



DISTRICT OF HIGHLANDS BYLAW NO. 307

A BYLAW TO PROVIDE FOR FEES AND CHARGES PAYABLE FOR SERVICES AND FACILITIES TO THE WEST SHORE
PARKS AND RECREATION

WHEREAS the District established a service for parks, recreation and community services pursuant to the Parks, Recreation and Community Service Establishment Bylaw No. 170, 2001;

AND WHEREAS pursuant to section 194 of the *Community Charter* Council may, by bylaw, impose a fee or charge payable in respect of all or part of a service of the municipality or the exercise of regulatory authority by the municipality;

AND WHEREAS Council wishes to authorize and impose the fees and charges payable for use of the services and facilities at the Juan de Fuca Recreation Centre, which fees and charges must also be authorized by the other local government owners of the Juan de Fuca Recreation Centre;

NOW THEREFORE the Council of the District of Highlands, in open meeting assembled, enacts as follows:

1. Citation
This Bylaw may be cited for all purposes as the “**West Shore Parks and Recreation Fees and Charges Bylaw No. 307, 2008**”.
2. Rescind
Rescind “West Shore Parks and Recreation Society Fees and Charges Bylaw No. 303, 2008” in its entirety and replace with “West Shore Parks and Recreation Fees and Charges Bylaw No. 307, 2008”.
3. Imposition of Fees and Charges
That Council hereby authorizes and imposes the fees and charges for use of the services and facilities at the Juan de Fuca Recreation Centre in the amounts set out in Schedule “A” to this Bylaw.

As an exception to the fees and charges set out in Schedule “A”, those classes of persons described in Schedule “B” to this bylaw shall pay those fees and charges, if any, for the use of services and facilities at the Juan de Fuca Recreation Centre as set out in Schedule “B”.

The fees and charges established under this Bylaw shall come into effect on September 1, 2008 and continue until August 31, 2009.

| | | | | |
|-------------------------|------------------|--------|---------|------|
| READ A FIRST TIME this | 21 st | day of | July, | 2008 |
| READ A SECOND TIME this | 21 st | day of | July, | 2008 |
| READ A THIRD TIME this | 21 st | day of | July, | 2008 |
| ADOPTED this | 18 th | day of | August, | 2008 |

Mayor

Acting Corporate Officer

SCHEDULE "A" to Bylaw No. 307

[For Juan de Fuca Parks and Recreation located at 1767 Island Highway, Victoria, B.C. V9B 1J1]

FEES AND CHARGES

September 1, 2008 to August 31, 2009

GENERAL ADMISSION FEES (*Pool, Weightroom, Arena*);

| <i>Category</i> | <i>Individual</i> | <i>Books of Tickets</i> | | <i>Passes</i> | | |
|-----------------------|-------------------|-------------------------|-------------------|---------------------|---------------------|---------------|
| | | <i>Book of 10</i> | <i>Book of 20</i> | <i>1 Month Pass</i> | <i>3 Month Pass</i> | <i>Annual</i> |
| Adult (19 – 54 yrs) | 5.50 | 49.50 | 88.00 | 51.00 | 130.00 | 367.00 |
| Senior (55+ yrs.) | 4.00 | 36.00 | 64.00 | | | |
| Student (13 – 18 yrs) | 4.00 | 36.00 | 64.00 | | | |
| Child (6 - 12 yrs) | 2.90 | 26.00 | 47.00 | | | |
| Family (max. 5) | 11.00 | 99.50 | | | | |
| Childminding | 2.00 | 18.00 | | | | |

GOLF COURSE

| <i>Green Fees / Rentals</i> | <i>Summer {April 1 – September 30}</i> | <i>Winter {October 1 – March 31}</i> |
|--|--|--|
| Adult | 12.75 | 9.00 |
| Youth (8 – 16 yrs) (any time, 9 holes) | 9.00 | 9.00 |
| Family (max. 4 – 2 adults) (any time, 9 holes) | 40.00 | n/a |
| Extra Rounds (any time, 9 holes) | 9.00 | 9.00 |
| Club Rentals | 7.00 | 7.00 |
| Cart Rentals | 4.50 | 4.50 |

SCHEDULE "A" to Bylaw No. 307 continued....

FACILITY RENTALS

| | | Rental Rates per Group (Per Hour + GST) | | | | |
|----------------------------------|---|--|--|---------------------------------|-----------------------------|----------------------------|
| Facility | Description | Youth | Adult | | Community | Commercial |
| JdF Arena - Ice | 17,000 sq.ft. 950 bleacher seats | 104.5 | 192.00 | 145.15 <i>after 11:30p.m</i> | | 201.15 p/hr Pacific Cup |
| JdF Arena - Summer Ice | | 104.35 | 127.60 | | | |
| JdF Arena - Dry Floor | | 43.65 | 63.60 | | 877.50 <i>per day</i> | 1565.45 <i>per day</i> |
| Bear Mountain Arena - Ice | 2300 seats | 104.35 | 192.00 | 145.15 <i>after 11:30p.m</i> | 1,763.000 <i>per day</i> | 3,526.00 <i>per day</i> |
| Bear Mountain Arena - Summer Ice | | 104.35 | 192.00 | 145.15 <i>after 11:30p.m</i> | 1,763.00 <i>per day</i> | 3,526.00 <i>per day</i> |
| Bear Mountain Arena - Dry Floor | | 43.65 | 63.60 | | 1,763.00 <i>per day</i> | 3,526.00 <i>per day</i> |
| Clubhouse Changeroom | | 8.80 | 8.80 | | | |
| Curling Rink – Dry Floor | 18,720 sq.ft. | 43.65 | 63.60 | | 877.50 <i>per day</i> | 1,565.40 <i>per day</i> |
| Curling Rink – Ice | 18,720 sq. ft. | 30.65 <i>per Junior</i> | <i>Daytime</i> 39.80 <i>1 sheet</i> 318.40 <i>8 sheets</i> <i>Night, Mini Spiel, Misc</i> 66.80 <i>1 sheet</i> 534.40 <i>8 sheets</i> <i>Interclub</i> 22.00 <i>1 sheet</i> 180.00 <i>8 sheets</i> | | | |
| Fieldhouse Changerooms 1-4 | Lockers/showers | 8.25 | 11.00 | | | |
| Large Rooms | licensed lounge seats 145 – overlooks Curling and Arena | 21.40 | 27.70 | | 297.50 | No Fee with Catering |
| ➤ Lookout Lounge | | | | | | |
| ➤ Galleon Room | 2,900 sq.ft. | 21.40 | 27.70 | | 297.50 | No Fee with Catering |
| ➤ Kinsmen Fieldhouse | fully catered kitchen Seats 80. Suitable for Weddings, etc. | 21.40 | 27.70 | | 297.50 | No Fee with Catering |
| ➤ Seniors Hall | 2,470 sq.ft. – seats 185. 432 sq.ft. - elevated stage | 21.40 | 27.70 | | 297.50 | No Fee with Catering |

| FACILITY RENTALS continued... | | | | | | |
|--|--|--------------------|--------------------|--|--|--|
| Small Rooms | | | | | | |
| ➤ Boardroom | 420 sq. ft. | 11.95 | 21.40 | | | |
| ➤ Gllangcolme Room | 560 sq.ft. | 11.95 | 21.40 | | | 27.70 p/hr |
| ➤ Spinnaker Room | 420 sq.ft. | 11.95 | 21.40 | | | 27.70 p/hr |
| ➤ Clubhouse | | | | | | |
| ➤ Upper | 730 sq. ft. | 11.95 | 21.40 | | Upper-3 day flat rate | 27.70 p/hr |
| ➤ Lower | 730 sq.ft. | | | | Adult-\$137.75 Youth-\$110.20 | |
| Swimming Pool | 25 meters in length – 8 lanes with adventure pool with 7.5 meter slide | 76.05 no guard | 171.90 no guard | | | |
| Weight Room | 3500 sq.ft. weight training and cardio equipment | general admission | | | | |
| OUTDOOR FACILITIES | | | | | | |
| Beach/Sand Volleyball Courts (per court) | | 11.00 | 11.00 | | | |
| BMX Track | | leased | | | | |
| Ball Diamonds | | 13.20 2 hr. min | 26.40 2 hr min | | <i>Commercial Youth</i> 26.40 2 hr min | <i>Commercial Adult</i> 52.80 2 hr min |
| Playing Fields | | 6.60 | 13.20 | | 26.40 2 hr min | 52.80 2 hr min |
| Field 1 & 3 lights | | 12.85 | 12.85 | | | |
| Field 2 lights | | 25.70 | 25.70 | | | |
| Golf Course | 9-hole, Par 3 course | See Golf Course | | | | |
| Jogging Track | | No Fees | | | | |
| Lacrosse Box | | 6.60 | 13.20 | | | |
| Lacrosse Box Lights | | 6.60 | 6.60 | | 6.60 | |
| Lawn Bowling | | Leased | | | | |
| Picnic Shelter | | 8.40 | 8.40 | | | |
| Tennis Courts (per court) | | | | | 5.55 | |
| Velodrome | | | | | | |
| ➤ Track | | 6.60 | 13.20 | | | |
| ➤ Turf | | 13.75 | 27.55 | | | |
| ➤ Track Lights | | 24.85 | 24.85 | | | |
| ➤ Field Lights | | 21.20 | 21.20 | | | |

PERMIT FEES - \$10

REGISTERED PROGRAM REVENUE

Registered Program fees are established at each program season based on the costs to run the program and to ensure the expected return is achieved.

SCHEDULE "B"

West Shore Parks and Recreation - Personnel Policy & Procedures Manual

WSPRS - Policy 3.5.4:

Facility Passes & Golf Privileges for Staff, Board Members and Municipal Employees

POLICY

As part of a health and wellness plan for staff, board members and municipal employees, the Society provides access to the use of its recreational facilities.

PURPOSE

To provide administrative guidelines for the assignment of facility use and golf privileges to the Staff of the Juan de Fuca Recreation Centre; Members of the Society's Board of Directors; and Employees of the City of Colwood, the City of Langford, the Districts of Highlands and Metchosin, and the Town of View Royal. "Facility Use" means free access to the weight room, swimming pool, skating rink and some drop-in fitness classes. All Staff are required to have Staff ID Cards as a requirement of their employment. These ID Cards will also permit access for facility use and golf privileges. Staff ID Cards are processed through the Front Reception desk during normal hours of operation.

PROCEDURE

Board Members

BOARD MEMBERS

Facility use privileges will be assigned at no cost to the ***Board member and his/her immediate family***. For this purpose, "***immediate family***" will be considered as:

- ❖ the Board member
- ❖ the Board member's spouse/partner living in the same household
- ❖ the Board member's dependent children (under the age of 19 years) living at home.

Board Members' facility use privileges will be based on their terms of office (ie: from January to December of each calendar year for the duration of their term.) Board Members and their families will require ID Cards to access these privileges. ID Cards are processed through the Front Reception desk during normal hours of operation.

Auxiliary Employees

Auxiliary Employees (***employee only***) are entitled to facility use privileges for the duration of their employment with the Society. These privileges will not normally extend beyond one season/session at a time.

Continued...

SCHEDULE "B" continued

West Shore Parks and Recreation Society - Personnel Policy & Procedures Manual

Regular Employees or Regular Part-Time Employees

Regular RFT / RPT staff members and members of his/her immediate family are entitled to facility use privileges. For this purpose, "**immediate family**" will be considered as:

- ❖ *the employee*
- ❖ *the employee's spouse/partner living in the same household*
- ❖ *the employee's dependent children, under the age of 19 years, living at home.*

These passes are normally issued on a yearly basis. There will be a \$5.00 fee for each card issued to family members.

Common-law arrangements must have duration of one year, as a minimum. Facility passes are not issued to in-laws, mothers, fathers, sisters, brothers, or their children, or to employee's children who no longer reside at home. Any extenuating circumstances can be addressed with the Administrator for consideration.

Board / Employee Golf Privileges

With their ID Card, Board Members and regular employees (part-time or full-time) are permitted to play **one round of golf per week** during designated times (Tues., Wed., Thurs.) during "twilight" hours. This privilege **does not** extend to family members and/or friends. There is a sign-in sheet in the Pro-Shop which must be signed before playing a round.

Staff Retirement Pass

In recognition of long time service, an employee who retires from the West Shore Parks & Recreation Society, upon serving a minimum of 20 years, will receive a lifetime pass to the Juan Fuca Recreation Centre facilities for drop-in programs, including golf. The pass is not valid for any of our registered programs.

Municipal Employees Facility Discount

Employees of the City of Colwood, City of Langford, District of Metchosin, District of Highlands, and Town of View Royal will be eligible for a 50% discount on a three-month pass and an annual pass for drop-in programs. This discount will not be extended to registered programs, for the Golf Course, or for any special promotions.