



Parks, Recreation and Culture

INTER-OFFICE MEMORANDUM

TO: CITY SOLICITOR DATE: 2023 March 01

FROM: GENERAL MANAGER PARKS,
RECREATION AND CULTURE

**SUBJECT: CHANGE TO 2023 FEES AND CHARGES FOR PARKS, RECREATION
AND CULTURE , BE ACTIVE PASS CITY EMPLOYEES.**

Council, at the Open Council meeting held on February 27, 2023 adopted a report regarding 2023 Fees and Charges for Parks, Recreation and Culture.

As per Memorandum of Agreement between the City of Burnaby and CUPE Local 2023, executed on February 16, 2023, there is a minor change with respect to the Be Active Pass City Employee. During collective bargaining the discount rate was negotiated from a 40% to 60% discount.

Please update a bylaw to reflect the correct fees and charges.
The newly negotiated fee's are attached (Attachment #1).

A handwritten signature in black ink, appearing to read "M Morrison-Clark".

Mary Morrison-Clark
General Manager
Parks, Recreation and Culture

Copy: Corporate Officer

Attachment (Fees and Charges Update Employee Discounts 2023)

Our Vision: A world-class city committed to creating and sustaining the best quality of life for our entire community.

CITY OF BURNABY

BYLAW NO. 14556

A BYLAW respecting recreation and culture facility reservations and admissions

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY PARKS, RECREATION AND CULTURE FEES BYLAW 2023**.
2. Burnaby Parks, Recreation and Culture Commission may charge for use of, or admission to, sports and recreation facilities the fees specified in Schedule “A” of this bylaw, effective 01 September 2023 with the exception of:

Schedule A Section	Effective Date
I. (b) Be Active Pass City Employee	Upon adoption of this bylaw
I. (c) Summer Fun Pass	29 May 2023
XX. Recreation Credit Program	30 June 2023
XXI. Complimentary Passes	Upon adoption of this bylaw
XXII. Fee Waivers	Upon adoption of this bylaw
XX. Courtesy Passes & Promotions	Upon adoption of this bylaw

3. Where applicable, Goods and Services Tax (GST) and/or Provincial Sales Tax (PST) will be added to the fees specified in Schedule “A”.
4. The following sections of Schedule “A” of Burnaby Parks, Recreation and Culture Fees Bylaw 2022 are repealed effective as follows :

Schedule A Section	Repeal Effective Date
XIV. (b) Be Active Pass City Employee	Upon adoption of this bylaw
XX. Recreation Credit Program	30 June 2023
XXIII. Complimentary Passes	Upon adoption of this bylaw
XXIV. Fee Waivers	Upon adoption of this bylaw
XXV. Courtesy Passes & Promotions	Upon adoption of this bylaw

5. Burnaby Parks, Recreation and Culture Fees Bylaw 2022 is repealed in its entirety effective 01 September 2023.

Read first time this	day of	2023
Read a second time this	day of	2023
Read a third time this	day of	2023
Reconsidered and adopted	day of	2023

MAYOR

CORPORATE OFFICER

SCHEDULE “A”

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I. ADMISSIONS & PASSES

Admission/Pass Age Categories:

Tot	0-4 years
Child	5-14 years
Youth	15-25 years
Adult	26-64 years
Senior	65 years and up

a) Be Active Pass

(Access to all drop-in activities: Public Skating, Toonie Skate, Family Skate, Parent & Tot Skate*, Family Hockey, Public Indoor/Outdoor Swimming, Loonie Swim, Family Swim, Aquafit, Steam Room, Saunas and Whirlpool, Weight Room, Group Fitness, Yoga, Pilates, Indoor Cycling, Gym Sports, Squash/Racquetball, *Skate Rental included).

	Tot	Child	Youth / Senior	Adult
Day pass	No charge	\$3.30	\$4.97	\$6.62
10 visit pass	No charge	\$29.70	\$44.70	\$59.60
1 month pass	No charge	\$29.70	\$44.70	\$59.60
Annual pass	No charge	\$267.30	\$402.30	\$536.40
Annual pass (monthly payment option)**	No charge	\$22.28	\$33.53	\$44.70
Super Pass (monthly) **	No charge	\$22.28	\$33.53	\$44.70
Grade 5 Be Active (Burnaby Residents)	No Charge			

** Annual pass monthly payment option will be available with the implementation of the new software. The Super Pass will be available as a bridge between 2023 September 01 and the implementation of the new software.

b) Be Active Pass City Employee (Effective upon bylaw adoption)

Day pass	60% of Adult rate
10 visit pass	60% of Adult rate
1 month pass	60% of Adult rate
Annual pass	60% of Adult rate
Annual pass (monthly payment option)**	60% of Adult rate
Super Pass (monthly)**	60% of Adult rate

** Annual pass monthly payment option will be available with the implementation of the new software. The Super Pass will be available as a bridge between 2023 September 01 and the implementation of the new software.

c) Summer Fun Pass (Effective 29 May 2023)

(Access to all drop-in activities: Public Skating, Toonie Skate, Family Skate, Parent & Tot Skate*, Family Hockey, Public Indoor/Outdoor Swimming, Toonie Swim, Family Swim, Aquafit, Steam Room, Saunas and Whirlpool, Weight room, Group Fitness, Yoga, Pilates, Indoor Cycling, Gym Sports, Squash/Racquetball *skate rental included). Age limits may apply to some activities.

Valid June 30 to September 05 Burnaby Residents 5-18 years	\$20.00
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d) Indoor/Outdoor Pool & Arena Admissions

(Access to all drop-in activities: Public Skating, Toonie Skate, Family Skate, Parent & Tot Skate*, Family Hockey, Public Indoor/Outdoor Swimming, Loonie Swim, Family Swim, Aquafit, Steam Room, Saunas and Whirlpool, Weight Room, Group Fitness, Yoga, Pilates, Indoor Cycling, Gym Sports, Squash/Racquetball *Skate Rentals Included). Age limits may apply to some activities.

Loonie Swim	\$.95/person
Toonie Skate (includes skate and helmet rental)	\$1.90/person
Free Swim / Free Skate	No charge
Family Swim / Family Skate 1 visit pass	\$3.30/person
Family Swim/ Family Skate 10 visit pass	\$29.70

e) Burnaby Village Museum

Museum Membership (includes unlimited carousel rides, guided tours and special events).	All Ages	\$44.15
Carousel Admission Rates (All ages)	Single Ride	\$2.52
	Bakers Dozen (13 rides)	\$30.24
Single Admission and Group Rates	All Ages	No charge

II. ARENA SERVICE FEE

School Board Skate & Helmet (per 30 student skate rentals)	\$63.10
Skate Rental	\$3.30
Skate Rental (10 rental pass)	\$29.70
Skate Sharpening	\$6.25
Sledge Rental	No charge
Helmets/pads (Single)	No charge

III. INDOOR TENNIS

1 hour court reservation – limit 2 prime and 2 non-prime time reservations per week	
Prime time (all ages)	\$25.76
Adult Non-prime time	\$23.14
Youth/Senior Non-prime time	\$17.38

IV. MISCELLANEOUS FEES

a) Shower, Towel & Racquet Fee

Shower Fee	\$0.95
Towel Fee	\$1.90
Racquets and Table Tennis Paddles	\$1.90

b) External Therapist and External Personal Trainer Fee

Therapist/Trainer (includes client)	\$19.90
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c) Childminding

0-5 years, 2 hours maximum per day

Hourly rate	\$5.10
Each additional sibling 50% of childminding rate	\$2.55
Visit Pass (40 x 15 minutes)	\$45.90

d) Seniors Membership

55+ Single Centre	\$20.30
55+ Multicentre	\$50.75
Seniors Lifetime Card (90 years and Burnaby resident)	\$0.00

V. SCHOOL PROGRAMS

a) Burnaby Village Museum

Half-Day Program/Self-Guided Visit (per student)	\$8.50
Half-Day Discounted Program (per student)	\$5.50
Add on Program (per student)	\$4.00
Virtual/Outreach program (per class)	\$125.00

b) Burnaby Art Gallery

Outreach school programs (online, all zones – 1.5 hrs.) Base fee	\$120.00
Outreach school programs (in person only – 1.5 hrs.) Base fee Zone A	\$120.00
Base fee Zone B	\$125.00
Base fee Zone C	\$130.00
Gallery tour no studio (30 minutes – 1 hour)	\$50.00
Gallery tour Art and Me (Preschool – K 1.5 hrs.)	\$90.00

Gallery tour with studio	
Grades K - 2 (1.5 hrs.)	\$100.00
Grades 2 - 12 (2 hrs.)	\$115.00
BAG in a Box	\$35.00
Adult Professional Development/Online (per person)	\$7.00
Additional Program Fees:	
Deposit	\$60.00
Travel Zone B add-on	\$10.00
Travel Zone C add-on	\$15.00

c) Outdoor – Canoe Lessons

Per hour (instructor costs not included)	\$6.82
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VI. GENERAL FACILITY RESERVATIONS

(Minimum rental times may apply)

a) Room Reservations

As per Appendix A	Small Rooms	\$30.00/hr
	Medium Rooms	\$47.64/hr
	Large Rooms	\$91.59/hr
	Premium Rooms	\$137.65/hr
	Shadbolt Centre Atrium	\$106.11/hr

b) Gymnasium Reservations

(Reservations for activities, including standards, nets and exclusive use of the gymnasium(s))

Bonsor Recreation Complex Cameron Recreation Complex Christine Sinclair Community Centre Edmonds Community Centre	Single Gym (equivalent to one full basketball court)	\$115.00/hr
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VII. COMMUNITY FACILITY RESERVATIONS

I. Room Reservations

(All reservations for regular, intermittent activities and special events. All reservations for any Burnaby based political group meeting).

As per Appendix A	Small Rooms	\$13.50/hr
	Medium Rooms	\$21.59/hr
	Large Rooms	\$41.22/hr
	Premium Rooms	\$61.94/hr
	Shadbolt Centre Atrium	\$68.97/hr
	Bonsor Judo Room	\$6.20/hr

II. Ad Hoc Meetings

Community group/association criteria:

- a) Group must utilize City of Burnaby facilities on a regular and ongoing basis.
- b) May have meeting to review regular group business ONE time per month.
- c) One room only, 4 hours maximum.
- d) Ad hoc meetings will be accepted, only if space is permitted, 3 – 5 days in advance.
- e) Meeting to take place in designated room at the following locations:

Alan Emmott - Room #2 Bill Copeland Arena – Conference Room Bonsor Recreation Complex – Conference Room Burnaby Lake Arena – Meeting Room & Club Room Burnaby Lake Sports Complex West – Meeting Room #2 BVM – Discovery Room Cameron Recreation Complex – Juniper Room Charles Rummel Centre – Committee Room Christine Sinclair Community Centre – Multi-purpose 1 Edmonds Community Centre – Meeting Room #3 Kensington Complex – Community Room Wesburn Centre – Committee Room Willingdon Community Centre – Community Room	No Charge
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III. Youth Activities

Activities exclusively for youth	No Charge
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IV. Gymnasiums

(Single gym based on equivalent of one full basketball court)

Activities exclusively for youth	No Charge
Activities for Adult/mixed ages – Bonsor, Cameron, Christine Sinclair & Edmonds	74.75/hr

V. Fund Raising

Limit of 1 reservation per group, per year for the purpose of raising funds to support the community group's activities.

Fund raising	Rate is 55% if general reservation rates
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VI. Miscellaneous Reservations

City public meetings City employee retirements (Mon. - Fri., non-prime time, when no janitor is required) City elections Public Services meetings	No Charge
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VII. School Gymnasiums

Community

Registered societies, not-for-profit community groups or informal community groups with a membership of more than 60% Burnaby residents or employees/employers of a Burnaby based company.

Activities for Adult/mixed ages	Elementary School	\$36.32/hr
	<u>Secondary School:</u> Alpha Cariboo Hill Marlborough (w) Burnaby North (small)	\$45.51/hr
	<u>Secondary School:</u> Burnaby Mountain Burnaby North (large)	\$54.05/hr

Activities exclusively for Youth	Elementary & Secondary School Gyms	No Charge
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Activities for Youth, Adult/mixed ages (less than 60% Burnaby residents)	Elementary School gym	\$78.84/hr
	Secondary School gym	\$144.96/hr

VIII. OUTDOOR FACILITY RESERVATIONS

(All field sports)

a) General Reservations

Not-for-profit community groups or informal community groups with a membership of less than 60% Burnaby residents.

Prime-Time: Weekdays 6pm – close; Weekends & Holidays All Day

Non-Prime-Time: Weekdays before 6pm

"A" – Artificial Turf	Youth	Prime-Time	\$60.78/hr
		Non-Prime-Time	\$51.97/hr
	Adult	Prime-Time	\$88.47/hr
		Non-Prime-Time	\$70.78/hr
"B" – Grass Field			\$28.27/hr
"C" – All-Weather fields with lights			\$20.94/hr
"D" – Grass or All-Weather fields, practice fields & lacrosse boxes			\$14.02/hr

b) Community Reservations

Not-for-profit community groups or informal community groups with a membership of less than 60% or more Burnaby residents or employees/employers of a Burnaby based company.

Prime-Time: Weekdays 6pm - close; Weekends & Holidays All Day

Non-Prime-Time: Weekdays before 6pm

Adult			
"A" – Artificial Turf	Prime Time	\$47.12/hr	
	Non-Prime Time	\$33.76/hr	
	Ultra Non-Prime Time	\$25.32/hr	
"B" – Grass Field			\$15.58/hr
"C" – All-Weather fields with lights			\$11.80/hr
"D" – Grass or All-Weather fields, Practice fields & Lacrosse boxes			\$6.93/hr

Youth

Standard Use	Artificial Turf	\$23.34/hr
	Grass Field	No Charge
	All-Weather Field	No Charge
Tournament – Per Field/Diamond	Grass Field (8 hours)	\$54.50/field
	Additional hour 50% of Grass Field	\$8.93/field

c) General Sport Development Camps

Grass	\$25.60/hr
Artificial Turf	\$55.53/hr
All-Weather	\$16.60/hr

d) Beer Gardens

Per day per site	\$227.97/day
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e) Food Concessions

		5 hrs. or less	More than 5 hrs.
Burnaby Lake Sports Complex West	1 Field Reservation	\$149.50	\$224.25
	2 Field Reservation	\$224.25	\$299.00
	3 Field Reservation	\$299.00	\$448.50
Other Sports Fields		15% of Gross Sales	
Utility Recovery Fee (Concessions in Fieldhouses)		\$15.40/month	

f) Storage

Equipment storage rental fee (monthly) (Burnaby Lake Sports Complex West and Swangard)	\$40.08/hr
Boat Storage (1,788 square feet) (Rowing Pavilion – Burnaby Lake)	\$2.23/square feet

g) Outdoor Tennis Courts – per court – tournament only

Per Court	\$8.75/hr
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h) Outdoor Pickleball – per court – tournament only

Per Court	\$6.20/hr
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i) Outdoor Group Fitness Activities

Various Locations	\$23.37/hr
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j) Archery Range Fee

Fee per member	\$14.00
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k) Model Plane Flyer Fee

Fee per member	\$27.97
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IX. FILMING & PHOTOGRAPHY FEES

a) Filming Application Fees

Filming Application	\$231.75
Student Filming Application	\$50.00

b) Parking Lots/Street Use

Small (up to 99 spots)	\$348.94
Large (100 spots and over)	\$569.37
Coordinated Street Use	\$206.00

c) Commercials/Professional Photography

Simple (one day) – Minimum staff time, no vans on site, limited props, etc.	\$181.30
Complex (per day, per location) Equipment, props, van on site, supervision	\$319.97
Student filming (film students)	\$0.00

d) Movie/TV Series Filming

(Minimum fee per location per day, additional charges may be applicable to some spaces)

	Filming Day	Non-Filming Day
Outdoor Parks	\$923.52/hr	\$366.93/hr
Burnaby Village Museum Single Build (House or Carousel) Exterior of Building or Meadow	\$1000.00	\$600.00
Burnaby Village Museum Street or Exterior (Multiple buildings)	\$2000.00	\$1250.00
Burnaby Village Museum – Entire Village	\$3000.00	\$2000.00
Shadbolt Centre for the Arts (East Plaza, South Plaza, Meadow West 1 & 2, West Lawn, South Lawn, or Century Gardens)	\$923.52	\$366.93
Deer Lake Concert Bowl	\$2200.00	\$600.00
Shadbolt James Cowan Theatre	\$396.97	\$396.97
Shadbolt Studio Theatre	\$240.15	\$240.15
Shadbolt Atrium	\$275.26	\$275.26
Civic Square	\$167.58	\$167.58
Student Filming	\$0.00	\$0.00

e) Additional Charges

Rescheduling/Cancellations	\$250.00
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X. PICNIC RESERVATIONS

	Up to 100 people	Over 100 people
Confederation Park, Deer Lake South/West Lawns	\$123.46	\$247.84
Fraser Foreshore, Barnet Marine Park, Central Park	\$112.71	\$226.30
BVM Carousel Patio (max 7 hours)	\$323.50	N/A
BVM Carousel Meadow (100 – 500 people, max 7 hours)		\$793.39
BVM Carousel Meadow (500 – 1000 people, max 7 hours)		\$1319.92

XI. SWANGARD STADIUM

a) General – Events

Base Fee (1.5 times b) Community) (maximum 7 hour rental)	Up to 1,999 people	\$1116.04
	2,000 - 3,999 people	\$3069.07
	4,000 people and over	\$4464.09
Additional Hours		\$159.44/hr

b) Community – Events

Base Fee (maximum 7 hour rental)	Up to 1,999 people	\$744.02
	2,000 - 3,999 people	\$2046.04
	4,000 people and over	\$2976.06
Additional hours		\$106.29/hr

c) School Track Meets

Base Fee (min. 4 hours/max. 7 hours rental)	\$744.02
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d) Track and Field Group Practices

Group Fee per Season	
Adult or Mixed Ages	\$1009.33
Youth (Under 19)	\$643.26

e) Miscellaneous

Lights		\$79.11/hr
Hospitality Room	General	\$88.17/hr
	Community	\$62.32/hr
Marquee tents (per tent)		\$392.85

XII. BURNABY CENTRAL SECONDARY SCHOOL TRACK

a) School Track Meets

Base fee, (min. 4 hour/max. 7 hours rental, 75% of c) school track meets	\$558.02
Additional hours	\$79.72/hr

b) Track Group Practices

Group fee per Season	
Adult or Mixed Ages (19 years and over, 75% of d) Track and Field Group Practice	\$757.00
Youth (under 19 years, 75% of d) Track and Field Group Practice	\$482.45

XIII. OUTDOOR SPECIAL EVENTS

a) Events

(Walkathons, runs, weddings, church services, etc.)

Note that Civic Square and Edmonds Community Centre there is a 4 hour max.	
Level 1 Staff approval only, site visits or consultation meetings not required. Maximum 100 people, maximum 3 hours, including set-up and take-down.	\$71.06/event
Level 2 Staff approval only, site visits or consultation meetings may be required. Maximum 8 hours, including set-up and take-down.	\$213.00/event
Level 3 Commission and/or Council approval may be required may be required. Site meetings and/or consultation meetings required. Maximum one day.	\$569.99/event

b) Event Participation Fee

Fee for table/station at City events (per day)	Attendance Under 5000	Attendance Over 5000
Registered Not-for-profit Organization	No Charge	No Charge
Artisan and Creator	\$8.25/hr	\$16.50/hr
Commercial Vendors	\$15.00/hr	\$30.00/hr

XIV. RACQUET AREA RESERVATIONS

a) **Racquetball/Squash**

School Board use (Burnaby) 45 minute reservation	\$6.16
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b) **Wallyball**

Prime-time Court Reservation, 45 minute reservation	\$21.39
School Board use (Burnaby)	\$11.88

XV. AQUATICS RESERVATIONS

a) **Indoor Pool Reservations**

(Cost per hour)

Non-Programmed Time		
General per lane (plus staff costs)		\$33.55
For full pool, multiply by 6	\$33.55 x 6	= \$201.30
Community per lane (plus staff costs)		\$14.11
For full pool, multiply by 6	\$14.11 x 6	= \$84.66

b) **Outdoor Pool Reservations**

(Per Hour Cost)

Central Park Pool	
General (plus staff costs)	\$134.34
Community (practices/preseason, includes 1 lifeguard)	\$80.52
Swim meets (plus staff costs)	
Kensington/MacPherson/Robert Burnaby	
General (plus staff costs)	\$100.84
Community (practices/preseason, includes 1 lifeguard)	\$69.55
Swim meets (plus staff costs)	
All Pools	
General Lane Reservation (per lane)	\$33.55
Community Lane Reservation (per lane)	\$14.11
Community Youth Aquatic Reservations/Competitions (plus staff cost) Community Groups with membership of 60% or more Burnaby residents or employees/ employers of Burnaby based company.	
Central Park	
Community Youth Aquatic Reservation	\$60.38
Robert Burnaby, Kensington, McPherson	
Community Youth Aquatic Reservation	\$52.16

XVI. ARENAS RESERVATIONS

a) **Ice Reservations (All Arenas)**

Prime-time: Monday to Friday, 6-11pm, Saturday and Sunday 8am-11pm

Non-prime-time: Monday to Friday 3-6pm, Monday to Sunday 11pm-8am

Non-prime-time, off hours: Monday to Friday 8am-3pm

Kensington, Burnaby Lake, and Rosemary Brown Arenas (Per hour cost, all meeting rooms and use of lobby(ies) are included during tournament bookings)		
General	Prime-time	\$323.62
	Non-prime-time	\$185.35
	Non-prime-time	\$132.88
Community (not-for-profit sports organizations)	Prime-time	\$113.87
	Non-prime-time	\$74.37
Burnaby Schools/Community Youth Groups	Weekdays (9am-3pm)	\$56.08
Burnaby Women's Hockey		\$221.42
Bill Copeland Sports Centre (Per hour cost)		
General	Prime-time	\$343.32
	Non-prime-time	\$185.35
	Non-prime-time	\$132.88
Community (not-for-profit sports organizations)	Prime-time	\$130.29
	Non-prime-time	\$86.26
Burnaby Schools/Community Youth Groups	Weekdays (9am-3pm)	\$56.08
Burnaby Women's Hockey		\$221.42

b) Special Events (Ice In or Out)

(All meeting rooms and use of lobby(ies) are included during events)

Burnaby Lake, Kensington, Rosemary Brown Arenas		
	General	Community
Per day (10 hours)	\$1681.00	\$1035.74
Per hour	\$244.36/hr	\$131.90/hr
Set-up/Take-down	\$116.94/hr	\$70.67/hr
Bill Copeland Sports Centre		
Per day (10 hours)	\$2655.69	\$1434.081
Per hour	\$278.73/hr	\$150.95/hr
Set-up/Take-down	\$177.63/hr	\$95.92/hr

c) Summer Floor Reservations

Prime-time: Monday to Friday 6-10:30pm, Saturday and Sunday 8am-10:30pm

Non-prime-time: Monday to Friday 8am-6pm, Monday to Sunday 10:30pm-12:30am

Burnaby Lake, Kensington, Rosemary Brown Arenas (per hour costs)		
	Prime-Time	Non-Prime-Time
Dry Floor Activities		
Burnaby School use (weekdays 9am-3pm)	\$33.19	\$33.19
Youth (Community)	\$44.90	\$36.34
Adult	\$102.59	\$77.70
Burnaby Lacrosse		
Junior "A"	\$68.37	\$68.37
Bill Copeland Sports Centre (per hour costs)		
	Prime-Time	Non-Prime-Time
Dry Floor Activities		
Burnaby School use	\$33.19	\$33.19
Youth (Community)	\$53.21	\$44.14
Adult	\$106.32	\$83.11
Burnaby Lacrosse		

Junior "A"	\$78.99	\$78.99
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XVII. FOOD SERVICES

Prices for food products and services are established according to industry practice and market acceptance. When City of Burnaby is hired to provide catering services for an event, the rental charge will not apply. For Fridays, Saturday, and Sundays, the minimum rental block is 8 hours for the Burnaby Lake Pavilion.

a) Reservations

General Socials	
Alan Emmott Centre Banquet Room	\$127.09/hr
Burnaby Lake Pavilion	\$173.38/hr
Barnet Beach Activity Room	\$100.23/hr

General Meetings	
Alan Emmott Centre Banquet Room	\$91.59/hr
Burnaby Lake Pavilion	\$146.08/hr
Barnet Beach Activity Room/Alan Emmott Meeting Room 2	\$45.77/hr

XVIII. CULTURAL FACILITY RESERVATIONS

a) General – Shadbolt Centre Theatres

Performances and recitals		
	James Cowan	Studio Theatre
Theatres	\$1042.92/day	\$731.86/day
Weekly rental (Sunday – Saturday)	75% of regular rate	
Theatre Facility Fee Per Seat	\$3.15/per seat	
Ancillary Revenues (i.e. sale of merchandise, foods, beverage by rental group or organization)	15% of Gross	

b) Community – Shadbolt Centre Theatres

Performances and recitals		
	James Cowan	Studio Theatre
Theatres	\$677.90/day	\$475.71/day
Weekly rental (Sunday – Saturday)	75% of regular rate	
Theatre Facility Fee Per Seat	\$3.15/per seat	
Ancillary Revenues (i.e. sale of merchandise, foods, beverage by rental group or organization)	No Charge	

c) General – Cultural Site Reservation

Shadbolt Centre Outdoor Concert Bowl	\$6000, base plus 8-15% of gross ticket sales plus \$1.00 - \$3.00/seat
Shadbolt Concert Bowl (set-up and strike days)	\$1500.00 - \$3000.00
Burnaby Village Museum Church	
Wedding / Memorial Service / Baptism	\$497.35

Intimate Outdoor Wedding (up to 16 people)	\$199.95
Wedding photos during non-public hours	\$132.72/hr
Burnaby Village Museum Carousel Pavilion (4 hour reservation – up to 263 people)	
With rides	\$1188.95
Additional hours	\$236.56/hr
Burnaby Village Museum Entire Site (7 hour max.)	
Up to 500 people	\$3253.85
501 – 1000 people	\$4192.46
1001 – 1500 people	\$5115.83
1501 – 2000 people	\$6101.90

d) Shadbolt Kiln Reservations (per firing)

Test Kiln	\$17.82
Electric 6.5 cu. ft. bisque	\$72.39
Electric 10 cu ft. bisque	\$75.27
Electric 6.5 cu. ft. glaze to cone 6	\$85.34
Electric 10 cu. ft. glaze to cone 6	\$89.93
Electric 6.5 cu. ft. cone 9	\$104.70
Electric 10 cu. ft. cone 10	\$108.49
Raku (first three hours)	\$271.12
Raku (additional hours after three)	\$53.61
Sawdust Kiln	\$81.40
Top Hat Gas Kiln	\$166.89
Blaauw Gas Kiln	\$378.41
Soda – glazing included	\$1406.03
Soda – glazing not included	\$1080.95
Wood – base price	\$3098.47
Wood – glazing included	\$3702.19

XIX. PROGRAM FEES

Program fees are based upon instructional staff costs, supply costs, plus a percentage of recovery of facility costs. Programs are cancelled if attendance is insufficient to rec over the costs of the program. The variety of programs offered depends upon public demand and requests for services.

XX. RECREATION CREDIT PROGRAM (Effective 2023 June 30)

Recreation credit for Burnaby residents in financial need as determined by a recognized outside agency.

Credit per person, per year	\$250.00
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XXI. COMPLIMENTARY PASSES

Issued to Freeman, current Mayor and Councilors and Parks, Recreation and Culture Commissioners. Passes provide access to arenas, pools, golf courses, indoor courts, weight rooms and the Burnaby Village Museum up to a maximum of \$1500, per person, per calendar year.

XXII. FEE WAIVERS

Fee waivers are occasionally granted for special events such as the Burnaby Charity Golf Classic, Jack Crosby Novice All-Star Tournament, etc.

Annual maximum value of use	\$75,000
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XXIII. COURTESY PASSES/PROMOTIONS

a) Courtesy Passes

Used for promotional activities, public relations initiatives, or to reimburse for disruption in services.
(Note: Does not include golf services and Burnaby Village Museum)

Annual maximum value per calendar year	\$40,000
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b) Burnaby Village Museum Promotional Coupons

New Marketing initiatives for museum, i.e. used to promote the attraction

Annual maximum value per calendar year	\$15,000
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c) Burnaby Village Museum Courtesy Passes

Used for promotional activities, public relations initiatives or to reimburse for disruption in service.

Annual maximum value per calendar year	\$10,000
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XXIV. EXTRA FEES

Fees per day unless otherwise noted

Projector – Intermediate	\$65.00
Projector / AV systems – premium	\$125.00
Flip Chart	\$10.00
Whiteboard with markers	\$10.00
TV (portable)	\$25.00
TV (wall mounted)	\$25.00
Portable Bar	\$32.00
Coffee Urn / Hot Water Dispenser	\$10.00
Linen Tablecloths	\$10.00 each
Grand Piano (1 st day)	\$100.00
Grand Piano (each additional day)	\$50.00
Piano Tuning	\$175.00
Upright Piano (1 st day)	\$40.00
Upright Piano (each additional day)	\$20.00
Portable Stage / Pipe and Drape (per section)	\$10.00 each
Lost/Stolen Key	\$50.00
Extra Power Fee (Shadbolt Site only)	\$300.00
NBA Portable Basketball Hoops (CCSC)	\$50.00
Boxing Equipment (CCSC)	\$100.00
Specialized Fitness Equipment	\$100.00

Appendix A – Room Size Categories

Small Rooms

Bill Copeland	Activity Room, Conference Room, Lakeview Room
Bonsor	Conference Room
Bonsor 55+	Meeting Room, Multi-purpose Room 3
BLA	Meeting Room
BLW	Meeting Room 1 & 2
Cameron	Arbutus Lounge, Cedar Room, Juniper Room, Willow Room, Hemlock Room, Spruce Room, Maple Room
Charles Rummel	Committee Room
Christine Sinclair	Conference Room 1
Confederation	Meeting Room, Civil Defense Building Room, Program Room 1, Program Room 2
Edmonds	Childminding Room, Meeting/Music Room 1 & 2, Multi-purpose Room3, Youth Lounge
Kensington	Community Room
Rosemary Brown Arena	Meeting Room
Shadbolt	Studio 104, 105, 203, 204, 205, 206, 207, 209, 210, Terrace
Wesburn	Committee Room
Willingdon	Community Room, Multi-purpose Room 2

Medium Rooms & Small Halls

Alan Emmott	Meeting Room 2
BAG	Outdoor Verandah only (no lawn)
Barnet Beach	Activity Room
Bonsor	Arts Room, Multi-purpose Room 1, 2, 4 & 5 combined, SBMC Room
Bonsor 55+	Multipurpose Room 1 & 2
Cameron	Hemlock & Spruce rooms combined
Christine Sinclair	Multi-purpose Room 1, Multi-purpose Room 2, Cardio Functional Training Room, Boxing Studio, Conference Room
Confederation	Program Room 3
Edmonds	Multi-purpose Room 1 & 4
Eileen Dailly Pool	Multi-purpose Room
Rosemary Brown Arena	Multi-purpose Room
Shadbolt	Studio 106 & 211
Charles Rummel	Main Hall
Wesburn	Main Hall
Willingdon	Main Hall

Appendix A – Room Size Categories

Large Rooms

Alan Emmott	Banquet Hall
Bonsor	Active Studio, Fitness Dance Studio, Multi-purpose Room 1 & 2 combined
Bonsor 55+	Multi-purpose Room 1 & 2 combined
BVM	Carousel Activity Room, Discovery Room
Cameron	Evergreen Room
Christine Sinclair	Active Studio, Fitness Studio
Confederation	Activity Room 1, Activity Room 2
Edmonds	Arts Room, Multi-purpose Room 2
Shadbolt	Studio 101, 102 & 200

Premium Rooms

Bonsor	Banquet Hall
BAG	Fireside Room, Outdoor Verandah and Lawn (combined)
Confederation	Activity Room
Edmonds	Active Studio
Pavilion	Banquet Hall
Shadbolt	Studio 103 & 201 (professional dance only)