



Parks, Recreation & Culture Program and Activity Prices Policy

C002-13

Policy statement

- 1 This policy sets out a framework for establishing prices for Parks, Recreation & Culture programs and activities offered to the public.

Purpose of this policy

- 2 The purpose of this policy is to determine the principles upon which pricing for Parks, Recreation & Culture programs and activities will be established.

Application

- 3 This policy covers all programs and activities offered by the City through the Parks, Recreation & Culture 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;
 - “**program or activity**” means any sport, recreational, artistic, or cultural activity;
 - “**programming and activity prices**” include:
 - (a) cancellation, withdrawal and transfer charges in respect of a pre-purchased program or activity;
 - (b) the cost of lessons for any program or activity;
 - (c) the cost of admission for any program or activity;
 - (d) the cost of child-minding services provided on behalf of the City to facilitate participation by a parent or guardian in a program or activity;
 - (e) the cost of renting equipment or facilities for any program or activity;
 - (f) the cost of providing staff in connection with any equipment or facility rental for any program or activity;
 - (g) the cost of food or beverages sold by the City;
 - (h) skate sharpening;
 - (i) damage or security deposits.

Guiding principles

- 6 (1) The General Manager will establish programming and activity 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 programming and activities 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 cause programming and activity prices to be periodically monitored, assessed and adjusted having regard to the principles set out in this policy and the City's most recently adopted financial plan.
- (3) Programming and activity prices will be available to the public including, where practical:
- (a) in the Parks, Recreation & Culture Program Guide,
 - (b) at City-operated recreation centres,
 - (c) on the Parks, Recreation & Culture program booking website, 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, including, for example, fees for the use of land at a City-owned park.

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.

Waving of requirements

- 10 (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 programming and activity 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 the programming and activity 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 28, 2024