

Parks, Recreation & Culture Price List Policy

C002-13

Policy statement

1 This policy sets out a framework for establishing prices for Parks, Recreation & Culture (PRC) services offered to the public.

Purpose of this policy

2 The purpose of this policy is to determine the principles upon which pricing for PRC services will be established.

Application

3 Subject to section 7, this policy covers all PRC services offered by the City through the department.

Interpretation

4 The *Interpretation Bylaw, 2019* applies to this policy.

Definitions

- 5 In this policy
 - "General Manager" means the General Manager, Parks, Recreation & Culture;
 - "PRC price list" means the document that contains the PRC services prices;
 - "PRC services" means any sport, recreational, park, cemetery, artistic, or cultural activity;
 - "PRC services prices" include:
 - (a) cancellation, withdrawal and transfer charges in respect to pre-purchased PRC services;
 - (b) the cost of lessons for any PRC services;
 - (c) the cost of admission for any PRC services;
 - (d) the cost of child-minding services provided on behalf of the City to facilitate participation by a parent or guardian in PRC services;
 - (e) the cost of renting or purchasing equipment or facilities for any PRC services;
 - (f) the cost of providing staff in connection with any equipment or facility rental for any PRC services;
 - (g) damage or security deposits.

Guiding principles

6 (1) The General Manager will establish PRC services prices having regard to the following principles and values:

- (a) an acceptable level of public subsidy is one that adopts a benefits-based approach where those who benefit from PRC services pay a proportionate share of the benefits received;
- (b) cost recovery;
- (c) removing barriers to access;
- (d) promoting a healthy lifestyle;
- (e) encouraging active participation;
- (f) promoting inclusion.
- (2) The General Manager will monitor, assess, and adjust PRC services prices having regard to the principles set out in this policy and the City's most recently adopted annual financial plan.
- (3) The PRC price list will be available to the public including, where practical:
 - (a) in the Parks, Recreation & Culture marketing materials,
 - (b) at City-operated recreation centres,
 - (c) on the Parks, Recreation & Culture program registration system, and
 - (d) on the City website.

Exclusions

7 This policy does not apply to fees required to be established by bylaw in accordance with the Community Charter.

Prohibitions

8 None.

Related procedures, guidelines and publications

- **9** The following document is related to this Policy:
 - (a) C004-05 Parks, Recreation & Culture (PRC) Subsidy Program Policy.

Waiving of requirements

- (1) Except in accordance with a promotional or subsidy program established and available to a defined class of persons, to the public generally, or as determined by Council, the PRC services prices established in accordance with this policy may not be waived or reduced on an individual basis.
 - (2) A promotional or subsidy program for a defined period of time may be established by the General Manager, Parks, Recreation & Culture provided corresponding third-party revenue is received to replace the anticipated revenue resulting from PRC services prices.
 - (3) The eligibility criteria for any promotional or subsidy program referenced in section (1) will be publicly available.

APPROVED on May 27, 2019 REVISED on May 13, 2025