46
HOURLY RATE	\$ 53.93	\$ 96.49	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	actual cost	actual cost	actual cost

	2018		
	DISCOUNT	STANDARD	WEDDINGS
DAILY RATE	\$ 527.14	\$ 766.92	\$ 536.28
HOURLY RATE	\$ 56.11	\$ 100.39	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	actual cost	actual cost	actual cost

## CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY

	2019		
	DISCOUNT	STANDARD	WEDDINGS
DAILY RATE	\$ 537.69	\$ 782.26	\$ 547.01
HOURLY RATE	\$ 57.23	\$ 102.40	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	actual cost	actual cost	actual cost

Royal Canadian Legion Remembrance Day Ceremonies- 9am- 1pm November 11th each year- FREE OF CHARGE

Dry Grad Ceremonies- 3 days of facility rental each year- FREE OF CHARGE (see definitions for details)

Pool Rates											
	Standard 2015	Discount 2015	Standard 2016	Discount 2016	Standard 2017	Discount 2017	Standard 2018	Discount 2018	Standard 2019	Discount 2019	
PUBLIC POOL RENTAL											
1 to 99 people (2 guards)	\$ 147.28	\$ 110.47	\$ 150.23	\$ 112.68	\$ 153.23	\$ 114.93	\$ 156.29	\$ 117.23	\$ 159.42	\$ 119.58	
Over 100 people (3 guards)	\$ 187.26	\$ 140.44	\$ 191.01	\$ 143.25	\$ 194.83	\$ 146.11	\$ 198.72	\$ 149.04	\$ 202.70	\$ 152.02	
LANE CHARGE DISCOUNT											
1 Hour	\$ 11.90	\$ 8.93	\$ 12.14	\$ 9.11	\$ 12.38	\$ 9.29	\$ 12.63	\$ 9.48	\$ 12.88	\$ 9.67	
SWIM CLUB LANE RENTAL											
LANE RENTAL (Per Hour)	\$ 8.93	\$ 8.93	\$ 9.11	\$ 9.11	\$ 9.29	\$ 9.29	\$ 9.48	\$ 9.48	\$ 9.67	\$ 9.67	
ENTIRE POOL (1 guard)	\$ 70.12	\$ 70.12	\$ 71.52	\$ 71.52	\$ 72.95	\$ 72.95	\$ 74.41	\$ 74.41	\$ 75.90	\$ 75.90	
STAFF											
STAFF CHARGE - Actual costs			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
EQUIPMENT RENTAL											
ICEBERG (1 guard) (Per Hour)	\$ 79.90	\$ 59.93	\$ 81.50	\$ 61.13	\$ 83.13	\$ 62.35	\$ 84.79	\$ 63.60	\$ 86.49	\$ 64.87	
LOBBY TABLE RENTAL	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.20	\$ 10.20	

## CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY

### AQUATICS & FITNESS INSTRUCTION FEES

Group Swim Lessons 1/2 hour (per session price)										
	2015		2016		2017		2018		2019	
	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount
Per Session*	\$ 6.93	\$ 5.20	\$ 7.07	\$ 5.30	\$ 7.21	\$ 5.41	\$ 7.35	\$ 5.52	\$ 7.50	\$ 5.63
SEMI-PRIVATE LESSONS	\$ 14.31	\$ 10.74	\$ 14.60	\$ 10.95	\$ 14.89	\$ 11.17	\$ 15.19	\$ 11.40	\$ 15.49	\$ 11.63
PRIVATE LESSONS	\$ 26.84	\$ 20.13	\$ 27.38	\$ 20.53	\$ 27.92	\$ 20.94	\$ 28.48	\$ 21.36	\$ 29.05	\$ 21.79

\*Total cost is # of sessions times price

Group Swim Lessons 3/4 hour (per session price)										
	2015		2016		2017		2018		2019	
	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount
Per session*	\$ 8.53	\$ 6.40	\$ 8.70	\$ 6.53	\$ 8.87	\$ 6.66	\$ 9.05	\$ 6.79	\$ 9.23	\$ 6.93

\*Total cost is # of sessions times price

Group Swim Lessons 1 hour (per session price)										
	2015		2016		2017		2018		2019	
	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount
Per session*	\$ 10.80	\$ 8.10	\$ 11.02	\$ 8.26	\$ 11.24	\$ 8.43	\$ 11.46	\$ 8.60	\$ 11.69	\$ 8.77

\*Total cost is # of sessions times price


Private Fitness Instruction										
	2015		2016		2017		2018		2019	
	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount	Standard	Discount
Personal Training Plan (1.5 hr)	\$ 87.55	\$ 70.04	\$ 89.30	\$ 71.44	\$ 91.09	\$ 72.87	\$ 92.91	\$ 74.33	\$ 94.77	\$ 75.81
Three session personal training	\$ 236.38	\$ 189.12	\$ 241.11	\$ 192.90	\$ 245.93	\$ 196.76	\$ 250.85	\$ 200.70	\$ 255.87	\$ 204.71
Five session personal training	\$ 372.09	\$ 297.65	\$ 379.53	\$ 303.60	\$ 387.12	\$ 309.68	\$ 394.86	\$ 315.87	\$ 402.76	\$ 322.19
Double up training (1.5 hrs.)	\$ 54.39	\$ 43.51	\$ 55.48	\$ 44.38	\$ 56.59	\$ 45.27	\$ 57.72	\$ 46.17	\$ 58.87	\$ 47.10
Three session double up training	\$ 146.85	\$ 117.48	\$ 149.79	\$ 119.83	\$ 152.78	\$ 122.23	\$ 155.84	\$ 124.67	\$ 158.96	\$ 127.16
Five session double up training	\$ 231.13	\$ 184.90	\$ 235.75	\$ 188.60	\$ 240.47	\$ 192.37	\$ 245.28	\$ 196.22	\$ 250.18	\$ 200.14
Group personal training (1.5 hrs.)	\$ 31.88	\$ 25.50	\$ 32.52	\$ 26.01	\$ 33.17	\$ 26.53	\$ 33.83	\$ 27.06	\$ 34.51	\$ 27.60
Three session group personal training	\$ 86.06	\$ 68.85	\$ 87.78	\$ 70.23	\$ 89.54	\$ 71.63	\$ 91.33	\$ 73.06	\$ 93.15	\$ 74.53
Five session group personal training	\$ 135.44	\$ 108.35	\$ 138.15	\$ 110.52	\$ 140.91	\$ 112.73	\$ 143.73	\$ 114.98	\$ 146.60	\$ 117.28

OTHER					
Recreation Access Card	2015	2016	2017	2018	2019
Individual	\$ 117.63	\$ 119.98	\$ 122.38	\$ 124.83	\$ 127.33
Family	\$ 210.07	\$ 214.27	\$ 218.56	\$ 222.93	\$ 227.39

## CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY

<b>RESALE ITEMS</b>	100% mark up	(goggles, bathing caps, nose clips, etc)
	50% mark up	(bathing suits, clothing, etc.)

<b>Ticket Sales Services</b>	Standard Rate \$1.50 per ticket
	Discount Rate \$1.00 per ticket

<b>Parking Spot Rentals</b>	<b>2015</b>		<b>2016</b>		<b>2017</b>		<b>2018</b>		<b>2019</b>	
	<b>Standard</b>	<b>Discount</b>	<b>Standard</b>	<b>Discount</b>	<b>Standard</b>	<b>Discount</b>	<b>Standard</b>	<b>Discount</b>	<b>Standard</b>	<b>Discount</b>
1 month	\$ 26.14	\$ 19.61	\$ 26.66	\$ 20.00	\$ 27.20	\$ 20.40	\$ 27.74	\$ 20.81	\$ 28.29	\$ 21.23
3 months	\$ 78.36	\$ 58.82	\$ 79.93	\$ 60.00	\$ 81.53	\$ 61.20	\$ 83.16	\$ 62.42	\$ 84.82	\$ 63.67
1 Year	\$ 257.16	\$ 192.92	\$ 262.30	\$ 196.78	\$ 267.55	\$ 200.71	\$ 272.90	\$ 204.73	\$ 278.36	\$ 208.82
<b>Parking Lot Use</b>	\$ 184.27	\$ 122.85	\$ 187.96	\$ 125.31	\$ 191.71	\$ 127.81	\$ 195.55	\$ 130.37	\$ 199.46	\$ 132.98

### **Additional Services**

Half Arena Glass out	\$ 515.00	
Full Arena Glass out	\$ 1,030.00	
Arena Glass out per sheet	\$ 50.00	
Ice logo painting	Actual Staff costs plus supplies	
Electrical connect/disconnect	\$ 350.00	
External rentals	Actual cost plus 25% Administration Fee	
Statutory Holiday staff Rates	Actual cost plus 25% Administration Fee	
Custodial charges	Actual cost plus 25% Administration Fee	
Bleacher seating usage- Gibraltar Room	\$ 50.00	
Merchandizing fees	20% of gross sales	
Audio/ Visual		
Portable PA system with one corded microphone	\$ 25.00	(not included in standard and discount Gibraltar Room rental)
Additional corded microphones	\$ 15.00	
Cordless microphone	\$ 23.00	
Gibraltar Room large A/V system	\$125.00 plus any Staff costs over one hour, plus any Contractor charges	
Piano Tuning	Actual costs plus 25% Administration Fee	
Moving of Dumpster/Barricades	Actual costs plus 25% Administration Fee	
Remove Netting Rink 1	Actual Staff costs plus 25% Administration Fee	
Electrical/AV Staff	Actual Staff costs plus 25% Administration Fee	
Fax- Outgoing (local)	.25 cent per page	

**CARIBOO MEMORIAL RECREATION COMPLEX  
FEES AND CHARGES POLICY**

Fax- Outgoing (long distance)	.50 cents per page
Fax- Incoming	.25 cents per page
Photocopying (black and white)	.30 cents per page
Internet use- Wireless	\$25 per day
Phone line	Actual connection cost plus 25% Administration Fee
Long distance	Actual cost plus 25% Administration Fee
NSF Cheque fee	\$ 50.00
Late Program Cancellation fee	\$ 10.00

Community Use Space	
CMRC- Williams Lake Figure Skating Club	
a) Office	No charge
b) Storage Room	No charge
CMRC - Minor Hockey	
a) Office	No charge
b) Storage - rooms	No charge
CMRC- Stampeders	No charge
a) Storage rooms	
CMRC- Blue Fins	No charge
a) Office	
Williams Lake Lacrosse Association	
a) Storage lockers	No Charge

## **RECREATION SERVICES**

### **Fees and Charges for the Cariboo Memorial Recreation Complex** **Effective January 1, 2016**

#### **Definitions, Terms and Conditions**

##### **Event and Activity Definitions**

###### **Recreation Activities- Arenas**

Includes a variety of leisure pursuits such as hockey, figure skating and lacrosse where participation is the main purpose of the rental. These activities may be pre-empted. Includes regular season games and practices.

Level of service - Includes dressing room access for 30 minutes prior, during and 30 minutes after a rental, and the in house sound system. A 15 minute flood per hour is included within ice rental time.

###### **Recreation Events – Secured/Non Exclusive**

Includes recreation/sport competitions, tournaments and/or test days. The events in this category will not be pre-empted after the contract is signed and deposit paid. Rental rates in arenas include start to finish times including all flood times. Rental space includes the ice/ dry floor arena, the dressing rooms and access to the seating area. The user group may levy admission charges; however, the cost of administering the control of admission will be a responsibility of the user. Other groups may be booked in prior to or after the non-exclusive event each day.

Level of service - **Arena** - Includes up to two operations staff, score clock, in house sound system, dressing room access for 30 minutes prior, during, and 30 minutes after a rental. A 15 minute flood is included within rental time. Additional services or spaces such as, but not limited to, cleaning, glass removal, damage deposits, security, first aid, host services, electrical hook-ups, parking control, and meeting rooms will have additional fees. No changes to existing venue advertising. Banners are only permitted with prior written approval.

Level of service - **Gibraltar Room** - Tables, chairs and access to a portable public PA/stereo system equipment and back wall screen is included in the rental. Table and chair set up, take down and decoration removal is the responsibility of the renters. Rooms must be left in the same condition as received. Use of the Permanent A/V system will require technical support; and additional charges will apply.

###### **Recreation Events – Secure/Exclusive**

This category is designed for events that require exclusive use of a facility. This category is applicable to major provincial or national competitions and any event

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

that needs exclusive use of the venue. It includes all public and meeting room spaces within a specified area of the Complex. Once the contract is signed and a deposit received the dates are secured. Rates will be hourly for ice rentals and daily for dry floor rentals.

**Level of Service - Arena** - Dependent on event demands. Additional equipment required will be charged as an external equipment charge. Additional charges will apply for event set-up and event service or cleaning above regular standards. Set up and tear down rates apply. There may be restrictions in set up and take down days. Services including covering advertising, ice preparation, ticket takers, security, and spectator first aid (can include volunteers), electrical hook ups, and traffic control are the responsibility of the renter and may result in additional charges.

**Level of service - Gibraltar Room** - Tables, chairs, portable public PA/stereo system equipment, and back wall screen are included in the rental. Table and chair set up, take down and decoration removal is the responsibility of the renters. Rooms must be left in the same condition as received. Use of the Large A/V system will require tech support; and additional charges will apply.

### **Performance and Trade/Consumer Show Events**

Events are primarily spectator focused such as concerts, circuses, trade shows and rodeos. Dates are secure once a contract is signed and deposit paid. Tentative Booking procedures apply. Additional cleaning or set up charges may be applied. Additional equipment required will be charged as an external equipment charge. Additional charges will be levied for event set-up and event service above regular standards. Set up and tear down rates apply. There may be restrictions in available set up and take down days. Event rates for promoters apply.

### **Major Tenant (Spring/Summer Ice use)**

A major tenant is a renter that commits to a minimum of eight consecutive hours per day for five consecutive days per week during Spring/Summer Ice Season. Spring/Summer Ice Major Tenant Users pay the Spring/Summer Ice Regular Rates. A financial commitment from a major tenant is required by February 28. Priority for scheduling will be given to major tenants.

### **Parking Lot Rental**

Exclusive use of any portion of the CMRC parking lot for any purpose other than parking of vehicles for patrons of the CMRC or rental parking. These activities can include, but are not limited to; Motorcycle or driver training, oversized vehicle parking and event equipment storage. Rental fees are per section of parking lot. Areas of the parking lot that can be used and definition of sections are at the sole discretion of the Booking Clerk or Director of Community Services and will be agreed with clients prior to rental confirmation.



## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

#### **Public Admission Rate Definitions – Pool, Public Skate, Fitness Centre**

##### **Age Definitions**

<b>Tot</b>	Newborn to 3 years of age
<b>Child</b>	Ages 4 to 12 years
<b>Youth</b>	Ages 13 to 18 years and/or full time student at a recognized educational institution with a valid student card or equivalent
<b>Adult</b>	Ages 19 to 54 years
<b>Senior</b>	Ages 55 and over
<b>Family</b>	One or two parents or legal guardians and their dependent children. The family rate will apply when at least one adult and one dependent child/youth is admitted. A maximum of two adults and four children/youth may be admitted under the family rate for drop in admissions and passes. Each additional child/youth will be charged 25% of the applicable Child or Youth pass Ticket Book rate.

Dependent Child/Youth 18 years or younger include:

- ◆ Born of said parent(s)
- ◆ Residing full-time in the same residence as a result of a blended family
- ◆ Adopted children
- ◆ Foster children (temporary/permanent)
- ◆ Children living in the residence of a legal guardian on a continuous basis
- ◆ Family member 19 years or older living with their parent or guardian during the life of this pass who are physically or mentally challenged or enrolled full time as a student in high school, or a recognized post secondary institution

##### **Recreation Access Pass**

Residents living in the Central Cariboo Recreation taxation area may receive a Recreation Access Pass (RAP) at the CMRC at no cost. This eligibility extends to the immediate family of the resident and includes up to 1 additional adult (married or common-law to the applicant resident) and their dependent children, or children under their legal guardianship who are under the age of 19 years old. Family members over the age of 19, who are not students with a valid student ID card, cannot be included in a family pass and must have their own RAP. Proof of residence must be supplied (i.e. valid driver's license). Non residents may purchase a Recreation Access Pass for a fee. Individuals or families living outside the taxation area will be charged the Regular admission rate for the swimming pool, fitness centre, public skating and drop in fitness programs.

##### **Affordable Recreation Card (ARC):**

Residents living within the Central Cariboo Recreation taxation boundary who have limited financial resources can apply for an Affordable Recreation Card.

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

The card entitles individuals and/or each family member to a 50% discount on swimming/skating admissions and fitness passes, one free swim per month, one 50% discount on Red Cross Group Swim Kids and Preschool lessons per season or year, and one free Recreation Services program per season excluding Rec & Roll, Leadership Training, Boitano Day Camp and select programs at the discretion of the Manager of Active Living or the Director of Community Services.

- Applicants will complete an Affordable Recreation Card application form and submit it to the Manager of Active Living. Applicants must provide a self declaration of their family income. In addition, applicants will be asked to provide a signed "Release of Personal Information" form from the Ministry of Employment and Income Assistance or a photocopy of their previous year's "Notice of Assessment" (see Line 150) from Revenue Canada.
- Referrals for assistance will be accepted from agencies who work with vulnerable populations. Affordable Recreation Cards may be issued to youth at risk upon referral from an appropriate agency, at the discretion of the Manager of Active Living.
- An Affordable Recreation Card is issued for one year. To renew, a new application form and supporting documents must be submitted.
- When using the Affordable Recreation Card, patrons may be required to provide personal identification.

### **Special Needs Pass**

Residents with permanent disabilities living within the Central Cariboo Recreation taxation area can apply for Special Needs Pass. The Special Needs Pass program is designed for physically and/or mentally challenged individuals at 50% off the regular rate and is non-transferable. Required escorts will be admitted at no charge. The escort must be within the sight of the client at all times. The escort may participate in drop-in programs as long as the client is participating. Initial application is for 6 months. Re-application is required and a longer term may be requested by the client and granted by the Manager of Active Living or designate.

### **Grade Five Program**

Any person with a valid Recreation Access Card who is currently in grade 5 will be admitted free of charge to all drop-in swims/skates during the school calendar year. Proof of residence and a birth certificate must be presented.

### **Christmas Drop In Pass Sale**

CMRC will provide a Christmas promotion in December of each year. Discounted 10 Drop In pass admissions will be on sale from December 10<sup>th</sup> to December 24<sup>th</sup> and will be priced at 25% off the regular cost of 10 drop ins.

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

#### **Christmas in July**

CMRC will provide a one week Christmas in July promotion from July 3<sup>rd</sup> to July 10<sup>th</sup> each year. 10 drop in pass admissions will be priced at 25% off the regular cost of 10 drop ins.

#### **Three month Group Pass Rates**

Groups of 15 or more people may purchase a three month pass at the applicable discounted rate. Group passes must be paid in full for all participants at time of purchase.

#### **Fitness Passes**

Fitness Passes are available to Patrons in 1, 3, 6, and 12 month terms. For the 6 and 12 month terms the first and last month's payments are non-refundable. Refunds will be pro-rated based on remaining number of days on the pass. 1 and 3 month terms refunds will be prorated on the number of days used plus a 25% administration fee.

#### **Drop In Passes**

Patrons can purchase 10 drop in Passes at a reduced rate. Transfer of these passes is limited to family members of the same address and will be subject to a \$5.00 administration fee.

#### **Upper Level Aquatic Courses Policy**

Prices are cost recovery plus 35% administration fee. Administration fees are based on candidate fees from Red Cross, BCRPA, and Lifesaving Society, books, supplies, and instructor cost.

#### **Remembrance Day**

The Gibraltar Room is made available to the Royal Canadian Legion from 9am-1pm each November 11<sup>th</sup> for the purposes of a Remembrance Day Ceremony.

#### **Dry Grad Ceremonies**

Three (3) days of facility rental are made available for this event each year. The booking must be made a minimum of 120 days in advance, and the CMRC must be advised of which three days of the event are to be covered. Staff costs, such as lifeguards, or any other staff time required outside of a normal arena rental as described in the level of service for an arena rental, are not included.

#### **Rental Rate Definitions:**

##### **Discount Rate**

The Discount rate is available to any Central Cariboo Recreation Taxation area not-for-profit group, charitable organization or registered society. The group's primary purpose must be community service where the local community is the beneficiary. User group organizations must ensure all participants in their respective recreation activities have a valid Recreation Access Pass. Each user

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

group must collaborate with the Recreation Services Department to develop an approved process prior to the start of registration. RACs must be valid before the season begins.

Any organization found to be in non-compliance will be subject to one of the following actions at the discretion of the Director of Community Services;

- The organization will be charged the Standard rate until such time the standards to meet the Discount Rate are met;
- The organization will be billed directly for each participant who does not hold a valid RAC. The Recreation Services Department will invoice the user group directly for any uncollected RAC fees and it will be the responsibility of the user group to collect that fee from the individual participants.

This rate includes Cariboo Regional District, City of Williams Lake Departments and Committees of Council/Board. Organizations are not eligible for this rate when hosting conferences, conventions and/or tradeshow.

### **Recreation - Hourly Rates and Recreation Events – Secure/Non exclusive**

Hourly rates are used for recreational activities and Recreation Events

Regular Ice Season: September 1 – first weekend in April

Spring/Summer Ice season: First weekend in April – August 31st

### **Recreation Events – Secure/Exclusive and Performance and Trade /Consumer Show Events**

Daily rates apply.

### **Recreation Access Card (RAC) Rates**

Residents who contribute to the Central Cariboo Recreation function through taxation shall receive a Recreation Access Card at no cost. All users and user groups of the CMRC must be in possession of a valid RAC or have an approved registration process to use the facility at RAC Rates with the following exceptions:

- Tournaments or competitions organized by local non profit organizations involving out of town teams
- The Williams Lake Stampeders Senior Hockey Club
- Use of the Gibraltar Room with the exception of participation in any registered program provided through the Recreation Services Department
- Non sporting event dry floor rentals of the arena (including trade shows, circus', private parties, weddings and similar events)
- School use of the facility as defined by the Joint Use agreement with School District 27
- Grad or Dry Grad activities
- Drop-In Admission and Registered Programs when a patron has paid a registration fee that is 33.5% higher than the Resident rates

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

Non residents of the Central Cariboo Recreation taxation area can purchase a Recreation Access Card at the CMRC or pay the Standard Rate.

All user groups utilizing the CMRC must submit a membership list to the Recreation Services Department within 30 days of the start of their season, listing the street address, postal code and RAC number for each participant. User Groups must ensure all participants hold a valid RAC pass at the time of registration. Each User Group must collaborate with the Recreation Services Department to establish an approved process to ensure this occurs prior to the start of registration. RACs must be valid when the season starts and during the duration of the sports season. Any organization found to be in non-compliance may be billed at the standard rate up to the point where compliance is achieved, or directly invoiced for RAC fees for each participant who does not hold a RAC. The Recreation Services Department will invoice the user group directly for any uncollected RAC fees and it will then be the responsibility of the user group to collect that fee from the individual participants.

This rate does not apply to;

- All Conferences, Conventions, and/or Tradeshow Events that charge for entrance, or participation, or booth rental;
- Events held by non-profit groups in partnership with a commercial group (where any proceeds go to the commercial entity);
- Events using a liquor license in the Gibraltar Room, with the exception of weddings.

### **School District #27 Rental Rates**

School District #27 sponsored events shall have access to the facility at no charge during regular school hours. All staff, set-up or services required will be charged at actual cost.

### **Set up/ Take Down Rates**

Customer event setup and take down rates are 50% of the appropriate daily or hourly rental rate. The CMRC reserves the right to charge set up and take down rates to space that is not available for other use due to extensive facility preparation.

### **Staff Costs**

Additional charges, which are listed as actual staff costs, are calculated at the union rate for the specific hours worked plus all employee benefits. Staff costs for planned overtime will be calculated at the applicable overtime rate plus employee benefits and applicable taxes.

### **Standard Rate**

This rate is applied to all bookings that do not qualify for the discount rate. All Conferences, Conventions, and/or Tradeshow Events that charge for entrance or

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

participation, or booth rental, are charged the standard rate. It applies to all events held by commercial groups in partnership with a non-profit group; and all events using a liquor license in the Gibraltar Room, with the exception of weddings.

#### **Standard Youth Rate**

Standard Youth Rate will apply when 100% of all participants are 18 years or younger and the booking organization does not qualify for the discount rate.

#### **Statutory Holiday Rates**

Facilities are open on some statutory holidays. Customers wishing to rent the facility on a statutory holiday will be charged additional staff labour and benefit costs. Bookings must be a minimum of two hours and cover all staff costs.

#### **Williams Lake Stampeders Rates**

These ice rates apply only to the Williams Lake Stampeders Sr. A Hockey Club and are established by the CMRC Use Agreement. These rates are in effect for the period of time outlined in that agreement which is approved by the CRD Board and City Council.

#### **Youth Rental Rates**

When 100% of the participants are 18 years or younger, the youth discount rate will apply. Youth Discount rates include all times from start to finish of booking including flood times in arenas.

#### **Wedding Rate**

The Wedding rate is for one full day and includes 4 hours of either set-up time or take down time. Additional set-up or take down time is charged at 50% of the applicable rate. A 50% deposit is required at the time of the booking. If a wedding booking is cancelled, the deposit will be held until another booking for the same time period is confirmed. If the room is not rented, the original deposit is forfeited to the CMRC.

### **Terms and Conditions:**

#### **Cancellation of Bookings or Program Registration**

A cancellation fee will be charged to withdraw from all Recreation Services programs or swimming lessons unless medical authorization or 72 hour notice is received at the time of cancellation.

Arena or swimming pool bookings require 10 business days notice for cancellation or full charges will apply.

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

Gibraltar Room bookings, made more than 6 months in advance, require at least 60 days notice for cancellation or full charges will apply. Bookings made less than 6 months in advance will require 30 days notice for cancellation or full charges will apply.

If a wedding booking is cancelled, the deposit will be held until another booking for the same time period is confirmed. If the room is not rented, the original deposit is forfeited to the CMRC.

### **Concessions, Food and Beverage and Catering**

Any event requiring the provision of food in the arenas or arena lobby, will be required to use the exclusive services provided by the CMRC's Food and Beverage Contractor, unless mutual agreement has been reached between the Contractor, the Licensee, and the Recreation Services Division. Any event requiring the provision of food and/or beverage in any other areas of the CMRC must have prior consent from the Recreation Services Department. Food service must meet all of the Health Unit rules and regulations, and comply with the Healthy Food and Beverage Policy.

### **Damage / Cleaning Deposits**

A damage deposit of up to \$2,500.00 may be required prior to any event upon signing of the applicable contract at the discretion of the Director of Community Services, or designate. This deposit may also be used for cleaning above normal use. Rental organizations are responsible to take down decorations, clean and put away tables and chairs, pick up loose garbage and put garbage into containers. Set up is also the responsibility of the user group. Failure to complete the above will result in additional staff costs, which the renter, group or organization will be billed for. Groups can also request the Recreation Service Department undertake such duties as noted above at Staff Costs.

### **Equipment**

Equipment assigned to each area of the facility is included in the fee for each venue. Trade show rentals do not include booth tables and chairs. Requirements for additional equipment, such as but not limited to, tables, chairs, risers, staging, and audiovisual equipment shall only be made available through an external rental. Equipment assigned to one area of the CMRC will not necessarily be available for use in another area.

### **First Aid and Security Requirements**

First Aid and Security for events where public use of the facility requires them, is the responsibility of the user. Users may be required to submit written plans for approval prior to the dates. Users may also be required to provide professional security (at their own cost) at the discretion of the Director of Community Services.

## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

#### **Liability Insurance**

All user groups of City facilities are required to hold liability insurance of \$2,000,000.00 with the City of William Lake and Cariboo Regional District as an additional named insured on the policy. Host Liquor Liability insurance is required for rentals where the Licensee is holding a special occasion liquor license (except weddings where the fee is included)

#### **Payment**

Payment is accepted by cash, cheque, Visa, MasterCard or debit card. If the Licensee neglects to sign the contract agreement or pay the full facility rental, the Licensee may be denied access to the facility. Interest of 4% over prime may be charged on unpaid invoices of 90 days or more.

#### **Payment – Recreation Activities**

##### **Level 1 Clients**

Grandfather clause: all existing users which book designated ice time for an entire season and that historically have paid within 45 days, fall into this category. This level requires the client to make full monthly payment (less paid deposits) by the 15<sup>th</sup> day of the following month. Should a group on this list not make full payment within the required period, and are sent payment reminder invoices 3 times over 18 months, they will be moved down to the next level.

Full payment is refundable if cancellation has been received 10 full days prior to the first reserved date. If cancellation is received with less than 10 full days notice, a full rental charge will apply. Cancellation of ice time that does not provide at least one consecutive hour of available ice time, will be charged full rates.

##### **Level 2 Clients**

Clients with no booking history whether local or out of town, recreational or commercial, must make full payment 15 days in advance of the first reserved date. Clients who maintain this payment schedule for a period of 18 months from their first event date shall be moved to Level 1 Clients. The Director of Community Services may consider a "Request for Credit Authorization" from user groups wishing to move to Level One Clients prior to 18 months.

Full payment is refundable if cancellation has been received 15 full days prior to the first reserved date. If cancellation is received with less than 10 full days notice, a full rental charge will apply. Cancellation of ice time that does not provide at least one consecutive hour of available ice time, will be charged full rates.

##### **Level 3 – Spring/Summer Ice Clients**

To ensure Spring/Summer ice installation is financially viable, all clients must pay by June 15. Cancellations from major tenants after this date will only be



## **Cariboo Memorial Recreation Complex Fees and Charges**

### **January 1, 2016 - December 31, 2019**

permitted for hours in excess of eight hours per day, and must be made 10 days prior to the use. A 25% non-refundable deposit is required to confirm all summer bookings and any confirmed reservations received prior to February 28 each year. A non-refundable deposit of 10% for groups that qualify for the Discounted Rate is required by February 28 each year.

#### **Payment - Recreation Events – Secured Dates/Non Exclusive**

Full payment of facility rental is due 15 days prior to the first reserved date. If a reservation is accepted less than 15 days prior to a rental for a rental and where the user does not rent ice on a weekly basis, full payment is required immediately and cheques may not be accepted.

Full payment is refundable if cancellation has been received 15 full days prior to the first reserved date. If cancellation is received with less than 15 full days notice, a full rental charge will apply. Adjustments to tournaments can be made up to 15 days prior to the tournament.

#### **Payment – Recreation Events – Secure/Exclusive and Performance and Trade/Consumer Show Events**

A non-refundable deposit of 10% of the facility rental is due upon contract signing. Payment of remaining facility rental and fixed additional charges is due 30 days prior to the first reserved date. Full payment is refundable if cancellation has been received 30 days prior to the first reserved date. If cancellation is received with less than 30 full days notice, a full rental charge will apply. If a second customer wishes these dates, the Tentative Booking Procedure applies.

#### **Tentative Booking Procedures**

Tentative bookings will be held without a deposit until another request for the same space is received. At the time of the second request, the first tentative booking will be notified and given 3 business days to confirm or cancel the booking.

Confirmation will require a 100% non-refundable deposit of the space rental only. When a “second hold” obtains a space rental under this procedure, they will be required to pay a 100% non-refundable deposit. All bookings will be based on appropriate Space Allocation Policies.



# Central Cariboo / City of Williams Lake Joint Committee

## ACTION PAGE

Meeting Date: February 27, 2019



Project #	Summary of Resolution	Action Required	Delegation	Status
1.	That the Joint Committee move to request a meeting with the Museum of the Cariboo Chilcotin Society and First Nations, along with the City and Cariboo Regional District, to investigate any options or opportunities for a regional Museum funding formula to build and operate a regional Museum. (CCJC Oct 25, 2017 mtg)		City Staff re Invitation to January CCJC Mtg	City Staff are working on a meeting date – TBD, if required.
2.	That the Cariboo Chilcotin Conservation Society's proposal, for a Water Wise/Salmonid themed semi-permanent art exhibit to be installed in the West Fraser Aquatic Centre, be supported in principle, and that staff develop terms for the Committee's consideration. Still further, that staff develop a Public Art Policy for the Cariboo Memorial Recreation Complex. (CCJC Jan 24, 2018 mtg)	Develop terms and policy	City/CRD Staff	Terms presented to April meeting and approved. Art exhibit to be erected in December 2018.  Public Art Policy – date TBD.
3.	That Staff be requested to report back to Joint Committee with further information on options to offer a refrigeration apprenticeship program at the Cariboo Memorial Recreation Complex in order to meet future Staffing challenges arising from recent and upcoming changes to Provincial regulations. (CCJC Jun 20, 2018 mtg)  "That the Action Page dated November 28, 2018 be received and items #4 and #6 be deleted; and further, Staff be requested to report back to the Joint Committee with a draft NCLGA Resolution on item #5." (CCJC November 28, 2018)	Report back to CCJC Fall 2018 – <b>Done</b>  Staff to report back to Joint Committee with draft NCLGA Resolution	City Staff  City/CRD Staff	TSBC advises this type of program may not be feasible at this time (no such program currently exists in BC).  Draft NCLGA resolution being presented to Feb 27 <sup>th</sup> Joint meeting

Project #	Summary of Resolution	Action Required	Delegation	Status
4.	That the letter from the City of Williams Lake, dated December 19, 2018, referring a request from the Williams Lake Daybreak Rotary requesting support for their project to replace the mountain bike bridge over Williams Lake Creek in the Williams Lake River Valley, be received. Further, that funding in the amount of \$30,000 be allocated from Cariboo Strong funds and \$10,000 allocated from the Central Cariboo Recreation budget. Further, that letters of support be provided for any funding applications that the Williams Lake Daybreak Rotary submits for this project. (CCJC January 23, 2019)	Provide funding	CRD staff	In process
5.	That the report from Geoff Paynton, Director of Community Services, City of Williams Lake, dated January 14, 2019, regarding renewals of the Fee-for-Service Agreements with the Williams Lake Cycling Club and the Scout Island Nature Centre, be received. Further, that the Fee-for-Service Agreement with the Scout Island Nature Centre be renewed for a further three years at \$12,500 per year, and that the Fee-for-Service Agreement with the Williams Lake Cycling Club be renewed for a further three years at \$20,000 per year. (CCJC January 23, 2019)	Renew agreements	COWL staff	Agreements have been renewed
6.	That the agenda item summary from Adi Gurung, Regional Economic & Community Development Officer, dated January 15, 2019, regarding the Alexis Creek Community Club Outdoor Arena Project and Cariboo Strong funding support, be received. Further, that up to \$20,000 for the project be approved from the Central Cariboo allocation of the Cariboo Strong program, subject to confirmation of approval from the project's other funding sources.	Provide funding	CRD staff	In process

Project #	Summary of Resolution	Action Required	Delegation	Status
7.	That an invitation be extended to BC Hydro to attend an upcoming CRD Board meeting to discuss the new LED lights program and that the City of Williams Lake Council be invited to this meeting.	Extend Invitation	CRD staff	