

THE CORPORATION OF THE DISTRICT OF OAK BAY

**BYLAW NO. 4777**

*(Amended by Bylaw No. 4814)*

**CONSOLIDATED FOR CONVENIENCE TO APRIL 25, 2022**

***A Bylaw to Establish Fees and Charges for Parks, Recreation and Culture***

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The Municipal Council of The Corporation of the District of Oak Bay, in open meeting assembled, enacts as follows:

**1 DEFINITIONS**

In this Bylaw, the following words shall have the following meanings:

- 1.1 **ADULT** means an individual who is between the ages of nineteen (19) years and fifty-nine (59) years.
- 1.2 **CHILD** means an individual who is between six (6) years of age and twelve (12) years of age.
- 1.3 **COMMERCIAL** means any organization involved in activities of commerce which are intended for an exchange on the market with the goal of earning profits.
- 1.4 **FAMILY** means a maximum of two (2) adults and three (3) individuals under 19 years of age; or maximum of one (1) adult and four (4) individuals under 19 years of age.
- 1.5 **NON PRIME TIME** means the period of time beginning at midnight (12:00am) and ending at 7:59am.
- 1.6 **OCCASIONAL USER** means an individual or organization that rents the specified facility less than the number of hours indicated to be a Regular User.
- 1.7 **PRIME TIME** means the period of time beginning at 8:00am and ending at 11:59pm.
- 1.8 **REGIONAL PASSES** means an annual pass allowing drop-in to 14 of Greater Victoria Recreation Centres and includes Oak Bay Recreation Centre and Henderson Recreation Centre.
- 1.9 **REGULAR USER** means an individual or organization that rents the respective facility for more than the indicated number of hours per season, as specified in Schedule 1.

- 1.10 **RENTAL RATE** means the rate established for each rental area expressed in terms of a definitive unit of time (ie per hour), as specified in Schedule 1.
- 1.11 **SCHOOL** means a public or private school that provides teaching for any grade from kindergarten through grade twelve.
- 1.12 **SECURITY DEPOSIT** means money held in trust when a patron rents or uses uniforms, equipment, or facilities owned by the District.
- 1.13 **SENIOR** means an individual who is sixty (60) years of age or older.
- 1.14 **STUDENT** means an individual who is (13) thirteen years of age or older who attends a post-secondary institution and produces a valid student card at the time of purchase.
- 1.15 **SUMMER** means the period between May 1<sup>st</sup> – August 31<sup>th</sup>.
- 1.16 **YOUTH** means an individual who is between thirteen (13) years and eighteen (18) years of age.

## 2 FEES AND CHARGES

- 2.1 The District of Oak Bay imposes fees for the provision of District Parks, Recreation and Culture Services and the use of District facilities as specified in Schedule 1 which is attached hereto and forms part of this Bylaw.
- 2.2 All fees in Schedule 1 exclude applicable taxes, unless stated otherwise. Applicable taxes will be added upon purchase.
- 2.3 Children aged 5 and under have free admission to Aquatic and Arena drop-in sessions.

*(\*\* Bylaw No. 4814, adopted April 25, 2022)*

- 2.4 Punch passes expire two (2) years from the date of purchase.
- 2.5 Annual passes, 5 week passes, and 4 month passes are non-transferrable.
- 2.6 Annual passes, 5 week passes, and 4 month passes include unlimited use of drop-in swimming, fitness studio, skating, duffer hockey, badminton, pickle ball, table tennis and designated group fitness classes, subject to space availability.
- 2.7 Hourly use of staff and equipment are available only in conjunction with associated facility rental.
- 2.8 Facility / Parks Rentals

- 2.8.1 All rental availability is dependant upon the Centre's hours of operation.

- 2.8.2 Rentals include use of space and generally include tables, chairs, and a normal complement of staff (if applicable).
- 2.8.3 A security deposit of a minimum of ten (10) percent may be required for facility / field rentals which will be used to cover the cost of repairs relating to damages of facilities or equipment resulting from user misuse or vandalism. Any amount over and above the security deposit will be recovered from the user. The cost of repairs will include cost of materials, contractors' fees, vehicle use and staff time charged at full payroll costs. Security deposits are refundable unless the items are not returned or if the facility has incurred damage.
- 2.8.4 For group rentals, excepting established, long-term users, payment is due before using the facility.

**3 SEVERABILITY**

If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the Bylaw is deemed valid.

**4 CITATION**

This Bylaw may be cited as the *Parks, Recreation and Culture Fees and Charges Bylaw No. 4777, 2021*.

READ a first time on this the	10th	day of	May, 2021
READ a second time on this the	10th	day of	May, 2021
READ a third time on this the	10th	day of	May, 2021
THIRD READING RESCINDED the	25th	day of	May, 2021
READ a second time, as amended, the	25th	day of	May, 2021
READ a third time on this the	25th	day of	May, 2021
ADOPTED on this the	25th	day of	May, 2021

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Kevin Murdoch, Mayor

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Selina Williams, Corporate Officer

Sealed with the Seal of The Corporation  
of the District of Oak Bay

## SCHEDULE 1 – Parks, Recreation and Culture Fees and Charges Bylaw

Note:

1. All fees are exclusive of tax (unless noticed otherwise), which will be added, if applicable.
2. Rental rates for Commercial organizations are 200% of published rates.

<b>Aquatics/Arena/Fitness</b>						
<b>Drop In Admissions: (tax included)</b>	<b>Adult</b>	<b>Senior</b>	<b>Student</b>	<b>Youth</b>	<b>Child</b>	<b>Family</b>
Single Admission	\$ 6.75	\$ 5.25	\$ 5.25	\$ 5.25	\$ 3.40	\$ 13.50
Extra child on family ticket (each)						\$ 1.25
10 Punch Pass	\$ 50.75	\$ 39.50	\$ 39.50	\$ 39.50	n/a	\$ 12.15
25 Punch Pass	\$ 126.50	\$ 98.50	\$ 98.50	\$ 98.50	n/a	\$ 10.13
Five (5) Week Pass	\$ 73.50	\$ 56.25	\$ 56.25	\$ 56.25	n/a	n/a
Four (4) Month Pass	\$ 197.50	\$ 153.00	\$ 153.00	\$ 153.00	n/a	n/a
Annual Pass	\$ 385.00	\$ 385.00	\$ 385.00	\$ 169.00	\$ 169.00	\$ 854.50
<b>Special Admissions: POOL (tax included)</b>						
Midnight Swim	\$ 3.00	\$ 3.00	\$ 3.00	n/a	\$ 3.00	\$ 6.00
Early Bird Swim	\$ 5.05	\$ 3.95	\$ 3.95	n/a	\$ 2.55	\$ 10.50
Extra child on family ticket (each)						\$ 1.25

<b>Special Admissions: ARENA (tax included)</b>	<b>Effective 1-Sep-22</b>
Parent & Preschool	\$ 6.30
Parent & Child Hockey	\$ 7.90
Duffer	\$ 6.75
Late Night Skates - Tuesday	\$ 3.00
Skate Rental - Each	\$ 3.50
Skate Rental - 10 card punch	\$ 26.25
Skate Rental - Late night (each)	\$ 2.00
Skate Sharpening	\$ 7.85

<b>Facility Rentals</b>	<b>Effective 01-Sep-2022</b>	
	<b>Prime Time</b>	<b>Non Prime Time</b>
<b>Rentals: ARENA (all rates per hour)</b>		
Ice Rental (Sept 1 - April 30)	\$ 267.25	\$ 176.45
Oak Bay Minor Hockey/Figure Skating	\$ 137.70	\$ 122.40
Summer Ice Rental	\$ 187.70	\$ 116.30
Summer Ice Rental - Regular booker (Min 20/hrs/week)	\$ 131.60	
School Ice Rental (Other than SD61)	\$ 208.10	
<b>Rentals: AQUATICS (all rates per hour)</b>		
Schools - Per 1/4 pool	\$ 31.10	
Single Lane Fee	\$ 15.30	
<b>Rentals: COMMUNITY RECREATION</b>		
Badminton/Pickleball Rent A Court - Tax included	\$ 14.90	
<b>Administration Fees: Pass Cancellations</b>	<b>\$ 25.00</b>	
<b>Note: Rentals for commercial organizations at 200% of regular rental rates.</b>		

## SCHEDULE 1 – Parks, Recreation and Culture Fees and Charges Bylaw

<b>Green Fees (including applicable tax)</b>			
<b>9 Holes without equipment</b>	<b>Effective 01-Mar-2023</b>		
	Single	5-9 tickets (ea)	10+ tickets (ea)
Adult	\$ 10.85	\$ 10.20	\$ 8.15
Child (up to 12 years)	\$ 5.45	\$ 4.95	\$ 4.10
Student/Youth	\$ 7.80	\$ 7.05	\$ 5.85
Senior	\$ 7.80	\$ 7.05	\$ 5.85
Family	\$ 21.75	\$ 19.60	\$ 16.30
<b>Equipment Package (2 clubs &amp; 2 balls each)</b>	\$ 6.45		
<b>Second Round (includes equipment)</b>		<b>Effective 01-Mar-2023</b>	
Adult		\$ 5.45	
Child (up to 12 years)		\$ 2.70	
Student/Youth		\$ 4.00	
Senior		\$ 4.00	
Family		\$ 10.85	
<b>Golf Group Rate (10 people or more) - each</b>		<b>Effective 01-Mar-2023</b>	
Adult		\$ 7.80	
Child (up to 12 years)		\$ 4.00	
Student/Youth		\$ 5.90	
Senior		\$ 5.90	
<b>Golf Passes</b>	<b>Effective 01- Mar-2023</b>		
	Adult	Student/Youth	Family
Season Pass*	\$ 295.80	\$ 187.70	\$ 588.55
Two (2) month pass	\$ 117.30	\$ 93.85	\$ 235.60
Annual Passholder add-on	\$ 119.35	\$ 59.15	\$ 177.50
Club Rental - Single	\$ 2.05		
Club Rental - Set	\$ 4.50		
*Season is March 1 through November 30, weather permitting			

## SCHEDULE 1 – Parks, Recreation and Culture Fees and Charges Bylaw

<b>Indoor Sports Fields, Tennis, Monterey Centre (including applicable tax)</b>		
	<b>Effective 01-Sep-2022</b>	
<b>Indoor Sport Field: Rentals</b>	<b>Prime Time</b>	<b>Non Prime</b>
Regular (>10 hours)	\$ 95.65	\$ 78.00
Occasional User (<10 hours)	\$ 116.30	\$ 96.25
Summer (5pm and later)	\$ 59.15	
<b>Indoor Sport Field: Tournaments (Regular renters)</b>	<b>Effective 01-Sep-2022</b>	
12 hour tournament (8 am to 8 pm)	\$ 543.65	
6 hour tournament (8 am - 2 pm)	\$ 270.30	
<b>Indoor Tennis</b>	<b>Effective 01-Sep-2022</b>	
Indoor Court fees (per hour)	\$ 32.65	\$ 16.30
Indoor Court fees - summer (per hour)	\$ 16.30	
Indoor Court fees - Kids court	\$ 16.30	
<b>Outdoor Tennis/Pickleball</b>	<b>Effective 01-Apr-2022</b>	
Outdoor Tennis/Pickleball	\$ 9.70	
Outdoor Lighted Tennis/Pickleball	\$ 12.75	
Ball Machine	\$ 7.95	
<b>Monterey Centre</b>	<b>Effective 01-Sep-2022</b>	
Annual Membership	\$ 51.00	
Parking	\$ 13.50	
Drop in Cards - Members	\$ 2.25	
Drop in Cards - Non-members	\$ 3.25	

<b>Henderson and Monterey Rentals</b>	
	<b>Effective 1-Sep-22</b>
Quail/Discovery/Muffin Nook/Bamboo/Pine/Dogwood/Fir (per hour)	\$ 42.45
Gym - Henderson (per hour)	\$ 59.15
Garry Oak Room - Monterey (without catering) - (all day)	\$ 719.10
Garry Oak Room - Monterey (with catering) - (all day)	\$ 432.50
Garry Oak Room - Monterey (per hour)	\$ 121.35
Douglas Fir - Monterey (without catering) - (all day)	\$ 394.75
Douglas Fir - Monterey (with catering) - (all day)	\$ 197.85
Douglas Fir - Monterey (per hour)	\$ 77.00
<b>Henderson/Monterey rentals for commercial organizations - 200% of rate.</b>	

## SCHEDULE 1 – Parks, Recreation and Culture Fees and Charges Bylaw

<b>Windsor Pavilion and Neighbourhood Learning Centre (NLC)</b>			
<b>Effective 01-Sept-2022</b>			
	Hourly	4 hour rental	Hourly
<b>RENTALS: Regular Users (&gt;20 hours per season)</b>			(after 4 hours)
One Meeting room (1 or 2)	\$ 31.60	\$ 92.30	\$ 19.40
One Sports room (1 or 2)	\$ 31.60	\$ 92.30	\$ 19.40
One NLC room (3 or 4)	\$ 31.60	\$ 92.30	\$ 19.40
Two Meeting rooms (1 & 2)	\$ 57.15	\$ 132.60	\$ 29.60
Two Sports rooms (1 & 2)	\$ 57.15	\$ 132.60	\$ 29.60
Two NLC rooms (3 & 4)	\$ 57.15	\$ 132.60	\$ 29.60
Rotary Hall	\$ 42.35	\$ 127.00	\$ 29.60
Changerooms (with field booking)	\$ 3.35	each	
<b>RENTALS: Occasional Users (&lt;20 hours per season)</b>			
One Meeting room (1 or 2)	\$ 43.85	\$ 121.40	\$ 26.00
One Sports room (1 or 2)	\$ 43.85	\$ 121.40	\$ 26.00
One NLC room (3 or 4)	\$ 43.85	\$ 121.40	\$ 26.00
Two Meeting rooms (1 & 2)	\$ 75.50	\$ 173.45	\$ 39.30
Two Sports rooms (1 & 2)	\$ 75.50	\$ 173.45	\$ 39.30
Two NLC rooms (3 & 4)	\$ 75.50	\$ 173.45	\$ 39.30
Rotary Hall	\$ 53.55	\$ 160.65	\$ 39.30
Changerooms (with field booking)	\$ 3.35	each	
Teen Centre - with one attendant	\$ 127.50	For two hour rental	
<b>Rental rates for commercial organizations are 200% of published rates.</b>			
<b>EQUIPMENT RENTAL: Windsor Pavillion and NLC</b>			<b>Effective 1-Sep-22</b>
25" TV VCR & DVD Combo			\$ 33.65
Portable Sound System & Microphone			\$ 16.65
Flip Chart (no paper & pens)			\$ 7.45
Lectern			\$ 10.20
Coffee Urn			\$ 12.75
Projector Screen			\$ 10.60
LCD Projector and Screen			\$ 33.15
BBQ Rental/Cleaning			\$ 36.00
<b>Staff: Hourly rates are in addition to rental charge. Staff costs are invoiced at current rate of pay plus benefit costs.</b>			

## SCHEDULE 1 – Parks, Recreation and Culture Fees and Charges Bylaw

<b>Park Permits</b>	
	<b>Effective</b>
	<b>1-Sep-22</b>
Rental Fee - Youth Regular (per hour)	\$ 8.40
Rental Fee - Adult Regular (per hour)	\$ 16.80
Tournaments/Special Events (per day)	\$ 76.95
Lighted Bookings at Henderson (per hour)	\$ 8.40
Windsor Practice Lights (per hour)	\$ 8.40
Annual Allotment Garden Fee - small plot	\$ 45.60
Annual Allotment Garden Fee - large plot	\$ 67.85
Weddings, Celebrations and Commercial Events in a park (up to 4 Hrs)	\$ 125.20

<b>Film Production</b>	
	<b>Effective</b>
	<b>1-Sep-22</b>
Filming Application and Permit	\$ 153.00
Addendums (additions to original permits)	\$ 76.50
Damage Deposit	\$ 1,020.00
Municipal Street Use (per block, per day)	\$ 153.00
Municipal Lot Parking	\$ 300 - \$ 500
Municipal Representative/Staff other than Enforcement	2 x Pay Rate
Oak Bay Marina Circus Parking (excluding crew parking)	\$ 510.00
Closures: Main Street Per Day	\$ 1,020.00
Closures: Sidewalk/Lane Per Day	\$ 205.00

(\*\* Bylaw No. 4814, adopted April 25, 2022)