

**CITY OF BURNABY
BYLAW NO. 14666**

A BYLAW to amend
Burnaby Consolidated Fees and Charges Bylaw

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CONSOLIDATED FEES AND CHARGES BYLAW, AMENDMENT BYLAW NO. 1, 2024.**
2. Burnaby Consolidated Fees and Charges Bylaw, as amended, is further amended:
 - (a) at Schedule A1, by repealing the table titled “Licence Transfer Fees” and replacing it as follows:

“

LICENCE TRANSFER FEES	Fee
▪ Transfer to new owner	
○ Fee	\$14.50
▪ Transfer to replacement dog	
○ Fee	\$14.50
▪ Replacement Licence tag fee	
○ Fee	\$10.00

”

- (b) by repealing Schedule C3 in its entirety and replacing it as follows:

“

SCHEDULE C3 – DEVELOPMENT RELATED CITY WORKS FEES

DEVELOPMENT RELATED CITY WORKS FEES	Fee
▪ Vehicle Culvert and Asphalt	
○ Installation of culvert, ditch, asphalt driveway crossings/curbs, or other asphalt work	As per Schedule E2, <i>Deduction for Damage to City Property - (City to repair / replace)</i>
▪ City Concrete Work	
○ Installation of concrete driveway crossing, curb and gutter, sidewalk or other concrete work.	As per Schedule E2, <i>Deduction for Damage to City Property - (City to repair / replace)</i>

”

- (c) at Schedule C7, by repealing the rows relating to “Connection Fees”, and replacing them as follows:

“

▪ Connection Fees (Section 5)	
○ Sewer connection adjustment application	\$697.50
○ Sanitary service connection - single & two family	\$12,100
○ Sanitary service connection adjustments - single & two family	Actual Cost
○ Sanitary service connection - multi-family & ICI	Actual Cost
○ Storm service connection - single & two family	\$12,100
○ Storm service connection adjustments – single & two family	Actual Cost
○ Storm service connection – multi-family & ICI	Actual Cost
○ Storm service connection abandonment	\$1,300.00
○ Sanitary service connection abandonment	\$1,300.00

”

- (d) at Schedule C7(A), by repealing the table relating to “Meter Purchase and Installation”, and replacing it as follows:

“

METER PURCHASE AND INSTALLATION	Fee
▪ Sanitary Meter Box and drop off	\$550.00
▪ Storm Meter Box and drop off	\$550.00

”

- (e) at Schedule C14, under the heading “Meter Installation and Related Charges” by repealing the rows titled, “Water Meter Box and installation” and “Mtr Box and drop off”, and replacing them with as follows:

“

▪ Water Meter Box and installation – Commercial	\$1,530.00
▪ Water Meter Setter SFD/TFD installation	\$2,300
▪ Water Meter Box and drop off	\$550.00

”

- (f) at Schedule C14, by repealing the table titled “Connection and Other Non Reoccurring Charges”, and replacing it as follows:

“

CONNECTION AND OTHER NON-RECURRING CHARGES <i>(Section 3 (1), Section 3B a and b, Section 12 (1) and (3))</i>	Fee
▪ <i>Water Connection Single and Two Family (19mm connection)</i>	\$9,000.00
▪ <i>Water Connection Single and Two Family (38mm connection)</i>	\$9,700.00
▪ <i>Water Connection - Multi-Family & ICI</i>	Actual Cost
▪ <i>Water Service Connection Adjustment – SFD & TFD</i>	Actual Cost
▪ <i>Water Service Connection Abandonment</i>	\$1,300.00
▪ <i>Water Tie In</i>	Actual Cost
▪ <i>Water Transfers</i>	Actual Cost
▪ <i>Other Installation / Device Fees</i>	
○ <i>Fireline meter purchase - 6" to 10"</i>	Actual Cost
○ <i>6" Fireline Installation</i>	\$5,254.00
○ <i>8" Fireline Installation</i>	\$6,835.40
○ <i>10" Fireline Installation</i>	\$7,886.20
▪ <i>Fire Hydrant</i>	
○ <i>Hydrant Usage Application Fee</i>	\$150.00
○ <i>Post Use Hydrant Inspection Fee</i>	\$166.50
○ <i>Water use per day</i>	\$100.00
▪ <i>Service Disconnection</i>	
○ <i>At Property Line</i>	\$380.00
○ <i>At Main</i>	\$3,760.00
▪ <i>Watering Permit</i>	\$62.40

”

- (g) at Schedule E2, under the table titled “Building Permit and Inspection Fees”, by adding the following after the rows relating to “Application for a Building Permit and Building Permit Section 14(1)”:

“

▪ Processing Fee for Development Cost Charge Instalments	
○ For all 3 instalments on an individual DCC	\$3,185.00

”

- (h) at Schedule E2 under the table titled “Building Permit and Inspection Fees”, by repealing the rows for “20,001 to \$200,000 (base fee)” and “200,001 and over (base fee)” and replacing them as follows:

“

○ \$20,001 to \$200,000 (base fee)	\$481.00
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o \$200,001 and over (base fee)	\$3,091.00
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- (i) at Schedule E5, under the heading “Electrical Permit and Inspection Fees”, by repealing the rows relating to “Electrical installations other than new single and two family dwellings”, and replacing them as follows:

“

<p>▪ Electrical installations other than new single and two family dwellings <i>Section 22(1)(a)</i> Fee based on value of electrical installation including materials and labour (as approved by electrical inspector) <i>plus temporary current permit where applicable</i></p>	
o \$100 or less	\$53.50
o \$100.01 - \$250	\$71.50
o \$250.01 - \$350	\$89.00
o \$350.01 - \$500	\$107.50
o \$500.01 - \$700	\$133.50
o \$700.01 - \$1,000	\$161.00
o \$1,000.01 - \$10,000 base fee	\$161.00
o \$1,000.01 - \$10,000 plus \$ per \$1,000 or part thereof over \$1,000	\$66.00
o \$10,000.01 - \$50,000 base fee	\$755.00
o \$10,000.01 - \$50,000 plus \$ per \$1,000 or part thereof over \$10,000	\$36.00
o \$50,000.01 - \$100,000 base fee	\$2,195.00
o \$50,000.01 - \$100,000 plus \$ per \$1,000 or part thereof over \$50,000	\$21.50
o \$100,000.01 - \$500,000 base fee	\$3,270.00
o \$100,000.01 - \$500,000 plus \$ per \$1,000 or part thereof over \$100,000	\$14.50
o \$500,000.01 - \$1,500,000 base fee	\$9,070.00
o \$500,000.01 - \$1,500,000 plus \$ per \$1,000 or part thereof over \$500,000	\$12.50
o \$1,500,000.01 and over base fee	\$21,570.00
o \$1,500,000.01 and over plus \$ per \$1,000 or part thereof over \$1,500,000	\$3.80

”

- (j) at Schedule E5, under the heading “Electrical Permit and Inspection Fees”, by repealing the rows relating to “Operating permit for special event or film project”, and replacing them as follows:

“

o Operating permit for special event or film project- <i>Section 22(1)(a) One location, one project (include filming in studio)</i>	
o 0 to 30 days	\$173.50

○ 0 to 60 days	\$307.00
○ 0 to 90 days	\$356.50
○ 0 to 180 days	\$478.50
○ 0 to 365 days	\$871.00

- (k) at Schedule E5, under the heading “Electrical Permit and Inspection Fees”, by repealing the rows relating to “Multi locations, one project permit valid for maximum 365 days”, and replacing them as follows:

“

<ul style="list-style-type: none"> ▪ Multi locations, one project permit valid for maximum 365 days - Rates based on maximum 4 locations 	
○ 0 to 30 days per location	\$134.50
○ 0 to 30 days maximum	\$538.00
○ 0 to 60 days per location	\$177.50
○ 0 to 60 days maximum	\$710.00
○ 0 to 90 days per location	\$226.00
○ 0 to 90 days maximum	\$904.00
○ 0 to 180 days per location	\$256.00
○ 0 to 180 days maximum	\$1,024.00
○ 0 to 365 (annual permit) for any number of locations	\$2,222.00
○ Annual permit fee for film studio for repair and maintenance only – per kVA	\$0.60
○ Annual permit fee for film studio for repair and maintenance only – minimum	\$353.50
○ Annual permit fee for film studio for repair and maintenance only – maximum	\$3,698.50

”

- (l) at Schedule E, under the heading “Electrical Permit and Inspection Fees”, by repealing the rows relating to “Re-inspection fee”, and replacing them as follows:

“

<ul style="list-style-type: none"> ▪ Re-inspection fee <i>Section 22(3)(d) Where it has been determined by the Electrical Inspector that due to non-compliance with the provisions of the Bylaw or incomplete work, re-inspection is required</i> 	
○ 1st re-inspection	\$67.00
○ 2nd re-inspection	\$292.50
○ 3rd re-inspection	\$577.50
○ 4th re-inspection	\$1,154.00
○ 5th re-inspection and each re-inspection thereafter	\$1,446.50

”

(m) by repealing Schedule F3 in its entirety and replacing it with the Schedule “A” attached to and forming part of this bylaw.

3. Subsections 2(a) to (1) of this bylaw come into force and effect on July 1, 2024.
4. Subsection 2(m) of this bylaw comes into force and effect on September 1, 2024.

FIRST READING day of , 2024

SECOND READING day of , 2024

THIRD READING day of , 2024

ADOPTED day of , 2024

MAYOR

CORPORATE OFFICER

Schedule “A”

SCHEDULE F3 – RECREATION AND CULTURE (Effective September 1, 2024)

□ ADMISSIONS & PASSES

Admission/Pass Age Categories:	Year Range
▪ 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).

Admission/Pass Age Categories:	Fee
▪ Tot	
o Day pass	No charge
o 10 visit pass	No charge
o 1 month pass	No charge
o Annual pass	No charge
o Annual pass (monthly payment option)	No charge
▪ Child	
o Day pass	\$3.43
o 10 visit pass	\$30.70
o 1 month pass	\$30.70
o Annual pass	\$217.50
o Annual pass (12 monthly payment option)	\$18.13
o Grade 5 "Be Active Pass" - (<i>Burnaby residents only</i>)	No charge

Admission/Pass Age Categories:	Fee
▪ Youth / Senior	
o Day pass	\$5.14
o 10 visit pass	\$46.20
o 1 month pass	\$46.20
o Annual pass	\$326.25
o Annual pass (12 monthly payment option)	\$27.19

▪ Adult	
o Day pass	\$6.86
o 10 visit pass	\$61.70
o 1 month pass	\$61.70
o Annual pass	\$436.50
o Annual pass (12 monthly payment option)	\$36.38
o Grade 5 "Be Active Pass" - (<i>Burnaby residents only</i>)	No charge

B. BE ACTIVE PASS - CITY EMPLOYEE

BE ACTIVE PASS - CITY EMPLOYEE:	Rate of Discount
▪ Day pass	60% off adult rate
▪ 10 visit pass	60% off adult rate
▪ 1 month pass	60% off adult rate
▪ Annual pass (full payment)	60% off adult rate
▪ Annual pass with monthly payment (monthly payment)	60% off adult rate

C. SUMMER FUN PASS

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

PASS VALIDITY PERIOD:	Fee
▪ Valid June 28-September 2, 2025 Burnaby Burnaby Residents 5-18 years	\$20.00

D. INDOOR/OUTDOOR POOL & ARENA ADMISSIONS

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.

*Skate Rentals Included. (Age limits may apply to some activities).

INDOOR/OUTDOOR POOL & ARENA ADMISSIONS	Fee
▪ Loonie swim per person	\$0.95

▪ Toonie skate (includes skate and helmet rental) per person	\$1.90
▪ Free swim / Free skate per person	No charge
▪ Family swim / Family skate 1 visit pass per person	\$3.43
▪ Family swim/ Family skate 10 visit pass per person	\$30.70

E. BURNABY VILLAGE MUSEUM

Burnaby Village Museum	Fee
▪ Museum yearly membership – all ages <i>(includes unlimited carousel rides, guided tours and special events)</i>	\$45.70
▪ Carousel single ride – all ages	\$2.62
▪ Carousel bakers dozen (13 rides) – all ages	\$31.45
▪ Single admission and group rates	No charge

ARENA SERVICE FEE

ITEM	Fee
▪ School Board skate & helmet (per 30 student skate rentals)	\$65.30
▪ Skate rental	\$3.39
▪ Skate rental (10 rental pass)	\$30.50
▪ Skate sharpening	\$6.47
▪ Sledge rental	No charge
▪ Helmets/pads (single)	No charge

INDOOR TENNIS

1 HOUR COURT RESERVATION – limit 2 prime and 2 non-prime time reservations per week	Fee
▪ Prime time (all ages)	\$26.50
▪ Adult Non-prime time	\$24.00
▪ Youth/Senior Non-prime time	\$18.00

MISCELLANEOUS FEES

A) SHOWER, TOWEL & RACQUET FEES	Fee
▪ Shower fee	\$0.95
▪ Towel fee	\$1.90
▪ Racquets and Table Tennis paddles	\$1.90

B) EXTERNAL THERAPIST AND EXTERNAL PERSONAL	Fee
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TRAINER FEES	
▪ Therapist/Trainer (includes client)	\$20.60

C) CHILDMINDING FEES <i>0-5 Years, 2 Hours Maximum Per Day</i>	Fee
▪ Hourly rate	\$5.30
▪ Each additional sibling 50% of childminding rate	\$2.65
▪ Visit Pass (40 x 15 minutes)	\$47.70

D) SENIORS MEMBERSHIP	Fee
▪ 55+ Single Centre	\$21.00
▪ 55+ Multicentre	\$52.50
▪ Seniors Lifetime Card (90 years and Burnaby resident)	No charge

□ **SCHOOL PROGRAMS**

A) BURNABY VILLAGE MUSEUM	Fee
▪ Half-Day Program/Self-Guided Visit (per student)	\$8.80
▪ Half-Day Discounted Program (per student)	\$5.70
▪ Add on Program (per student)	\$4.15
▪ Virtual/Outreach program (per class)	\$129.30
▪ Education Kit #1	\$50.00
▪ Education Kit #2	\$50.00
▪ Education Kit Deposit (per kit)	\$100.00

B) BURNABY ART GALLERY	Fee
▪ Outreach school programs (online, all zones – 1.5 hrs.)	
o base fee	\$124.00
o base fee zone A	\$124.00
o base fee zone B	\$129.50
o base fee zone C	\$134.50
▪ Gallery tour no studio (30 minutes – 1 hour)	\$51.50
▪ Gallery tour “Art and Me” (Preschool – K 1.5 hrs.)	\$93.00
▪ Gallery tour with studio - Grades K - 2 (1.5 hrs.)	\$103.50
▪ Gallery tour with studio - Grades 2 - 12 (2 hrs.)	\$119.00
▪ BAG in a box	\$36.00
▪ Adult professional development/online (per person)	\$7.25
▪ Additional Program Fees: Deposit	\$62.00
▪ Travel zone B add-on	\$10.50
▪ Travel zone C add-on	\$15.50

C) OUTDOOR – CANOE LESSONS	Fee
▪ Per hour	\$7.05

GENERAL FACILITY RESERVATIONS

(Minimum rental times may apply)

ROOM RESERVATIONS	Fee
<ul style="list-style-type: none"> ▪ As per Appendix A – Room Size Categories <ul style="list-style-type: none"> o Small rooms per hour o Medium rooms per hour o Large rooms per hour o Premium rooms per hour o Shadbolt centre atrium per hour 	
	\$31.00
	\$49.50
	\$95.00
	\$142.50
	\$110.00

GYMNASIUM RESERVATIONS (Reservations for activities, including standards, nets and exclusive use of the gymnasium(s))	Fee
<ul style="list-style-type: none"> ▪ Single Gym – per hour (equivalent to one full basketball court) <ul style="list-style-type: none"> o Bonsor Recreation Complex o Cameron Recreation Complex o Christine Sinclair Community Centre o Edmonds Community Centre 	
	\$119.00
	\$119.00
	\$119.00
	\$119.00

COMMUNITY FACILITY RESERVATIONS

ROOM RESERVATIONS (All reservations for regular, intermittent activities and special events. All reservations for any Burnaby based political group meeting).	Fee
<ul style="list-style-type: none"> ▪ As per Appendix A – Room Size Categories <ul style="list-style-type: none"> o Small rooms per hour o Medium rooms per hour o Large rooms per hour o Premium rooms per hour o Shadbolt centre atrium per hour o Bonsor Judo Room per hour 	
	\$14.00
	\$22.50
	\$42.50
	\$64.00
	\$71.50
	\$6.50

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 only be accepted if space is permitted, 3 – 5 days in advance. e) Meeting to take place in designated room at the following locations:	Fee
<ul style="list-style-type: none"> ▪ Alan Emmott - Room #2 ▪ Bill Copeland Arena – Conference Room 	No Charge
	No Charge

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

YOUTH ACTIVITIES	Fee
▪ Activities exclusively for youth	No Charge

GYMNASIUMS (Single gym based on equivalent of one full basketball court)	Fee
▪ Activities exclusively for youth	No Charge
▪ Activities for Adult/mixed ages per hour	
o Bonsor Recreation Complex	\$77.50
o Cameron Recreation Complex	\$77.50
o Christine Sinclair Community Centre	\$77.50
o Edmonds Community Centre	\$77.50

FUND RAISING Limit of 1 reservation per group, per year, for the purpose of raising funds to support the community group's activities.	Fee
▪ Fund raising	Rate is 55% of general reservation rates

MISCELLANEOUS RESERVATIONS	Fee
▪ City public meetings	No Charge
▪ City employee retirements (Mon-Fri, non-prime time, no janitor is required)	No Charge
▪ City elections	No Charge
▪ Public Services meetings	No Charge

SCHOOL GYMNASIUMS 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.	Fee
▪ Activities for Adult/mixed ages - per hour	\$37.50
o Elementary Schools	
o Ecole Alpha Secondary School	\$47.00

o Ecole Cariboo Hill Secondary School	\$47.00
o Ecole Marlborough Elementary	\$47.00
o Burnaby North Secondary School (sm)	\$47.00
o Burnaby Mountain Secondary School	\$56.00
o Burnaby North Secondary School (large)	\$56.00
▪ Activities exclusively for Youth – per hour	
o Elementary & Secondary School gyms	No Charge
▪ Activities for Youth, Adult/mixed ages - per hour (less than 60% Burnaby residents)	
o Elementary School gyms	\$81.50
o Secondary School gyms	\$150.00

□ **OUTDOOR FACILITY RESERVATIONS**
(All field sports)

GENERAL RESERVATIONS	Fee
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	
o Youth - Prime-Time - per hour	\$63.00
o Youth - Non-Prime-Time - per hour	\$54.00
o Adult - Prime-Time - per hour	\$91.50
o Adult - Non-Prime-Time - per hour	\$73.00
▪ B – Grass Field - per hour	\$29.00
▪ C – All-Weather fields with lights - per hour	\$21.50
▪ D – Grass or All-Weather fields, practice fields & lacrosse boxes - per hour	\$14.50

COMMUNITY RESERVATIONS	Fee
Not-for-profit community groups or informal community groups with a membership 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	
▪ A – Artificial Turf	
o Prime Time - per hour	\$49.00
o Non-Prime Time - per hour	\$35.00
o Ultra-Non Prime-Time - per hour	\$26.00
▪ B – Grass field - per hour	\$16.00
▪ C – All-weather fields with lights - per hour	\$12.00
▪ D – Grass or All-weather fields, Practice fields & Lacrosse boxes - per hour	\$7.20

YOUTH	Fee
▪ Standard Use	

o Artificial turf - per hour	\$24.00
o Grass field	No Charge
o All-weather field	No Charge
▪ Tournament – Per Field/Diamond	
o Grass field (8 hours) - per field	\$56.50
o Additional hour 50% of Grass field – per field	\$9.25

OUTDOOR COVERED SPORTS BOX	Fee
Jack Crosby and Sohen Gill	
General – Not-for-profit community groups or informal community groups with a membership of less than 60% Burnaby residents.	
Community – Not-for-profit community groups or informal community groups with a membership 60% or more Burnaby residents or employees.	
▪ Community – Youth – per hour	\$18.00
▪ Community – Mixed/Adult – per hour	\$32.00
▪ General – Youth – per hour	\$51.00
▪ General – Mixed/Adult – per hour	\$52.50

GENERAL SPORT DEVELOPMENT CAMPS	Fee
▪ Grass – per hour	\$26.50
▪ Artificial Turf – per hour	\$57.50
▪ All-Weather – per hour	\$17.00

BEER GARDENS	Fee
▪ Per day per site	\$236.00

FOOD CONCESSIONS	Fee
▪ Burnaby Lake Sports Complex West - 5 hours or less	
o 1 Field Reservation	\$154.50
o 2 Field Reservation	\$232.00
o 3 Field Reservation	\$309.50
▪ Burnaby Lake Sports Complex West - More than 5 hours	
o 1 Field Reservation	\$232.00
o 2 Field Reservation	\$309.50
o 3 Field Reservation	\$464.00
▪ Other Sports Fields	15% of Gross Sales
▪ Utility Recovery Fee (Concessions in Fieldhouses – per month)	\$16.00

STORAGE	Fee
▪ Equipment storage rental fee (monthly) (Burnaby Lake Sports Complex West and Swangard)	\$41.50
▪ Boat Storage (1,788 square feet) – per square foot (Rowing Pavilion – Burnaby Lake)	\$2.30

OUTDOOR TENNIS COURTS – PER COURT – TOURNAMENT ONLY	Fee
▪ Per Court – per hour	\$9.05

OUTDOOR PICKLEBALL – PER COURT – TOURNAMENT ONLY	
▪ Per Court – per hour	\$6.40
OUTDOOR GROUP FITNESS ACTIVITIES	
▪ Various locations – per activity	\$24.00
ARCHERY RANGE FEE	
▪ Fee per member	\$14.50
MODEL PLANE FLYER FEE	
▪ Fee per member	\$29.00

□ **FILMING & PHOTOGRAPHY FEES**

FILMING APPLICATION FEES	Fee
▪ Student filming application	\$50.00
▪ Minimal Impact Production	\$250
▪ Production Application Fee (non-refundable; applicable for all productions in Burnaby, regardless of filming location)	\$500
▪ On-Location Film Permit (<i>daily charge for on-location filming, per filming day</i>)	\$100
▪ Administration Fee (<i>internal and external, percentage of total production cost before applicable taxes</i>)	20%
▪ Permit Changes During Active Filming	\$300
▪ Commercial Drone Use Permit	\$240
▪ **10% discount on daily on-location film permit fees for clean energy initiatives, as determined by the Film Office	

PARKING LOTS/STREET USE	Fee
▪ Parking Lots, Street Use and Site Rental Fees for Filming & Non-Filming Days (<i>per quotation</i>)	Per quotation

COMMERCIALS/PROFESSIONAL PHOTOGRAPHY/CONTENT CREATION	Fee
▪ Simple (one day) – Minimum staff time, no vans on site, limited props, etc.	\$277.00
▪ Complex (per day, per location) Equipment, props, van on site, supervision	\$400.00
▪ Student filming (film students)	\$0.00

MOVIE/TV SERIES FILMING (Minimum fee per location per day, additional charges may be applicable to some spaces)	Fee
▪ Filming & Non-Filming Days	
○ Parks	By Quote
○ City Facilities	By Quote
○ Student Filming	\$0
▪ Additional Charges	
○ Rescheduling/Cancellations	\$313.00
○ Admin Fee for internal and external film coordination	20%
○ Location rental of City power tie-ins, based on availability. (flat rate, per day)	\$350.00

□ **PICNIC RESERVATIONS**

PICNIC RESERVATIONS	Fee
▪ Up to 100 people	
o Confederation Park, Deer Lake South/West Lawns	\$127.50
o Fraser Foreshore, Barnet Marine Park, Central Park	\$116.50
o BVM Carousel patio (max 7 hours)	\$334.50
▪ Over 100 people	
o Confederation Park, Deer Lake South/West Lawns	\$256.50
o Fraser Foreshore, Barnet Marine Park, Central Park	\$234.00
o BVM Carousel meadow (100–500 ppl, max 7 hours)	\$821.00
o BVM Carousel meadow (500–1000 ppl, max 7 hours)	\$1365.50

□ **SWANGARD STADIUM**

GENERAL – EVENTS	Fee
▪ Base fee - Max 7 hour rental	
o Up to 1,999 people	\$1,154.50
o 2,000 - 3,999 people	\$3,175.00
o 4,000 people & over	\$4,618.00
▪ Additional hours – per hour	\$165.00

COMMUNITY – EVENTS	Fee
▪ Base fee - (maximum 7 hour rental)	
o Up to 1,999 people	\$769.50
o 2,000 - 3,999 people	\$2,116.50
o 4,000 people & over	\$3,078.50
▪ Additional hours – per hour	\$110.00

SCHOOL TRACK MEETS	Fee
▪ Base fee - (min. 4 hours/max. 7 hours rental)	\$769.50

TRACK AND FIELD GROUP PRACTICES	Fee
▪ Group Fee per Season	
o Adult or Mixed Ages	\$1,044.00
o Youth (Under 19)	\$655.50

MISCELLANEOUS	Fee
▪ Lights per hour	\$82.00
▪ Hospitality Room per hour	
o General	\$91.00
o Community	\$64.50
▪ Marquee tents (per tent)	\$406.50

BURNABY CENTRAL SECONDARY SCHOOL TRACK

SCHOOL TRACK MEETS	Fee
▪ Base fee (min. 4 hour/max 7 hours rental)	\$577.50
▪ Additional hours – per hour	\$82.50

TRACK GROUP PRACTICES	Fee
▪ Group fee per Season	
o Adult or Mixed Ages (19 yrs & over) Track & Field group practice	\$783.00
o Youth (under 19 yrs) Track & Field group practice	\$499.00

OUTDOOR SPECIAL EVENTS

EVENTS (Walkathons, runs, weddings, church services, etc.) Note that Civic Square and Edmonds Community Centre there is a 4 hour max.	Fee
▪ Level 1 – per event Staff approval only, site visits or consultation meetings not required. Maximum 100 people, max 3 hrs, including set-up and take-down.	\$73.50
▪ Level 2 – per event Staff approval only, site visits or consultation meetings may be required. Max 8 hrs, including set-up and take-down.	\$220.50
▪ Level 3 – per event Commission and/or Council approval may be required may be required. Site meetings and/or consultation meetings required. Max one day.	\$589.50

Event Participation Fee (For a Table / Station at City Event)	Fee
▪ Per hour – attendance under 5000	
o Non-profit organization	No Charge
o Artisan and Creator	\$8.55
o Commercial Vendor	\$15.50
▪ Per hour – attendance over 5000	
o Non-profit organization	No Charge
o Artisan and Creator	\$17.00
o Commercial Vendor	\$31.00

RACQUET AREA RESERVATIONS

RACQUETBALL/SQUASH	Fee
▪ Court Reservation 45 minute reservation	\$22.00
▪ School Board use (Burnaby) 45 minute reservation	\$6.35

WALLYBALL	Fee
▪ Prime-time Court Reservation, 45 minute reservation	\$22.00
▪ School Board use (Burnaby)	\$12.50

□ **AQUATICS RESERVATIONS**

INDOOR POOL RESERVATIONS (Cost per hour) - Non-Programmed Time	Fee
▪ General per lane (plus staff costs) per hour	\$34.50
▪ General - for full pool (plus staff costs) based on 6 x per lane cost	\$208.00
▪ Community per lane (plus staff costs) per hour	\$14.50
▪ Community - for full pool (plus staff costs) based on 6 x per lane cost	\$87.50

OUTDOOR POOL RESERVATIONS (Cost per hour) – 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.	Fee
▪ Central Park Pool	
o General (plus staff costs)	\$139.00
o Community (practices/preseason, includes 1 lifeguard)	\$83.50
o Swim meets (plus staff costs)	\$83.50
o Community Youth Aquatic Reservation	\$62.50
▪ Kensington/MacPherson/Robert Burnaby	
o General lane reservation (per lane)	\$104.50
o Community Lane Reservation (per lane)	\$72.00
o Swim meets (plus staff costs)	\$72.00
o Community Youth Aquatic Reservation	\$54.00
▪ All Pools	
o General Lane Reservation (per lane)	\$34.50
o Community Lane Reservation (per lane)	\$14.50

□ **ARENAS RESERVATIONS**

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)	Fee
▪ General	
o Prime-time	\$335.00

o Non-prime-time	\$192.00
o Non-prime-time off Hours	\$137.50
▪ Community (not-for-profit sports organizations)	
o Prime-time	\$118.00
o Non-prime-time	\$77.00
▪ Burnaby Schools/Community Youth Groups	
o Weekdays (9am-3pm)	\$58.00
o Burnaby Women's Hockey	\$229.00

BILL COPELAND SPORTS CENTRE (Per hour cost)	Fee
▪ General	
o Prime-time	\$335.00
o Non-prime-time	\$192.00
o Non-prime-time off Hours	\$137.50

BILL COPELAND SPORTS CENTRE (Per hour cost)	Fee
▪ Community (not-for-profit sports organizations)	
o Prime-time	\$135.00
o Non-prime-time	\$89.00
▪ Burnaby Schools/Community Youth Groups	
o Weekdays (9am-3pm)	\$58.00
o Burnaby Women's Hockey	\$229.00

SPECIAL EVENTS (ICE IN OR OUT) (All meeting rooms and use of lobby(ies) are included during events)	Fee
▪ Burnaby Lake, Kensington, Rosemary Brown Arenas	
o General Per day (10 hours)	\$1,739.00
o General Per hour	\$253.00
o General Set-up/Take-down per hour	\$121.00
o Community Per day (10 hours)	\$1,071.50
o Community Per hour	\$136.50
o Community Set-up/Take-down per hour	\$73.00
▪ Bill Copeland Sport Centre	
o General Per day (10 hours)	\$2,757.50
o General Per hour	\$288.50
o General Set-up/Take-down per hour	\$184.00
o Community Per day (10 hours)	\$1,483.50
o Community Per hour	\$156.00
o Community Set-up/Take-down per hour	\$99.00

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	Fee
Burnaby Lake, Kensington, Rosemary Brown Arenas (per hour costs)	
▪ Dry Floor Activities - Prime-Time	

o Burnaby School use (weekdays 9am-3pm)	\$34.50
o Youth (Community)	\$46.50
o Adult	\$106.00
▪ Dry Floor Activities - Non Prime-Time	
o Burnaby School use (weekdays 9am-3pm)	\$34.50
o Youth (Community)	\$37.50
o Adult	\$80.50
▪ Burnaby Lacrosse	
o Junior "A" – prime-time	\$70.50
o Junior "A" – non-prime-time	\$70.50
Bill Copeland Sport Centre	
▪ Dry Floor Activities - Prime-Time	
o Burnaby School use (weekdays 9am-3pm)	\$34.50
o Youth (Community)	\$55.00
o Adult	\$110.00
▪ Dry Floor Activities - Non Prime-Time	
o Burnaby School use (weekdays 9am-3pm)	\$34.50

SUMMER FLOOR RESERVATIONS	Fee
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	
o Youth (Community)	\$45.50
o Adult	\$86.00
▪ Burnaby Lacrosse	
o Junior "A" – prime-time	\$81.50
o Junior "A" – non-prime-time	\$81.50

□ CULTURAL FACILITY RESERVATIONS

GENERAL - SHADBOLT CENTRE THEATRES	Fee
▪ Studio Theatre per day	\$805.00
▪ Weekly rental fee per seat	75% of regular rate
▪ Theatre facility fee per seat	\$3.25
▪ Ancillary revenues (i.e. sale of merchandise, foods, beverage by rental group or organization)	15% of gross

COMMUNITY – SHADBOLT CENTRE THEATRES PERFORMANCES AND RECITALS	Fee
▪ Studio Theatre per day	\$523.50
▪ Weekly rental fee per seat	75% of regular rate
▪ Theatre facility fee per seat	\$3.25
▪ Ancillary revenues (i.e. sale of merchandise, foods, beverage by rental group or organization)	No Charge

GENERAL – CULTURAL SITE RESERVATION	Fee
▪ Shadbolt Centre Outdoor Concert Bowl	\$6,000, base plus 8-15% of gross ticket sales plus 1.00 - \$3.00/seat
o Shadbolt Concert Bowl (set-up and strike days)	\$1,500.00 to \$3,000.00
▪ Shadbolt Centre for the Arts (East Plaza, South Plaza, Meadow West 1 & 2, West Lawn, South Lawn, or Century Gardens)	\$379.50
▪ Civic Square	\$173.50
▪ Burnaby Village Museum Church	
o Wedding / Memorial Service / Baptism	\$514.50
o Intimate Outdoor Wedding (up to 16 people)	\$207.00
o Wedding photos during non-public hours per hour	\$137.50
▪ Burnaby Village Museum Carousel Pavilion (4 hour reservation – up to 263 people)	

GENERAL – CULTURAL SITE RESERVATION	Fee
o With rides	\$1,230.00
o Additional hours per hour	\$244.50
▪ Burnaby Village Museum Entire Site (7 hour max.)	
o Up to 500 people	\$3,366.00
o 501 – 1000 people	\$4,337.00
o 1001 – 1500 people	\$5,292.50
o 1501 – 2000 people	\$6,312.50

SHADBOLT KILN RESERVATIONS (PER FIRING)	Fee
▪ Test Kiln	\$18.50
▪ Electric 6.5 cu. ft. bisque	\$78.50
▪ Electric 10 cu ft. bisque	\$81.50
▪ Electric 6.5 cu. ft. glaze to cone 6	\$95.00
▪ Electric 10 cu. ft. glaze to cone 6	\$97.50
▪ Electric 6.5 cu. ft. cone 9	\$114.50
▪ Electric 10 cu. ft. cone 10	\$118.50
▪ Raku (first three hours)	\$294.00
▪ Raku (additional hours after three)	\$58.00
▪ Sawdust Kiln	\$89.50
▪ Top Hat Gas Kiln	\$178.00
▪ Blaauw Gas Kiln	\$412.50
▪ Soda – glazing included	\$1,531.00
▪ Soda – glazing not included	\$1,172.00
▪ Wood – base price	\$3,699.50

▪ Wood – glazing included	\$4,367.00
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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.

RECREATION CREDIT PROGRAM

BE ACTIVE ANNUAL PASS AND RECREATION CREDIT FOR BURNABY RESIDENTS IN FINANCIAL NEED AS DETERMINED BY THE <u>FAIR PLAY PROGRAM</u> CRITERIA.	Value
▪ Be Active Annual pass per person	As per Schedule F Section A
▪ Credit per person, per year, 14 years of age and under	\$500.00
▪ Credit per person, per year, over 14 years of age	\$250.00

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.

COMPLIMENTARY PASSES	Value
▪ Maximum Per Person, Per Year	\$1,500.00

FEE WAIVERS

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

FEE WAIVERS	Value
▪ Credit per person, per year	\$75,000.00

COURTESY PASSES/PROMOTIONS

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)	Value
▪ Annual maximum value	\$40,000.00

BURNABY VILLAGE MUSEUM PROMOTIONAL COUPONS New Marketing initiatives for museum, i.e. used to promote the attraction	Value
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▪ Annual maximum value	\$15,000.00
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BURNABY VILLAGE MUSEUM COURTESY PASSES	Value
Used for promotional activities, public relations initiatives or to reimburse for disruption in service.	
▪ Annual maximum value	\$10,000.00

EXTRA FEES

ITEMS	Fee
Fees per day unless otherwise noted	
▪ Projector – Intermediate	\$67.00
▪ Projector / AV systems – premium	\$129.50
▪ Flip Chart	\$10.50
▪ Whiteboard with markers	\$10.50
▪ TV (portable)	\$26.00
▪ TV (wall mounted)	\$26.00
▪ Portable Bar	\$33.00
▪ Coffee Urn / Hot Water Dispenser	\$10.50
▪ Linen Tablecloths - Each	\$10.50
▪ Grand Piano (1st day)	\$103.50
▪ Grand Piano (each additional day)	\$51.50
▪ Piano Tuning	\$181.00
▪ Upright Piano (1st day)	\$41.50
▪ Upright Piano (each additional day)	\$20.50
▪ Portable Stage / Pipe and Drape (per section) - Each	\$10.50
▪ Lost/Stolen Key	\$51.50
▪ Extra Power Fee (Shadbolt Site only)	\$310.50
▪ NBA Portable Basketball Hoops (CCSC) - Each	\$51.50
▪ Boxing Equipment (CCSC)	\$103.50
▪ Specialized Fitness Equipment	\$103.50

APPENDIX A

ROOM SIZE CATEGORIES

SMALL ROOMS	
▪ Bill Copeland	Activity Room, Conference Room, Lakeview Room Conference Room
▪ Bonsor	Meeting Room, Multi-purpose Room 3
▪ Bonsor 55+	Activity Room, Conference Room, Lakeview Room Conference Room
▪ Burnaby Lake Arena	Meeting Room
▪ Burnaby Lake West	Meeting Room 1 & 2
▪ Cameron	Arbutus Lounge, Cedar Room, Juniper Room, Willow Room, Hemlock Room, Spruce Room, Maple Room
▪ Lougheed Mall (Cameron	Meeting Room (124a), Meeting Room Large (114),

temporary spaces)	Meeting Room Small (112), Multi-purpose Room (111), Recreation Lounge (100b), Seniors Lounge (101), Recreation Living Room (100a)
▪ Charles Rummel	Committee Room
▪ Christine Sinclair	Conference Room 1, Atrium Lounge, Fireplace Lounge, Multi-purpose Room 6
▪ Confederation	Meeting Room, Civil Defense Building Room, Program Room 1, Program Room 2
▪ Edmonds	Childminding Room, Meeting/Music Room 1 & 2, Multi-purpose Room 3, Youth Lounge
▪ Kensington	Community Room
▪ Rosemary Brown	Meeting Room
▪ Shadbolt	Studio 104, 105 , 20 3, 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
▪ Burnaby Art Gallery	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

MEDIUM ROOMS & SMALL HALLS	
▪ Cameron	Hemlock & Spruce rooms combined
▪ Lougheed Mall (Cameron Temporary spaces)	Activity Room A (102), Activity Room B (103)
▪ Charles Rummel	Main Hall Main Hall
▪ Christine Sinclair	Multi-purpose Room 1, Multi-purpose Room 2, Cardio Functional Training Room, Boxing Studio, Conference Room, Multi-purpose Room 3, 4, 5
▪ Confederation	Program Room 3
▪ Edmonds	Multi-purpose Room 1 &4
▪ Eileen Dailly Pool	Multi-purpose Room
▪ Rosemary Brown	Multi-purpose Room
▪ Shadbolt	Studio 106 & 211
▪ Wesburn	Main Hall
▪ Willingdon	Main Hall Main Hall

LARGE ROOMS	
▪ Alan Emmott	Banquet Hall
▪ Burnaby Art Gallery	Barn Studio

▪ Bonsor	Active Studio, Fitness Dance Studio, Multi-purpose Room 1 & 2 combined
▪ Bonsor 55+	Multi-purpose Room 1 & 2 combined
▪ Burnaby Village Museum	Carousel Activity Room, Discovery Room
▪ Cameron	Evergreen Room
▪ Lougheed Mall (Cameron Temporary spaces)	Activity 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
▪ Burnaby Art Gallery	Fireside Room, Outdoor Verandah and Lawn (combined)
▪ Confederation	Activity Room
▪ Edmonds	Active Studio
▪ Pavillion	Banquet Hall
▪ Shadbolt	Studio 103 & 201 (professional dance only)