

CITY OF SURREY

BYLAW NO. 20887

A bylaw to provide for the adoption of the Surrey 2023 – 2027  
General Operating Financial Plan.

.....

WHEREAS pursuant to Section 165 of the "Community Charter" being Chapter 26 of the Statutes of BC 2003, as amended, the City Council is required to adopt, annually by bylaw, the five-year financial plan;

NOW, THEREFORE, the Council of the City of Surrey ENACTS AS FOLLOWS:

1. Council authorize the following:

- (a) the proposed funding sources;
- (b) the proposed expenditures; and
- (c) the proposed transfers between funds.

as set out for each year in the planning period as shown in Schedule 1 attached to this bylaw.

2. This bylaw shall be cited for all purposes as "Surrey 2023 – 2027 General Operating Financial Plan Bylaw, 2023, No. 20887".

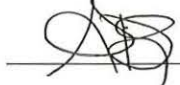
PASSED FIRST READING on the 3rd day of April, 2023.

PASSED SECOND READING on the 3rd day of April, 2023.

PASSED THIRD READING on the 3rd day of April, 2023.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the 17th day of April, 2023.

  
\_\_\_\_\_ MAYOR

  
\_\_\_\_\_ CLERK

**General Operating Financial Plan**

To establish years 2023 to 2027

	2023	2024	2025	2026	2027
<b>PROPOSED FUNDING SOURCES</b>					
Property Tax Levy	\$ 456,734,000	\$ 485,141,000	\$ 515,526,000	\$ 528,450,000	\$ 562,033,000
Revenues from Property Value Taxes	456,734,000	485,141,000	515,526,000	528,450,000	562,033,000
General - Capital Parcel Tax	51,183,000	51,692,000	52,206,000	52,725,000	53,249,000
Revenues from Parcel Taxes	51,183,000	51,692,000	52,206,000	52,725,000	53,249,000
Taxation Revenues	507,917,000	536,833,000	567,732,000	581,175,000	615,282,000
<i>Sales of Goods and Services:</i>					
Departmental Fees & Charges	51,185,000	52,651,000	54,161,000	55,717,000	57,319,000
Secondary Suite Infrastructure Fee	24,511,000	25,490,000	26,509,000	27,568,000	28,670,000
Other Fees & Charges	4,820,000	4,978,000	5,136,000	5,295,000	5,454,000
Revenues from Fees	80,516,000	83,119,000	85,806,000	88,580,000	91,443,000
Investment Income	57,336,000	37,997,000	30,059,000	23,312,000	22,577,000
Departmental Government Transfers	7,927,000	7,927,000	7,927,000	7,927,000	7,927,000
Corporate Government Transfers	22,659,000	15,167,000	5,782,000	5,822,000	5,863,000
Transfers from Other Governments	30,586,000	23,094,000	13,709,000	13,749,000	13,790,000
Departmental Other Revenues	38,913,000	40,024,000	41,164,000	42,337,000	43,546,000
Corporate Lease Revenue	13,145,000	13,196,000	13,247,000	13,298,000	13,350,000
Corporate Penalties & Interest	5,275,000	5,275,000	5,275,000	5,275,000	5,275,000
Other Revenue	57,333,000	58,495,000	59,686,000	60,910,000	62,171,000
Revenues from Other Sources	145,255,000	119,586,000	103,454,000	97,971,000	98,538,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 733,688,000</b>	<b>\$ 739,538,000</b>	<b>\$ 756,992,000</b>	<b>\$ 767,726,000</b>	<b>\$ 805,263,000</b>
<b>PROPOSED EXPENDITURES</b>					
Police Services	\$ 338,047,000	\$ 221,764,000	\$ 236,326,000	\$ 249,648,000	\$ 262,957,000
Fire Services	78,090,000	82,145,000	86,598,000	91,479,000	96,822,000
Parks, Recreation & Culture	113,747,000	117,854,000	123,208,000	132,216,000	138,111,000
General Government	97,737,000	92,686,000	89,566,000	96,041,000	100,646,000
Planning & Development	35,241,000	36,668,000	38,168,000	39,745,000	41,395,000
Surrey Public Library	22,692,000	23,716,000	24,791,000	25,919,000	27,105,000
Engineering Services	10,629,000	11,356,000	12,202,000	13,101,000	14,058,000
Operating Contingency	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Municipal Expenditures	697,683,000	587,689,000	612,359,000	649,649,000	682,594,000
Fiscal Services & Debt Interest	9,640,000	10,297,000	10,302,000	12,072,000	13,842,000
Municipal Debt Repayment	21,770,000	9,758,000	9,758,000	9,758,000	10,450,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 729,093,000</b>	<b>\$ 607,744,000</b>	<b>\$ 632,419,000</b>	<b>\$ 671,479,000</b>	<b>\$ 706,886,000</b>
<b>PROPOSED TRANSFERS BETWEEN CAPITAL AND OPERATING SOURCES</b>					
Transfers To/(From) Capital Funds	12,246,000	44,079,000	41,463,000	38,968,000	41,156,000
Internal Borrowing To/(From) Reserves	14,996,000	16,398,000	16,398,000	16,398,000	16,398,000
Transfers To/(From) Capital Sources	\$ 27,242,000	\$ 60,477,000	\$ 57,861,000	\$ 55,366,000	\$ 57,554,000
Transfers To/(From) Operating Sources	\$ (22,647,000)	\$ 71,317,000	\$ 66,712,000	\$ 40,881,000	\$ 40,823,000
<b>TOTAL TRANSFERS BETWEEN SOURCES</b>	<b>\$ 4,595,000</b>	<b>\$ 131,794,000</b>	<b>\$ 124,573,000</b>	<b>\$ 96,247,000</b>	<b>\$ 98,377,000</b>
<b>BALANCED BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CITY OF SURREY

BYLAW NO. 20886

A bylaw to provide for the adoption of the Surrey 2023 – 2027  
Consolidated Financial Plan.

.....

WHEREAS pursuant to Section 165 of the "*Community Charter*" being Chapter 26 of the Statutes of BC 2003, as amended, the City Council is required to adopt, annually by bylaw, the five-year financial plan;

NOW, THEREFORE, the Council of the City of Surrey ENACTS AS FOLLOWS:

1. Council authorize the objectives and policies of the municipality in relation to each of the proposed funding sources, the proportion of total revenue, the distribution of property value taxes among property classes, and the use of permissive exemptions as set out in Schedule 1 attached to this Bylaw.
2. Council authorize the following:
  - (a) the proposed funding sources;
  - (b) the proposed expenditures; and
  - (c) the proposed transfers between funds.

As set out for each year in the planning period as shown in Schedule 2 attached to this Bylaw.

3. This bylaw shall be cited for all purposes as "Surrey 2023 – 2027 Consolidated Financial Plan Bylaw, 2023, No. 20886".

PASSED FIRST READING on the 3rd day of April, 2023.

PASSED SECOND READING on the 3rd day of April, 2023.

PASSED THIRD READING on the 3rd day of April, 2023.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the 17th day of April, 2023.

\_\_\_\_\_ MAYOR

\_\_\_\_\_ CLERK



## City of Surrey

**Consolidated 2023 – 2027 Financial Plan**

In accordance with the *Community Charter*, this schedule will address the objectives and policies that relate to:

- The proportions of total revenue that is proposed to come from the funding sources as described in section 165, subsection 7 of the *Community Charter*.
- The distribution of property value taxes among the property classes, and
- The use of permissive tax exemptions.

## I. Proportion of Total Revenue

The portion of total revenue that is proposed to come from each funding source for the budget year 2023 is presented in the table below.

Funding Sources	% of Total Revenues
Section II.a. - Property Value Taxes	34.7%
Section II.b. - Parcel Taxes	6.8%
Section III. - Fees	22.5%
Section IV. - Other Sources	36.0%
Total Revenues	100.0%

The following sections provide descriptions about these funding sources, including distribution among the property classes in respect to property value tax revenue.

## II. Tax Revenues

### a. *Property Value Taxes*

#### 1. Property Tax Levy

Property tax levy is generated to support city services that are not covered by fees, the Drainage Parcel Tax, the Capital Parcel Tax and the Roads and Traffic Safety Levy. These taxes are calculated based on property assessment by property class (property classes are defined and values determined by BC Assessment). The types of services that these revenues support include; Protection Services, Library Services, Parks, Recreation and Culture, and some Engineering Services, along with administrative services such as Finance and Corporate Services, which includes Legislative Services,



Human Resources and Information Technology. The objective of the City of Surrey when setting tax rates is to maintain a stable tax revenue base for continued city services while ensuring compliance with the Community Charter. This is accomplished by maintaining the proportionate relationship between the property classes. The projected 2023 distribution of property taxes among the various property classes is presented in the table below:

Property Class	% of Tax Distribution
Residential (Class 1)	67.1%
Business (Class 6)	26.5%
Light Industry (Class 5)	4.0%
Others (Classes 2, 4, 8 and 9)	2.4%
<b>Total</b>	<b>100.0%</b>

The property tax rates are calculated based on the revised assessment roll received from BC Assessment in the spring of the tax year. Properties that are eligible for a full statutory and permissive property tax exemption are exempt from this levy. In 2023, this levy accounts for approximately 32.2% of consolidated revenues.

## **2. Roads & Traffic Safety Levy**

A Roads & Traffic Safety Levy was established as part of the 2008 budget process to address the need for increased maintenance of local and collector roads throughout the city and to provide additional funding for road safety features and improvements such as traffic calming, crosswalks, sidewalks, etc. The Roads & Traffic Safety Levy was expanded to include the maintenance and capital costs associated with the arterial roads throughout the city and to address identified on-going road maintenance needs related to inclement weather conditions. The levy is based on the assessed value of individual properties with the same tax distribution to each property class as shown in the Property Tax Levy table above. Properties that are eligible for a full statutory and permissive property tax exemption are exempt from this levy. In 2023, this levy will generate approximately 2.5% of consolidated revenues.

### **3. Permissive Tax Exemptions**

Permissive property tax exemptions are provided for in the Community Charter and can be applied at the discretion of Council to reduce the assessed value of certain types of properties. Council has adopted a City of Surrey policy (Q-27) that guides the use of permissive property tax exemptions. This policy allows Council to consider the approval of permissive property tax exemptions for: church halls and lands that surround the building, the lands surrounding hospitals, the lands surrounding schools, land or improvements for certain parks, recreation and athletic purposes provided that organizations can demonstrate that their facilities are open to Surrey residents, and some non-profit or charitable organizations provided that organizations can demonstrate that their facilities are open to Surrey residents. In September 2022, Council approved permissive exemptions for the 2023 taxation year in accordance with the City policy.

#### ***b. Parcel Taxes***

##### **1. Capital Parcel Tax**

The City of Surrey has adopted a Capital Parcel Tax that provides funding for Cultural and Recreational services, including establishing, operating, and maintaining related capital projects. The Capital Parcel Tax is applied to properties within the city at a rate structure such that residential and agricultural properties (classes 1, 8 and 9) pay one rate and commercial and industrial properties (classes 2, 4, 5, and 6) pay different rates. Properties that are eligible for a full statutory and permissive property tax exemption are exempt from this parcel tax. The Capital Parcel Tax accounts for approximately 3.6% of the consolidated revenues.

##### **2. Drainage Parcel Tax**

The City of Surrey has adopted a Drainage Parcel Tax to fund the construction and operation of the storm drainage system for the convenience and safety of the residents and businesses within the city. The Drainage Parcel Tax is applied to properties within the city at a rate structure such that residential and agricultural properties (classes 1, 8 and 9) pay one rate and commercial and industrial properties (classes 2, 4, 5, and 6) pay another rate. Properties that are eligible for a full statutory and permissive property tax exemption are exempt from this parcel tax. The Drainage Parcel Tax accounts for approximately 3.2% of the consolidated revenues.



### III. Fees

The City of Surrey has adopted a “User-Pay” philosophy. If the provision of a service can be directly related back to the consumer, a fee is developed and charged for that service. All fees are established through a bylaw for the fee charged and the terms and conditions of the payment. Some examples of the types of fees that the City imposes include water, sewer and garbage & recycling fees, secondary suite fees, application fees, recreational usage fees and fees for document processing and replicating. Fees account for approximately 22.5% of the consolidated revenues.

### IV. Other Sources

The City of Surrey receives revenue from other sources, which includes development cost charges, developer contributions, investment income, transfers from other Governments and other revenues.

Development cost charges and developer contributions are designed to place the burden of new infrastructure on new development. These contributions are received by the City and brought into budget for spending, making up approximately 16.6% (development cost charges 6.7% + developer contributions 9.9%) of the consolidated revenues in the 2023 Financial Plan.

The City of Surrey manages an investment portfolio with a current approximate book value of \$1.7 billion. The interest earned on these investments account for approximately 4.2% of the consolidated revenues in the 2023 Financial Plan.

Transfers from Other Governments are received from Federal, Provincial, and other government entities for various grants and initiatives such as policing initiatives, library services, recreation and cultural services, and capital infrastructure initiatives. These transfers from Other Governments are estimated to be approximately 10.7% of the consolidated revenues in the 2023 Financial Plan.

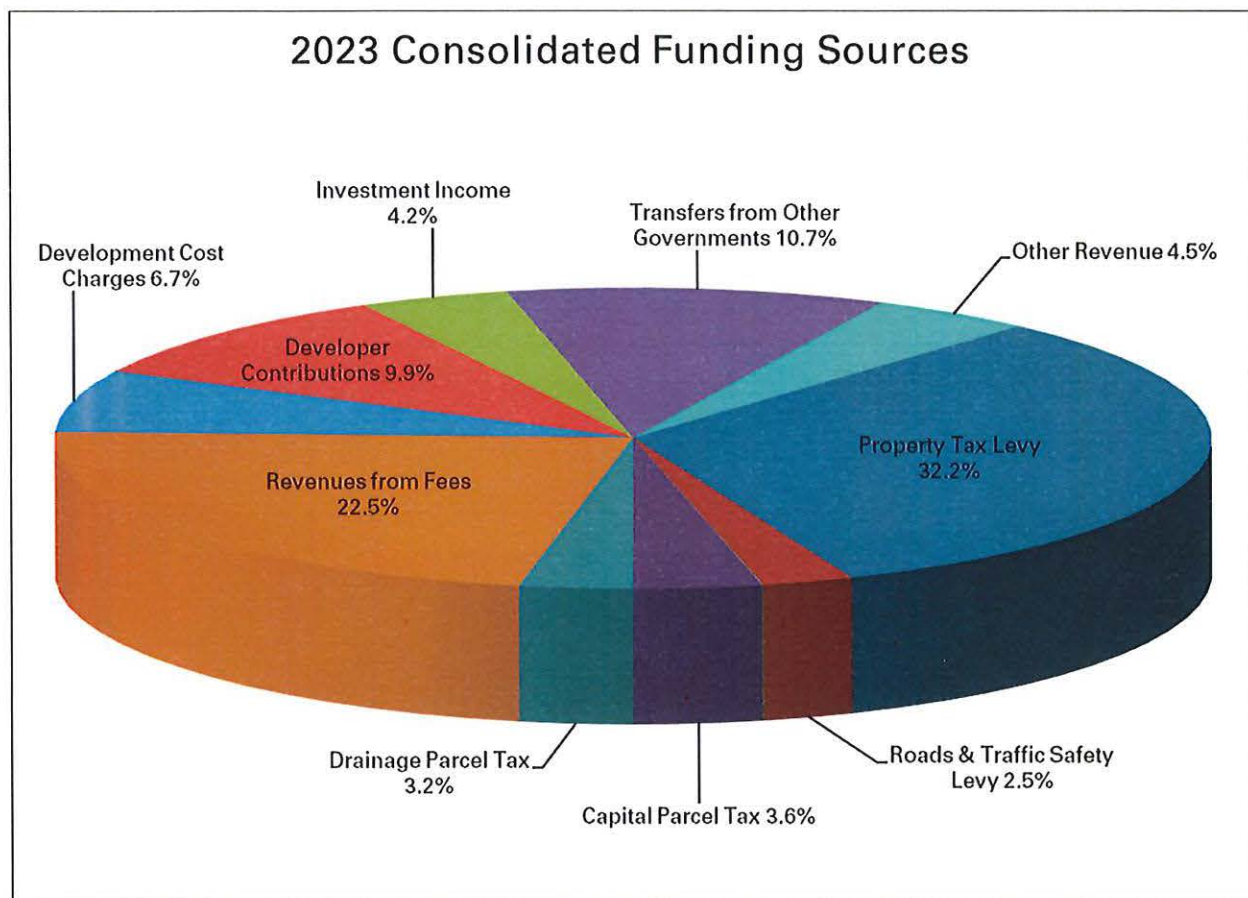
Other revenue consists of revenues from permit and licensing, lease and rental agreements, non-governmental grants and donations, fines, penalties, and interest, gains on disposal of land or assets and revenues from other City entities. Other revenue account for approximately 4.5% of the consolidated revenues in the 2023 Financial Plan.



## V. Borrowing

The City incurred external borrowing in previous years through the Municipal Finance Authority of BC's (MFA) Long-Term Borrowing program for civic facilities and major recreation and culture projects, as part of a multi-year capital program developed to support business and residential growth. The total amount borrowed was \$362.9 million, of which, \$300.2 million is anticipated to be outstanding at the beginning of 2023.

In summary, the City's proposed distribution of the various 2023 Consolidated Funding Sources discussed in the sections above are depicted in the following chart:



## CITY OF SURREY

Bylaw 20886

Consolidated Financial Plan

To establish years 2023 to 2027

	2023	2024	2025	2026	2027
<b>PROPOSED FUNDING SOURCES</b>					
Property Tax Levy	\$ 456,734,000	\$ 485,141,000	\$ 515,526,000	\$ 528,450,000	\$ 562,033,000
Roads & Traffic Safety Levy	36,149,000	41,291,000	46,821,000	52,767,000	58,962,000
Other Property Value Taxes	418,000	442,000	453,000	477,000	503,000
Revenues from Property Value Taxes	493,301,000	526,874,000	562,800,000	581,694,000	621,498,000
General - Capital Parcel Tax	51,183,000	51,692,000	52,206,000	52,725,000	53,249,000
Utilities - Drainage Parcel Tax	45,074,000	46,719,000	48,425,000	50,197,000	52,034,000
Revenues from Parcel Taxes	96,257,000	98,411,000	100,631,000	102,922,000	105,283,000
Taxation Revenues	589,558,000	625,285,000	663,431,000	684,616,000	726,781,000
Revenues from Fees	319,178,000	350,980,000	388,133,000	428,109,000	478,743,000
Development Cost Charges	94,986,000	97,065,000	88,107,000	89,387,000	99,479,000
Developer Contributions	140,537,000	124,732,000	125,962,000	124,232,000	124,232,000
Investment Income	59,545,000	41,341,000	33,025,000	26,400,000	25,777,000
Transfers from Other Governments	151,364,000	96,032,000	54,111,000	48,363,000	42,520,000
Other Revenue	64,403,000	65,730,000	67,096,000	68,446,000	70,106,000
Revenues from Other Sources	510,835,000	424,900,000	368,301,000	356,828,000	362,114,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 1,419,571,000</b>	<b>\$ 1,401,165,000</b>	<b>\$ 1,419,865,000</b>	<b>\$ 1,469,553,000</b>	<b>\$ 1,567,638,000</b>
<b>PROPOSED EXPENDITURES</b>					
Police Services	\$ 339,682,000	\$ 223,349,000	\$ 237,905,000	\$ 251,072,000	\$ 264,378,000
Fire Services	81,513,000	85,639,000	90,389,000	95,707,000	101,018,000
Parks, Recreation & Culture	134,941,000	140,957,000	146,217,000	154,685,000	160,842,000
General Government	119,855,000	115,088,000	109,879,000	116,286,000	120,850,000
Planning & Development	35,276,000	36,698,000	38,168,000	39,745,000	41,395,000
Surrey Public Library	24,947,000	25,800,000	26,713,000	27,819,000	28,763,000
Engineering Services	101,574,000	104,298,000	105,835,000	105,628,000	105,421,000
Water, Sewer & Drainage	210,760,000	236,914,000	261,386,000	291,531,000	331,260,000
Solid Waste	42,072,000	43,954,000	45,476,000	46,441,000	47,566,000
Surrey City Energy	6,206,000	8,014,000	9,497,000	10,076,000	11,196,000
Operating Contingency	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Total Expenditures	1,098,326,000	1,022,211,000	1,072,965,000	1,140,490,000	1,214,189,000
Fiscal Services & Debt Interest	11,315,000	11,920,000	11,871,000	13,585,000	15,295,000
Capital Expenditures - Contributed	100,000,000	100,000,000	100,000,000	100,000,000	100,000,000
Capital Expenditures - Current Years	394,330,000	347,528,000	301,510,000	291,255,000	292,719,000
Capital Expenditures	494,330,000	447,528,000	401,510,000	391,255,000	392,719,000
Municipal Debt Repayment	22,753,000	10,793,000	10,847,000	10,904,000	11,655,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,626,724,000</b>	<b>\$ 1,492,452,000</b>	<b>\$ 1,497,193,000</b>	<b>\$ 1,556,234,000</b>	<b>\$ 1,633,858,000</b>
<b>PROPOSED TRANSFERS BETWEEN CAPITAL AND OPERATING SOURCES</b>					
Transfers To/(From) Capital Funds	(149,331,500)	(138,199,000)	(123,237,000)	(106,144,000)	(94,638,000)
Internal Borrowing To/(From) Reserves	14,996,000	16,398,000	16,398,000	16,398,000	16,398,000
Transfers To/(From) Reserves	(15,148,000)	(8,145,000)	(7,864,000)	(12,335,000)	(7,789,000)
Utilities Transfers To/(From) Reserves	(566,000)	(779,000)	(891,000)	(903,000)	(916,000)
Transfers To/(From) Reserve Funds	(718,000)	7,474,000	7,643,000	3,160,000	7,693,000
Transfers To/(From) Capital Sources	\$ (150,049,500)	\$ (130,725,000)	\$ (115,594,000)	\$ (102,984,000)	\$ (86,945,000)
Transfers To/(From) Operating Sources	\$ (7,103,500)	\$ 89,438,000	\$ 88,266,000	\$ 66,303,000	\$ 70,725,000
Unspecified Capital Budget Authority	(50,000,000)	(50,000,000)	(50,000,000)	(50,000,000)	(50,000,000)
<b>TOTAL TRANSFERS BETWEEN SOURCES</b>	<b>\$ (207,153,000)</b>	<b>\$ (91,287,000)</b>	<b>\$ (77,328,000)</b>	<b>\$ (86,681,000)</b>	<b>\$ (66,220,000)</b>
<b>BALANCED BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CITY OF SURREY

BYLAW NO. 20885

A bylaw to amend the provisions of "Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391", as amended.  
.....

The Council of the City of Surrey ENACTS AS FOLLOWS:

1. "Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391", as amended, is hereby further amended as follows:
  - (a) Delete Schedule "A" and replace with a new Schedule "A", attached to this Bylaw.
2. This Bylaw shall be cited for all purposes as "Surrey Parks, Recreation and Culture Fee-Setting Bylaw, 2004, No. 15391, Amendment Bylaw, 2023, No. 20885".

PASSED FIRST READING on the 3rd day of April, 2023.

PASSED SECOND READING on the 3rd day of April, 2023.

PASSED THIRD READING on the 3rd day of April, 2023.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the 17th day of April, 2023.

\_\_\_\_\_MAYOR

\_\_\_\_\_CLERK



# Schedule A

## Surrey Parks, Recreation and Culture

**Fees and Charges 2022/2023**

Effective September 1<sup>st</sup>, 2022

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## Parks and Recreation Facilities



## ***Rentals***

## Rental Guidelines

### General

- A. Tentative Bookings: Tentative Bookings can be used for quotes. Cannot run an event on a tentative booking
- B. Meeting/Seminar: 1 hour minimum (includes but not limited to gathering, assembly, conference, congregation, convention, summit, forum, council, rally, caucus, rehearsal)
- C. Social Event: 4 hour minimum (includes but not limited to social affair, party, banquet, celebration, ceremony, observance, fundraiser)
- D. Allocation Policies: Allocation policies govern services, including but not limited to, Ice Allocation, Pool Allocation and Sports Field Allocation, and supersede these Rental Guidelines. Refer to the appropriate allocation policy as required
- E. Political and religious bookings require General Manager approval
- F. Client must be 19 years or older to rent a facility. Social events held by clients aged 19-25 years may require Facility Manager approval

### Insurance

- A. Insurance:
  - a. Minimum liability coverage required\*
    - i. No insurance required for single occurrence small and medium meeting room rentals - low risk activities\*
    - ii. \$2,000,000 for Ward's Marina
    - iii. \$5,000,000 for all other activities\*
  - b. Must list the City of Surrey as an additional insured:  
City of Surrey  
13450 104th Avenue  
Surrey, BC  
V3T 1V8
  - c. Insurance available in the amount of \$5 million.  
*\*Risk Management may require additional limits of insurance coverages if, in their opinion, the provisions above do not adequately address the risks of a particular event.*

### Rates

- A. User Group Categories:
  - a. Non-Profit Surrey Youth (Partially Subsidized) : Surrey non-profit groups with services for youth (18 years and under).

b. Non-Profit Surrey Adult (Non-Subsidized) : Surrey community organizations, non-profit groups or individuals that do not qualify under the Non-Profit Surrey Youth category ( e.g. Surrey adult sport groups, religious and community groups, fundraisers for non-profit groups in this category)

c. Non-Profit Non-Surrey (Non-Subsidized) : Non-Surrey community organizations, non-profit groups or individuals that do not qualify under either of the Not-Profit Surrey categories ( e.g. Non-Surrey youth or adult sport groups, religious and community groups, fundraisers for non-profit groups in this category)

d. Private : groups or individuals that use Surrey Parks, Recreation and Culture services/facilities for private functions (e.g. corporate activities, weddings, family celebrations or any other private function that requires an invitation and is closed to the public)

e. Commercial : groups or individuals that use Surrey Parks, Recreation and Culture services/facilities to hold for profit or ticketed events (e.g. sports schools, trade shows, craft fairs, concerts, festivals, and large public events). This rate only applies to Room Rentals and Cloverdale Fairgrounds. It does not apply to Arenas, Pools, Arts and Outdoor Sport/Parks Facilities

f. School Board : as per the Reciprocal Agreement with School District #36. Does not pertain to private schools or other public school districts. Non-SD36 schools in Surrey qualify for Non-Profit Surrey Youth rate. Non-SD36 schools outside of Surrey qualify for Non-Profit Non-Surrey rate.

B. Special Rates:

a. Tournament Admin/Storage Day Rate: - Unlimited day use of a meeting room at 8x the hourly meeting rate for small meeting rooms. (To be used at the Facility Manager's discretion)

C. Additional Costs: charged as required, not limited to:

a. Facility Attendants

b. Janitorial

c. Other charged at cost +20% (e.g. equipment rental, additional work to be performed for an event)

D. Fee Waivers: groups who request a fee waiver or a reduction in rental fees must make their application in writing to the town centre manager

## Payment

A. Social Rental Security Deposit: An initial payment of \$250 is due when the rental contract is firmed up for Social or Large rentals.

a. This security deposit serves as a damage deposit to cover costs incurred during the rental such as additional cleaning charges or replacing broken items. Once the rental has ended and upon inspection without incident, the full security deposit may be refunded

b. The security deposit can also be applied towards a cancellation fee if the account is



being charged. The cancellation fee is waived if the rental can be re-booked.

- c. Exceptions include Surrey Arts Centre, City Hall Council Chambers and Cloverdale Fairgrounds.

B. Full Payment (Exception: Surrey Arts Centre and City Council Chambers):

- a. Bookings made within 30 days of event : full payment is due immediately
- b. Bookings made more than 30 days in advance of event : full payment is due 30 days prior to the event
- c. Regular groups who book ongoing rentals : monthly payment options are available on the first day of the month or on the day of each booking
- d. A \$30 fee will be charged for declined cheques

C. Booking Cancellations:

- a. Bookings cancellations require a minimum of 60 days' notice for a full refund
- b. If cancelled within 60 days of the booking, a \$100 cancellation fee will be applied (Exceptions: Surrey Arts Centre, City Hall Council Chambers and Cloverdale Fairgrounds)

## Permits

Renters will have to acquire and pay for any required permits required by law to run their event.

These include, but are not limited to:

- A. Entandem fees are charged to all rentals where music is played. Fee is collected on behalf of and remitted to Entandem. Entandem regulations, including fees, are not governed by this fees & charges document and are subject to change by the governing body
- B. Temporary Food Permit: clients serving food at their event must make an application to the local health authority, Fraser Health, for a permit to do so. Applications are not required for private events (i.e. weddings, family reunions). Food permit regulations not governed by this fees & charges document and are subject to change by the governing body
- C. Bar Service: Special Occasion Liquor Permit required (exception: Surrey Arts Centre). Applications can be picked up at a local Government Liquor Store. Liquor permit regulations are not governed by this fees & charges document and are subject to change by the governing body

## ***Ice and Ice Complex Rentals***

## Ice Rentals Definitions

### Ice Rental

#### FALL/WINTER

##### Prime Time (September 1 to March 31)

Weekdays	4:00 p.m. - 12:00 midnight
Weekends	8:00 a.m. - 12:00 midnight

##### Non-Prime Time (September 1 to March 31)

Weekdays	12:00 midnight - 4:00 p.m.
Weekends	12:00 midnight - 8:00 a.m.

#### SPRING/SUMMER

##### Prime Time (April 1 to August 31)

Weekdays (Monday to Friday)	4:00 p.m. - 12:00 midnight
Weekends (Saturday, Sunday)	24 hours (applies to Non-Profit Surrey Youth rates only)

##### Non-Prime Time (April 1 to August 31)

Weekdays (Monday to Thursday)	12:00 midnight to 4:00 p.m.
Weekends (Friday, Saturday, Sunday)	24 hours (applies to Non-Profit Adult and Non-Profit Non-Surrey rates and Commercial/Private rates only)

#### Dry Floor Rental

##### Prime Time (April 1 to August 31)

Monday to Friday	4:00 p.m. - 12:00 midnight
Saturday and Sunday	8:00 a.m. - 12:00 midnight

##### Non Prime Time (April 1 to August 31)

Monday to Friday	12:00 midnight - 4:00 p.m.
Saturday and Sunday	12:00 midnight - 8:00 a.m.

## Ice Complex Rental

Surrey Sport and Leisure Complex, North Surrey Sport and Ice Complex

*All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted*

**2022/23  
Base**

### All Seasons/All Year

#### NON-PROFIT SURREY YOUTH

*Subject to the Ice Allocation Policy*

*Non-allocated hours to be charged once the allocated hours have been met*

Prime, Allocated Hours	\$149.67
Non-Prime, Allocated Hours	\$89.26
Prime, Non- Allocated Hours	\$224.50
Non-Prime, Non-Allocated Hours	\$133.88

#### NON-PROFIT SURREY ADULT

Prime	\$373.30
Non-prime	\$195.10

#### NON-PROFIT NON-SURREY

Prime	\$373.30
Non-prime	\$195.10

#### COMMERCIAL/PRIVATE

Prime	\$465.42
Non -prime	\$278.61

#### LAST MINUTE ICE

7 days prior (less 25% off applicable rate)	\$279.97
1 - 3 days prior (less 50% off applicable rate)	\$186.65

*Rate does not apply to minor sport*

#### SCHOOL BOARD

All times	\$0.00
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*As per the Reciprocal Agreement with Surrey School District 36*



## Ice Rentals

Cloverdale, Newton, South

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

2022/23  
Base

### NON-PROFIT SURREY YOUTH

#### A. September 1 - March 31

Prime, Allocated Hours	\$142.89
Non-prime, Allocated Hours	\$85.45
Prime, Non-Allocated Hours	\$214.33
Non-prime, Non-Allocated Hours	\$128.17

#### B. Schools, Minor Sport Special Events (Christmas Party, Year End Parties)

Prime	\$149.67
Non-prime	\$89.36

C. Minor Sport Tournament Rate - All hours \$142.89

### NON-PROFIT SURREY ADULTS

#### A. January 1 - December 31

Prime	\$337.47
Non-prime	\$195.10

### NON-PROFIT NON-SURREY

#### B. January 1 - December 31

Prime	\$337.47
Non-prime	\$195.10

#### C. Junior Hockey "A"

Practices	\$195.10
Games	\$337.47

### COMMERCIAL/PRIVATE

Prime	\$465.42
Non-prime	\$278.61

SCHOOL BOARD \$0.00

*As per the Reciprocal Agreement with School District 36*

### LAST MINUTE ICE

7 days prior (less 25% off applicable rate)	\$253.10
1 - 3 days prior (less 50% off applicable rate)	\$168.74
Rate does not apply to minor sport	

## Dry Floor Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2022/23 Base
<b>NON-PROFIT SURREY YOUTH Minor (Lacrosse, Ball Hockey)</b>	
<b>A. Weekdays</b>	
Prime	\$57.82
Non Prime	\$36.85
<b>B. Tournament Rate</b>	
Each Tournament	\$57.82
<b>SURREY NON-PROFIT AND USER GROUPS</b>	\$499.68
<i>Surrey Non-Profit (Service Groups) and User Groups (Hockey/Lacrosse) once per season for dance, banquet, awards ceremony</i>	
<i>Day Rate (includes facility attendant)</i>	
<b>Cloverdale Curling Rink (April to August)</b>	
<b>Adult Groups</b>	\$64.74
<b>Minor Groups</b>	
Prime	\$36.77
Non-Prime	\$22.12
<b>NON-PROFIT SURREY ADULT &amp; NON-PROFIT NON-SURREY</b>	
All Hours	\$107.90
<b>Senior A and B Lacrosse, Ball Hockey (Adult)</b>	
<b>A. All Hours</b>	\$107.90
<b>B. Junior Lacrosse</b>	
Practice	\$66.14
Game	\$86.46
<b>COMMERCIAL/PRIVATE</b>	\$211.77
<i>(8 hour minimum)</i>	
<b>SCHOOL BOARD</b>	\$0.00
<i>As per the Reciprocal Agreement with Surrey School District 36</i>	

## ***Pool Rentals***



## Indoor Pool Definitions

### Prime Time

Monday - Friday	6:30 a.m.	-	8:00 a.m.
Monday - Friday	3:00 p.m.	-	10:00 p.m.
Saturday - Sunday	6:30 a.m.	-	10:00 p.m.

### Non-Prime Time

*Not prime time*

Monday - Sunday	10:00 p.m.	-	6:30 a.m.
Monday - Friday	8:00 a.m.	-	3:00 p.m.

## South Surrey Pool

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	<b>2022/23 Base</b>
<b>NON-PROFIT SURREY YOUTH</b>	
<b>Non-prime</b>	
37.5m Lane	\$12.52
25m Lane	\$8.35
22.8m Lane	\$7.63
14.6m Lane	\$5.21
13.7m Lane	\$4.89
11m Lane	\$3.91
<b>Prime</b>	
37.5m Lane	\$23.27
25m Lane	\$16.19
22.8m Lane	\$15.13
14.6m Lane	\$9.67
13.7m Lane	\$9.07
11m Lane	\$7.28
Swim Meets	\$146.19
<b>NON-PROFIT SURREY ADULT</b>	
<b>Whole Pool</b>	
SSIP	\$218.36
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>	
37.5m Lane	\$38.91
25m Lane	\$25.93
22.8m Lane	\$23.67
14.6m Lane	\$15.16
13.7m Lane	\$14.19
11m Lane	\$11.39
<b>NON-PROFIT NON-SURREY</b>	
<b>Whole Pool</b>	
SSIP	\$218.36
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>	
37.5m Lane	\$38.91
25m Lane	\$25.93
22.8m Lane	\$23.67
14.6m Lane	\$15.16
13.7m Lane	\$14.19
11m Lane	\$11.39

**COMMERCIAL PRIVATE**

Whole Pool

SSIP \$411.38

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*Additional staff charges at a ratio of one guard for every additional 50 people over 100*

37.5m Lane \$53.83

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25m Lane \$35.77

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22.8m Lane \$32.54

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14.6m Lane \$20.84

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13.7m Lane \$19.50

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11m Lane \$15.65

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**SCHOOL BOARD**

\$0.00

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*As per the Reciprocal Agreement with School District 36*



## Guildford, Grandview Heights and Surrey Sport and Leisure

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

2022/23  
Base

### NON-PROFIT SURREY YOUTH

Non-prime

50m Lane	\$17.74
37.5m Lane	\$13.30
25m Lane	\$8.87
21m Lane	\$7.93
12.5m Lane	\$4.43

Prime

50m Lane	\$33.67
37.5m Lane	\$24.24
25m Lane	\$16.84
21m Lane	\$14.45
12.5m Lane	\$8.43

Swim Meets - Full Facility* 8 lanes	\$392.35
Swim Meets - Full Facility* 10 lanes	\$446.89
Facility Attendant Meet Assistant	cost plus 20%

\*Full Facility includes all pool areas and change rooms

### NON-PROFIT SURREY ADULT

50m Lane	\$55.11
37.5m Lane	\$41.33
25m Lane	\$27.54
21m Lane	\$23.63
12.5m Lane	\$13.78

### NON-PROFIT NON-SURREY

50m Lane	\$55.11
37.5m Lane	\$41.33
25m Lane	\$27.54
21m Lane	\$23.63
12.5m Lane	\$13.78

### COMMERCIAL PRIVATE

SSLC, Guildford Aquatics	\$675.37
Grandview Heights	\$844.22

50m Lane	\$76.01
37.5m Lane	\$57.00
25m Lane	\$38.00
12.5m Lane	\$19.00

Aquatics High Performance Sustainability Fund (per competitor)	\$5.30
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### SCHOOL BOARD

As per the Reciprocal Agreement with School District 36	\$0.00
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## Newton Wave Pool

All Fees are subject to applicable taxes; Per hour fee,  
unless otherwise noted

	2022/23 Base
<b>NON-PROFIT SURREY YOUTH</b> All times	\$223.77
<b>NON-PROFIT SURREY ADULT</b> All times	\$349.66
<i>Additional staff charge at ratio of one guard for every additional 50 people over 100</i>	
<b>NON-PROFIT NON-SURREY</b> All times	\$349.66
<i>Additional staff charge at ratio of one guard for every additional 50 people over 100</i>	
<b>COMMERCIAL/PRIVATE</b> All times	\$479.85
<b>SCHOOL BOARD</b> All times	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>	

## Outdoor Pool Rentals

*All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted*

	<b>2022/23</b>
	<b>Base</b>
<b>Surrey Swim Clubs - May - September</b>	
25m Lane (per hour)	\$8.70
Dead space (2 lane area) Hjorth Road & Bear Creek	\$8.70
Park Pools only (per two lane per hour)	
Dive tank (per tank per hour)	\$8.70
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<b>NON-PROFIT ADULTS</b>	
Whole Pool	\$137.55
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<b>NON-PROFIT NON-SURREY</b>	
Whole Pool	\$136.49
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<b>COMMERCIAL/PRIVATE</b>	
Whole Pool	\$184.97
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## ***Facility Rentals***

## Room Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted  
Rental rates do not include staffing or other additional costs.

	<b>2022/23 Base</b>
<b>Small Meeting Rooms – up to 30 people</b>	
Non-Profit Surrey Youth	\$12.30
Non-Profit Surrey Adult	\$16.44
Non-Profit Non-Surrey	\$16.44
Private	\$28.75
Commercial	\$34.50

<b>Medium Size Rooms and Kitchens – 30 to 75 people</b>	
Non-Profit Surrey Youth	\$22.55
Non-Profit Surrey Adult	\$31.49
Non-Profit Non-Surrey	\$31.49
Private	\$55.12
Commercial	\$66.15

<b>Small Halls and Large Meeting Rooms – 75 to 140 people</b>	
Non-Profit Surrey Youth	\$33.36
Non-Profit Surrey Adult	\$44.87
Non-Profit Non-Surrey	\$44.87
Private	\$86.33
Commercial	\$98.66

<b>Large Halls – 140 to 300 people</b>	
Non-Profit Surrey Youth	\$46.05
Non-Profit Surrey Adult	\$63.24
Non-Profit Non-Surrey	\$63.24
Private	\$110.69
Commercial	\$132.83

<b>Stand Alone Halls</b>	
Non-Profit Surrey Youth	\$24.43
Non-Profit Surrey Adult	\$33.52
Non-Profit Non-Surrey	\$33.52
Private	\$58.65
Commercial	\$70.38

## Gymnasium

### Full Gyms

*Chuck Bailey, Cloverdale Recreation Centre, Fraser Heights, Guildford,  
Newton and South Surrey*

Non-Profit Surrey Youth	\$85.60
Non-Profit Surrey Adult	\$120.86
Non-Profit Non-Surrey	\$120.86
Private	\$181.29

Commercial	\$217.55
Tarp Fee (cost includes tape cost and labour)	\$427.62

*Maximum Tournament Rate is 8 times the hourly rate*

### **Newton Gym - Mat Room**

Non-Profit Surrey Youth	\$23.73
Non-Profit Surrey Adult	\$32.54
Non-Profit Non-Surrey	\$32.54
Commercial/Private	\$56.94
Commercial	\$68.33

### **Other Fees**

Facility Attendant	\$35.33
Facility cleaning fee (meetings – medium use bookings)	\$20.19
Facility cleaning fee minimum (social bookings)	\$40.38
Fitness Instructor (Fitness Studio bookings only)	\$51.48
Large Fitness Equipment (per Fitness Studio booking)	\$35.09
Small Fitness Equipment (per Fitness Studio booking)	\$17.55
Misc. Fees (chair cleaning, equipment rental...)	Cost + 20%

### **Fitness Studio Rooms**

Non-Profit Surrey Youth	\$28.40
Non-Profit Surrey Adult	\$39.68
Non-Profit Non-Surrey	\$39.68
Private	\$69.46
Commercial	\$83.35

## Room Rental Listing

*If rented after public hours of operation, a 4-hour minimum staff charge will apply*

### **Small Meeting Rooms – up to 30 people**

- Alice McKay Building – Boardroom
- Archive - Multi-purpose room
- Chuck Bailey Recreation Centre - Reading Lounge
- City Hall - Community Rooms 1E Room A, 2E Room A, 2E Room B
- Clayton Community Centre – Studio 110
- Clayton Community Centre – Studio 111
- Clayton Community Centre – Studio 112
- Clayton Community Centre – Studio 113
- Cloverdale Arena - Conference Room
- Cloverdale Athletic Park Pavilion - Meeting Room
- Cloverdale Recreation Centre - Activity Room
- Cloverdale Recreation Centre - Workshop 206
- Community Rooms (All unless specifically listed)
- Elgin Centre
- Fleetwood Community Centre - Board Room
- Fleetwood Community Centre - Room #1
- Fleetwood Community Centre - Multi-purpose Room #5
- Fleetwood Community Centre - Multi-purpose Room #6
- Fleetwood Park - Meeting Room
- Fraser Heights Community Centre – Multi-purpose Room #1
- Grandview Heights Aquatics Centre - Deck Side Classroom
- Guildford Recreation Centre - Meeting Room
- Guildford Recreation Centre - MPR A
- Guildford Recreation Centre - Training Room
- Guildford Recreation Centre - Small Meeting room
- Historic Stewart Farm – Barn Program Area
- Kensington Prairie Community Centre - Activity Room
- Kensington Prairie Community Centre - Community Room 1
- Kensington Prairie Community Centre - Community Room 2
- Lobbies (table/booth setup only)
- Meridian Centre
- Museum of Surrey - Program Room 1
- Museum of Surrey - Program Room 2
- Museum of Surrey - Textile Program Room
- Newton Athletic Pavilion - Upper Meeting Room
- Newton Seniors' Centre - Meeting Room
- Newton Seniors' Centre - Quiet Room
- Newton Wave Pool – Multi-purpose Room 1
- Newton Wave Pool – Multi-purpose Room 2 (Youth Lounge)
- North Surrey Sport and Ice Complex - Community Board Room
- Port Kells Community Hall – Small Room
- Shannon Hall – Boardroom
- Shannon Hall - Storage
- South Surrey Recreation & Arts Centre - Meeting Room
- South Surrey Recreation & Arts Centre - Arts Office
- Sunnyside Hall - Lounge only
- Surrey Arts Centre - Conference Room
- Surrey Nature Centre - Dogwood Room
- Surrey Sport & Leisure Complex – Youth Room



- Surrey Sport & Leisure Complex – Poolside Classroom
- Surrey Sport & Leisure Complex – Timing room
- Tamanawis Park Field House - Lower Meeting Room
- Tamanawis Park Field House - Upper Meeting Room
- Unwin Park - Meeting Room
- West Newton Community Park - Fieldhouse Meeting Room

**Medium Size Rooms and Kitchens – 30 to 75 people**

- Agriplex – Kitchen
- Bridgeview Community Centre – Multi-Purpose Rooms 1, 2, 3
- Bridgeview Community Centre - Kitchen
- City Hall - Community Rooms 1E Room B, 1E Combined A&B, 2E Combined A&B
- Chuck Bailey Recreation Centre - Arts & Craft
- Chuck Bailey Recreation Centre - Kitchen
- Chuck Bailey Recreation Centre - Multi-Purpose A/B/C
- Chuck Bailey Recreation Centre - Preschool
- Chuck Bailey Recreation Centre - Youth
- Clayon Community Centre – Multipurpose Room
- Cloverdale Athletic Park Fieldhouse - Community Room
- Cloverdale Ball Park - Fieldhouse
- Cloverdale Recreation Centre – Multi-purpose Rooms 101, 102, 103, 202, 203, 204, 205
- Cloverdale Recreation Centre - Kitchen
- Fleetwood Community Centre - Room 3
- Fleetwood Community Centre - Room 4
- Fraser Heights Community Centre – Multi-purpose Room 2, 3, & 5
- Grandview Heights Aquatics - Patio
- Guildford Recreation Centre - Craft Rooms 1 & 2
- Guildford Recreation Centre - MPR B
- Guildford Recreation Centre - Seniors' Lounge
- Guildford Recreation Centre - Youth Lounge
- Kensington Prairie Community Centre - Classroom 1 to 6
- Museum of Surrey - Atrium
- Museum of Surrey - 1881 Town Hall
- Museum of Surrey - Theatre
- Newton Athletic Park - Community Room
- Newton Seniors' Centre - Multi-Purpose Room
- Newton Seniors' Centre - Activity Room
- North Surrey Sport and Ice Complex - Multi-Purpose Room 1
- North Surrey Sport and Ice Complex - Multi-Purpose Room 2
- North Surrey Sport and Ice Complex - Multi-Purpose Room 3
- Shannon Hall - Concession
- Shannon Hall - Kitchen
- South Surrey Arena - Upper Lounge
- South Surrey Recreation & Arts Centre - Multi-Purpose 1 Community Lounge
- South Surrey Recreation & Arts Centre - Multi-Purpose 3 Preschool
- South Surrey Recreation & Arts Centre - Multi-Purpose 4 Preschool
- South Surrey Recreation & Arts Centre - Multi-Purpose 5 Fitness
- South Surrey Recreation & Arts Centre - Childminding
- South Surrey Recreation & Arts Centre - Multi-Purpose 6 Youth Lounge
- South Surrey Recreation & Arts Centre - Gallery MP 9A
- South Surrey Recreation & Arts Centre - Gallery MP 9B
- South Surrey Recreation & Arts Centre - Arts Studio
- South Surrey Recreation & Arts Centre - Pottery Studio
- Stetson Bowl - Concession

- Historic Stewart Farm – Stewart Hall
- Surrey Arts Centre - Art Studios – Classroom 1 and 2
- Surrey Arts Centre - Program Room
- Surrey Nature Centre - Forest Room
- Surrey Sport & Leisure Complex - Kitchen

**Large Meeting Rooms and Small Halls – 75 to 140 people**

- Alice McKay Building - Hall
- Chuck Bailey Recreation Centre - Multi-Purpose Room
- Don Christian - Small Hall
- Fleetwood Community Centre - 1/2 Large Hall
- Guildford Recreation Centre – Multi-purpose Room
- Kensington Prairie Community Centre - Gym 1
- Kwomais Point Park - Lodge
- Kwomais Point Park - Sanford Hall
- Museum of Surrey - Lobby and Link
- South Surrey Recreation and Arts Centre - MP 7 Fitness Room
- Surrey Sport & Leisure Complex – Multi-Purpose 1
- Surrey Sport & Leisure Complex – Multi-Purpose 2
- Surrey Sport & Leisure Complex – Multi-Purpose 3

**Large Halls – 140 to 300 people**

- Bridgeview Community Centre - Gymnasium
- City Hall Atrium (City Room)
- Fleetwood Community Centre - Large Hall
- Museum of Surrey – Entire Building (galleries may be added upon request)
- Newton Community Hall - Multi-Purpose 4
- Newton Seniors' Centre – Auditorium
- Shannon Hall
- Surrey Sport & Leisure Complex – Multi-Purpose 1 and 2

**Stand Alone Halls (no staff)**

- Bear Creek Pavilion
- Clayton Community Hall
- Elgin Hall
- Port Kells Community Hall
- Strawberry Hill Hall
- Sunnyside Hall

**Fitness Studio Rooms**

- Cloverdale Recreation Centre - Fitness Studio
- Cloverdale Recreation Centre - Wellness Studio and Cycling Room
- Clayton Community Centre - Fitness Studio
- Clayton Community Centre - Cycling Studio
- Fleetwood Community Centre - Fitness Studio
- Fraser Heights Recreation Centre - Fitness Studio Room 4
- Guildford Recreation Centre - Fitness Studio Room 109
- Guildford Recreation Centre - Cycling Studio
- Newton Recreation Centre - Fitness Studio
- North Surrey Sport & Ice Complex - Fitness Studio
- North Surrey Sport & Ice Complex - Cycling Studio
- South Surrey Recreation and Arts Centre - Fitness Studio MP 5
- South Surrey Recreation and Arts Centre - Cycling Studio MP 2
- Surrey Sport & Leisure Complex - Fitness Studio

## Parking Lot Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

2022/23  
Base

### Parking Lots - Small (min 4 hour booking)

Non-Profit Surrey Youth	\$10.56
Non-Profit Surrey Adult	\$11.52
Non-Profit Non-Surrey	\$11.52
Private	\$19.20
Commercial	\$23.05
Commercial per day rate	\$276.60
Commercial per week rate	\$1,659.57

### Parking Lots - Large (min 4 hour booking)

Non-Profit Surrey Youth	\$26.07
Non-Profit Surrey Adult	\$28.45
Non-Profit Non-Surrey	\$28.45
Private	\$47.42
Commercial	\$56.90
Commercial per day rate	\$682.84
Commercial per week rate	\$4,097.07

### Deposits & Payments

Commercial Rental Booking Deposit	\$250.00
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Due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.



## Parking Lot Listing

### Small Parking Lots – up to 100 stalls

- Bear Creek Park - 140 Street Lot
- Bear Creek Park - Skate Park Lot
- Cloverdale Athletic Park - 168 Street Lot - North
- Cloverdale Athletic Park - 168 Street Lot - Tennis Courts
- Cloverdale Fairgrounds - Lot F - Alice McKay
- Crescent Park - South Gravel Overflow Lot
- Don Christian Recreation Centre Lot
- Fleetwood Community Centre - Lot A - North
- Fleetwood Community Centre - Lot B - South
- Fraser Heights Recreation Centre & Park Lot
- Guildford Recreation Centre - Lower Aquatic Lot - P2
- Guildford Recreation Centre - Upper NW Recreation Lot
- Guildford Recreation Centre - Underground Parkade Lot
- Holly Park Lot
- Newton Athletic Park - Overflow Lot
- South Surrey Athletic Park - Recreation Centre & Skate Park Lot
- South Surrey Athletic Park - Recreation Centre & Water Park Lot
- Surrey Nature Centre - Overflow Lot
- The Glades Lot
- Tom Binnie Park Lot

### Large Parking Lots – 100 stalls or more

- Bear Creek Park - Arts Centre & Pavilion Lot
- Bear Creek Park - Fields & Outdoor Pool Lot
- Blackie Spit - Crescent Beach Lot
- Clayton Community Centre Lot
- Clayton Hall & Park Lot
- Cloverdale Arena Lot
- Cloverdale Athletic Park - 64 Avenue Lot
- Cloverdale Athletic Park - 168 Street Lot - South
- Cloverdale Ball Park Lot
- Cloverdale Fairgrounds - Lot A - Upper Stetson Bowl
- Cloverdale Fairgrounds - Lot B - Lower Stetson Bowl
- Cloverdale Fairgrounds - Lot C - Agriplex
- Cloverdale Fairgrounds - Lot D - Paved Lot
- Cloverdale Fairgrounds - Lot E - Gravel Lot
- Cloverdale Fairgrounds - Lot G - Shannon Hall
- Cloverdale Recreation Centre Lot
- Darts Hill Garden Park Lot
- Newton Athletic Park - North Lot
- Newton Athletic Park - South Lot - Turf #4
- Newton Athletic Park - South Lot - Playground
- North Surrey Sport & Ice Complex Lot
- Royal Kwantlen Park Lot
- South Surrey Athletic Park - 20 Avenue Lot - South
- South Surrey Athletic Park - Arena Lot



- South Surrey Athletic Park - Recreation Centre & Fields Lot
- South Surrey Athletic Park - Semiahmoo Lot
- Surrey Sport and Leisure Complex - Arena North Lot
- Surrey Sport and Leisure Complex - Arena Front Lot
- Surrey Sport and Leisure Complex - Aquatics Lot
- Unwin Park Lot
- Whalley Athletic Park Lot

## Cloverdale Fairgrounds

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	<b>2022/23 Base</b>
<b>Agriplex</b>	
Non-Profit Surrey Youth	\$141.49
Non-Profit Surrey Adult	\$154.35
Non-Profit Non-Surrey	\$154.35
Private	\$257.25
Commercial	\$308.70
Commercial per day rate	\$3,704.40
Commercial per week rate	\$22,226.40

### Bill Reid Millennium Park Amphitheatre

Non-Profit Surrey Youth	\$155.91
Non-Profit Surrey Adult	\$170.08
Non-Profit Non-Surrey	\$170.08
Private	\$283.47
Commercial*	\$340.16
Commercial* per day rate	\$2,832.50
Commercial* per week rate	\$15,000.00

\*plus a percentage of ticket sales

### Stetson Bowl Stadium - includes Grandstand, Field and Pens

#### Area

Non-Profit Surrey Youth	\$990.00
Non-Profit Surrey Adult	\$1,080.00
Non-Profit Non-Surrey	\$1,080.00
Private	\$1,800.00
Commercial	\$2,160.00

### Stetson Bowl Covered Area

Non-Profit Surrey Youth	\$7.42
Non-Profit Surrey Adult	\$10.41
Operators of for-profit program on Park land - Per Hour	\$19.32

### Deposits & Payments

Commercial Rental Booking Deposit	\$5,000.00
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Due when the rental contract is firmed up and counts towards the total rental contract owing.

Modified long-term rates can be approved by General Manager. Revenue-sharing on admissions can also be negotiated.

Cancellation Policy - 60 days notice or fee of 50% of booking cost  
Commercial Rentals - 50% discount on fees for set-up

## Outdoor Sport Facilities

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

2022/23  
Base

### Grass Field Prime Times:

Monday to Friday: 4:00 p.m. – 10:00 p.m.

Saturday & Sunday: 8:00 a.m. – 10:00 p.m.

### Grass Field Non-Prime Time

Monday to Friday: 8:00 a.m. to 4:00 p.m.

<b>Permit Processing Administration Fee</b>	\$36.90
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<b>Key Replacement Fee</b>	\$17.25
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Gate, Light, Washroom Keys...

### Grass Sports Fields, Ball Diamonds, Game Courts and Running Tracks

Adult Non-Prime (M-F before 4pm).	\$8.06
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Adult Regular Season Rental	\$16.11
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### For Profit Sport Camps

Per amenity (hourly)	\$19.32
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Cancellation Fee	\$21.74
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### Lighted grass sports fields, ball diamonds

Youth (younger than 19 years of age)	\$7.42
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Adult (19 years of age and older)	\$26.54
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### Lighted grass and gravel practice fields: Monday - Friday 5:30pm - 10:30pm

Youth	\$7.42
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Adult	\$10.41
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### Adult Tournaments and Track Meets

Surrey Non-Profit Association, per day	\$104.57
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Non-Surrey, non-profit associations- per day	\$149.32
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Commercial and Private Groups for profit - per day	\$298.63
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### Half day charges

(Mon. to Fri. only, after 5 p.m. No half days on Sat., Sun. or Statutory Holidays)

Surrey Non-profit Associations	\$52.30
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Non-Surrey Non-profit Associations	\$74.70
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Commercial and Private Groups for profit	\$149.40
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Any exclusive use of a field(s), ball diamond(s), game court(s), requested outside of the sports group's normal regular season field allocations. A tournament may include, and is not restricted to: playoffs, invitationals, provincials and nationals.



**Artificial Turf Fields - per hour unless noted**

**Prime Time**

Monday to Friday: 5:30 p.m. – 10:30 p.m.

Saturday & Sunday: 8:00 a.m. – 6:00 p.m.

**Non-Prime Time**

Monday to Friday: 8:00 a.m. to 5:30 p.m.

Saturday & Sunday: 6:00 p.m. to 10:30 p.m.

**July and August - Non-Prime Time**

Monday, Friday, Saturday and Sunday: All-day (non-prime time rates apply, with the exception of tournaments)

**Last Minute Turf**

7 days prior (less 25% off applicable rate)

1 - 3 days prior (less 50% off applicable rate)

**2022/23**

**Base**

**Prime Time**

Surrey based youth (includes School District #36)	30.47
Surrey based adult	54.73
Non-Surrey based youth/private youth use	59.73
Non-Surrey based adult/private adult use	\$106.56
Commercial Use	\$139.26
Surrey based youth tournaments - per day	\$223.61
Surrey based adult tournaments - per day	\$410.19
Non-Surrey based youth tournaments/private youth tournament - per day	\$496.80
Non-Surrey based adult tournaments/private adult tournaments - per day	\$639.41

**Non-Prime Time**

Surrey based youth (includes School District #36)	\$15.34
Surrey based adult	\$27.38
Non-Surrey based youth/private use youth	\$29.91
Non-Surrey based adult/private use adult	\$53.33
Commercial Use	\$139.26
Commercial Sports Camps (hourly)	\$19.32
Commercial Sports Camps Cancellation Fee - Per Session	21.74

<b>Mini Turf Field</b>	<b>\$10.49</b>
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**Kabaddi Field**

Non-Profit	\$149.32
Commercial Event, For Profit – per day	\$4,691.49

**Tennis/Pickleball Courts**

**Prime:**

Monday to Friday: 4:00 p.m. – 10:00 p.m.

Saturday & Sunday: 8:00 a.m. – 10:00 p.m.

**Non-Prime:**

**Monday to Friday: 8:00 a.m. to 4:00 p.m.**

Tennis Courts: Prime Time – per hour per court	\$9.66
Pickleball Courts: Prime Time – per hour per court	\$3.09
Tennis Courts: Non-Prime Time - per hour per court	\$4.84
Pickleball Courts: Non-Prime Time – per hour per court	\$1.54
Tennis Courts: Adult Tournament and For-Profit Events	\$77.30
Pickleball Courts: Adult Tournament and For-Profit Events	\$24.70

**Tennis and Pickleball Club Seasonal Fees**

Tennis Courts: Surrey Non-Profit Association, per court per hour	\$3.26
Pickleball Courts: Surrey Non-Profit Association, per court per hour	\$1.63

**Per court per season, May 1 to September 30**

Tennis Courts: Surrey Non-Profit Association	\$2,572.50
Pickleball Courts: Surrey Non-Profit Association	\$1,377.57

**Boot Camps and Fitness/Performance Training**

Operators of for-profit program on Park land - Per Hour	\$19.32
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**Community Sport Trailer**

Per event maximum	Cost + 20%
Damage Deposit (Refundable)	\$2,000.00

## Group Photography and Wedding Ceremony Permits

*All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted*

**2022/23  
Base**

### **Elgin Heritage Park (Non-gated Passive Grass)**

*Groups do not have exclusive use of the site. Permission to have photography are granted via a park permit.*

Admin Fee (per session/permit)	\$0.00
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### **The Glades Woodland Garden (Gated Passive Grass)**

Admin Fee (per session/permit)	\$0.00
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**Ward's Marina**

*All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted*

	<b>2022/23 Base</b>
Monthly Moorage (fee per day multiplied by linear foot)	\$0.21
Short-Term Storage available upon request	\$0.21
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<b>Lockers - Daily</b>	
Half	\$0.27
Full	\$0.54
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## Surrey Arts Centre Main Stage

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted  
(MENU-DRIVEN RENTAL RATE STRUCTURE)

A Theatre Rental Coordinator is available at the Arts Centre to provide complete theatre rental booking information and services to the community. Upon receipt of detailed information regarding the client's production requirements and proposed performance dates, the Arts Centre Theatre will provide a formal quotation outlining expenses and contract requirements to the client within three theatre working days. Please contact the Arts Centre (604 501 5566) and ask for the Theatre Rental Office.

### User Categories

- School District 36
- Non-Profit Surrey Youth
- Non-Profit Surrey Adult
- Non-Profit Non-Surrey (includes approved Cultural Business)
- Commercial/Private

2022/23  
Base

### Theatre Rental (per hour) 6 hours minimum

School District 36	\$79.23
Non-Profit Surrey Youth	\$114.73
Non-Profit Surrey Adult	\$114.73
Non-Profit Non-Surrey*	\$184.19
Commercial/Private	\$350.37

\*Cultural Business can qualify for this rate if approved by Performing Arts Manager

Dark Days \$247.99

Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be subject to the applicable rental rate.

### Deposits & Payments

Arts Rental Booking Deposit \$300.00

Due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.

Balance of rental charges due 14 days prior to booking or at the discretion of the General Manager or designate.

## Surrey Arts Centre Studio Theatre

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

2022/23  
Base

### Theatre Rental (per hour) 5 hours minimum

Non-Profit Surrey Youth	\$21.61
Non-Profit Surrey Adult	\$21.61
Non-Profit Non-Surrey*	\$39.10
Commercial/Private	\$117.31

\*Cultural Business can qualify for this rate if approved by Performing Arts Manager

Dark Day \$157.44

Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be

### Deposits and Payments

Arts Rental Booking Deposit \$300.00

Due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.

Balance of rental charges due 14 days prior to booking or at the discretion of the General Manager or designate.

## Surrey City Hall Council Chambers

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

2022/23  
Base

### Theatre Rental (per hour) 6 hours minimum

Includes up to six hours access, with one on-stage technician and one House Supervisor

Non-Profit Surrey Youth	\$66.89
Non-Profit Surrey Adult	\$66.89
Non-Profit Non-Surrey*	\$94.15
Commercial/Private	\$133.77

\*Cultural Business can qualify for this rate if approved by Performing Arts Manager

Dark days \$186.76

Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be subject to the applicable rental rate.

### Deposits & Payments

Arts Rental Booking Deposit \$300.00

Due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.

Balance of rental charges due 14 days prior to booking or at the discretion of the General Manager or designate.

### Centre Stage Sale of Merchandise Surcharge

A surcharge of 15% will be applied to the gross revenue resulting from the sale of any merchandise, memberships or fund-raising items at Centre Stage in conjunction with your bookings.

The 15% surcharge will also be applied to the gross revenues of any merchandise sold in the Centre Stage by photographers and/or videographers at any time during your booking.

Renters that are registered as Surrey non profit organizations will be exempt from the 15% Sale of Merchandise surcharge.

Also, please be reminded that ticket raffles, calendar raffles and 50/50 draws, etc., in Surrey facilities are only permitted with a gaming event license.

## Surrey Arts Centre Rental Fees

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

The following rental fees may apply to rentals held at the Surrey Arts Centre or City Hall

	2022/23 Base
<b>Equipment Rental</b>	
Surrey Arts Centre Gallery Admission	\$0.00

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### Equipment Rental

Piano	
For the use of acoustic pianos regularly tuned and maintained	\$155.85
Requested additional tuning	\$145.50
Projector (per event)	\$259.75
Linen Rental	\$9.50
Table Rental – Cocktail Tables	\$9.50

### Ticket Service Charges

For all tickets sold by SAC Box Office or by renter	\$1.91
Complimentary tickets	\$1.91
Use of an outside ticket agent	\$1.91
A Theatre Capital Fund Surcharge will be added to all Tickets \$10.00 and over	\$1.00

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All tickets sold for events at Surrey Civic Theatres (SCT) are to be sold through the SCT box office. Exceptions are at the discretion of Manager, Performing Arts or designate.

Tickets on sale date is at the request of the renter but will not be on sale before there is a signed contract.

For free events, or events with complimentary tickets, 10% of tickets are not subject to service charges - the remainder of tickets are charged at \$3 per seat service charge (\$1 per seat TIF only may be available - discretion of Manager, Performing Arts or designate).

Clients taking tickets away to sell at their locations or by a third party seller are subject to \$3 per seat service charges.

Events that charge admission by donation are subject to \$3 service charge per seat. Payment for tickets by patrons of SCT Box Office can be made by credit card, debit or cash

### Surrey Art Centre Sale of Merchandise Surcharge

Lobby sales by renters must not duplicate or compete with SAC concessions, bar or the Gift Shop.

A surcharge of 15% will be applied to the gross revenue resulting from the sale of any merchandise, memberships or fund-raising items at Surrey Arts Centre in conjunction with your bookings.

The 15% surcharge will also be applied to the gross revenues of any merchandise sold in the Surrey Arts Centre by photographers and/or videographers at any time during your booking.

Renters that are registered as Surrey non profit organizations will be exempt from the 15% Sale of Merchandise surcharge.

Also, please be reminded that ticket raffles, calendar raffles and 50/50 draws, etc., in Surrey facilities are only permitted with a gaming event license.



## Clayton Community Centre Performing Arts Studio

*All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted*

**2022/23  
Base**

### **Studio Rental (per hour)**

Non-Profit Surrey Youth	\$21.61
Non-Profit Surrey Adult	\$21.61
Non-Profit Non-Surrey*	\$39.10
Commercial/Private	\$117.31

\*Cultural Business can qualify for this rate if approved by Performing Arts Manager



## City Hall Plaza

*All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted*

	2022/23 Base
<b>General Public</b>	
Non-Profit Surrey	Free
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<b>Non-Profit Organization</b>	
Hourly (Max 4 hours)	\$129.00
Daily	\$1,287.50
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<b>Commercial</b>	
Hourly (Max 4 hours)	\$257.50
Daily	\$2,575.00
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**Additional Services Extra (Security, Janitorial, Equipment Rental)**

## ***Facility Admission Schedules***

## Admissions - Definitions

The following information is applicable to admission fees and charges and will be taken into consideration, but is not limited to:

### Users

Infant	0 – 23 months
Child/Youth	2 - 18 years inclusive
Adult	19 - 59 years inclusive
Senior 60-69	60 - 69 years inclusive
Senior 70 years and older	70+ years
Post-Secondary Student	*Students must show valid student card dated for the current school year
Family with Dependants	A family consisting of 1 or 2 parents, grandparents or legal guardians with at least 1 dependant aged 18 years or younger
Attendant	A person who supports a participant with a disability

### Fee Structure

Infant	Free
Child/Youth	50% of Adult Rate
Adult	100%
Senior 60 to 69	25% of Adult Rate
Senior 70 Years and older	75% of Adult Rate
Post-Secondary Student	25% of Adult Rate
Family Value	Equal to the child rate for each family member 50% of regular rates
Attendant	Free, when attending to someone with a disability
Swipe Cards (5)	5% discount of the applicable rate
Swipe Cards (10)	10% discount of the applicable rate
Swipe Cards (20)	20% discount of the applicable rate
Rounding	After-Tax admission fees will be rounded up to the nearest quarter (\$0.25)

\* *Student Rate Definition: PRC recognizes a student as a person (regardless of age) who possess current and valid student identification from an accredited post-secondary institution. BC institutions include (but are not limited to): Simon Fraser University (SFU), University of British Columbia (UBC), British Columbia Institute of Technology (BCIT), Langara College, Kwantlen College, Capilano College, Douglas College, Emily Carr College of Art And Design, Vancouver Community College (VCC), University College of the Fraser Valley (UCFV), Trinity Western University (TWU), University of Victoria (UVic), Malaspina College, University of Northern BC (UNBC), Camosun College*

## Admissions

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	<b>2022/23 Base</b>
<i>Valid at all City Operated Facilities</i>	
Infant (under 2 years)	\$0.00
Children/Youth	\$3.48
Adult	\$6.95
Senior 60 to 69	\$5.24
Senior 70 Years and older	\$1.69
Post-Secondary Student <sup>2</sup>	\$5.24
Parent and Child <sup>1 &amp; 2</sup>	\$3.47
Value Time	50% discount
Shower Only Fee	\$1.96

*1 Per person (minimum 1 adult and at least one child 18 years or younger). Valid to participate in:*

- drop-in program;
- accompanying someone registered in a program; or
- accompanying someone participating in a sport group rental (e.g. swim clubs)
- accompanying someone a Full-Facility Pass holder qualify for the family drop-in rate.

*2: Only available at the front counter*

## **Facility Passes - Terms and Conditions**

*The following information is applicable to facility passes and will be taken into consideration, but is not limited to:*

Recreation Surrey Passes are valid at all City-operated pools, arenas and community recreation centres. Annual, Month and Swipe passes are non-transferable.

Replacement cards are subject to an administrative processing fee.

Student pass requires proof of ID from a Canadian accredited post secondary institution.

Family Pass is defined as 1 or 2 parent/guardian(s) with an unlimited number of dependant children (18 years and younger). Drop-in is per person in the family. Family drop-in admission applies to the following:

- Family members participating in drop-in programs;
- Parent(s)/Guardian(s) of children participating in a registered program. (eg, Drop-in swim);
- Parent(s)/Guardian(s) of children participating in a sport group activity. (eg, Swim Club);
- Parent(s)/Guardian(s) do not need to participate in the same activity as the child to qualify for family admission;
- Parent(s)/Guardian(s) and dependant children must be together at the facility's front counter to receive family admission.

Swipe Passes expire 2 years from the date of purchase and are non-refundable.

### **Monthly Payment Options**

Monthly payment options are available on 1-year full-facility passes. Make monthly payments using Automatic Debit or Credit Card. First payment is due at purchase and remaining payments will be withdrawn on the same day of each month as the date of purchase.

A \$5 fee will be charged for declined automatic debit payments.

### **Pass Cancellation Policy**

A \$5 fee will be charged to cancel an annual pass. A pro-rated refund will be issued from the date of cancellation if applicable.

### **Pass Renewal**

If you renew your annual pass before it expires, you are eligible to receive one extra month for no additional cost. Business Operations will apply the additional month

### **Annual Pass Extension Policy**

Annual passes can be suspended and extended, once, for up to three months. Clients must notify staff prior to the extension.



## Facility Passes

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2022/23 Base
<b>Monthly</b>	
Infant	\$0.00
Children/Youth	\$36.07
Adult	\$72.14
Senior 60 to 69	\$54.10
Senior 70 Years and older	\$18.04
Post-Secondary Student	\$54.10
Family	\$144.29

<b>Annually</b>	
Infant	\$0.00
Children/Youth	\$264.26
Adult	\$528.50
Senior 60 to 69	\$396.38
Senior 70 Years and older	\$132.13
Post-Secondary Student	\$396.38
Family	\$1,057.01

### Swipe Passes

10 swipe passes are offered on drop-in rates at a 10% discount off regular admission price.

20 swipe passes are offered on drop-in rates at a 20% discount off regular admission price.

Unused punches expire 2 years from date of purchase.

### Other Passes

Leisure Access Admin Fee	\$0.00
MY Fun Pass - valid September - June for children aged 2-12	\$110.12
Simon Fraser University (Surrey Campus) Letter of Understanding per semester, per eligible student	\$37.32

## Specialty Session Admission Rates

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2022/23 Base
Adult Drop-in Rec. Hockey* or Adult Figure Skating*	
Weekday	\$8.90
Parent and Youth Hockey*	
Child/Youth	\$7.16
Adult	\$8.90
Child Minding Service	\$3.48
<i>max. 90 minutes</i>	
<i>LAP entitled to 75% discount for each child</i>	
Winter Ice Palace*	\$4.46
External Rehabilitation Trainer Admission Rate for Client	Drop-In admission
External Rehabilitation Trainer Fee	2X Adult Fee

\*included with a full facility pass

## Outdoor pools

*All Fees are subject to applicable taxes; Per person fee, unless otherwise noted*

	<b>2022/23 Base</b>
<b>GENERAL ADMISSION</b>	
Public Swims	\$0.00

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## Seniors' Centres

*All Fees are subject to applicable taxes; Per person fee, unless otherwise noted*

*Rates Applicable to Senior Services facilities*

**2022/23  
Base**

City-wide Seniors' Membership

\$26.19

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*City-wide Seniors' Membership allows access to seniors' activities at any senior services centres.*

### **Notes:**

Passes are valid 1-year from time of purchase

The Membership is available to those 55 years or older

The City-wide Senior Services Facility Membership is included for 1-Year Full Facility pass holders

Applicable for the LAP discount, based on the client's age

## Other User Fees

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	<b>2022/23</b>
	<b>Base</b>
Skate Sharpening	\$7.45
Skate Rentals	\$3.11
Helmet Only	\$1.55
Skate/Helmet Punch Pass – 10 punch pass available at a 10% discount	
Withdrawal Fee - Passes* and Registered Programs less than \$250	\$5.00
<hr/> <i>For unsubstantiated withdrawals 7 days prior to the start time of the registered program valued under \$250, inclusive of taxes</i> <i>*Pass withdrawals are not subject to a notice period</i>	
Returned Post-Dated Payments	\$5.00
<hr/> <i>For declined post-dated payments made using Credit Card or Electronic Funds Transfer</i>	
Withdrawal Fee - Registered Programs \$250 and over**	\$25.00
<hr/> <i>For unsubstantiated withdrawals 7 days prior to the start time of the registered program valued at \$250 and over, inclusive of taxes</i> <i>**exclusive of registered preschool or out of school care over \$1,000</i>	
Withdrawal Fee - Preschool and Out of School Care Programs over \$1,000	\$50.00
<hr/> <i>For unsubstantiated withdrawals 7 days prior to the start time of each registered preschool course valued at \$1,000 or more, inclusive of taxes</i>	



# ***Facility Program Schedule***

## **Program Pricing Philosophy**

### **Program Fees**

Programs rates will be set to cover all direct costs plus at least 20% to cover administration costs. Direct costs include the following:

- c. Labour costs
- d. Material and supply costs for the program
- e. Facility costs – where applicable, i.e., a facility is rented to house the program

### **Recognition of Town Centre Needs**

General admissions for facilities and program registration fees may be developed with consideration given to specific Town Centre needs.

### **Subsidies - Programs**

- a. Developmental Programs - activities/programs that do not initially cover direct costs may be offered at a loss in order to encourage and promote interest. It is expected that eventually these programs will break even.
- b. Experimental or Academic Programs - programs with limited users, but important to community and facility mandates, may be subsidized to ensure public access to specialized topics.
- c. Partnerships and Community Development Program Pricing - As external partners have decision making roles in these programs, standard fees and charges may not apply.