



**CITY OF WILLIAMS LAKE
COUNCIL REPORT**

DATE OF REPORT: September 11, 2023
DATE & TYPE OF MEETING: September 27, 2023 Joint Committee Meeting
AUTHOR: Kaitlyn Atkinson, Manager of Recreation and Leisure
SUBJECT: CMRC FEES AND CHARGES 2024-2026
FILE: 2280-20-01

Recommendation

That the Central Cariboo Joint Committee receive this report and provide direction to staff on price structures for amendments to the CMRC fees and charges for 2024 to 2026; and further, that consideration be given to the increases over the life of the bylaw.

Purpose

The Current Fees and Charges Bylaw for the Cariboo Memorial Recreation Complex (CMRC), which encompassed the four-year time period of 2020-2023, expires December 31, 2023. The Fees and Charges Bylaw is a Cariboo Regional District bylaw, that is determined for use by the Facility Management Agreement between the Cariboo Regional District and the City of Williams Lake. The City of Williams Lake recommends to the Central Cariboo Joint Committee fees and charges for the Cariboo Memorial Recreation Complex. This report is brought forward to highlight proposed changes and options for consideration by the Central Cariboo Joint Committee for the new bylaw.

Discussion

Background

The current Fees and Charges Bylaw included annual increases in average of 2% over each of the four years of the agreement – encompassing January 2020 to December 2023. The current Fees and Charges Bylaw has been thoroughly reviewed by staff. Staff are prepared to discuss, and recommended changes based on market research, additions of new services such as Outdoor Bright Sign, Pixellot Camera Systems, requests for donations, and updating/clarifying of the language throughout the bylaw.

Analysis

Staff have reviewed the current fees and charges, completed a detailed market analysis, compared admission and rental rates with similar-sized communities throughout BC, and identified revisions, changes and additions to current fees and charges commencing in 2024 and running through to the end of 2026. Much work went into the 2020-2023 bylaw version to bring fees and charges in line with averages in like communities and facilities. Specific alterations were addressed in areas that did not align with the research. Those areas were raised above the 2% over the duration of the bylaw. Some of those areas were the Youth/Senior drop-in rate, Adult drop-in rate, Family drop-in rate, pass deals, lane rental rates and swim lesson rates. These adjustments have been successful.

Two sections or areas were identified as requiring changes or additions; fees and charges (1) and definitions (2).

Section 1 – Fees and Charges

All existing fees and charges were reviewed and compared to similar communities/facilities. The level of fees and charges were measured against operational requirements, current and projected budgets, and future operational costs. Recommendations for fees and charges levels were then formulated using this information.

- i. Fees and Charges Proposal - Utilize current fees and charges, without any adjustments to the base rates, and increase 3% annually starting January 1, 2024, and forward for the life of the bylaw. An increase of 3% to the current Fees and Charges Bylaw will result in an increase of \$29,175 in revenue for 2024. We calculate an additional \$30,050 in 2025, and \$30,931 in 2026 revenues with the 3% increase annually.
- ii. 3% was chosen - As inflation was 3.4% in 2021, 6.8% in 2022, and is currently at 4% for 2023. Rising inflation has increased costs for the products and services the CMRC utilizes regularly, which is impacting costs and our ability to keep a balanced budget. The previous 2% annual increases over the term of the last bylaw are no longer sufficient and there is ground to be made up.

In general, the fees and charges for the Cariboo Memorial Recreation Complex are currently in the middle to mid-low price average ranges when compared to other similar facilities and communities. It is important to note that all price comparisons utilized the resident rate (discounted) for the Cariboo Memorial Recreation Complex services and programs. Resident (discount) rates are approximately 75% of the Non-resident (standard) rates for our region, using the dual pricing system in place. This fee difference was in place in 2019 during the last bylaw renewal (see Attachment 'C').

In undertaking this review, staff have considered the following factors:

- Cariboo Regional District Operating Subsidy – the current management agreement between the City of Williams Lake and the Cariboo Regional District expires at the end of 2023. Existing revenues including the current operating subsidy are no longer maintaining a balanced budget. There is an expected shortage for 2023. This is not a sustainable operational budget moving forward.
 - For Example: The rates in the Fees and Charges bylaw would need to be increased by 21% at minimum to attempt to cover future shortages like 2023 – to 2024. This would increase revenue an expected \$204,223.00.
 - Note: The current Facility Management contract states that approval for increasing user fees should not be greater than (a) 15% of the average of Interior BC Facilities, and (b) 3% greater than the user fees for the facilities in the previous year of the term (see Attachment 'A').
- To maintain current pricing in the mid to mid-low range as compared to other communities and facilities of a similar size with similar amenities, either increased funding will be required through the management agreement, decreased services, or heavily increased fees and charges (the bylaw).

- Significant cost increases in areas such as wages and benefits, utilities and operating materials and program supplies have continued to rise.

Note:

Continued increasing costs of supplies, year over year wages, professional services, chemicals, and heating have been primary drivers of increased expenses. In 2023, the CMRC projects to be overbudget by an estimated \$200,000. This number will continue to grow in 2024.

Section 2 – Definitions

Some of the definitions for Event, Activity, Rental Definitions and Service Levels, Advertising and Promotional Definitions, and Rental Rate Definitions have been updated. Changes were largely clarifications and updating of wording as well as some additions of new services, as mentioned above, including Pixellot and Bright Sign. These revised, or added, definitions are designed to provide further clarification of services for both the patron and the staff at the Cariboo Memorial Recreation Complex.

Included in this section of Schedule A is:

- Addition of a Super Senior rate (85+)
- Addition of Bright Sign advertising definition and fee schedule
- Pixellot Camera definition and fee schedule
- Clarifications to Affordable Recreation Card, and Disability Pass applications
- Clarifications to Christmas in July and December groups of 10 pass sales
- Addition of Summer Youth Pass Program
- Wording update to Non-Resident and Resident for rates (previously standard, and discount)
- Addition of Requests for Donations / Admission Passes

The other area of note is to ask for \$3,000,000 liability, which is an increase of \$1,000,000. Many facilities are transitioning to \$5,000,000.00.

Financial Considerations (Cost and Resource Allocation)

Yes – Rate increases for the Fees and Charges Bylaw are recommended. 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.

N/A

Legislative Considerations (Applicable Policies and/or Bylaws)

Yes – Fees and Charges Bylaw Renewal, *Community Charter*, and *Local Government Act*.

N/A

This project aligns with the following Focus Areas of Council’s Strategic Plan:

- Collaboration and Partnerships
 - Indigenous Relations
 - Livability / Positive Atmosphere
 - Housing
 - Infrastructure
 - Organizational Effectiveness
- OR
- *Core Service (not identified in Focus Areas, but necessary local government function)

This report has been prepared in consultation with:

- Facility Booking Clerk
- Director of Community Services
- Chief Administrative Officer

Approved for Agenda by:

Chief Administrative Officer

Respectfully submitted,

Kaitlyn Atkinson
Manager of Recreation and Leisure Services

ATTACHMENTS:

- Attachment A – Excerpt from Management Contract**
- Attachment B – CMRC Fees and Charges updated wording - draft Schedule A**
- Attachment C – CMRC Fees and Charges updated Schedules B through E**

- (b) repair, maintain and keep the Facilities in a state of good repair to the same extent and in the same manner as a prudent owner would, to the extent that such work falls within the Replacement and Repair Costs, except only for reasonable wear that does not materially affect the foundations or structure of the Facilities, so that at all times throughout the Term and upon the termination of this Agreement the Facilities remain a fully operating and functioning ice rink, swimming pool, fitness centre and multi-purpose facility. Without limiting the generality of the foregoing the City will, at its sole cost and expense, (utilizing available insurance proceeds if and where applicable) repair, maintain and keep in a state of good repair and maintenance all of the Facilities including all appurtenances, equipment, fixtures, sidewalks, yards, heating, air conditioning and refrigeration equipment, water and sewer mains and connections and plumbing, electrical and gas pipes and conduits in, upon, or about the Facilities, to the same extent and in the same manner as a prudent and careful owner would do, and whether such repair and maintenance is interior or exterior, structural or non-structural, ordinary or extraordinary, foreseen or unforeseen, to the extent that such work falls within the Replacement and Repair Costs. All repairs will be in all respects to a standard at least substantially equal in quality of material and workmanship to the original work and material in the Facilities and will meet the lawful requirements of all Statutory Authorities;
- (c) not do, suffer or permit to be done any work, replacements, alterations or improvements to the Facilities which, in the Region's opinion acting reasonably, may weaken or endanger the structure or adversely affect the condition or operation of the Facilities or diminish the value thereof;
- (d) where in the opinion of the City any Capital Costs acquisition is desirable for the better management and operation of the Facilities, propose such acquisition to the Region during the annual business and financial planning process;
- (e) without limiting the generality of this Section 3.3, promptly upon Notice by the Region, make and do all repairs and maintenance which the City is obliged to make and do pursuant to this Agreement. If the City does not complete such work within thirty (30) days of being given said Notice or where such work, because of its nature, would require more than thirty (30) days to complete the City has not, within fifteen (15) days of being given said Notice, commenced such work and thereafter promptly, effectively and continuously proceeded with the work to completion, the Region will be entitled, in addition to any other remedies available to the Region, to make and do such repairs and maintenance at the sole cost and expense of the City and to deduct the cost of the work from any monies due and owing to the City by the Region.

3.4 User Fees

The City will recommend to the Central Cariboo Joint Committee User Fees for the Facility, including but not limited to access to the ice rink, swimming pool, fitness centre as well as space

rentals, and for the provision of goods and services and for the purchase of recreation access passes, to be approved and ultimately adopted in a fees and charges bylaw of the Region. The Region agrees not to unreasonably withhold approval for User Fees that are the greater of (a) within 15% of the average user fees for comparable Facilities in the interior of British Columbia and (b) 3% greater than the user fees for the Facilities in the previous year of the Term. If the City wishes to increase User Fees beyond the maximum fees approved from time to time by the Region, the City and the Region will consult and negotiate in good faith, considering the objective Costs of operating the Facilities and user fees charged in comparable Facilities in the interior of British Columbia. The Region and City agree to act reasonably in this regard. In lieu of approving increased User Fees in any particular instance the Region may in its sole discretion elect to increase the Compensation to account for revenues that would otherwise be earned from the increased User Fees.

The City may from time to time establish User Fees for specific activity programs to be delivered in the Facilities, which may not be contained within the Region's fees and charges bylaw.

3.5 Extraordinary Costs

In the event that extraordinary cost increases occur in any year of the Term, where such costs are not within the reasonable control of the City and can not be offset by increases in User Fees in accordance with Section 3.4 or from other Revenues, the parties agree to negotiate an amendment to the Compensation amount in good faith and in accordance with Section 11 if necessary.

3.6 Duty to Account and Report

In addition to the other covenants and obligations to be performed by the City hereunder, the City covenants and agrees that it will, at all times during the Term:

- (a) provide the Region, within thirty (30) days of the conclusion of each year of the Term, i) the final invoice for Compensation due to the City, ii) a list of all Capital Cost items procured for inclusion on the Region's tangible capital assets ledger and iii) a report on the usage of the Facilities for that year in such form and detail as may reasonably be required by the Region;
- (b) keep or cause to be kept true and accurate records and accounts in accordance with GAAP regarding the management and operation of the Facilities and keep these available for inspection by the Region during regular business hours;
- (c) permit the Region, at all reasonable times, at the Region's own cost and expense, to inspect and obtain copies of all records and accounts relating to repairs, replacements, alterations or improvements to the Facilities; and
- (d) turn over to the Region, forthwith upon the expiration or termination of this Agreement, copies of all records and accounts in respect of repairs, replacements, alterations, improvements or third party agreements throughout the Term and financial records for each year of the Term with respect to the operation of the

Fees and Charges Amendment Bylaw No. XXXX
Schedule A
Fees and Charges
Cariboo Memorial Recreation Complex
January 1, 2024 to December 31, 2026

Section 1:

➤ **Public Admission Rate Definitions - Pool, Public Skate, Fitness Centre**

Age Definitions:

Tot	Newborn to 3 years of age
Child	Ages 4 to 12 years
Youth/Student	Ages 13 to 18 years and/or full-time student at a recognized educational institution with a valid student card or equivalent.
Adult	Ages 19 to 54 years
Senior	Ages 55 to 84
Super Senior	Ages 85 and over. Super seniors will receive free admission to the facility regardless of residency status.
Family	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.

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.

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. Drop In Passes are non-refundable.

Facility Passes

Facility 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 prorated based on the 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.

Recreation Access Passes

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 full-time 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.

Recreation Access Card (RAC) Rates (Dual Pricing system)

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 nonprofit 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 Community Services Department
- Nonsporting 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

Non-residents of the Central Cariboo Recreation taxation area can purchase a Recreation Access Card at the CMRC or pay the Standard Rates as they apply in Schedule B.

All user groups utilizing the CMRC must submit a membership list to the Community 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 Community 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 Community 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.

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. Group fitness prices are set at 75% of the regular Resident or Non-Resident price.

Section 2

➤ Advertising and Promotional Definitions

Active Living Guide

The Cariboo Memorial Recreation Complex releases seasonal Active Living Guides which are delivered within the Williams Lake area to close to 8,500 households. Local businesses or non-profits may advertise in the Active Living Guide (see Schedule D).

Arena

The City of Williams Lake on behalf of the Cariboo Regional District has the right to sell advertising in the Cariboo Memorial Recreation Complex. Rates are based on a 12-month period and commence on August 1st of each year. Rates are not prorated.

Advertising may be covered during special events due to event sponsorship requirements or specific event requirements. All advertisers are exclusively responsible

for all costs of making all advertising signs. Signs will be installed by appropriate staff. See schedule C for rates and areas.

Bright Sign

Located at the Cariboo Memorial Recreation Complex, this large Outdoor Electronic Sign is available for Event Advertising to both Commercial and Non-Profit entities. See schedule E for rates.

Pixellot Camera System

Major User Groups may utilize Pixellot at no charge. Pixellot use can only be scheduled when an ice or dry floor booking is made. Requests to utilize Pixellot must be sent to the Booking Clerk. Larger user groups, such as minor hockey, will receive their own login and schedule their own viewings due to the high number of games involved.

- Occasional/ Casual renters/ user groups will be charged \$10/ hour to use Pixellot.

Affordable Recreation Card (ARC):

Residents living in the Central Cariboo Recreation taxation area who have limited financial resources can apply for an Affordable Recreation Card. The card entitles individuals and/or each family member to a 50% discount on swimming/skating admissions and fitness passes, 12 free admissions/year, one 50% discount on group swim lessons per season, and one free Community Services program per season excluding Rec & Roll, Boitanio Day Camp and select programs at the discretion of the Director of Community Services or designate.

- Applicants will complete an Affordable Recreation Card application form and submit it to the Administration Desk. Applicants will be asked to provide a signed "Release of Personal Information" form from the Ministry of Employment and Income Assistance or a copy 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 Community Services Director or designate.
- An Affordable Recreation Card is issued for one year. To renew, a new application form and supporting documents must be submitted. The lengthening of the time period for renewals is at the discretion of the Director of Community Services or designate.
- When using the Affordable Recreation Card, patrons will be required to provide personal identification.

Christmas - Drop In Pass Sales

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

Christmas in July- Pass Sales

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

Grade Five Admission 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. A birth certificate must be presented to receive the pass. A Grade Five Pass will be issued for use throughout the school year.

Summer Youth Passes Program

Youth aged 7 to 16 years will receive admittance to all public drop-in swim times during the months of July and August upon purchasing the discounted Summer Youth Pass. Proof of age is required. (Schedule C)

Registered Programs – All Ages/All Activities - Department Programmed

Prices are set at minimum of cost recovery plus 25% for all programs based on a minimum registration number. This includes all programs such as (but not limited to) Rec and Roll After School Care, Summer Camps, Programs, Fitness Programs, specialty programs, etc. Exceptions to this policy may occur should certain courses require set fees, or there is a recognized benefit to the community in instituting a higher or lower fee. All exceptions must be approved by the Director of Community Services or designate.

Disability Pass Sales

Persons with permanent disabilities can apply for Disability Pass. The Disability Pass program is designed for those living with a physical and/or mental disability. Individuals are admitted at 50% off the applicable rate and is non-transferable. Required escorts will be admitted at no charge. The escort must be always within the sight of the client. The escort may participate in drop-in programs when the client is participating. Once approved the status is granted for two years before re-application and submission of documents is required. A longer term may be approved by the Director of Community Services or designate.

Section 3

➤ Event, Activity, Rental Definitions and Service Levels

Recreation Activities- Arenas

Includes a variety of leisure pursuits such as hockey, figure skating, roller skating, lacrosse, and pickleball where participation is the main purpose of the rental. These activities may be preempted. 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 Activities - Events

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 - The score clock, in house sound system (corded microphone and other equipment not included) or, dressing room access for 30 minutes prior, during, and 30 minutes after a rental. One 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, and parking control will have additional fees, and may not be available. All rental spaces and services must be arranged/confirmed in the contract. No changes to existing venue advertising. Banners are only permitted with prior written approval from the Director of Community Services or designate.

→ Level of service - Gibraltar Room - Use of available tables and chairs included. 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 Activities - 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.

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. Priority for scheduling will be given to major tenants.

Meeting & Program Room Rentals

First priority for booking the Multipurpose Room (MPR) is given to CMRC programs and services. Second priority is given to CMRC Major Tenants and User Groups. These groups are responsible for the actions of anyone who enters the rooms during their booking, including members of the public. Third priority is given to casual renters.

Major Tenants and User Groups

User groups who regularly use space at the CMRC are entitled to utilize the Program and Meeting Room free of charge. Major Tenants and User Groups are determined by the number of bookings / rentals per season. This space must be coordinated through the Booking Clerk prior to use.

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 the 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.

Dry Graduation Celebrations

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 rental use as described in the level of service for an arena rental, are not included.

Remembrance Day Activities

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

Section 4

➤ Rate Definitions:

Resident Rate (Discounted Rate)

The Resident 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.

Organizations must ensure all participants in their respective recreation activities have a valid **Recreation Access Pass**. Each season the organizations must collaborate with the Community Services Department to develop an approved registration process prior to the start of their taking on members. RACs for those outside the taxation areas 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 for rentals until such time the standards to meet the Discount Rate are met;
- The organization will be billed directly for each participant/member who does not hold a valid RAC. The Community Services Department will invoice the organization directly for any uncollected RAC fees and it will be the responsibility of the organization to collect any related fee from their individual participants.

Resident rate is only applicable for any qualifying non-profit groups partnering with a for-profit entity where all proceeds (after reasonable expenses) are returned to the qualifying non-profit. Example: Qualifying ice user group 'A' cannot rent the ice at reduced rate on behalf of for-profit Hockey School 'B' unless all proceeds go back to Qualifying Group 'A'.

Recreation Access Card (RAC) Rates (Dual Pricing system)

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 nonprofit 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 Community Services Department
- Nonsporting 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 25% higher than the Resident rates

Non-residents of the Central Cariboo Recreation taxation area can purchase a Recreation Access Card at the CMRC or pay the Standard Rates as they apply in Schedule C.

All user groups utilizing the CMRC must submit a membership list to the Community 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 Community 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 Community 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;

- 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 additional staff, set-up or services required will be charged at actual cost. This use is governed by the Joint Use Agreement and further information can be found ([put link to website](#)). See schedule B for staff charge-out rates when extra staff are required.

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.

Sponsorship Activity Rates

Businesses looking to sponsor a public swim, or skate time may do so at the resident rate. Sponsored activities will have access to the Bright sign for seven days preceding the activity. All promotion and media will ensure the business is recognized by name and logo where applicable.

Staff Costs

Additional charges, which are listed as staff costs, are calculated at the union rate for the specific hours worked plus estimates to be finalized as a “charge-out rate”. The charge-out rate includes hourly wages, benefits, duties, and operational costs combined for a single hourly charge. Staff costs for planned overtime will be calculated at the applicable overtime rates. (Schedule B)

Non-Resident Rate (Standard Rate)

This rate is applied to all bookings that do not qualify for the Resident rate. All Conferences, Conventions, and/or Tradeshow Events that charge for entrance or participation, or booth rental, are charged the Non-Resident 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.

Noon Skate Rates

A reduced rate will be applied to admissions between 11:30 am and 1:00 pm for the weekday skate sessions only.

Statutory Holiday Rates

Facilities are open on some statutory holidays. Customers wishing to rent the facility on a statutory holiday after or before schedules activities, will be charged the additional staff labour and benefit costs applicable to statutory pay. Rentals must be a minimum of two hours and will be charged at double the regular rental rate to cover all costs. When the facility is closed on a Statutory Holiday, rentals will not be permitted without the permission of the Director of Community Services or designate.

Twonie Sessions

Twonie sessions are targeted low admission rates to engage residents in short or low attendance drop-in admissions. The duration and designation of these sessions will be determined at the discretion of the Director of Community Services or designate, through facility statistics and attendance research.

Youth Rental Rates

When the participants are 18 years or younger, the youth rate will apply. Resident and Non-Resident rates apply.

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.

Section 5**➤ Terms and Conditions:****Rental Agreement**

All rental agreements must be signed, all conditions met, and proper payment received in order to provide access to the Cariboo Memorial Recreation Complex.

Cancellation of Bookings or Program Registration

Arena or swimming pool rentals require 30 business days' notice for cancellation or full charges will apply.

Gibraltar Room bookings, made more than 6 months in advance, require 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 Community Services Department. Any event requiring the provision of food and/or beverage in any other areas of the CMRC must have prior consent from the Community Services Department. Food service must meet all of the Interior Health Authority regulations.

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 required 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 costs, which the renter, group or organization will be responsible for. Groups can also request the Community Services Department undertake such duties at an extra fee.

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 renter. Renters may be required to submit written plans for approval prior to the rental dates. Renters may also be required to provide professional security (at their own cost) at the discretion of the Director of Community Services.

Liability Insurance

All user groups of City facilities are required to hold liability insurance of **\$3,000,000** 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). The ability to ask for more insurance is at the discretion of the Director of Community Services or designate.

Section 6

➤ Payments

Payment is accepted by cash, cheque, Visa, MasterCard, and 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 1.5%/month will be charged on unpaid invoices of 90 days or more.

Payment for Registered programs

All payments for registered programs must be taken when customers register for a program. Scheduled payments may be taken for Licensed Care Programs. A cancellation fee will be charged to withdraw from all Community Services programs. When a medical or health issue is concerned, cancellation fees will be waived. Should 72-hour notice be given, or by the authorization of the Director of Community Services, cancellation fees for programs will not be charged.

Payment Schedules – All Clients (User Groups / Rentals)

Full payment is refundable if cancellation has been received 30 full days prior to the first reserved date. If cancellation is received with less than 30 full days' notice, a full rental charge will apply. Adjustments to tournaments can be made up to 30 days prior to the tournament. Conditions to these cancellation fees can be considered by the Director of Community Services, like inclement weather.

→ Level 1 Clients – Regular User Groups (Pool / Arena)

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 15th 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 a Level 2 client. Full payment is refundable if cancellation has been received 30 full days prior to the first reserved date. If cancellation is received with less than 30 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 – New or Single-Use Rentals (Pool / Arena)

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.

→ Spring/Summer Arena Clients – (All Ice Renters)

To ensure Spring/Summer ice installation is financially viable, all clients must pay 50% of the rental fees before February 28th. Cancellations from major tenants after this date will only be permitted for hours in excess of eight hours per day and must be made 30 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 nonrefundable deposit of 10% for groups that qualify for the Resident Rate is required by February 28 each year. The total balance of the rental fees for Spring / Summer ice clients must be paid before March 25th.

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 for 30 days or 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 non-refundable deposit of 100% of the booking cost.

Section 7

➤ Requests: Donations and /or Admissions

Granting of Admission Passes / Requests for Donations

Requests for admission passes from organizations to the Community Services Department occur for a variety of occasions. While swim or skate passes are the preferred activity pass, the admission passes can be used for any drop-in program. Requests can be for registration / welcome bag swag at a sporting event, for a prize at a fundraising event, or a donation to increase interest in a particular organization's activity. Requests can be associated with recognition activities, as a part of the "package" of appreciation. The following terms outline the granting of admission passes for the Cariboo Memorial Recreation Complex programs;

- Requests from Sport / Charitable Organizations for fundraising or recognition be limited to the equivalent of a Non-Resident family one month pass, in a variety of forms (single admissions options/10 pass options). When available, appropriate swag may be included with the passes, or related items to encourage sport, recreation, or related activities (discs, goggles, towels).
- Requests from Sport / Charitable Organizations for inclusion in registration / welcome bags be limited to the equivalent of delegates in single admission options.

Other requests for the donation of admission passes may be considered by the Director of Community Services or designate. All requests must be in written form and tracked with a summary of used passes for statistical reference.

**CARIBOO MEMORIAL RECREATION COMPLEX FEES AND CHARGES POLICY
COMPLEX DROP-IN & FACILITY FEES - NO TAX INCLUDED**

	Drop in Rates								Non-Resident	Resident
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident		
	2024	2024	2025	2025	2026	2026	2027	2027		
TOT	No Charge									
CHILD	\$ 5.22	\$ 3.92	\$ 5.38	\$ 4.03	\$ 5.54	\$ 4.15	\$ 5.70	\$ 4.28	\$5.88	\$4.41
YOUTH/SENIOR	\$ 6.76	\$ 5.07	\$ 6.96	\$ 5.22	\$ 7.17	\$ 5.38	\$ 7.39	\$ 5.54	\$7.61	\$5.71
ADULT	\$ 8.48	\$ 6.36	\$ 8.73	\$ 6.55	\$ 9.00	\$ 6.75	\$ 9.27	\$ 6.95	\$9.54	\$7.16
FAMILY	\$ 17.98	\$ 13.49	\$ 18.52	\$ 13.89	\$ 19.07	\$ 14.31	\$ 19.65	\$ 14.74	\$20.24	\$15.18
HOCKEY	\$ 8.24	\$ 6.18	\$ 8.49	\$ 6.37	\$ 8.74	\$ 6.56	\$ 9.00	\$ 6.75	\$9.27	\$6.96
FAMILY MEMBER PARTICIPATION	\$ 2.81	\$ 2.11	\$ 2.90	\$ 2.17	\$ 2.98	\$ 2.24	\$ 3.07	\$ 2.30	\$3.16	\$2.37
SHOWER	\$ 4.22	\$ 3.17	\$ 4.35	\$ 3.26	\$ 4.48	\$ 3.36	\$ 4.61	\$ 3.46	\$4.75	\$3.56
PRESCHOOL SKATE	\$ 5.06	\$ 3.80	\$ 5.21	\$ 3.91	\$ 5.37	\$ 4.03	\$ 5.53	\$ 4.15	\$5.70	\$4.27
NOON SKATE	\$ 4.43	\$ 3.32	\$ 4.56	\$ 3.42	\$ 4.70	\$ 3.52	\$ 4.84	\$ 3.63	\$4.98	\$3.74
Additional Child/Youth family member	75% off									
Disc Golf Bag Rental	\$ 13.35	\$ 10.00	13.75	10.30	14.16	10.61	14.59	10.93	\$15.03	\$11.26
*after applicable taxes drop-in fees will be rounded to the nearest nickel										

	10 Drop in Passes								Non-Resident	Resident
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident		
	2024	2024	2025	2025	2026	2026	2027	2027		
CHILD	\$ 46.98	\$35.24	\$ 48.39	\$ 36.29	\$ 49.84	\$ 37.38	\$ 51.34	\$ 38.50	\$52.88	\$39.66
YOUTH/SENIOR	\$ 60.84	\$45.63	\$ 62.67	\$ 47.00	\$ 64.55	\$ 48.41	\$ 66.48	\$ 49.86	\$68.48	\$51.36
ADULT	\$ 76.32	\$57.24	\$ 78.61	\$ 58.96	\$ 80.97	\$ 60.73	\$ 83.40	\$ 62.55	\$85.90	\$64.42
FAMILY	\$ 161.82	\$121.37	\$ 166.67	\$ 125.01	\$ 171.67	\$ 128.76	\$ 176.83	\$ 132.62	\$182.13	\$136.60
HOCKEY	\$ 74.16	\$55.62	\$ 76.38	\$ 57.29	\$ 78.68	\$ 59.01	\$ 81.04	\$ 60.78	\$83.47	\$62.60
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								Non-Resident	Resident
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident		
	2024	2024	2025	2025	2026	2026	2027	2027		
CHILD	\$ 60.85	\$45.64	\$ 62.68	\$ 47.01	\$ 64.56	\$ 48.42	\$ 66.50	\$ 49.87	\$68.49	\$51.37
YOUTH/SENIOR	\$ 74.37	\$55.77	\$ 76.60	\$ 57.45	\$ 78.89	\$ 59.17	\$ 81.26	\$ 60.95	\$83.70	\$62.77
ADULT	\$ 98.91	\$74.18	\$ 101.88	\$ 76.41	\$ 104.93	\$ 78.70	\$ 108.08	\$ 81.06	\$111.33	\$83.49
FAMILY	\$ 209.70	\$157.27	\$ 215.99	\$ 161.99	\$ 222.47	\$ 166.85	\$ 229.14	\$ 171.86	\$236.02	\$177.01
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

3 Month Facility Pass										
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
	2024	2024	2025	2025	2026	2026	2027	2027	2028	2028
CHILD	\$ 152.11	\$114.08	\$ 156.67	\$ 117.51	\$ 161.37	\$ 121.03	\$ 166.22	\$ 124.66	\$171.20	\$128.40
YOUTH/SENIOR	\$ 191.44	\$143.58	\$ 197.18	\$ 147.88	\$ 203.09	\$ 152.32	\$ 209.19	\$ 156.89	\$215.46	\$161.60
ADULT	\$ 247.28	\$185.46	\$ 254.70	\$ 191.03	\$ 262.34	\$ 196.76	\$ 270.21	\$ 202.66	\$278.32	\$208.74
FAMILY	\$ 494.58	\$370.93	\$ 509.41	\$ 382.06	\$ 524.69	\$ 393.52	\$ 540.44	\$ 405.33	\$556.65	\$417.49
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

6 Month Facility Pass										
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
	2024	2024	2025	2025	2026	2026	2027	2027	2028	2028
CHILD	\$ 273.79	\$205.35	\$ 282.01	\$ 211.51	\$ 290.47	\$ 217.85	\$ 299.18	\$ 224.39	\$308.16	\$231.12
YOUTH/SENIOR	\$ 344.58	\$258.43	\$ 354.91	\$ 266.19	\$ 365.56	\$ 274.17	\$ 376.53	\$ 282.40	\$387.82	\$290.87
ADULT	\$ 445.11	\$333.84	\$ 458.47	\$ 343.85	\$ 472.22	\$ 354.17	\$ 486.39	\$ 364.79	\$500.98	\$375.74
FAMILY	\$ 890.24	\$667.68	\$ 916.95	\$ 687.71	\$ 944.45	\$ 708.34	\$ 972.79	\$ 729.59	\$1,001.97	\$751.48
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 Year Facility Pass										
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
	2024	2024	2025	2025	2026	2026	2027	2027	2028	2028
CHILD	\$ 486.75	\$365.06	\$ 501.35	\$ 376.01	\$ 516.39	\$ 387.29	\$ 531.88	\$ 398.91	\$547.84	\$410.88
YOUTH/SENIOR	\$ 612.58	\$459.44	\$ 630.96	\$ 473.22	\$ 649.89	\$ 487.42	\$ 669.39	\$ 502.04	\$689.47	\$517.10
ADULT	\$ 791.32	\$593.49	\$ 815.06	\$ 611.29	\$ 839.51	\$ 629.63	\$ 864.69	\$ 648.52	\$890.64	\$667.98
FAMILY	\$ 1,582.70	\$1,187.02	\$ 1,630.18	\$ 1,222.63	\$ 1,679.08	\$ 1,259.31	\$ 1,729.45	\$ 1,297.09	\$1,781.34	\$1,336.00
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

GROUP FACILITY PASS

3 MONTHS (15 or more people)										
	2024		2025		2026		2027		2028	
	Non-Resident	Resident								
CHILD	\$ 114.08	\$ 85.56	\$ 117.51	\$ 88.13	\$ 121.03	\$ 90.77	\$ 124.66	\$ 93.50	\$ 128.40	\$ 96.30
YOUTH/SENIOR	\$ 143.58	\$ 107.68	\$ 147.88	\$ 110.91	\$ 152.32	\$ 114.24	\$ 156.89	\$ 117.67	\$ 161.60	\$ 121.20
ADULT	\$ 185.46	\$ 139.10	\$ 191.03	\$ 143.27	\$ 196.76	\$ 147.57	\$ 202.66	\$ 151.99	\$ 208.74	\$ 156.55
FAMILY	\$ 370.93	\$ 278.20	\$ 382.06	\$ 286.54	\$ 393.52	\$ 295.14	\$ 405.33	\$ 304.00	\$ 417.49	\$ 313.11
Additional Child/Youth family member	75% off	75% off								

PROMOTIONAL TICKET & PASS FEES

	Twonie + Sessions					
	2024	2025	#	2026	2027	2028
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-- 25% off 10 drop ins									
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
	2024	2024	2025	2025	2026	2026	2027	2027	2028	2028
CHILD	\$ 39.15	\$ 29.36	\$ 40.32	\$ 30.24	\$ 41.53	\$ 31.15	\$ 42.78	\$ 32.09	44.06	33.05
YOUTH/SENIOR	\$ 50.70	\$ 38.03	\$ 52.22	\$ 39.17	\$ 53.79	\$ 40.34	\$ 55.40	\$ 41.55	57.06	42.80
ADULT	\$ 63.60	\$ 47.70	\$ 65.51	\$ 49.13	\$ 67.47	\$ 50.60	\$ 69.50	\$ 52.12	71.58	53.69
FAMILY	\$ 134.85	\$ 101.14	\$ 138.90	\$ 104.17	\$ 143.06	\$ 107.30	\$ 147.35	\$ 110.52	151.77	113.83
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

ICE RINKS RENTAL RATES

	2024	2025
	Non-Resident Regular	\$252.61
Resident Regular	\$195.63	\$201.50
Non-Resident Youth	\$164.20	\$169.13
Resident Youth	\$103.42	\$106.52
Summer Ice Non-Resident	\$205.15	\$211.30
Summer Ice Resident	\$161.95	\$166.81
Dry Floor - Sport Non-Resident	\$65.64	\$67.61
Dry Floor - Sport Resident	\$49.22	\$50.70
Late night rate (11:01pm- 5:59am)	50% off applicable rate	50% off applicable rate
	2026	2027
Non-Resident Regular	\$267.99	\$276.03
Resident Regular	\$207.54	\$213.77
Non-Resident Youth	\$174.20	\$179.43
Resident Youth	\$109.72	\$113.01
Summer Ice Non-Resident	\$217.64	\$224.17
Summer Ice Resident	\$171.81	\$176.96
Dry Floor - Sport Non-Resident	\$69.64	\$71.73

Dry Floor - Sport Resident	\$52.22	\$53.79
Late night rate (11:01pm- 5:59am)	50% off applicable rate	50% off applicable rate

Dry Floor Rental Rates

	2024				2025			
	NR DAILY	NR HOURLY	RES DAILY	RES HOURLY	NR DAILY	NR HOURLY	RES DAILY	RES HOURLY
RINK I	\$ 1,803.44	\$ 198.47	\$ 1,071.59	\$ 89.31	\$ 1,857.54	\$ 204.42	\$ 1,103.74	\$ 91.99
RINK II	\$ 1,513.73	\$ 168.25	\$ 891.47	\$ 74.30	\$ 1,559.14	\$ 173.30	\$ 918.21	\$ 76.53

***Set up and take down will be 50% of either the NON_RESIDENT rate or the RESIDENT rate

	2026				2027			
	NR DAILY	NR HOURLY	RES DAILY	RES HOURLY	NR DAILY	NR HOURLY	RES DAILY	RES HOURLY
RINK I	\$ 1,913.27	\$ 210.56	\$ 1,136.85	\$ 94.75	\$ 1,970.66	\$ 216.87	\$ 1,170.96	\$ 97.59
RINK II	\$ 1,605.92	\$ 178.50	\$ 945.76	\$ 78.83	\$ 1,654.09	\$ 183.85	\$ 974.13	\$ 81.19

***Set up and take down will be 50% of either the NON- RESIDENT rate or the RESIDENT rate

Gibraltar Room Rental Rates

	2024		
	RESIDENT	NON-RESIDENT	WEDDINGS
DAILY RATE	\$ 553.82	\$ 809.73	\$ 563.42
HOURLY RATE	\$ 58.95	\$ 105.47	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	Staff Charge Out	Staff Charge Out	Staff Charge Out

	2025		
	RESIDENT	NON-RESIDENT	WEDDINGS
DAILY RATE	\$ 570.44	\$ 834.02	\$ 580.32
HOURLY RATE	\$ 60.72	\$ 108.64	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	Staff Charge Out	Staff Charge Out	Staff Charge Out

	2026		
	RESIDENT	NON-RESIDENT	WEDDINGS
DAILY RATE	\$ 587.55	\$ 859.04	\$ 597.73
HOURLY RATE	\$ 62.54	\$ 111.90	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	Staff Charge Out	Staff Charge Out	Staff Charge Out

	2027		
	RESIDENT	NON-RESIDENT	WEDDINGS
DAILY RATE	\$ 605.17	\$ 884.81	\$ 615.66
HOURLY RATE	\$ 64.41	\$ 115.25	N/A
SETUP AND TAKE DOWN	50% OFF	50% OFF	4 hours set-up
STAFF RATE*	Staff Charge Out	Staff Charge Out	Staff Charge Out

Pool Rates

	Non-Resident 2024	Resident 2024	Non-Resident 2025	Resident 2025	Non-Resident 2026	Resident 2026	Non-Resident 2027	Resident 2027	Non-Resident 2028	Resident 2028
PUBLIC POOL RENTAL										
One Pool										
1 - 30 people (2 guards)	\$ 213.28	\$ 159.99	\$ 219.68	\$ 164.79	\$ 226.27	\$ 169.73	\$ 233.06	\$ 174.83	\$ 240.05	\$ 180.07
30 - 60 people (3 guards)	\$ 246.73	\$ 193.43	\$ 254.13	\$ 199.24	\$ 261.75	\$ 205.21	\$ 269.60	\$ 211.37	\$ 277.69	\$ 217.71
Two Pools										
1 - 30 people (2 guards)	\$ 352.64	\$ 299.35	\$ 363.22	\$ 308.33	\$ 374.12	\$ 317.58	\$ 385.34	\$ 327.11	\$ 396.90	\$ 336.92
30 - 60 people (3 guards)	\$ 386.10	\$ 332.80	\$ 397.68	\$ 342.79	\$ 409.61	\$ 353.07	\$ 421.90	\$ 363.66	\$ 434.55	\$ 374.57
Waterslide Rental										
SWIM CLUB LANE RENTAL										
Blue Fins LANE RENTAL (Per Hour)		\$ 12.10	\$ -	\$ 12.47	\$ -	\$ 12.84	\$ -	\$ 13.22	\$ -	\$ 13.62
ENTIRE POOL (1 guard)		\$ 123.01	\$ -	\$ 126.70	\$ -	\$ 130.50	\$ -	\$ 134.42	\$ -	\$ 137.11
STAFF										
STAFF CHARGEOUT Rates	2024									
Maintenance Staff	\$	40.64								
Aquatic Staff	\$	37.96								
*Staff Charge may increase annually										

AQUATIC & FITNESS INSTRUCTION FEES

Group Swim Lessons 1/2 hour (per session price)

	2024		2025		2026		2027		2028	
	Non-Resident	Resident								
Per Session*	\$ 8.87	\$ 6.65	\$ 9.13	\$ 6.85	\$ 9.41	\$ 7.06	\$ 9.69	\$ 7.27	\$ 9.98	\$ 7.49
SEMI-PRIVATE LESSONS	\$ 18.30	\$ 13.73	\$ 18.85	\$ 14.14	\$ 19.42	\$ 14.56	\$ 20.00	\$ 15.00	\$ 20.60	\$ 15.45
PRIVATE LESSONS	\$ 34.33	\$ 25.75	\$ 35.36	\$ 26.52	\$ 36.42	\$ 27.32	\$ 37.51	\$ 28.13	\$ 38.64	\$ 28.98

*Total cost is # of sessions times price

Group Swim Lessons 3/4 hour (per session price)										
	2024		2025		2026		2027		2028	
	Non-Resident	Resident								
Per session*	\$ 11.23	\$ 8.42	\$ 11.56	\$ 8.67	\$ 11.91	\$ 8.93	\$ 12.27	\$ 9.20	\$ 12.64	\$ 9.48

*Total cost is # of sessions times price

Group Swim Lessons 1 hour (per session price)										
	2024		2025		2026		2027		2028	
	Non-Resident	Resident								
Per session*	\$ 14.21	\$ 10.66	\$ 14.64	\$ 10.98	\$ 15.08	\$ 11.31	\$ 15.53	\$ 11.65	\$ 16.00	\$ 12.00

*Total cost is # of sessions times price

Private Fitness Instruction										
	2024		2025		2026		2027		2028	
	Non-Resident	Resident								
Personal Training Plan (1.5 hr)	\$ 105.66	\$ 79.24	\$ 108.83	\$ 81.62	\$ 112.09	\$ 84.07	\$ 115.45	\$ 86.59	\$ 118.92	\$ 89.19
Three session personal training	\$ 285.27	\$ 213.95	\$ 293.83	\$ 220.37	\$ 302.64	\$ 226.98	\$ 311.72	\$ 233.79	\$ 321.07	\$ 240.80
Five session personal training	\$ 449.04	\$ 336.78	\$ 462.51	\$ 346.88	\$ 476.39	\$ 357.29	\$ 490.68	\$ 368.01	\$ 505.40	\$ 379.05
Double up training (1.5 hrs.)	\$ 65.63	\$ 49.22	\$ 67.60	\$ 50.70	\$ 69.63	\$ 52.22	\$ 71.72	\$ 53.79	\$ 73.87	\$ 55.40
Three session double up training	\$ 178.34	\$ 133.76	\$ 183.69	\$ 137.77	\$ 189.21	\$ 141.90	\$ 194.88	\$ 146.16	\$ 200.73	\$ 150.55
Five session double up training	\$ 278.92	\$ 209.19	\$ 287.29	\$ 215.47	\$ 295.91	\$ 221.93	\$ 304.79	\$ 228.59	\$ 313.93	\$ 235.45
Group personal training (1.5 hrs.)	\$ 38.47	\$ 28.85	\$ 39.62	\$ 29.72	\$ 40.81	\$ 30.61	\$ 42.04	\$ 31.53	\$ 43.30	\$ 32.47
Three session group personal training	\$ 103.85	\$ 77.89	\$ 106.97	\$ 80.23	\$ 110.18	\$ 82.63	\$ 113.49	\$ 85.11	\$ 116.89	\$ 87.67
Five session group personal training	\$ 163.44	\$ 122.58	\$ 168.34	\$ 126.26	\$ 173.39	\$ 130.05	\$ 178.60	\$ 133.95	\$ 183.95	\$ 137.97

Inbody Composition										
	2024		2025		2026		2027		2028	
	Non-Resident	Resident								

Inbody Initial Assessment	\$ 40.19	\$ 30.14	\$ 41.40	\$ 31.05	\$ 42.64	\$ 31.98	\$ 43.92	\$ 32.94	\$ 44.80	\$ 33.93
Inbody Re-Assessment (One Session)	\$ 36.57	\$ 27.42	\$ 37.66	\$ 28.25	\$ 38.79	\$ 29.09	\$ 39.96	\$ 29.97	\$ 40.75	\$ 30.87
Inbody Re-Assessment (Two Sessions)	\$ 53.56	\$ 40.17	\$ 55.17	\$ 41.38	\$ 56.82	\$ 42.62	\$ 58.53	\$ 43.89	\$ 59.70	\$ 45.21
Inbody Re-Assessment (Four Sessions)	\$ 93.77	\$ 70.33	\$ 96.58	\$ 72.44	\$ 99.48	\$ 74.61	\$ 102.47	\$ 76.85	\$ 104.52	\$ 79.16

OTHER

Recreation Access Card	2024	2025	2026	2027	2028
Individual	\$ 141.96	\$ 146.22	\$ 150.61	\$ 155.13	\$ 158.23
Family	\$ 253.51	\$ 261.12	\$ 268.95	\$ 277.02	\$ 282.56

RESALE ITEMS	50% mark up	<i>(goggles, bathing caps, nose clips, etc) Equipment</i>
	35% mark up	<i>(bathing suits, clothing, etc.) Clothing or wearables</i>

Ticket Sales Services	Standard Rate \$1.50 per ticket
	Discount Rate \$1.00 per ticket

Parking Lot Use	2024		2025		2026		2027		2028	
Parade Staging Flat Fee of \$50.00	\$ 222.38	\$ 166.78	\$ 229.05	\$ 171.79	\$ 235.92	\$ 176.94	\$ 243.00	\$ 182.25	\$ 247.86	\$ 187.72
	Per 4 hour period									

Additional Services	Definitions	
Half Arena Glass Out	Half of the arena sheets removed	\$ 875.00
Full Arena Glass Out	All sheets removed	\$ 1,750.00

Arena Glass Out Per Sheet	Charge per sheet removed	\$ 150.00
Ice logo painting		Chargeout rate plus supplies
Electrical connect/disconnect	Extra powerpanels	\$ 350.00
Statutory Holiday Staff Rates		Charge out rates/hr x2
Custodial Charges		Charge out rates/hr
Bleacher seating usage- Gibraltar Room		\$ 100.00
Projector (Gibraltar Room)		\$ 15.00
Screen (Gibraltar Room)		included
Merchandizing fees		20% of gross sales
Audio/ Visual		\$10.00/hr
Portable PA system with one corded mic		\$ 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
Electrical (Parks)		\$ 25.00
Moving of Dumpster/Barricades		Actual costs plus 25% Administration Fee
Remove Netting Rink 1		Actual Staff costs plus 25% Administration Fee
Internet use- Wireless		\$25 per day
NSF Cheque fee		\$ 50.00
Late Program Cancellation fee		\$ 10.00

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

Rink Advertisements

Location	Size	2024	2025	2026	2027	2028
RINK #1	Width x Height					
Rink Boards (East Wall Facing stands)	3x8	\$ 533.61	\$ 549.62	\$ 566.11	\$ 583.09	\$ 600.59
Wall Signs (South Wall By scoreboard)	4x4	\$ 219.73	\$ 226.32	\$ 233.11	\$ 240.10	\$ 247.31
Wall Signs (South Wall By scoreboard)	4x8	\$ 408.06	\$ 420.30	\$ 432.91	\$ 445.89	\$ 459.27
Wall Signs (South Wall By scoreboard)	8x8	\$ 753.34	\$ 775.94	\$ 799.22	\$ 823.20	\$ 847.89
Wall Signs (South Wall By scoreboard)	12x8	\$ 1,098.62	\$ 1,131.58	\$ 1,165.52	\$ 1,200.49	\$ 1,236.50
Wall Signs (East wall)	4x4	\$ 219.73	\$ 226.32	\$ 233.11	\$ 240.10	\$ 247.31
Wall Signs (East wall)	4x8	\$ 376.61	\$ 387.91	\$ 399.55	\$ 411.53	\$ 423.88
Wall Signs (east Wall)	8x8	\$ 721.95	\$ 743.61	\$ 765.91	\$ 788.89	\$ 812.56
Wall Signs (east Wall)	12x8	\$ 1,046.81	\$ 1,078.22	\$ 1,110.56	\$ 1,143.88	\$ 1,178.20
Wall signs (North Wall)	4x4	\$ 219.73	\$ 226.32	\$ 233.11	\$ 240.10	\$ 247.31
Wall signs (North Wall)	4x8	\$ 345.28	\$ 355.63	\$ 366.30	\$ 377.29	\$ 388.61
Wall signs (North Wall)	8x8	\$ 659.18	\$ 678.95	\$ 699.32	\$ 720.30	\$ 741.91
Wall signs (North Wall)	12x8	\$ 941.67	\$ 969.92	\$ 999.01	\$ 1,028.99	\$ 1,059.85
Wall Sign (west Wall behind stands)	3x6	\$ 282.52	\$ 291.00	\$ 299.73	\$ 308.72	\$ 317.98
Wall signs (lobby area)	2x3	\$ 251.11	\$ 258.65	\$ 266.41	\$ 274.40	\$ 282.63
Player Bench signs	4x4	\$ 282.51	\$ 290.98	\$ 299.71	\$ 308.70	\$ 317.97
Penalty box signs	4x4	\$ 313.89	\$ 323.31	\$ 333.01	\$ 343.00	\$ 353.29
Lit signs under scoreboard	3'6" x 6	\$ 1,067.23	\$ 1,099.25	\$ 1,132.23	\$ 1,166.20	\$ 1,201.18
Lit signs under scoreboard	3'6" x 4	\$ 941.67	\$ 969.92	\$ 999.01	\$ 1,028.99	\$ 1,059.85
Lit sign on media box	2 x 14	\$ 1,506.67	\$ 1,551.87	\$ 1,598.43	\$ 1,646.38	\$ 1,695.77
Wall sign on media box	4x4	\$ 219.73	\$ 226.32	\$ 233.11	\$ 240.10	\$ 247.31
Wall sign on media box	4x8	\$ 395.50	\$ 407.36	\$ 419.59	\$ 432.17	\$ 445.14
Wall sign on media box	8x8	\$ 772.17	\$ 795.34	\$ 819.20	\$ 843.77	\$ 869.08
Wall sign on media box	12x8	\$ 1,098.62	\$ 1,131.58	\$ 1,165.52	\$ 1,200.49	\$ 1,236.50
Top of glass*- per pane	32" x pane width	\$ 188.33	\$ 193.97	\$ 199.79	\$ 205.79	\$ 211.96
Arena Stairs- 12 stairs	6" x 18"	\$ 345.28	\$ 355.63	\$ 366.30	\$ 377.29	\$ 388.61
Arena Stairs- 13 stairs	6" x 18"	\$ 376.67	\$ 387.97	\$ 399.61	\$ 411.60	\$ 423.95
Zamboni Advertising	side	\$ 1,255.56	\$ 1,293.23	\$ 1,332.02	\$ 1,371.98	\$ 1,413.14
	two sides	\$ 2,197.24	\$ 2,263.15	\$ 2,331.05	\$ 2,400.98	\$ 2,473.01
	top	\$ 627.70	\$ 646.53	\$ 665.92	\$ 685.90	\$ 706.48
	front	\$ 408.06	\$ 420.30	\$ 432.91	\$ 445.89	\$ 459.27
	seat	\$ 188.33	\$ 193.97	\$ 199.79	\$ 205.79	\$ 211.96
Mezzanine facing	32" x 8'	\$ 627.79	\$ 646.62	\$ 666.02	\$ 686.00	\$ 706.58
RINK #2			\$ -	\$ -	\$ -	\$ -
Rink Boards	3x8	\$ 376.67	\$ 387.97	\$ 399.61	\$ 411.60	\$ 423.95
Wall signs	4x4	\$ 125.56	\$ 129.32	\$ 133.20	\$ 137.20	\$ 141.32
Wall signs	4x8	\$ 251.11	\$ 258.65	\$ 266.41	\$ 274.40	\$ 282.63

*Some locations are maximum 24" or less in max height, same price applies
COST OF SIGN PRODUCTION AND INSTALLATION IS ADVERTISERS RESPONSIBILITY
TAXES NOT INCLUDED
FEES ARE NOT PRO-RATED
TERM ENDS ON JULY 31st of EACH YEAR

Active Living Guide Advertising

2024		2025		2026	
Non-profit	Commercial	Non-profit	Commercial	Non-profit	Commercial
\$ 482.23	\$ 723.34	\$ 496.69	\$ 745.04	\$ 511.59	\$ 767.39
\$ 482.23	\$ 723.34	\$ 496.69	\$ 745.04	\$ 511.59	\$ 767.39
\$ 589.39	\$ 884.08	\$ 607.07	\$ 910.60	\$ 625.28	\$ 937.92
\$ 55.94	\$ 83.91	\$ 57.62	\$ 86.43	\$ 59.35	\$ 89.02
\$ 112.58	\$ 168.87	\$ 115.96	\$ 173.93	\$ 119.44	\$ 179.15
\$ 196.46	\$ 294.69	\$ 202.36	\$ 303.53	\$ 208.43	\$ 312.64
\$ 380.38	\$ 570.57	\$ 391.79	\$ 587.69	\$ 403.54	\$ 605.32
\$ 66.67	\$ 100.01	\$ 68.67	\$ 103.01	\$ 70.73	\$ 106.10
2027		2028			
Non-profit	Commercial	Non-profit	Commercial		
\$ 526.94	\$ 790.41	\$ 542.75	\$ 814.12		
\$ 526.94	\$ 790.41	\$ 542.75	\$ 814.12		
\$ 644.04	\$ 966.06	\$ 663.36	\$ 995.04		
\$ 61.13	\$ 91.69	\$ 62.96	\$ 94.44		
\$ 123.02	\$ 184.53	\$ 126.71	\$ 190.06		
\$ 214.68	\$ 322.02	\$ 221.12	\$ 331.68		
\$ 415.65	\$ 623.48	\$ 428.12	\$ 642.18		
\$ 72.85	\$ 109.28	\$ 75.04	\$ 112.56		

- Inside Cover Full Page (color and gloss)
- Inside Back Cover Full page (color and gloss)
- Outside back cover full page (color and gloss)
- 1/8 page (black and white) 2x3 inches
- 1/4 page (black and white) 4.5 x 3 inches
- 1/2 page (black and white) 4.5 x 6 inches
- 1 page (black and white)
- Banner ad (black and white) 2 x 6 inches

**Prices do not include taxes*

**Ad design is not included and is the responsibility of advertisers*

Bright Sign Advertising				
12 hours/day	30 second ads		365	
2023				
Advertising Options	Non-Profit	Commerical		
(90 Day) 3 Months Picture Ad	700	1050		
(60 Days) 2 Month Picture Ad	475	712.5		
(30 Day) 1 Month Picture Ad	250	375		
(21 Day) 3 Weeks Picture Ad	175	262.5		
(14 Day) 2 Weeks Picture Ad	125	187.5		
(7 Day) 1 Week Picture Ad	75	112.5		
CMRC User Groups (Sept - March)	250/year			