



**Parks, Recreation and Culture Fees and Charges Bylaw No. 4777, 2021**  
**(With Amendments to June 23, 2025)**

**Consolidated for Convenience Only**

This consolidated is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and application of the bylaws of this subject.

Bylaw No. 4814, 2020 – Adopted

Bylaw No. 4838, 2021 – Adopted

Bylaw No. 4876, 2024 – Adopted July 8, 2024

Bylaw No. 4911, 2025 – Adopted June 23, 2025

THE CORPORATION OF THE DISTRICT OF OAK BAY

**BYLAW NO. 4777**

*(Amended by Bylaws No. 4814, 4838, 4876, and 4911)*

**CONSOLIDATED FOR CONVENIENCE TO JUNE 23, 2025**

***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 19-59 YRS** means an individual who is between the ages of nineteen (19) years and fifty-nine (59) years.  
*(\*Bylaw 4838, adopted June 12, 2023)*
- 1.2 **CHILD** means an individual who is between six (6) years of age and twelve (12) years of age.
- 1.3 **COMMERCIAL USER** means any organization involved in activities of commerce which are intended for an exchange on the market with the goal of earning profits.  
*(\*Bylaw 4838, adopted June 12, 2023)*
- 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 up to four (4) individuals under 19 years of age.  
*(\*Bylaw 4838, adopted June 12, 2023)*
- 1.5 **NON PRIME TIME** means the period of time of non-peak demand as defined by each specific facility, as specified in Schedule 1.  
*(\*Bylaw 4838, adopted June 12, 2023)*
- 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 of peak demand as defined by each specific facility, as specified in Schedule 1.

(\*Bylaw 4838, adopted June 12, 2023)

- 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 **ADULT 60+ YRS** means an individual who is sixty (60) to eighty-nine (89) years.  
(\*Bylaw 4838, adopted June 12, 2023)
- 1.14 **STUDENT 19+** means an individual who is (19) nineteen years of age or older who attends a post-secondary institution and produces a valid student card at the time of purchase.  
(\*Bylaw 4911, adopted June 23, 2025)
- 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.
- 1.17 **CHILD 5 YRS AND UNDER** means an individual who is less than six (6) years of age;  
(\*Bylaw 4838, adopted June 12, 2023)
- 1.18 **LIFETIME 90+ YRS** means an individual who is ninety (90) years of age or older  
(\*Bylaw 4838, adopted June 12, 2023)

## 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 years and under, and Adults aged 90 years and older, have free admission to Aquatic, Fitness and Arena drop-in sessions.  
(\*Bylaw No. 4814, adopted April 25, 2022)  
(\*Bylaw 4838, adopted June 12, 2023)
- 2.4 Per visit passes expire two (2) years from the date of the purchase.  
(Bylaw No. 4876, adopted July 8, 2024)
- 2.5 Annual passes, one month passes, and 3 month passes are non-transferrable.  
(\*Bylaw 4838, adopted June 12, 2023)
- 2.6 Annual passes, one month passes, and 3 month passes include unlimited use of drop-in swimming, fitness studio, skating, duffer hockey, badminton, pickleball, table tennis and designated group fitness classes, subject to space availability.  
(\*Bylaw 4838, adopted June 12, 2023)
- 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 dependent upon the Facility's hours of operation.  
(\*Bylaw 4838, adopted June 12, 2023)
- 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.
- 2.9 The Director of Parks, Recreation and Culture has the authority to negotiate fee changes for the benefit of the District.

**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**

1. All fees are exclusive of tax (unless noted otherwise), which will be added, if applicable.
2. Rental rates for Commercial organizations are 200% of published rates.
3. Prime Time and Non-Prime Time are defined as follows:
  - a. **INDOOR SPORTS FIELD**
    - i. Prime Time - Monday-Friday 5:00pm-9:00pm and Saturday/Sunday 9:00am-9:00pm
    - ii. Non-Prime Time – Monday-Friday 6:00am-5:00pm/9:00pm-12:00am and Saturday/Sundays 6:00am-9:00am (excludes statutory and school holidays)
    - iii. Summer – Daily 5:00pm-12:00am
  - b. **ARENA**
    - i. Prime Time - 8:00am-12:00am
    - ii. Non-Prime Time - 12:00am-8:00am
    - iii. Summer Prime Time - 8:00am-12:00am
    - iv. Summer Non-Prime Time - 12:00am-8:00am
  - c. **INDOOR TENNIS COURTS**
    - i. Prime Time – Monday-Friday 8:00am-10:00pm and Saturday/Sunday 8:00am-8:00pm
    - ii. Non-Prime Time – Daily 6:00am-8:00am and Saturday/Sunday 8:00pm-10:00pm
    - iii. Children’s Courts - Monday-Friday 3:00pm-5:00pm and Saturday/Sunday 5:30pm-10:00pm

| <b>General Admissions (Aquatics/ Arena/ Fitness)</b>      | <b>Effective September 1, 2025</b> |                  |                    |              |              |               |
|---|------------------------------------|------------------|--------------------|--------------|--------------|---------------|
| <b>Drop in Admissions (tax included)</b>                  | <b>Adult</b>                       | <b>Adult 60+</b> | <b>Student 19+</b> | <b>Youth</b> | <b>Child</b> | <b>Family</b> |
| Single Admission  | \$ 7.50                            | \$ 6.00          | \$ 6.00            | \$ 4.25      | \$ 4.25      | \$ 15.00      |
| Extra Child on Family Admission                           |                                    |                  |                    |              |              | \$ 1.50       |
| 10X Pass  | \$ 67.50                           | \$ 54.00         | \$ 54.00           | \$ 38.25     | \$ 38.25     | \$ 135.00     |
| 25X Pass  | \$ 150.00                          | \$ 120.00        | \$ 120.00          | \$ 85.00     | \$ 85.00     | \$ 300.00     |
| One (1) Month Pass  | \$ 75.00                           | \$ 60.00         | \$ 60.00           | \$ 42.50     |              |               |
| Three (3) Month Pass                                      | \$ 168.75                          | \$ 135.00        | \$ 135.00          | \$ 95.75     |              |               |
| Annual Pass   | \$ 465.00                          | \$ 465.00        | \$ 465.00          | \$ 255.75    | \$ 255.75    | \$ 930.00     |
| <b>Special Admissions (tax included)</b>                  | <b>Adult</b>                       | <b>Adult 60+</b> | <b>Student 19+</b> | <b>Youth</b> | <b>Child</b> | <b>Family</b> |
| Low-Cost Session  | \$ 3.75                            | \$ 3.75          | \$ 3.75            | \$ 3.75      | \$ 3.75      | \$ 7.50       |
| Parent & Child Hockey                                     | \$ 8.75                            |                  |                    |              |              |               |
| Skate Rental - Each                                       | \$ 4.00                            |                  |                    |              |              |               |
| Skate Rental - 10X Card                                   | \$ 36.00                           |                  |                    |              |              |               |
| Skate Rental - Low Cost Session - Each                    | \$ 2.25                            |                  |                    |              |              |               |
| Monterey Membership                                       | \$ 60.00                           |                  |                    |              |              |               |
| Parking Decal - Monterey                                  | \$ 14.50                           |                  |                    |              |              |               |
| <b>Green Fees (tax included)</b>                          | <b>Effective March 1, 2026</b>     |                  |                    |              |              |               |
| <b>9 Holes without Equipment</b>                          | <b>Adult</b>                       | <b>Adult 60+</b> | <b>Student 19+</b> | <b>Youth</b> | <b>Child</b> | <b>Family</b> |
| Single  | \$ 12.75                           | \$ 10.25         | \$ 10.25           | \$ 7.00      | \$ 7.00      | \$ 25.50      |
| 10X Pass  | \$ 114.75                          | \$ 92.25         | \$ 92.25           | \$ 63.00     | \$ 63.00     | \$ 229.50     |
| Second Round  | \$ 7.00                            | \$ 5.75          | \$ 5.75            | \$ 3.75      | \$ 3.75      | \$ 14.00      |
| Group Rate (10 or more) - each                            | \$ 10.25                           | \$ 8.25          | \$ 8.25            | \$ 5.50      | \$ 5.50      |               |
| Club Rental - Single                                      | \$ 2.25                            |                  |                    |              |              |               |
| Equipment Package (2 clubs/2 balls)                       | \$ 7.25                            |                  |                    |              |              |               |
| <b>Golf Passes</b>  | <b>Adult</b>                       | <b>Adult 60+</b> | <b>Student 19+</b> | <b>Youth</b> | <b>Child</b> | <b>Family</b> |
| Season Pass   | \$ 382.50                          | \$ 382.50        | \$ 382.50          | \$ 210.00    | \$ 210.00    | \$ 765.00     |
| <i>*Season is March 1-November 30, weather permitting</i> |                                    |                  |                    |              |              |               |
| Annual Passholder Add-on                                  | \$ 210.50                          | \$ 210.50        | \$ 210.50          | \$ 115.50    | \$ 115.50    | \$ 420.75     |

| <b>Facility Rentals</b>  |    | <b>Effective September 1, 2025</b> |                |                             |
|--|----|------------------------------------|----------------|-----------------------------|
| <b>Rental rates for Commercial Organizations are 200% of published rates</b> |    |                                    |                |                             |
| <b>Arena (per hour)</b>  |    | <b>Primetime</b>                   |                | <b>Non-Primetime</b>        |
| Ice Rental (Sept 1-Apr 30)   | \$ | 300.00                             | \$             | 198.00                      |
| Oak Bay Minor Hockey/Figure Skating  | \$ | 155.00                             | \$             | 138.00                      |
| Summer Ice Rental  | \$ | 212.00                             | \$             | 131.00                      |
| School Ice Rental (Other than SD 61)   | \$ | 235.00                             |                |                             |
| <b>Aquatics (per hour)</b>   |    |                                    |                |                             |
| Single Lane Fee  | \$ | 17.50                              |                |                             |
| <b>Indoor Sports Field (per hour)</b>  |    | <b>Primetime</b>                   |                | <b>Non-Primetime</b>        |
| Regular (>10 hours)  | \$ | 108.00                             | \$             | 88.00                       |
| Occasional (<10 hours)   | \$ | 131.00                             | \$             | 108.00                      |
| Summer (5pm and later)   | \$ |                                    |                | 67.00                       |
| Tournament (6-11hrs) - Regular Renters                                       | \$ |                                    |                | 304.00                      |
| Tournament (12+ hrs) - Regular Renters                                       | \$ |                                    |                | 612.00                      |
| <b>Indoor Courts (per hour) (tax included)</b>                               |    | <b>Primetime</b>                   |                | <b>Non-Primetime</b>        |
| Indoor Tennis Court  | \$ | 37.00                              | \$             | 18.50                       |
| Indoor Tennis Court - Summer   | \$ |                                    |                | 18.50                       |
| Indoor Tennis Court - Children's Court                                       | \$ |                                    |                | 18.50                       |
| Indoor Badminton/Pickleball/Table Tennis Court                               | \$ |                                    |                | 18.50                       |
| Ball Machine   | \$ |                                    |                | 8.75                        |
| <b>Outdoor Courts (per hour) (tax included)</b>                              |    | <b>Effective March 1, 2026</b>     |                |                             |
| Outdoor Court - Tennis/Pickleball  | \$ |                                    |                | 11.00                       |
| Outdoor Lit Court - Tennis/Pickleball  | \$ |                                    |                | 18.50                       |
| <b>General Rooms (per hour)</b>  |    | <b>Effective September 1, 2025</b> |                |                             |
| <b>Oak Bay Recreation Centre</b>   |    |                                    |                |                             |
| Discovery/Arena Boardroom  | \$ |                                    |                | 48.00                       |
| <b>Henderson Recreation Centre</b>   |    |                                    |                |                             |
| Quail/The Nook   | \$ |                                    |                | 48.00                       |
| Gymnasium  | \$ |                                    |                | 66.50                       |
| <b>Monterey Recreation Centre</b>  |    |                                    |                |                             |
| Bamboo/Pine/Dogwood/Fir  | \$ |                                    |                | 48.00                       |
| Douglas Fir  | \$ |                                    |                | 86.50                       |
| Garry Oak  | \$ |                                    |                | 136.50                      |
| Garry Oak - without catering (all day)                                       | \$ |                                    |                | 809.00                      |
| Garry Oak - with catering (all day)  | \$ |                                    |                | 486.50                      |
| <b>Neighbourhood Learning Centre</b>   |    |                                    |                |                             |
| <b>Regular Renters (&gt;20hrs)</b>   |    | <b>Hourly</b>                      | <b>4-Hours</b> | <b>Hourly (after 4 hrs)</b> |
| One Activity Room (1, 2, 3, or 4)  | \$ | 35.50                              | \$ 107.00      | \$ 26.75                    |
| Two Activity Rooms (1 & 2 or 3 & 4)  | \$ | 64.50                              | \$ 193.75      | \$ 48.25                    |
| <b>Occasional Bookers (&lt;20hrs)</b>  |    | <b>Hourly</b>                      | <b>4-Hours</b> | <b>Hourly (after 4 hrs)</b> |
| One Activity Room (1, 2, 3, or 4)  | \$ | 49.50                              | \$ 148.50      | \$ 37.00                    |
| Two Activity Rooms (1 & 2 or 3 & 4)  | \$ | 84.50                              | \$ 254.75      | \$ 63.75                    |
| <b>Windsor Pavilion</b>  |    |                                    |                |                             |
| <b>Regular Renters (&gt;20hrs)</b>   |    | <b>Hourly</b>                      | <b>4-Hours</b> | <b>Hourly (after 4 hrs)</b> |
| Meeting Room   | \$ | 64.50                              | \$ 193.75      | \$ 48.25                    |
| Sports Room  | \$ | 74.50                              | \$ 223.50      | \$ 55.75                    |
| Rotary Hall  | \$ | 47.75                              | \$ 143.75      | \$ 35.50                    |
| Changerooms (with Field Booking) - Each                                      | \$ |                                    |                | 6.00                        |
| <b>Occasional Bookers (&lt;20hrs)</b>  |    | <b>Hourly</b>                      | <b>4-Hours</b> | <b>Hourly (after 4 hrs)</b> |
| Meeting Room   | \$ | 84.50                              | \$ 254.75      | \$ 63.75                    |
| Sports Room  | \$ | 94.50                              | \$ 284.50      | \$ 70.75                    |
| Rotary Hall  | \$ | 60.25                              | \$ 181.00      | \$ 45.25                    |
| Changerooms (with Field Booking) - Each                                      | \$ |                                    |                | 6.00                        |

| <b>Equipment Rental:</b>  | <b>Effective September 1, 2025</b> |       |
|---|------------------------------------|-------|
| Portable Sound System & Microphone  | \$                                 | 19.00 |
| Flip Chart (no paper & pens)  | \$                                 | 8.25  |
| Lectern   | \$                                 | 11.75 |
| Projector Screen  | \$                                 | 12.00 |
| LCD Projector & Screen  | \$                                 | 37.50 |
| BBQ Rental/Cleaning   | \$                                 | 40.50 |
| <i>Staff: Hourly rates are in addition to rental charge</i>               |                                    |       |
| <i>Staff costs are invoiced at current rate of pay plus benefit costs</i> |                                    |       |

| <b>Park Permits</b>                                     | <b>Effective September 1, 2025</b> |        |
|---|------------------------------------|--------|
| Private Small Event (per hour)                          | \$                                 | 19.50  |
| Sport Field/Diamond/Park Rental - Youth (per hour)      | \$                                 | 9.25   |
| Sport Field/Diamond/Park Rental - Adult (per hour)      | \$                                 | 19.00  |
| Sport Tournament/Event (per day)                        | \$                                 | 88.50  |
| Windsor Practice Lights (per hour)                      | \$                                 | 19.50  |
| Annual Allotment Garden (small)                         | \$                                 | 51.50  |
| Annual Allotment Garden (large)                         | \$                                 | 76.25  |
| Private Large Event/Wedding/Celebration (up to 4 hours) | \$                                 | 141.00 |

| <b>Film Production</b>                                 | <b>Effective September 1, 2025</b> |              |
|--|------------------------------------|--------------|
| Filming Application & Permit                           | \$                                 | 180.00       |
| Addendums (additions to original permits)              | \$                                 | 88.50        |
| Damage Deposit   | \$                                 | 1,500.00     |
| Municipal Street Use (per block, per day)              | \$                                 | 165.00       |
| Municipal Lot Parking                                  |                                    | \$360-\$570  |
| Municipal Representative/Staff other than Enforcement  |                                    | 2 x pay rate |
| Oak Bay Marina Circus Parking (excluding crew parking) | \$                                 | 624.00       |
| Closures: Main Street (per day)                        | \$                                 | 1,118.00     |
| Closures: Sidewalk/Lane (per day)                      | \$                                 | 234.00       |