



Item.....
Meeting..... 2016 Apr 25

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2016 April 21

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

SUBJECT: 2016/2017 FACILITY USE, PROGRAM AND SERVICES FEE SCHEDULE

PURPOSE: To request Council approval for the 2016/2017 Facility Use Fee Schedule and to bring forward the fees bylaws.

RECOMMENDATIONS:

1. **THAT** approval be given for the 2016/2017 Facility Use Fee Schedule (Attachment "1") as outlined in this report and circulated under separate cover.
2. **THAT** the Burnaby Recreation Fees and Admissions Bylaw 2016, the Burnaby Shadbolt Centre and Burnaby Art Gallery Rental Fee Bylaw 2016, and the Burnaby Village Museum Fees Bylaw 2016 be brought down as detailed in Attachment "1", circulated under separate cover.

REPORT

At its 'Open' Meeting of 2016 April 20, the Parks, Recreation and Culture Commission received the above noted report and adopted the three recommendations contained therein.

A handwritten signature in black ink that reads "D. Ellenwood".

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:tc

Attachment

P:\Admin\tc\Data\Council\160420\2016-2017 Facility Use, Program and Services Fee Schedule (2016.04.25)

Copied to: Director Finance
City Solicitor

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

**SUBJECT: 2016/2017 FACILITY USE, PROGRAM AND SERVICES FEE
SCHEDULE**

1. **THAT** the 2016/2017 Facility Use Fee Schedule (Attachment "1") and the 2016/2017 Non-Bylaw Program and Service Fees (Attachment "2") be approved as outlined in this report and distributed under separate cover.
2. **THAT** Council be requested to approve the 2016/2017 Facility Use Fee Schedule (Attachment "1") as outlined in this report and distributed under separate cover.
3. **THAT** Council be requested to amend the fees as proposed in the following bylaws:
 - Burnaby Recreation Fees and Admissions Bylaw 2016.
 - Burnaby Shadbolt Centre and Burnaby Art Gallery Rental Fee Bylaw 2016.
 - Burnaby Village Museum Fees Bylaw 2016.

REPORT

Each spring Commission receives a report outlining the recommended fee structure for the upcoming year's Recreation and Cultural services. The fees are effective September 01 of each year. They are established at this time to enable staff to program for the fall session using current fees and prepare the Provisional budget for the upcoming year. The 2016/2017 rates will be advertised in the Fall/Winter Leisure Guide which is distributed 2016 August.

The Fee Process

Each year two documents are produced as part of the fees and charges process. The Facility Use Fee Schedule, Bylaw fees, (Attachment "1") (distributed under separate cover) establishes rates for admissions and allotments and Council approval is required. The Non-Bylaw Program and Service Fee document (Attachment "2") (distributed under separate cover) establishes rates for programs and services and is approved by Commission annually.

To: Parks, Recreation & Culture Commission
From: Director Parks, Recreation & Cultural Services
Re: 2016/2017 FACILITY USE, PROGRAM AND
SERVICES FEE SCHEDULE

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A thorough market survey was completed in 2015 comparing Burnaby's admission rates, allotment rates and program fees to those of other local cities. The surveys are undertaken to ensure that Burnaby's rates are reasonable and competitive with similar programs and services in nearby municipalities. This process takes place every second year. If warranted, adjustments to rates are proposed and in some cases scheduled for incremental increases over a 3 to 5 year period.

Proposed Fees

It is recommended that a 2.2% overall increase be applied to the majority of the 2016/2017 Bylaw and Non-Bylaw fees. The exceptions to the 2.2% increase occur when market research illustrates that Burnaby's fees are no longer mid-market and an adjustment is required above or below the recommended increase. There are 64 fees recommended for increase over the rate of inflation (Attachment #3). These cover a range of service areas such as youth sports, senior's dance and adapted programs, gym, arena and turf rentals.

The allotment and program fees that are recommended to increase more than 2.2% cover a range of service areas that include some swim lessons, preschool programs, outdoor sports facilities, arenas and arena facilities. In a few cases, new fees are being proposed for new service areas, or to fine tune the current fee structure based on allotment user needs. There are 11 new fees this year (Attachment #3).

It is recommended that 51 fees from a range of service areas be maintained at their current level, as market research and demand indicates the inflationary fee increase would not be appropriate. As well, no fees will be deleted this year.

In summary, the majority of fees are recommended to increase by 2.2% to keep up with the cost of providing services. The recommended adjustments will continue our practice of providing convenient, quality services at fair and competitive pricing.



Dave Ellenwood
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

TS:lw

Attachments (3)

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