

# *Parks, Recreation & Culture Committee – Minutes*

**Present:**

Councillor Guerra – Chairperson  
Councillor Annis  
Councillor Elford  
Councillor Patton  
B. Burnside  
S. Drysdale  
C. Girardi  
G. Tymoschuk, School Trustee

**Regrets:****Staff Present:**

L. Cavan, General Manager, Parks, Recreation & Culture  
N. Aven, Manager of Parks  
L. Davison, Manager of Culture  
R. Gallagher, Heritage Admin. & Facilities Manager  
K. Gallie, Performing Arts Manager  
C. Nesci, Functional App. Analyst  
S. Scott, Functional App. Analyst  
L. White, Manager, Community & Recreation Services  
L. Anderson, Legislative Services

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**A. ADOPTIONS****1. Adoption of the Agenda**

It was Moved by Councillor Guerra  
Seconded by Councillor Elford  
That the agenda of the September 18, 2019  
Parks, Recreation & Culture Committee meeting be amended to add Item I.2 –  
Surrey Sports Hall of Fame, and that the agenda be adopted, as amended.  
Carried

**2. Adoption of the Minutes**

It was Moved by Councillor Guerra  
Seconded by B. Burnside  
That the minutes of the Parks, Recreation  
and Culture Committee meeting of June 19, 2019, be adopted.  
Carried

**B. DELEGATIONS****1. Ellen Farrugia, Surrey City Orchestra Society**

Ellen Farrugia, Surrey City Orchestra Society (SCO) was in attendance to provide an update on the SCO and support for Cultural Grants.

A brief PowerPoint presentation was provided and the following comments were made:

- SCO is made up of professional musicians with a mandate to bring high quality musical performances featuring Surrey artists and partnering with

local groups to feature the strength of Surrey's diverse community through music.

- In 2018, with support from the city, SCO performed at the Fusion Festival, the Arts4All gala, its own production of Handel's Messiah with the KPU Chorus and another Messiah with the Vancouver Bach Choir at the Bell Centre.
- In 2019, SCO performed a Jazz and Strings concert at the Bell Centre, featuring the Miles Black Trio, local singer Julia Copeman-Haynes, a guitarist from Semiahmoo Secondary, Amarjeet Singh and Coach Sandhu from the band Indian Standard Time.
- SCO's next concert is in November, performing The Nutcracker along with 4 local dance groups and the Surrey Children's Choir. Further plans include a Best of Bollywood concert, a Beatles concert and a concert featuring an educational video from NASA.
- Studies have shown how a city rich in the arts relates to health, staying in school and safe communities. With that in mind, the objectives outlined in the Parks, Recreation and Culture Plan (PRC Plan) for Surrey are encouraging, however it is striking to note how few arts organizations there are for a city the size of Surrey. Compared to many other cities regionally, provincially and nationally, Surrey has a very low number of recipients of cultural grants. For example, on a federal level (where the application demands to see support from the municipality) there were only seven recipients from Surrey, mostly individuals, while there were 17 in Kelowna.
- Cultural grants provide a lifeline for emerging artists to gain connections to the community where they can employ other artists from the community and grow support from businesses and individuals without the need to rely on the cultural grants program in order to continue.
- Most cities operate their granting program on a per capita basis, e.g. The Vancouver Island Symphony receives \$87,000 per year for three years from a city of approximately 95,000 with an arts budget of \$340,000; supporting almost 50 groups receiving grants. Similarly, Windsor, Ontario, with a population of 329,144, invested \$2 million in an arts endowment recently.
- While a city like Vancouver can provide \$3 million worth of funding to its orchestra, even smaller markets like Kelowna manage to provide \$102,000 and Kamloops \$62,000 to their orchestras. SCO's operating budget is under \$50,000 per year, with total community grants received of \$10,000. Funding is essential, but arts education is also a huge factor and for SCO it is a necessity to foster future musicians and audiences. A big investment will have a big pay off to the creative economy which has seen the largest area of growth in major cities.
- The PRC Plan talks about artists, living and working in Surrey, being able to study at a credible music school, from K to post secondary, having access to high quality music offerings to help inspire and develop ones creativity, a place to showcase talent, connections to the greater community and pride in ones community, these are the same goals that the orchestra is striving for, and investment in the cultural grants program is what is required.

- Music therapy is a great bridge towards good health; there is no music therapy in Surrey. It would be ideal if some of the free events offered by the City of Surrey included their orchestra performing, it is something that goes a long way with the City's branding.
- An operating grant and project grants are being sought to be able to network and share the vision of SCO and proceed with programs.

The Committee expressed their appreciation for the presentation, noting the passion and hard work already achieved and acknowledging the vision of the SCO moving forward.

Staff advised they will provide a report to the Committee mapping out the relationship with SCO over the last five years, what has transpired and what can be achieved with current resources, medium and short term, utilizing best practices, including a funding analysis and where there are opportunities to ensure Surrey keeps its amazing artists in Surrey.

## C. STAFF PRESENTATIONS

### 1. **Lisa White, Manager, Community and Recreation Services and Shaun Scott, Business Operations - Functional App. Analyst**

Lisa White, Manager, Community and Recreation Services and Shaun Scott, Functional App. Analyst, provided a presentation on the Master Joint Use Agreement Review – Phase 1.

A PowerPoint presentation, outlining the process and next steps for the Master Joint Use Agreement (MJUA) was given and feedback from the Committee was sought.

Comments were as follows:

- To support the long standing and committed partnership with School District #36 (SD) in providing an updated version of the MJUA, a steering committee, consisting of two SD Board members, PRC staff and a consultant, was formed to guide the process.
- The MJUA, now focussed as an indoor agreement for indoor space allocation within City facilities and SD schools, is needed to update the language of the MJUA to reflect the changes in how the City and SD have been working together over the past 10 years.
- There are separate agreements dating back to 1976, with the last agreement signed in July 2000. The City and SD evolved and grew quite significantly realizing a need to update the agreement to reflect current practice and priorities and the MJUA was reviewed in 2010, establishing key recommendations that informed continuous improvement efforts. In 2017, after spending significant time on data collection, it was agreed that a consultant be hired to negotiate the next version MJUA. In 2018, a consultant from the C+S Planning Group was hired and stakeholder consultation and steering committee meetings were initiated.

- It is important for both parties to understand each other's practices, current priorities and needs in a relationship and an agreement that can continue to be built upon. Under this commitment, guiding principles were developed by the steering committee to inform the process:
  - Understanding of each other mandates;
  - Support the sharing of publicly funded facilities;
  - Offering education and community programming;
  - Committed to working collaboratively;
  - Recognize that SD facilities are heavily used; and
  - Recognize community groups that also offer programming to the community.
- These principles guided the work to establish the goals:
  - Collaboration;
  - Alignment;
  - Engagement;
  - Communications; and
  - Reciprocity.
- Focussing on the types of activities used in each other's space for programs and services, and land use and future planning, the following outcomes were established:
  - Committed to maximizing the potential use of the shared facilities (no empty space);
  - Pursue opportunities to develop and improve the MJUA to support programs;
  - Cooperate in the planning and implementation of new or significant changes to existing facilities; and
  - Mutual goal to maintain program consistency and continuity.

These outcomes are important to the children and families served; the more that can be done together, the greater benefit back to the community.

- In summary, the process of drafting the MJUA has provided a deeper understanding of each other's business, identify gaps, differing priorities and mandates, and acknowledge the need for clear definition within the language of the agreement that really outlines the different processes with respect to developing schedules and hard costs, etc. (e.g. any costs associated in utilizing space that requires a staff person to be brought in for space after hours).
- Next steps include any feedback from the Committee and the City's legal team to be incorporated into the MJUA, return to the Committee in November for final acceptance and recommendation to Council, followed by a Corporate Report to Council in November for approval. Training to both organizations on the implementation of the MJUA will be take place following the transition, and progress updates will be provided to the Committee in due course.

Discussion ensued with respect to how space has been utilized over the past few years, noting there had been limited communication as a result of busy schedules

and an honest lack of understanding of the needs of both SD with respect to teachers priorities and the City with respect to priorities to sports, programming, etc., and the associated challenges for both. Key, and agreed by everyone, is that by keeping kids engaged in positive activities keeps them away from going down the wrong path.

The General Manager, Parks, Recreation and Culture noted that the MJUA relates to indoor facilities programming only; outdoor space is different with some things being site specific and continue to have challenges (e.g. relationship with SD with parks adjacent to schools, etc.). It was further acknowledged that the established and ongoing communication between the two parties, recognizing the differences and understanding costs (in some areas the other party may pay more) and how working together and identifying where improvements can be made, is beneficial for both. It has been an ultimate goal to have a MJUA that reduces barriers to programming and establishes a solid relationship that supports the whole community and utilizes all SD available after hour space.

## 2. **Liane Davison, Manager of Culture**

Liane Davison, Manager of Culture, and Ryan Gallagher, Manager of Heritage Administration, provided a presentation and overview of the updated Public Art Master Plan (Master Plan). Committee feedback was sought.

A PowerPoint presentation, outlining the vision, policy framework, goals and recommendations of the Master Plan, was provided.

Comments were as follows:

- The renewal of the Master Plan is one of the recommendations and short-term goals in the Parks, Recreation and Culture Strategic Plan. It is anticipated the final draft will be presented to the Committee in fall 2019, with a recommendation for adoption to then go forward to Council.
- The vision of the Master Plan is to:
  - Create a lively, beautiful, inclusive, sustainable and complete community;
  - Reflect community identity, values, cultural diversity and indigenous heritage;
  - Develop and maintain a diverse and valued collection of artwork; and
  - Benefit from the creativity of many different artists.

The goals and strategies within the plan are all directed to achieve this vision.

- The Master Plan provides a strategic framework to guide the program and investment to achieve multiple benefits.
- The benefits public art generates for community can already be seen and increasingly recognized for its contributions to both individual and community wellbeing, while also acknowledging the community's values and the City's future economic and cultural goals.

- The Master Plan 2020-2029 is aligned with the overarching vision, principles, goals, objectives, policies and recommendations of the City's key plans and strategies and the City's Public Art Policy provides the operational tools for the implementation of the Master Plan.
- The process of continual community consultation is demonstrated throughout the planning process for the Master Plan, including community engagement in 15 open houses and neighbourhood focus groups held throughout the City. Thousands of residents attended these events over the last two years.
- Community consultation focussed on three main questions: themes, forms and sites. Residents were thoughtful about the subjects they wanted public art to address and generally their ideas were summarized to include:
  - Two broad themes: Where we live and the people who live here;
  - Forms of artwork that changes our minds and community for the better. Some of the most popular forms include: Indigenous art forms, interactive artworks (kinetic and digital), large iconic landmarks at the entrances into the City or into Town Centres, lifelike artworks (inspired by nature), creative street banners, sidewalk and plaza surfaces with creative enhancements and small, discoverable or 'secret' artwork found along walking and cycling paths.
  - Numerous sites were identified through arduous consultation with each of the communities and town centres. The criteria of selecting a site was outlined: sites will be highly visible, accessible, serve a high population and worthy investment to be made unique or to be transformed.
- The Master Plan recommends Surrey's public art program continues to implement multiple ways for people to learn about Surrey's public art (e.g. website, maps and self guided walking guides) and continues investment in the capacity building of local artists, to help them be successful in public art competitions not only in Surrey but also in other communities. It also speaks to continuing best practices, maintenance and the procedures to ensure consistency and equity.
- The plan's 15 goals and accompanying recommendations are organized into three themes: goals for developing a beautiful, sustainable and complete community; goals for best practice Civic Public Art Program; and goals for best practice Private Public Art Program.
- An important recommendation is for an annual review of Surrey's Public Art Policy to ensure it continues to reflect best practice in Canada and to maintain the Private Development Public Art program and its contribution levels in context to regional and national averages
- One of the new recommendations introduced is to recognize and celebrate the contributions made by private development to public art in Surrey; in 2020 several major private development artworks will be completed.
- The recommendations outlined in the Master Plan are achievable within the current operational funding for the public art program.

**3. Liane Davison, Manager of Culture**

Liane Davison, Manager of Culture, presented the preliminary public art plans from the following:

- Bluesky Properties (Bosa) University District in City Centre preliminary public art plan prepared by public art consultant Christina Hirukawa of Expanded Field; and
- Lark Group City Centre 3 preliminary public art plan prepared by public art consultant Lynne Werker.

The Committee was presented with a summary of the six civic public art projects completed to date in 2019, and four artworks currently in production and expected to be unveiled in 2020.

Staff also shared that due to the Metro Vancouver infrastructure work planned at Meaghan Anne MacDougall Park, the sculpture Multiples of Three would be relocated to Brownsville Bar Park. A replacement public artwork will be developed in coordination with the redesign of the Park and its new infrastructure, in consultation with the Fleetwood community.

Councillor Patton left the meeting at 6:33pm

**D. OUTSTANDING BUSINESS****E. NEW BUSINESS****1. Draft Public Art Master Plan**

File No. 7800-01

The memorandum from the General Manager, Parks, Recreation & Culture, dated September 5, 2019, regarding the above subject line, was reviewed. It was recommended that the Parks, Recreation & Culture Committee receive the report for information and receive a copy of the draft Public Art Master Plan 2020-2029 for review in preparation for providing feedback at the September 18, 2019 Parks, Recreation & Culture Committee meeting.

Following the staff presentation of the Draft Public Art Master Plan (item C.3 above), it was requested that an informal presentation be given to Council about the public art program in general, providing the opportunity to receive a more in-depth view of the document, prior to the formal report for Council's consideration.

It was

Moved by B. Burnside

Seconded by C. Girardi

That the Parks, Recreation & Culture

Committee receive the report from the General Manager, Parks, Recreation & Culture, dated September 5, 2019, entitled "Draft Public Art Master Plan", as information.

Carried

**2. Civic Public Art Program Updates**

The memorandum from the Manager of Culture, dated September 4, 2019, regarding the above subject line, was reviewed. It was recommended that the Parks, Recreation & Culture Committee receive the report for information.

It was  
Moved by Councillor Patton  
Seconded by S. Drysdale  
That the Parks, Recreation & Culture  
Committee receive the report from the Manager of Culture, dated September 4,  
2019, entitled "*Civic Public Art Program Updates*", as information.  
Carried

**3. 2020/2021 Fees & Charges By-law Amendment**

File No. 1810-01

The memorandum from the General Manager, Parks, Recreation & Culture, dated September 12, 2019, regarding the above subject line, was reviewed. It was recommended that the Parks, Recreation & Culture Committee recommend that:

1. Council approve the proposed overall 3% increase to the Fees and Charges with the exceptions noted, and make amendments to the existing *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*, as outlined in the report;
2. The introduction of new facilities and the re-assessment of current facilities be updated to reflect current Parks, Recreation and Culture rental amenities;
3. The 2020/2021 Fees and Charges Schedule, attached as Appendix "V", be adopted and added to the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*; and
4. A copy of the report be attached to the minutes of the Parks, Recreation & Culture Committee meeting for Council's reference when they consider the recommendations.

The General Manager, Parks, Recreation and Culture provided a brief summary, noting that the fees and charges are reviewed each year and typically kept inline with the Canada Consumer Price Index. The general user fee philosophy is competitive and calculated to offset costs generally. An overall increase of 3% is recommended, with a few exceptions contained in the report where the rate was getting high in comparison to facilities in neighbouring cities and where new rates have been introduced for items not listed previously. There are no proposed changes to access the City's programs for residents living at or below the poverty line.



It was Moved by B. Burnside  
 Seconded by Councillor Annis  
 That the Parks, Recreation & Culture  
 Committee receive the report from the General Manager, Parks, Recreation and  
 Culture, dated September 12, 2019, entitled "2020/2021 Fees & Charges By-law  
 Amendment" as information, and that a copy of the report be attached to the  
 minutes of the meeting for Council's reference when they consider the  
 recommendations.

Carried

**COMMITTEE RECOMMENDATION:**

It was Moved by B. Burnside  
 Seconded by Councillor Annis  
 That the Parks, Recreation & Culture  
 Committee recommend that Council:

1. Receive the report from the General Manager, Parks, Recreation and  
 Culture, dated September 12, 2019, entitled "2020/2021 Fees & Charges By-  
 law Amendment" (attached as Appendix 1), as information;
2. Approve the proposed overall 3% increase to the Fees and Charges  
 contained in the Surrey Parks, Recreation and Culture Fee-Setting By-law,  
 2004, No. 15391, with the exceptions as outlined in the report;
3. Direct staff to update the Surrey Parks, Recreation and Culture Fee-Setting  
 By-law, 2004, No. 15391 with respect to rental amenities to reflect the  
 introduction of new facilities and the re-assessment of current facilities; and
4. Direct staff to bring forward a bylaw amendment in order to replace  
 Schedule A of the *Surrey Parks, Recreation and Culture Fee-Setting By-law,*  
 2004, No. 15391 to reflect these changes.

Carried

**4. Cultural Grants Program 2020**  
 File No. 7850-01

The memorandum from the Manager of Culture, dated August 14, 2019, regarding  
 the above subject line, was reviewed. It was recommended that the Parks,  
 Recreation & Culture Committee receive the report for information and appoint  
 Carol Girardi as the representative of the Parks, Recreation & Culture Committee  
 to serve on the 2020 Cultural Grants Evaluation Committee.

It was Moved by Councillor Guerra  
Seconded by B. Burnside  
That the Parks, Recreation & Culture

Committee:

1. Receive the report for information; and
2. Appoint Carol Girardi as the representative of the Parks, Recreation & Culture Committee to serve on the 2020 Cultural Grants Evaluation Committee.

Carried

**5. Surrey Art Gallery's Permanent Collection Acquisitions Committee**  
File No. 0330-01

The memorandum from the Surrey Art Gallery Manager, dated September 4, 2019, regarding the above subject line, was reviewed. It was recommended that the Parks, Recreation & Culture Committee receive the report for information and appoint a Council representative from the Parks, Recreation & Culture Committee to serve on the Surrey Art Gallery's Permanent Collection Acquisitions Committee.

It was Moved by Councillor Guerra  
Seconded by C. Girardi  
That the Parks, Recreation & Culture

Committee:

1. Receive the report for information; and
2. Appoint Councillor Annis as the Council representative from the Parks, Recreation & Culture Committee to serve on the Surrey Art Gallery's Permanent Collection Acquisitions Committee.

Carried

**6. Support for Surrey Eagles Hockey Team**  
File No. 0250-20/S

The memorandum from the General Manager, Parks, Recreation & Culture, dated September 10, 2019, regarding the above subject line, was reviewed. It was recommended that the Parks, Recreation & Culture Committee:

1. Receive the report for information;
2. Recommend staff negotiate a one-year License Agreement for 550 hours of ice use for the 2019/2020 season with the Surrey Eagles at a total annual cost of \$31,214, which represents a three per cent (3%) increase in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*;

3. Direct staff to increase the office lease rate fee by three per cent (3%) in alignment with the Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391 for the Surrey Eagles; and
4. Recommend that the Surrey Eagles pay the applicable Junior A rate for all ice times that exceed the 550 hours, in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*.

The General Manager, Parks, Recreation and Culture reported that the Surrey Eagles Hockey Club (non-profit) is the Junior A hockey team in Surrey, active for well over 10 years. In 2011, the City was approached by the Club to review how the ice time was being cared for as they felt they were struggling financially as an amateur sport. A three-year lease agreement, offering 550 hours of ice time at a discounted rate, was provided at that time and has subsequently been extended three times. The Club recently advised they are operating at a loss and not likely to exist without the subsidy. An extension of the lease with an additional 100 hours of subsidized ice time to 650 hours was sought. The Club's request was reviewed and, given the budget expectations for that facility and the time required by other sport groups, proceeding with a one-year continuance of the current 550 hours of ice time, to include a 3% increase over last year, was recommended.

It was noted the Junior A practise rate over 550 hours is \$189 per hour and game rate is \$327 per hour; a significant increase over the subsidized rate. A comparison to other communities is difficult to assess as some clubs may get a concession and some of the smaller communities tend to have a larger turnout at games, etc.

The Committee acknowledged that an increase in fees may be a financial struggle for the Club, however there is concern with respect to the extremely discounted rate of \$56.75 per hour compared with other groups (e.g. non-profit Surrey youth prime rate of \$138.00 per hour) and the negative financial affect for the arena operating budget. With the increase in Surrey's population since 2011 and growing facility needs to be considered, the recommended 3% increase to the subsidized fees for one additional year is acceptable and provides the Club with the time needed to consider future funding options. It was requested that a presentation from the Club be given to the Committee well in advance of the next season in order to assess future support from the City and the community.

It was

Moved by Councillor Guerra  
Seconded by Councillor Annis  
That the Parks, Recreation & Culture

Committee receive the report from the General Manager, Parks, Recreation and Culture, dated September 10, 2019, entitled "*Support for Surrey Eagles Hockey Team*" as information, and that a copy of the report be attached to the minutes of the meeting for Council's reference when they approve the recommendations.

Carried

**COMMITTEE RECOMMENDATION:**

It was Moved by Councillor Guerra  
 Seconded by Councillor Annis  
 That the Parks, Recreation & Culture  
 Committee recommend that Council:

1. Receive the report from the General Manager, Parks, Recreation and Culture, dated September 10, 2019, entitled "*Support for Surrey Eagles Hockey Team*" (attached as **Appendix 2**), as information;
2. Direct staff to negotiate a one-year License Agreement for 550 hours of ice use for the 2019/2020 season with the Surrey Eagles at a total annual cost of \$31,214, which represents a three per cent (3%) increase in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*;
3. Direct staff to increase the office lease rate fee by three per cent (3%) in alignment with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391* for the Surrey Eagles; and
4. Direct staff to advise the Surrey Eagles that they will be charged the applicable Junior A rate for all ice times that exceed the 550 hours, in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*.

Carried

**7. Surrey Gymnastics Society – Follow Up**  
 File No. 8000-70

The memorandum from the General Manager, Parks, Recreation & Culture, dated September 10, 2019, regarding the above subject line, was reviewed. It was recommended that the Parks, Recreation & Culture Committee:

1. Receive the report for information;
2. Support staff's continued communication with the Surrey Gymnastic Society related to City facility bookings and future facility development; and
3. Request an annual report from the Surrey Gymnastic Society regarding their participation levels, fund raising efforts and partnership opportunities with the City and Society as generally described in the report.

The General Manager, Parks, Recreation and Culture highlighted some of the options for the Surrey Gymnastic Society (SGS), short, medium and long term, as follows:

- Since the time of the SGS delegation to the Committee (May 22, 2019), the SGS lease for the Frank Hurt Annex with School District #36 has been extended for another year until June 2021.

- SGS has purchased the Wayland Sports facility in Newton as a back-up facility. The facility is smaller than a full-size gymnasium, but it can be used for some of the SGS programs as a short-term (1-3 years) solution. PRC staff can also discuss with the group if/when they may be looking for space to host a gymnastics competition, etc. in the future.
- In the medium term (4-6 years) SGS will move more programs to their private facility. It has been suggested SGS do some fundraising and have discussions with other levels of government to leverage other funding over the medium to long term (7-10 years) to be in a position to contribute to a capital project on their own or in partnership with the City or other entities (e.g. partner with the City on land and lease from the City).
- It is also proposed that SGS present to the Committee each year with an update.

It was

Moved by Councillor Guerra

Seconded by B. Burnside

That the Parks, Recreation & Culture

Committee:

1. Receive the report for information;
2. Support staff's continued communication with the Surrey Gymnastic Society related to City facility bookings and future facility development; and;
3. Request an annual report from the Surrey Gymnastic Society regarding their participation levels, fund raising efforts and partnership opportunities with the City and Society as generally described in the report.

Carried

#### **F. ITEMS REFERRED BY COUNCIL**

#### **G. CORRESPONDENCE**

#### **H. INFORMATION ITEMS**

#### **I. OTHER BUSINESS**

The agenda was varied.

#### **2. Surrey Sports Hall of Fame**

Councillor Elford introduced a motion with respect to the feasibility of establishing a Surrey Sports Hall of Fame.

Staff reported there has been some discussion at the Museum of Surrey as well as at the community level. It was suggested that staff provide a report to the

Committee outlining best practices within BC and potential options available for discussion and/or consideration.

It was

Moved by Councillor Elford

Seconded by G. Tymoschuk

That the Parks, Recreation & Culture

Committee direct staff to provide a report with respect to the feasibility of establishing a Surrey Sports Hall of Fame, and that the report provide options for consideration, including the structure, costs, locations and recommended business models.

Carried

## 1. Verbal Update

L. Cavan, General Manager, Parks, Recreation and Culture, provided the following update:

- **Drowning Prevention Program** - On July 30th the Drowning Prevention Program – Free Life Jacket Rentals at Crescent Beach took place at Sullivan Point, Crescent Beach. Sponsored by the Surrey Fire Fighters Charitable Society and operated by the City of Surrey and the Crescent Beach Lifeguard Corporation, the Loaner Station provided an opportunity for public safety and public education on water safety awareness. As additional water safety support for Surrey families, the City offered free lifejacket fit testing at all the City's indoor and outdoor Pools. These successful summer initiatives, together with the media attention they received, helped to engage Surrey residents in a discussion on water safety and ensure they are equipped with the knowledge and skills to safely enjoy swimming and water recreation opportunities throughout the summer.
- **Guildford Recreation Centre** – A new Multi-Purpose Lobby Corner was introduced at the Guildford Recreation Centre. Complete with new flooring, mirrors and a built-in sound system, the space was created to accommodate and celebrate the roots of Guildford's dance space and Surrey's dance community. Booking of the space is available for free at the front desk.
- **National Seniors Day, October 1, 2019** – A number of free and low-cost events are planned across the City for National Seniors Day, an occasion where all Canadians can join in celebrating older adults across Canada.
- **Band-Aid 2019, September 14, 2019** - Band-Aid is a community-driven, youth focused development day designed for local singers, songwriters, solo artists, bands and DJ's between the ages of 12 to 22. The popular event is planned in collaboration between the "Youth Event Squad" youth group, Surrey's Civic Theatres and Healthy Communities Youth Engagement. Young musicians receive the unique opportunity to join music industry mentors for a full day of workshops, ending with a youth concert open to the public.
- **North Surrey Sport & Ice Complex** – User groups were welcomed on September 3rd as a part of the gradual soft opening of Surrey's newest state-of-the-art recreation facility. The facility, which includes three ice rinks, will open to the public on September 30th for drop-in programs such as public

skating, figure skating, stick and puck and recreational hockey. A grand opening event is scheduled for January 2020 when the fitness spaces are completed.

- **Maple Park Cricket Pitch** – Renovations are underway to install a single carpeted cricket pitch at Maple Park. The practise facility will be used by youth as part of the Junior's program.
- **2019 Releaf Plantings - National Tree Day, September 28, 2019** - In honour of National Tree Day, the Parks Division will be hosting an annual public tree planting event at Maple Park, where local residents will plant 550 native trees and shrubs. The event will also feature live music, free refreshments and family nature activities.

In response to expressed interest from the community, the City has planned two planting events in partnership with Guru Nanak's Free Kitchen and the Sri Guru Singh Sabha Gurdwara, to acknowledge Guru Nanak's 550<sup>th</sup> Birth Anniversary:

1. Saturday, September 21, 2019: Hazelnut Meadows Community Park - Partner: Guru Nanak's Free Kitchen; and
2. Saturday, September 28, 2019: Maple Park (in conjunction with National Tree Day) - Partner: Sri Guru Singh Sabha Gurdwara.

These two plantings are part of a global initiative to plant one million trees in honour of Guru Nanak this year. Each group will plant 550 native trees and shrubs at their planting event.

- **Culture Days, September 28, 2019** – In celebration of Culture Days, an annual national celebration of arts and culture, the City's Arts and Heritage services (Surrey Civic Theatres, Surrey Art Gallery, Surrey Archives and the Museum of Surrey) will be providing free interactive performances, art making activities and games in the Centre Court of the Guildford Town Centre Mall from 1-5pm.
- **Museum of Surrey:**
  - The "Worlds of Wonder" LEGO exhibit closed on September 8th, after welcoming over 41,000 visitors throughout the summer, making the Museum of Surrey one of the most popular museums in western Canada.
  - Restoration of Surrey's first City Hall (1881 Town Hall) and the 1891 Anniedale School has begun with completion anticipated by the end of the year and the grand opening to be planned for early spring 2020.
  - With the support of Surrey Libraries, Surrey's Filipino community will be providing a Filipino Celebration on September 21st (1 – 4pm), a cultural showcase of dancing, music, cuisine and storytelling.
  - The *Being Punjabi: Unfolding the Surrey Story* exhibit opens October 3rd. This feature exhibition is told through the voices of Surrey's Punjabis using story, music, food, video and more, highlighting the many experiences and contributions of this unique and passionate community.

**J. NEXT MEETING**

The next meeting of the Parks, Recreation & Culture Committee is scheduled for 5:30 p.m. on **Wednesday, October 23, 2019** in **Meeting Room 2E – Community Room A**.

**K. ADJOURNMENT**

It was

Moved by B. Burnside  
Seconded by Councillor Annis  
That the Parks, Recreation & Culture

Committee adjourn.

Carried

The Parks, Recreation & Culture Committee adjourned at 7:17 p.m.

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Jennifer Ficocelli, City Clerk

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Councillor Laurie Guerra  
Parks, Recreation & Culture Committee



## TWO RECOMMENDATIONS

**1. 2020/2021 Fees & Charges By-law Amendment**  
File No. 1810-01

That Council:

1. Receive the report from the General Manager, Parks, Recreation and Culture, dated September 12, 2019, entitled "2020/2021 Fees & Charges By-law Amendment" (attached as **Appendix 1**), as information;
2. Approve the proposed overall 3% increase to the Fees and Charges contained in the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*, with the exceptions as outlined in the report;
3. Direct staff to update the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391* with respect to rental amenities to reflect the introduction of new facilities and the re-assessment of current facilities; and
4. Direct staff to bring forward a bylaw amendment in order to replace Schedule A of the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391* to reflect these changes.

**2. Support for Surrey Eagles Hockey Team**  
File No. 0250-20/S

That Council:

1. Receive the report from the General Manager, Parks, Recreation and Culture, dated September 10, 2019, entitled "Support for Surrey Eagles Hockey Team" (attached as **Appendix 2**), as information;
2. Direct staff to negotiate a one-year License Agreement for 550 hours of ice use for the 2019/2020 season with the Surrey Eagles at a total annual cost of \$31,214, which represents a three per cent (3%) increase in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*;
3. Direct staff to increase the office lease rate fee by three per cent (3%) in alignment with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391* for the Surrey Eagles; and
4. Direct staff to advise the Surrey Eagles that they will be charged the applicable Junior A rate for all ice times that exceed the 550 hours, in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*.



## INTER-OFFICE MEMO

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TO: **Parks, Recreation & Culture Committee**

FROM: **General Manager, Parks, Recreation & Culture**

DATE: **September 12, 2019** FILE: **1810-01**

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RE: **2020/2021 Fees & Charges By-law Amendment**

**RECOMMENDATION**

The Parks, Recreation & Culture Department recommend that the Parks, Recreation & Culture Committee recommend that:

1. Council approve the proposed overall 3% increase to the Fees and Charges with the exceptions noted and make amendments to the existing *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*, as outlined in the report;
2. The introduction of new facilities and the re-assessment of current facilities be updated to reflect current Parks, Recreation and Culture rental amenities;
3. The 2020/2021 Fees and Charges Schedule, attached as Appendix "V", be adopted and added to the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*; and
4. A copy of the report be attached to the minutes of the Parks, Recreation & Culture Committee Meeting for Council's reference when they approve the recommendations.

**INTENT**

The purpose of this memo is to obtain the Parks, Recreation & Culture Committee's recommendation to Council to endorse the amendments to the existing fees and charges for Parks, Recreation & Culture ("PRC") services to more accurately reflect costs and service levels, and to provide a reference for the adoption of the amended *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*; that will take effect on September 1, 2020.

**BACKGROUND**

Fees for services and facility use may be established through by-law pursuant to the provision of the *Local Government Act*, Part 11, Division 5, Section 397.

Parks, Recreation & Culture programs and services help build healthy communities in Surrey. Individual users receive direct benefits from their use of City services. This duality of benefit-to-all and direct-benefit is a significant component of PRC's Fees and Charges philosophy. Maximizing participation of all people is a goal of the Department.

User fees are reviewed annually by the Fees and Charges Committee. The Committee is comprised of staff from the Community and Recreation Services Division, Culture Division and Parks Division. The Committee meets on an ongoing basis to review fees and charges issues as they arise and to develop annual recommendations to the Parks, Recreation & Culture Committee. The Committee reviews our Fees and Charges document to ensure that services are priced fairly to market value, valued by the public and responsive to public demand.

The following guiding principles are applied when evaluating fees to ensure they are:

- Simple to understand and administer;
- Appropriate for the recreation service environment; and
- Consistent with business strategies and principles.

The Surrey Parks, Recreation & Culture Department recognizes the value of the programs and services it offers to individuals and the community and the financial challenges that some Surrey residents face in accessing these services. Several programs and services are delivered to address these challenges such as the Leisure Access Program, “value” (low cost) and Social Well-being programs.

Annually, there are over four million visits to the City’s Parks, Recreation & Culture facilities. The Parks, Recreation & Culture Department generates 23.9 million dollars in revenue through admissions, passes, rentals and registered programs; this revenue is not a full cost recovery. In developing the 2020 financial plan, Parks, Recreation & Culture fees and charges increases assist in offsetting proposed operational inflationary impacts such as wage increases, contract increases and an anticipated increase to the Canadian Price Index.

For your reference, Appendix “I” through “IV” demonstrates rate comparisons with Surrey’s neighbouring communities and Appendix “V” contains the proposed 2020/2021 Fees and Charges By-law document for Surrey. All new rental facilities have been added to the document. The recommendations from the Parks, Recreation & Culture Committee will form the basis for the by-law amendment.

## DISCUSSION

Parks, Recreation & Culture is seeking the following exceptions in addition to the overall 3% increase to its fees and charges:

### Arena Services

**Recommendation:** zero per cent (0%) fee increase – Minor Sport Dry Floor – Prime rate

Supporting Statistics:

- The City of Surrey’s rate for Minor Sport Rate for Dry Floor (Surrey Minor Lacrosse, Surrey Minor Ball Hockey) is 43% higher than Delta, Langley, Aldergrove and Coquitlam.
- After conducting the annual rate survey of neighbouring municipalities to compare fees, Surrey’s rates for minor sport dry floor are 43% higher and based on these results our recommendation is to freeze the minor sport dry floor rate for the 2020/2021 season.

Budget Impact: \$3,000.00	# Clients Impact: 1,200	# Visits Impact: 385 bookings
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**Parks Services**

**Recommendation:** Fee to use parks for walkathons and runs for a profit.

Supporting Statistics:

- Only one event has been approved in the past.
- Create new fee category under Adult Tournament and Track Meets.
- Separate the existing Non-Surrey, Non-Profit association, commercial and private group per day and per half day fee to create two separate fees.

Proposed New Names and Fees

- Commercial/Private – for Profit – per day - \$149.32 plus tax
- Commercial/Private – for Profit – per half day - \$74.70 plus tax
- Commercial/Private – for Profit rate is three per cent (3%) higher than the Non-Surrey, Non-Profit Associations fees.

**Recommendation:** two percent (2%) increase for Surrey Youth Prime Turf fee.

Supporting Statistics:

- Surrey Youth prime turf fee was increased by two per cent (2%) in 2019/2020.
- Surrey Youth prime turf fee rates were frozen from 2013-2018.
- Surrey Youth prime rates are still the third highest amongst 12 other municipalities surveyed in the region.
- Increased field rental costs to youth sports associations would likely be passed down to the individual participants through an increase in registration fees, that may act as a deterrent to registration and ultimately result in a decline in youth participation.
- By moving forward with a smaller rate increase, we can still maintain adequate reserve levels for renovations but stay comparable to youth rates in other municipalities and ensure that sports remain affordable for families.

Budget Impact: \$6,500	# Clients Impact: Approx. 20,000
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**Recommendation:** Separate the Tennis/Pickleball Courts rental fee to create two separate fees. Create new fee for Pickleball Courts at \$3.00 per court per hour.

Proposed New Name of Fees

- Tennis Courts: Commercial/School/Clubs or Tournament reservations – per hour per court
- Pickleball Courts: Commercial/School/Clubs or Tournament reservations – per hour per court

Supporting Statistics:

- Courts are primarily used without rental permits, but due to increased use, we anticipate demand for rental requests for commercial lessons and club bookings.
- A consistent rate for pickleball court reservations is requested that is reflective of the court size and not cost-prohibitive for the primary user group, local seniors.

- Pickleball court rental rate at \$3.00 per court per hour, to accommodate net setup time and game length.
- Pickleball courts are approximately a third of the size of a tennis court, and the rental value should reflect that.
- No current impact value is available as courts have not been reserved/rented to date, but the need is anticipated by growing court use and sport development.
- 2019/2020 -Commercial Tennis/Pickleball Fee per court per Hour - \$9.12 plus tax

### **Other Relevant Fees**

**Recommendation:** Increase any other relevant fees not listed above by three per cent (3.0%) to meet the expected Department cost increases and maintain market values.

- Staff reviewed the fees and found them to be in line with market values and the proposed fee increase should have a minimal impact on participation.

### **CONCLUSION**

Surrey Parks, Recreation & Culture programs and services provide diverse opportunities for community growth. The fees are established to meet budget expectations and reflect general market pricing for municipal services in the lower mainland. Staff are confident that the proposed fees and charges would provide services to the community at a reasonable cost, while ensuring that budget expectations can be met.

Small annual increases in fees and charges are a standard practice for the City of Surrey and its neighbouring municipalities. Larger and periodic fees and charges increases tend to have a greater impact on users and can create strain on operating budgets.

Surrey Parks, Recreation & Culture Department encourages all City residents to be involved and enjoy recreation activities. The Department's Leisure Access Program provides assistance to individuals that are economically challenged to ensure that financial need does not present barriers to participation. In addition to the Leisure Access Program, additional "value" (low cost) programs/special events are offered at various times to encourage participation and reduce barriers.

## **CONCLUSION**

The Parks, Recreation & Culture Department recommend that the Parks, Recreation & Culture Committee recommend that Council approve the proposed Fees and Charges amendments to the existing *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391* as outlined in the report and forward a copy of this report attached to the minutes of the Parks, Recreation & Culture Committee Meeting for Council's reference when they approve the recommendations.

Laurie Cavan  
General Manager  
Parks, Recreation & Culture

- Appendix "I" - 2020 Ice and Dry Floor Rental Rate Survey
- Appendix "II" - 2019 Sport Field Rentals Survey
- Appendix "III" - 2019 Drop-In Admission Fee Survey
- Appendix "IV" - 2019 Passes Fee Survey
- Appendix "V" - Proposed 2020/2021 Fees and Charges

**APPENDIX “I”**

**2019 Ice and Dry Floor Rental Rate Survey**  
**Prime-Time, Non-Profit**  
**(Prices Without Taxes)**

		<b>Ice Arena</b>		<b>Dry Floor</b>	
		Minor	Adult	Minor	Adult
<b>Surrey</b>	<b>Arenas</b>	\$134.82	\$ 318.41	\$ 57.82	\$ 101.81
	<b>Ice Complexes</b>	\$141.21	\$ 352.21	NA	NA
	<b>Average</b>	<b>\$138.01</b>	<b>\$335.31</b>	<b>\$57.82</b>	<b>\$101.81</b>
<b>Comparable Municipalities</b>	<b>Burnaby</b>	\$126.49	\$ 333.32	\$ 51.66	\$ 103.22
	<b>Coquitlam</b>	\$101.75	\$ 295.20	\$ 43.40	\$ 101.35
	<b>Delta</b>	\$ 123.00	\$ 385.00	\$ 43.00	\$ 86.00
	<b>New West</b>	\$ 85.00	\$ 283.00	\$ 24.55	\$ 81.00
	<b>Richmond</b>	\$98.00	\$ 330.00	\$ 44.60	\$ 100.00
	<b>Port Moody</b>	\$ 126.15	\$ 301.65	\$ 46.20	\$ 98.40
	<b>Township of Langley</b>	\$136.98	\$ 353.71	\$ 43.03	\$ 82.85
	<b>North Vancouver</b>	\$ 127.67	\$ 357.24	\$ 55.99	\$ 111.97
	<b>West Vancouver</b>	\$ 176.35	\$ 293.50	\$ 67.65	\$ 112.55
	<b>Vancouver</b>	\$ 100.35	\$ 300.57	\$ 32.30	\$ 93.24
	<b>Average</b>	<b>\$120.17</b>	<b>\$323.31</b>	<b>\$45.23</b>	<b>\$97.06</b>
<b>Surrey Arenas Vs. Comparable Municipalities Average</b>		12%	-2%	43%	12%
<b>Surrey Ice Complexes Vs. Comparable Municipalities Average</b>		17%	9%	-	-
<b>Surrey Average Vs. Comparable Municipalities Average</b>		<b>15%</b>	<b>4%</b>	<b>43%</b>	<b>12%</b>
<b>Commercial Operator</b>	<b>Sportsplex Langley</b>	\$369.18	\$369.18		
	<b>Burnaby 8 Rinks</b>	\$543.50	\$543.50		
	<b>Planet Ice (Delta)</b>	\$485.00	\$485.00		
	<b>Canlan Ice Sport (Langley)</b>	\$391.00	\$391.00		

**APPENDIX “II”**

**2019 Sport Field  
Rentals Survey**

Rental of Non-Tournament Usage by Non-Profit  
Community Sports Associations  
All prices exclude taxes

		Artificial				Grass				All Weather	
		Non-Prime		Prime		Lighted		Non-Lighted		Lighted	
		Youth	Adult	Youth	Adult	Youth	Adult	Youth	Adult	Youth	Adult
<b>Surrey</b>	Surrey	\$14.48	\$25.32	\$29.03	\$50.60	\$7.00	\$25.04	\$0.00	\$15.20	\$7.00	\$9.83
<b>Comparable Municipalities</b>	Abbotsford	\$20.00	\$35.50	\$20.00	\$35.50	\$11.70	\$14.80	\$4.00	\$4.00	\$2.80	5.60
	Burnaby	\$21.58	\$32.04	\$21.58	\$44.72	\$0.00	\$17.25	\$0.00	\$0.00	\$0.00	\$11.20
	Coquitlam	\$0.00	\$40.00	\$0.00	\$40.00	\$0.00	\$14.50	\$0.00	\$0.00	\$0.00	\$8.00
	Delta	\$0.00	\$15.00	\$0.00	\$15.00	\$8.00	\$14.00	\$0.00	\$0.00	\$0.00	\$0.00
	New Westminster	\$10.71	\$21.40	\$21.40	\$42.85	\$9.05	\$9.05	\$0.00	\$0.00	\$9.05	\$9.05
	Richmond	\$24.25	\$40.75	\$24.25	\$40.75	\$11.25	\$24.00	\$8.50	\$8.50	no fields	no fields
	Langley Township	\$16.37	\$31.90	\$34.53	\$52.19	\$6.47	\$10.96	\$4.47	\$4.47	\$2.89	\$5.78
	Vancouver	\$26.10	\$50.99	\$26.10	\$50.99	\$2.02	\$16.67	\$2.02	\$2.02	\$5.71	\$10.97
	<b>Average</b>	<b>\$14.88</b>	<b>\$33.45</b>	<b>\$18.48</b>	<b>\$40.25</b>	<b>\$6.06</b>	<b>\$15.15</b>	<b>\$2.37</b>	<b>\$2.37</b>	<b>\$2.92</b>	<b>\$7.23</b>
<b>Surrey vs. Comparable Municipalities Average</b>		<b>-3%</b>	<b>-25%</b>	<b>57%</b>	<b>25%</b>	<b>15%</b>	<b>65%</b>	<b>-100%</b>	<b>540%</b>	<b>140%</b>	<b>36%</b>
<b>Other Municipalities</b>	<b>Port Coquitlam</b>	\$23.10	\$46.10	\$23.10	\$46.10	\$3.70 - \$8.40	\$7.20 - \$16.90	\$3.60 - \$8.40	\$7.20 - \$16.90	no fields	no fields
	<b>Port Moody</b>	\$16.80	\$40.65	\$16.80	\$40.65	\$0.95	\$15.95	\$0.90	\$2.50	\$0.90	\$2.50
	<b>North Vancouver</b>	\$26.00	\$30.00	\$26.00	\$30.00	\$4.14	\$10.35	\$3.62	\$9.83	\$2.07	\$5.18
	<b>West Vancouver</b>	\$31.00	\$41.00	\$31.00	\$41.00	\$0.00	\$0.00	\$11.00	\$11.00	\$11.00	\$11.00



**APPENDIX “III”**

**2019 Drop-In Admission Fee Survey**  
All prices exclude taxes

			Single Admission					10 Visit Card						
			Preschooler	Child	Youth	Adult	Family	Senior	Preschooler	Child	Youth	Adult	Family	Senior
<b>Surrey</b>		<b>All</b>	<b>\$3.34</b>	<b>\$3.34</b>	<b>\$3.34</b>	<b>\$6.68</b>	<b>\$3.34</b>	<b>\$5.01</b>	<b>\$30.06</b>	<b>\$30.06</b>	<b>\$30.06</b>	<b>\$60.12</b>	<b>NA</b>	<b>\$45.09</b>
<b>Comparable Municipalities</b>	Abbotsford	Rec Centre	\$0.00	\$3.05	\$4.14	\$5.85	\$12.04	\$3.90	\$0.00	26.14	\$35.48	\$50.14	\$103.20	\$33.42
	Burnaby	Swim	\$0.00	\$3.19	\$4.75	\$6.38	\$3.19	\$4.87	\$0.00	\$28.70	\$42.80	\$57.00	\$28.70	\$40.88
		Skating	\$0.00	\$3.14	\$4.67	\$6.19	\$3.14	\$4.77	\$0.00	\$27.80	\$37.30	\$48.00	\$27.80	\$37.30
	Coquitlam	All	\$3.10	\$3.10	\$4.66	\$6.19	NA	\$4.68	\$26.00	\$26.00	\$39.20	\$52.00	NA	\$39.20
	Delta	All	\$4.28	\$4.28	\$5.00	\$6.90	\$4.28	\$5.00	\$40.00	\$40.00	\$49.52	\$61.90	\$39.04	\$44.76
	New Westminster	Sport	\$1.90	\$4.04	\$4.04	\$5.95	NA	\$4.85	\$22.85	\$22.85	\$32.38	\$47.61	NA	\$34.28
		Swim	\$4.04	\$4.04	\$5.38	\$6.66	\$15.19	\$5.38	\$32.38	32.38	\$43.04	\$53.33	\$97.14	\$43.04
	Richmond	Skate	\$0.00	\$3.28	\$3.66	\$5.19	\$3.28	\$3.66	\$0.00	\$29.61	\$33.04	\$46.85	NA	\$33.04
		Langley	All	\$0.00	\$2.95	\$3.76	\$5.95	\$11.57	\$4.47	\$0.00	\$26.57	\$33.90	\$53.61	\$105.04
	Vancouver	All	\$0.00	\$3.05	\$4.27	\$6.10	\$3.05	\$4.27	\$0.00	\$23.56	\$32.98	\$47.11	NA	\$32.98
	<b>Average</b>		<b>\$3.33</b>	<b>\$3.41</b>	<b>\$4.43</b>	<b>\$6.13</b>	<b>\$3.38</b>	<b>\$4.54</b>	<b>\$30.30</b>	<b>\$28.36</b>	<b>\$37.96</b>	<b>\$51.75</b>	<b>\$66.66</b>	<b>\$37.91</b>
<b>Surrey Fee Average Vs. Comparable Municipalities Average</b>			<b>0%</b>	<b>-2%</b>	<b>-23%</b>	<b>9%</b>	<b>-1%</b>	<b>10%</b>	<b>1%</b>	<b>6%</b>	<b>-21%</b>	<b>17%</b>	<b>NA</b>	<b>19%</b>
<b>Other</b>	<b>YMCA</b>	All	\$9.99	\$9.99	\$9.99	\$14.99	NA	\$14.99	NA	NA	NA	NA	NA	NA
	<b>Richmond Oval</b>	All	NA	\$4.76	\$12.38	\$19.04	NA	\$15.23	NA	NA	NA	NA	NA	NA

**APPENDIX “IV”**

**2019 Passes Fee Survey  
All prices exclude taxes**

			<b>One Month Pass</b>						<b>One Year Pass</b>					
			Preschooler	Child	Youth	Adult	Family	Senior	Preschooler	Child	Youth	Adult	Family	Senior
<b>Surrey</b>		All	\$34.71	\$34.71	\$34.71	\$69.42	\$138.85	\$52.07	\$254.31	\$254.31	\$254.31	\$508.62	\$1017.25	\$381.46
<b>Comparable Municipalities</b>	<b>Abbotsford</b>	Rec Centre	\$0.00	\$28.57	\$38.57	\$53.80	108.57	37.61	\$0.00	\$249.52	\$326.66	\$447.615	\$921.90	\$314.28
	<b>Burnaby</b>	Swim	\$0.00	\$28.70	\$42.80	\$57.00	\$28.70	\$40.88	\$0.00	\$206.65	\$230.15	\$410.40	NA	\$302.40
		Skating	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	<b>Coquitlam</b>	One Pass	\$28.67	\$28.67	\$44.05	\$57.38	NA	\$43.05	\$225.29	\$225.29	\$327.47	\$450.37	NA	\$337.90
	<b>Delta</b>	All	\$40.00	\$40.00	\$49.52	\$61.90	\$39.04	\$44.76	\$385.71	\$385.71	\$450.47	\$621.90	\$1,521.90	\$450.47
	<b>New Westminster</b>	Active Pass	\$25.71	\$25.71	\$36.42	\$53.57	NA	\$38.09	\$226.28	\$226.28	\$320.76	\$471.42	NA	\$360.00
	<b>Richmond</b>	Swim	\$38.09	\$38.09	\$51.42	\$63.80	NA	\$51.42	\$283.80	\$283.80	\$378.09	\$468.57	NA	\$378.09
		Skate	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	<b>Langley</b>	All	\$0.00	\$32.47	\$41.38	\$65.47	\$128.33	\$49.23	\$0.00	\$250.00	\$319.76	\$505.95	\$991.66	\$380.47
	<b>Vancouver</b>	One Card	\$0.00	\$23.56	\$32.98	\$47.11	NA	\$32.98	\$0.00	\$203.49	\$284.89	\$406.98	NA	\$284.89
	<b>Average</b>		<b>\$33.11</b>	<b>\$30.72</b>	<b>\$42.14</b>	<b>\$57.50</b>	<b>\$76.16</b>	<b>\$42.25</b>	<b>\$280.27</b>	<b>\$253.84</b>	<b>\$329.78</b>	<b>\$472.90</b>	<b>\$1,145.15</b>	<b>\$351.06</b>
<b>Surrey Fee Average Vs. Comparable Municipalities Average</b>			<b>5%</b>	<b>13%</b>	<b>-18%</b>	<b>26%</b>	<b>16%</b>	<b>23%</b>	<b>-10%</b>	<b>-1%</b>	<b>-23%</b>	<b>8%</b>	<b>-12%</b>	<b>8%</b>
<b>Other</b>	<b>YMCA</b>	All	\$40.00	\$40.00	\$40.00	\$60.00	\$104.00	\$50.00	\$480.00	\$480.00	\$480.00	\$720.00	\$1,248.00	\$600.00
	<b>Richmond Oval</b>	All	NA	\$23.00	\$42.00	\$65.00	NA	\$52.00	\$0.00	\$248.40	\$454.00	\$702.00	NA	\$562.00

# Schedule A

## Surrey Parks, Recreation and Culture

### Fees and Charges 2020/2021

Effective September 1<sup>st</sup>, 2020

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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: 2 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

### Insurance

- A. Insurance:
  - a. Minimum liability coverage required\*
    - i. No insurance required for small and medium meeting room - low risk activities\*
    - ii. \$2,000,000 Low-Risk: Meetings, weddings, bridge clubs, banquets
    - iii. \$5,000,000 High-Risk: Hockey, Ringette, Lacrosse, Gymnastics, Skating, figure skating, kayaking, canoeing, skateboarding, martial arts, soccer, baseball, rugby, kabadi, pickle ball, wrestling
  - 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 \$2 million. \$5 million insurance available.

*\*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. Commercial/Private : groups or individuals that use Surrey Parks, Recreation and Culture services/facilities for private functions, or profit from the use of those services/facilities. (e.g. hockey schools, corporate activities, weddings, family celebrations or any other private function that requires an invitation and is closed to the public)
  - e. 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. Rental Booking Deposit: initial payment of \$100 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
- B. Refundable Damage Deposits: Refundable Damage deposit to address any damages to the facility. Refunds for security deposit issued within seven days when rental satisfactorily completed. Rentals have a \$250 security deposit due 30 days prior to the first booking
- C. Full Payment (Exception: Surrey Arts Centre Main Stage or Studio Theatre):
  - 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 is required on the first day of the month
- D. Booking Cancellations:
  - a) Bookings cancellations require a minimum of 30 days' notice for a full refund

### **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. S.O.C.A.N. and Re:Sound fees are charged to all rentals where music is played. Fee is collected on behalf of and remitted to S.O.C.A.N and Re:Sound. S.O.C.A.N. and Re:Sound 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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>All Seasons/All Year</b>		
<b>NON-PROFIT SURREY YOUTH</b>		
<i>Subject to the Ice Allocation Policy</i>		
<i>Non-allocated hours to be charged once the allocated hours have been met</i>		
Prime, Allocated Hours	\$145.45	\$152.72
Non-Prime, Allocated Hours	\$86.74	\$91.07
Prime, Non- Allocated Hours	\$218.17	\$229.08
Non-Prime, Non-Allocated Hours	\$130.10	\$136.61
<b>NON-PROFIT SURREY ADULT</b>		
Prime	\$362.78	\$380.92
Non-prime	\$189.60	\$199.08
<b>NON-PROFIT NON-SURREY</b>		
Prime	\$362.78	\$380.92
Non-prime	\$189.60	\$199.08
<b>COMMERCIAL/PRIVATE</b>		
Prime	\$452.30	\$474.92
Non -prime	\$270.76	\$284.29
<b>LAST MINUTE ICE</b>		
7 days prior (less 25% off applicable rate)	\$272.08	\$285.69
1 - 3 days prior (less 50% off applicable rate)	\$181.39	\$190.46
<i>Rate does not apply to minor sport</i>		
<b>SCHOOL BOARD</b>		
All times	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with Surrey School District 36</i>		

## Ice Rentals

Cloverdale, Newton, South

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>NON-PROFIT SURREY YOUTH</b>		
<b>A. September 1 - March 31</b>		
Prime, Allocated Hours	\$138.86	\$145.81
Non-prime, Allocated Hours	\$83.04	\$87.19
Prime, Non-Allocated Hours	\$208.30	\$218.71
Non-prime, Non-Allocated Hours	\$124.56	\$130.79
<b>B. Schools, Minor Sport Special Events (Christmas Party, Year End Parties)</b>		
Prime	\$145.45	\$152.72
Non-prime	\$86.84	\$91.18
<b>C. Minor Sport Tournament Rate - All hours</b>	\$138.86	\$145.81
<b>NON-PROFIT SURREY ADULTS</b>		
<b>A. January 1 - December 31</b>		
Prime	\$327.96	\$344.36
Non-prime	\$189.60	\$199.08
<b>NON-PROFIT NON-SURREY</b>		
<b>B. January 1 - December 31</b>		
Prime	\$327.96	\$344.36
Non-prime	\$189.60	\$199.08
<b>C. Junior Hockey "A"</b>		
Practices	\$189.60	\$199.08
Games	\$327.96	\$344.36
<b>COMMERCIAL/PRIVATE</b>		
Prime	\$452.30	\$474.92
Non-prime	\$270.76	\$284.29
<b>SCHOOL BOARD</b>	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>		
<b>LAST MINUTE ICE</b>		
7 days prior (less 25% off applicable rate)	\$241.16	\$253.22
1 - 3 days prior (less 50% off applicable rate)	\$160.78	\$168.82
Rate does not apply to minor sport		

## Dry Floor Rentals

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>NON-PROFIT SURREY YOUTH Minor (Lacrosse, Ball Hockey)</b>		
<b>A. Weekdays</b>		
Prime	\$57.82	\$60.71
Non Prime	\$35.81	\$37.60
<b>B. Tournament Rate</b>		
Each Tournament	\$59.55	\$62.53
<b>SURREY NON-PROFIT AND USER GROUPS</b>		
	\$485.60	\$509.88
<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>		
	\$62.92	\$66.06
<b>Minor Groups</b>		
Prime	\$35.73	\$37.52
Non-Prime	\$21.50	\$22.57
<b>Senior A and B Lacrosse, Ball Hockey (Adult)</b>		
<b>A. All Hours</b>		
	\$104.86	\$110.11
<b>B. Junior Lacrosse</b>		
Practice	\$64.28	\$67.50
Game	\$84.02	\$88.22
<b>COMMERCIAL/PRIVATE</b>		
	\$205.80	\$216.09
<i>(8 hour minimum)</i>		
<b>SCHOOL BOARD</b>		
	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with Surrey School District 36</i>		

## ***Pool Rentals***

## Indoor Pool Definitions

### Prime Time

Monday - Friday	5:30 a.m.	-	8:00 a.m.
Monday - Friday	3:00 p.m.	-	10:00 p.m.
Saturday - Sunday	5:30 a.m.	-	10:00 p.m.

### Non-Prime Time

*Not prime time*

Monday - Sunday	10:00 p.m.	-	5:30 a.m.
Monday - Friday	8:00 a.m.	-	3:00 p.m.
Saturday - Sunday	10:00 p.m.	-	5:30 a.m.



## South Surrey Pool

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>NON-PROFIT SURREY YOUTH</b>		
Non-prime		
37.5m Lane	\$11.74	\$12.33
25m Lane	\$7.83	\$8.22
12.5m Lane	\$3.91	\$4.11
Prime		
37.5m Lane	\$22.29	\$23.40
25m Lane	\$14.85	\$15.60
12.5m Lane	\$7.43	\$7.80
Swim Meets	\$146.19	\$153.50
<b>NON-PROFIT SURREY ADULT</b>		
Whole Pool		
SSIP	\$218.36	\$229.28
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
37.5m Lane	\$36.46	\$38.29
25m Lane	\$24.31	\$25.52
12.5m Lane	\$12.15	\$12.76
<b>NON-PROFIT NON-SURREY</b>		
Whole Pool		
SSIP	\$218.36	\$229.28
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
37.5m Lane	\$36.46	\$38.29
25m Lane	\$24.31	\$25.52
12.5m Lane	\$12.15	\$12.76
<b>COMMERCIAL PRIVATE</b>		
Whole Pool		
SSIP	\$411.38	\$431.95
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
37.5m Lane	\$48.87	\$51.32
25m Lane	\$32.58	\$34.21
12.5m Lane	\$16.28	\$17.10
<b>SCHOOL BOARD</b>	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>		

## Guildford, Grandview Heights and Surrey Sport and Leisure Pool

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>NON-PROFIT SURREY YOUTH</b>		
Non-prime		
50m Lane	\$17.74	\$18.62
37.5m Lane	\$13.30	\$13.96
25m Lane	\$8.87	\$9.31
12.5m Lane	\$4.43	\$4.65
Prime		
50m Lane	\$33.67	\$35.35
37.5m Lane	\$24.24	\$25.45
25m Lane	\$16.84	\$17.68
12.5m Lane	\$8.43	\$8.85
Swim Meets - Per lane 25m (short course)	\$21.17	\$22.22
Swim Meets - Per lane 50m (long course)	\$42.35	\$44.47
Swim Meets - Full Facility* 8 lanes	\$392.35	\$411.97
Swim Meets - Full Facility* 10 lanes	\$446.89	\$469.23
Facility Attendant Meet Assistant	cost plus 20%	cost plus 20%
<i>*Full Facility includes all pool areas and change rooms</i>		
<b>NON-PROFIT SURREY ADULT</b>		
50m Lane	\$55.11	\$57.86
37.5m Lane	\$41.33	\$43.40
25m Lane	\$27.54	\$28.92
12.5m Lane	\$13.78	\$14.47
<b>NON-PROFIT NON-SURREY</b>		
50m Lane	\$55.11	\$57.86
37.5m Lane	\$41.33	\$43.40
25m Lane	\$27.54	\$28.92
12.5m Lane	\$13.78	\$14.47
<b>COMMERCIAL PRIVATE</b>		
SSLA, Guildford Aquatics	\$656.34	\$689.15
Grandview Heights	\$820.43	\$861.45
50m Lane	\$73.87	\$77.57
37.5m Lane	\$55.39	\$58.16
25m Lane	\$36.93	\$38.77
12.5m Lane	\$18.46	\$19.38
Aquatics High Performance Sustainability Fund (per competitor)	\$5.30	\$6.63
<b>SCHOOL BOARD</b>	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>		

## Newton Wave Pool

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>NON-PROFIT SURREY YOUTH</b>		
All times	\$223.77	\$234.96
<hr/>		
<b>NON-PROFIT SURREY ADULT</b>		
All times	\$349.66	\$367.15
<hr/>		
<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	\$367.15
<hr/>		
<i>Additional staff charge at ratio of one guard for every additional 50 people over 100</i>		
<b>COMMERCIAL/PRIVATE</b>		
All times	\$466.33	\$489.65
<hr/>		
<b>SCHOOL BOARD</b>		
All times	\$0.00	\$0.00
<hr/>		
<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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>Surrey Swim Clubs - May - September</b>		
25m Lane (per hour)	\$8.45	\$8.87
Dead space (2 lane area) Hjorth Road & Bear Creek	\$8.45	\$8.87
Park Pools only (per two lane per hour)		
Dive tank (per tank per hour)	\$8.45	\$8.87
<b>NON-PROFIT ADULTS</b>		
Whole Pool	\$133.67	\$140.36
<b>NON-PROFIT NON-SURREY</b>		
Whole Pool	\$132.64	\$139.28
<b>COMMERCIAL/PRIVATE</b>		
Whole Pool	\$179.76	\$188.74

***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.

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>Small Meeting Rooms – up to 30 people</b>		
Non-Profit Surrey Youth	\$12.30	\$12.91
Non-Profit Surrey Adult	\$15.98	\$16.77
Non-Profit Non-Surrey	\$15.98	\$16.77
Commercial/Private	\$27.94	\$29.34

<b>Medium Size Rooms and Kitchens – 30 to 75 people</b>		
Non-Profit Surrey Youth	\$22.55	\$23.67
Non-Profit Surrey Adult	\$30.60	\$32.13
Non-Profit Non-Surrey	\$30.60	\$32.13
Commercial/Private	\$53.57	\$56.25

<b>Small Halls and Large Meeting Rooms – 75 to 140 people</b>		
Non-Profit Surrey Youth	\$33.36	\$35.03
Non-Profit Surrey Adult	\$43.61	\$45.79
Non-Profit Non-Surrey	\$43.61	\$45.79
Commercial/Private	\$79.90	\$83.89

<b>Large Halls – 140 to 300 people</b>		
Non-Profit Surrey Youth	\$46.05	\$48.35
Non-Profit Surrey Adult	\$61.46	\$64.53
Non-Profit Non-Surrey	\$61.46	\$64.53
Commercial/Private	\$107.57	\$112.95

<b>Stand Alone Halls</b>		
Non-Profit Surrey Youth	\$24.43	\$25.65
Non-Profit Surrey Adult	\$32.58	\$34.21
Non-Profit Non-Surrey	\$32.58	\$34.21
Commercial/Private	\$57.00	\$59.85

## Gymnasium

### Full Gyms

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

Non-Profit Surrey Youth	\$85.60	\$89.88
Non-Profit Surrey Adult	\$117.45	\$123.32
Non-Profit Non-Surrey	\$117.45	\$123.32
Commercial/Private	\$176.18	\$184.99
Tarp Fee (cost includes tape cost and labour)	\$415.57	\$436.35

*Maximum Tournament Rate is 8 times the hourly rate*

<b>Newton Gym - Mat Room</b>		
Non-Profit Surrey Youth	\$23.73	\$24.92

Non-Profit Surrey Adult	\$31.62	\$33.20
Non-Profit Non-Surrey	\$31.62	\$33.20
Commercial/Private	\$55.34	\$58.11

**Other Fees**

Facility Attendant	\$35.33	\$37.25
Stand-Alone facility cleaning fee (social bookings)	\$40.38	\$42.50
AV/Projector rental fee - per rental	\$26.22	\$27.75
Misc. Fees (chair cleaning, equipment rental...)	Cost + 20%	Cost + 20%

## 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**

- Archive - Multi-purpose room
- Barn (Elgin Heritage Park)
- Chuck Bailey - Reading Lounge
- City Hall - Community Rooms 1E Room A, 2E Room A, 2E Room B
- Clayton Community Hall
- Cloverdale Arena Conference Room
- Cloverdale Athletic Park Meeting Room
- Cloverdale Recreation Centre Activity Room
- Cloverdale Recreation Centre Workshop 201 and 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
- 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
- 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
- South Surrey Recreation Centre Meeting Room
- South Surrey Recreation Centre Arts Office
- Sport & Leisure – Youth Room
- Sport & Leisure Complex - Arena Meeting Room
- Sport and Leisure - Poolside Classroom
- Sport and Leisure - Timing room
- Sunnyside Hall - Lounge only
- Surrey Arts Centre Conference Room
- Surrey Nature Centre - Dogwood 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**

- Bridgeview Community Centre Multipurpose 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 - Arts & Craft
- Chuck Bailey - Kitchen
- Chuck Bailey - Multi-Purpose A/B/C
- Chuck Bailey - Preschool
- Chuck Bailey - Youth
- Clayon Community Centre Multipurpose Room
- Cloverdale Ball Park Fieldhouse
- Cloverdale Recreation Centre Multipurpose Room 101, 102, 103, 202, 203, 204, 205
- Cloverdale Recreation Centre Multipurpose Room Wellness Room
- Cloverdale Recreation Centre Kitchen
- Fleetwood Community Centre Room #3
- Fleetwood Community Centre Room #4
- Fraser Heights Community Centre – Multi-purpose Room 2, 3, 4, 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 Theatre, Programs Room 1&2, Textile Program Room
- Newton Athletic Park - Community Room
- Newton Seniors' Centre Multi-Purpose Room
- Newton Seniors' Centre Activity Room
- North Surrey Sport and Ice Complex Fitness Studio
- 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
- South Surrey Arena (Upper Lounge)
- South Surrey Recreation Centre – Multi-Purpose 1 Community Lounge
- South Surrey Recreation Centre – Multi-Purpose 2
- South Surrey Recreation Centre – Multi-Purpose 3 Preschool
- South Surrey Recreation Centre – Multi-Purpose 4 Preschool
- South Surrey Recreation Centre – Multi-Purpose 5 Fitness
- South Surrey Recreation Centre - Childminding
- South Surrey Recreation Centre – Multi-Purpose 6 Youth Lounge
- South Surrey Recreation Centre Arts MP 9A
- South Surrey Recreation Centre Arts MP 9B
- South Surrey Recreation Centre Arts Studio
- South Surrey Recreation Centre Arts Pottery Studio
- Stewart Hall (Elgin Heritage Park)
- Surrey Arts Centre Art Studios – Classroom 1 and 2
- Surrey Arts Centre Program Room
- Surrey Nature Centre - Forest Room
- Surrey Sport & Leisure Fitness Studio

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

- Chuck Bailey - Multi-Purpose
- Don Christian Small Hall
- Fleetwood Community Centre - 1/2 Large Hall
- Fleetwood Community Centre Studio
- Fraser Heights Community Centre – Fitness Studio
- 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 & Link (main floor galleries may be added upon request)
- Museum of Surrey Program Rooms 1&2 and lobby (includes use of Theatre)
- South Surrey Recreation and Arts Centre - MP 7 Fitness Room
- Surrey Sport & Leisure – Multi-Purpose 1
- Surrey Sport & Leisure – Multi-Purpose 2
- Surrey Sport & Leisure – Multi-Purpose 3

**Large Halls – 140 to 300 people**

- 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

**Stand Alone Halls (no staff)**

- Bear Creek Pavilion
- Clayton Hall
- Elgin Hall
- Strawberry Hill Hall
- Sunnyside Hall

## Outdoor Sport Facilities

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>Grass Field Prime Times:</b>		
Monday to Friday: 4:00 p.m. – 10:00 p.m.		
Saturday & Sunday: 8:00 a.m. – 10:00 p.m.		
<b>Grass Field Non-Prime Time</b>		
Monday to Friday: 8:00 a.m. to 4:00 p.m.		
<b>Permit Processing Administration Fee</b>	\$35.86	\$37.66
<b>Key Replacement Fee</b>	\$16.76	\$17.60
<i>Gate, Light, Washroom Keys...</i>		
<b>Grass Sports Fields, Ball Diamonds, Game Courts and Running Tracks</b>		
Adult Non-Prime (M-F before 4pm).	\$7.83	\$8.22
Adult Regular Season Rental	\$15.66	\$16.44
<b>Commercial Sport Camps</b>		
Per amenity - 4 hours or less	\$75.12	\$78.87
Per amenity - more than 4 hours	\$150.23	\$157.74
Cancellation Fee	\$21.13	\$22.18
<b>Lighted grass sports fields, ball diamonds</b>		
Youth (younger than 19 years of age)	\$7.22	\$7.58
Adult (19 years of age and older)	\$25.79	\$27.08
<b>Lighted grass and gravel practice fields: Monday - Friday 5:30pm - 10:30pm</b>		
Youth	\$7.21	\$7.57
Adult	\$10.12	\$10.63
<b>Adult Tournaments, Track Meets and For Profit Events</b>		
Surrey Non-Profit Association, per day	\$101.62	\$106.70
Non-Surrey, non-profit associations- per day	\$145.11	\$152.36
Commercial and Private Groups for profit - per day	\$290.21	\$304.72
Half day charges (Mon. to Fri. only, after 5 p.m. No half days on Sat., Sun. or Statutory Holidays)		
Surrey Non-profit Associations	\$50.83	\$53.37
Non-Surrey Non-profit Associations	\$72.59	\$76.22
Commercial and Private Groups for profit	\$145.19	\$152.45
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)

	<b>2020/21 Base</b>	<b>2020/21 Fee (Incl. Taxes)</b>
<b>Prime Time</b>		
Surrey based youth (includes School District #36)	\$29.61	\$31.09
Surrey based adult	\$52.12	\$54.72
Non-Surrey based youth/private youth use	\$58.05	\$60.95
Non-Surrey based adult/private adult use	\$101.49	\$106.56
Commercial Use	\$135.34	\$142.11
Surrey based youth tournaments - per day	\$217.31	\$228.17
Surrey based adult tournaments - per day	\$390.66	\$410.19
Non-Surrey based youth tournaments/private youth tournament - per day	\$482.80	\$506.94
Non-Surrey based adult tournaments/private adult tournaments - per day	\$608.96	\$639.40
<b>Non-Prime Time</b>		
Surrey based youth (includes School District #36)	\$14.91	\$15.66
Surrey based adult	\$26.08	\$27.38
Non-Surrey based youth/private use youth	\$29.07	\$30.52
Non-Surrey based adult/private use adult	\$50.79	\$53.33
Commercial Use	\$135.34	\$142.11
Commercial Sports Camps – Surrey Based Youth - per field (4 hours or less)	\$75.12	\$78.87
Commercial Sports Camps – Surrey Based Youth - per field (more than 4 hours)	\$150.23	\$157.74
Commercial Sports Camps Cancellation Fee - Per Field	\$21.13	\$22.18
<b>Mini Turf Field</b>	<b>\$10.19</b>	<b>\$10.70</b>
<b>Kabaddi Field</b>		
Non-Profit	\$143.83	\$151.02
Commercial Event, For Profit	\$4,559.27	\$4,787.24
<b>Tennis/Pickleball Courts</b>		
Tennis Courts: Commercial/School/Clubs or Tournament reservations – per hour per court	\$9.39	\$9.86
Pickleball Courts: Commercial/School/Clubs or Tournament reservations – per hour per court	\$3.00	\$3.15

**Boot Camps and Fitness/Performance Training**

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Operators of for-profit program on Park land - Per Hour	\$18.78	\$19.72
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**Community Sport Trailer**

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

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## Ward's Marina

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
Monthly Moorage (fee per day multiplied by linear foot)	\$0.20	\$0.21
Short-Term Storage available upon request	\$0.20	\$0.21
<b>Lockers - Daily</b>		
Half	\$0.26	\$0.27
Full	\$0.52	\$0.54
Blackie Spit Parking Lot Rental Fee, per day (Theatre Production)	\$275.30	\$289.06

## 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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>Theatre Rental (per hour) 6 hours minimum</b>		
School District 36	\$77.00	\$81.00
Non-Profit Surrey Youth	\$111.50	\$117.25
Non-Profit Surrey Adult	\$111.50	\$117.25
Non-Profit Non-Surrey*	\$179.00	\$188.00
Commercial/Private	\$340.50	\$357.75
*Cultural Business can qualify for this rate if approved by Performing Arts Manager		
House Supervisor Labour (per hour) 6 hour minimum	\$30.50	\$32.50
Stage Technician Labour (per hour) 6 hour minimum	\$35.00	\$37.00
*overtime rates may apply		
Dark Days	\$241.00	\$253.05

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	\$309.00	\$309.00
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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.

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>Theatre Rental (per hour) 5 hours minimum</b>		
Non-Profit Surrey Youth	\$21.00	\$22.25
Non-Profit Surrey Adult	\$21.00	\$22.25
Non-Profit Non-Surrey*	\$38.00	\$40.00
Commercial/Private	\$114.00	\$119.75

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

House Supervisor Labour (per hour) 5 hour minimum	\$30.50	\$32.50
Stage Technician Labour (per hour) 5 hour minimum	\$35.00	\$37.00

Dark Day	\$153.00	\$160.75
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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	\$300.00
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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.

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>Theatre Rental (per hour) 6 hours minimum</b>		
<i>Includes up to six hours access, with one on-stage technician and one House Supervisor</i>		
Non-Profit Surrey Youth	\$65.00	\$68.25
Non-Profit Surrey Adult	\$65.00	\$68.25
Non-Profit Non-Surrey*	\$91.50	\$96.25
Commercial/Private	\$130.00	\$136.50
*Cultural Business can qualify for this rate if approved by Performing Arts Manager		
House Supervisor Labour (per hour) 5 hour minimum	\$30.50	\$32.50
Stage Technician Labour (per hour) 5 hour minimum	\$35.00	\$37.00

Dark days	\$181.50	\$190.75
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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	\$300.00
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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.

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

	<b>2020/21 Base</b>	<b>2020/21 Fee (Incl. Taxes)</b>
<b>Equipment Rental</b>		
Surrey Arts Centre Gallery Admission	Free, donation accepted	Free, donation accepted
<b>Equipment Rental</b>		
Piano		
For the use of acoustic pianos regularly tuned and maintained	\$160.55	\$168.75
Requested additional tuning.	\$149.90	\$157.50
Projector (per event)	\$267.55	\$281.00

### Ticket Service Charges

Ticket service charges are incurred by the Ticket purchaser, not by the renter. Service charge will be added by the box office and collected from the ticket purchaser.

Renter will pay service charges on complimentary tickets and for tickets sold by an outside ticket agent.

For all tickets sold by SAC Box Office or by renter	\$1.89	\$2.00
Complimentary tickets	\$0.93	\$1.00
A maximum of 10 tickets per curtain are exempt from the complimentary ticket charge		
Ticket exchange	\$2.02	\$2.25
Use of an outside ticket agent	\$0.93	\$1.00
A Theatre Capital Fund Surcharge will be added to all Tickets \$10.00 and over	\$1.00	\$1.00

### Surrey Art Centre Sale of Merchandise Surcharge

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

A surcharge of 15% will be applied to the gross revenue resulting from the sale of any

The 15% surcharge will also be applied to the gross revenues of any merchandise sold in the

Renters that are registered as Surrey non profit organizations will be exempt from the 15%

Also, please be reminded that ticket raffles, calendar raffles and 50/50 draws, etc., in Surrey

## City Hall Plaza

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>General Public</b>		
Non-Profit Surrey	Free	Free
<b>Non-Profit Organization</b>		
Hourly (Max 4 hours)	\$129.00	\$135.50
Daily	\$1,287.50	\$1,352.00
<b>Commercial</b>		
Hourly (Max 4 hours)	\$257.50	\$270.50
Daily	\$2,575.00	\$2,703.75
<b>Additional Services Extra (Security, Janitorial, Equipment Rental)</b>	Cost	

***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:

<b>Users</b>	
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
<b>Fee Structure</b>	
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	Equal to the child rate for each family member
Value	50% of regular rates
Attendant	Free, when attending to someone with a disability
Punch Cards (10)	10% discount of the applicable rate
Punch 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>2020/21 Base</b>	<b>2020/21 Fee (Incl. Taxes)</b>
<i>Valid at all City Operated Facilities</i>		
Infant (under 2 years)	\$0.00	\$0.00
Children/Youth	\$3.38	\$3.75
Adult	\$6.75	\$7.25
Senior 60 to 69	\$5.06	\$5.50
Senior 70 Years and older	\$1.64	\$1.75
Post-Secondary Student <sup>2</sup>	\$5.06	\$5.50
Parent and Child <sup>1 &amp; 2</sup>	\$3.38	\$3.75
Value Time	50% discount	50% discount
Shower Only Fee	\$1.90	\$2.00

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:*

Full Facility Passes are valid at all City operated pools, arenas and community recreation centres. Passes are non-transferable and non-refundable.

Replacement cards are subject to an administrative processing fee.

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

Family Pass is defined as 1 or 2 parent/guardian(s) with an unlimited number of related 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);
- Family members do not need to participate in the same activity to qualify for family admission;
- Family members must be together at the facility's front counter to receive family pricing.

Swipe Passes expire 2 years from the date of purchase.

### **Monthly Payment Options**

Surrey offers monthly payment options on 1-year full-facility passes. Make monthly payments using Automatic Debit, Credit Card or post-dated cheques. Payments will be withdrawn on the 1st day of each month.

A \$5 fee will be charged for declined automatic debit and credit card payments. A \$30 fee will be charged for declined cheques.

### **Pass Cancellation Policy**

A \$5 fee will be charged to cancel a full-facility 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.

### **Annual Pass Extension Policy**

Annual passes can be suspended and extended, once, for up to three months.

## Facility Passes

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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
<b>Monthly</b>		
Infant	\$0.00	\$0.00
Children/Youth	\$35.05	\$37.00
Adult	\$70.11	\$73.75
Senior 60 to 69	\$52.58	\$55.25
Senior 70 Years and older	\$17.53	\$18.50
Post-Secondary Student	\$52.58	\$55.25
Family	\$140.21	\$147.50

<b>Annually</b>		
Infant	\$0.00	\$0.00
Children/Youth	\$256.81	\$269.75
Adult	\$513.61	\$539.50
Senior 60 to 69	\$385.21	\$404.50
Senior 70 Years and older	\$128.40	\$135.00
Post-Secondary Student	\$385.21	\$404.50
Family	\$1,027.22	\$1,079.00

### 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	\$0.00
MY Fun Pass - valid September - June for children aged 2-12	\$107.02	\$113.00
Simon Fraser University (Surrey Campus) Letter of Understanding per semester, per eligible student	\$33.74	\$35.50



## Specialty Session Admission Rates

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

	<b>2020/21 Base</b>	<b>2020/21 Fee (Incl. Taxes)</b>
Adult Drop-in Rec. Hockey* or Adult Figure Skating*		
Weekday	\$8.65	\$9.25
Weekend	\$12.06	\$12.75
Parent and Youth Hockey*		
Child/Youth	\$7.16	\$7.75
Adult	\$8.65	\$9.25
Child Minding Service	\$3.38	\$3.75
<i>max. 90 minutes</i>		
<i>LAP entitled to 75% discount for each child</i>		
Winter Ice Palace*	\$4.33	\$4.75
External Rehabilitation Trainer		
Admission Rate for Client	Drop-In admission	
External Rehabilitation Trainer Fee	2X Adult Fee 1	

\*included with a full facility pass

## Outdoor pools

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

	<b>2020/21 Base</b>	<b>2020/21 Fee (Incl. Taxes)</b>
<b>GENERAL ADMISSION</b>		
Public Swims	\$0.00	\$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*

	<b>2020/21 Base</b>	<b>2020/21 Fee (Incl. Taxes)</b>
City-wide Seniors' Membership	\$23.81	\$25.00

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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

	2020/21 Base	2020/21 Fee (Incl. Taxes)
Skate Sharpening	\$7.24	\$7.75
Skate Rentals	\$3.02	\$3.25
Helmet Only	\$1.51	\$1.75
Skate/Helmet Punch Pass – 10 punch pass available at a 10% discount		
Withdrawal Fee - Passes* and Registered Programs less than \$250	\$5.00	\$5.00
<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	\$5.00
<i>For declined post-dated payments made using Credit Card or Electronic Funds Transfer</i>		
Withdrawal Fee - Registered Programs \$250 and over**	\$25.00	\$25.00
<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	\$50.00
<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:

- a. Labour costs
- b. Material and supply costs for the program
- c. 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.



## INTER-OFFICE MEMO

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TO: **Parks, Recreation & Culture Committee**

FROM: **General Manager, Parks, Recreation & Culture**

DATE: **September 10, 2019** FILE: **0250-20/S**

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RE: **Support for Surrey Eagles Hockey Team**

**RECOMMENDATION**

The Parks, Recreation & Culture Department recommend that the Parks, Recreation & Culture Committee:

1. Receive this report for information;
2. Recommend staff negotiate a one-year License Agreement for 550 hours of ice use for the 2019/2020 season with the Surrey Eagles at a total annual cost of \$31,214 which represents a three per cent (3%) increase in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*;
3. Direct staff to increase the office lease rate fee by three per cent (3%) in alignment with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391* for the Surrey Eagles; and
4. Recommend that the Surrey Eagles pay the applicable Junior A rate for all ice times that exceed the 550 hours, in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*.

**INTENT**

The purpose of this report is to address the Surrey Eagles Jr. A Hockey Team (the “Eagles”) request for additional subsidy from the City of Surrey (the “City”) at the South Surrey Arena and authorization to negotiate a one-year License Agreement.

**BACKGROUND**

Junior A hockey is the highest level of amateur hockey played in Canada. The Eagles franchise is part of the BC Junior Hockey League and has been in Surrey since 1991 with the South Surrey Arena being the home of the Surrey Eagles since that date. There are several models of operation between Jr. A Teams and the arenas in which they play. Consideration is given to gate proceeds, advertising revenue, concession, liquor sales and seating capacity. All these factors are considered in addition to the market in which the team is located and the impact they have within the community.

In 2011, the City of Surrey worked with the Eagles to negotiate a three-year License Agreement for use of the South Surrey Arena and made several facility improvements to enhance the Team and spectator experience. Council's motion approving the three-year Licence Agreement with the Surrey Eagles is attached as Appendix "I". Subsequently, another lease was renewed in 2014 for two years. Council's motion approving the three-year Licence Agreement with the Surrey Eagles is attached as Appendix "II". There have been three extensions to the License Agreement since 2011, with the final term ending August 31, 2019. For your reference, we have also enclosed the request letter from Surrey Eagles as Appendix "III", Surrey Eagles Hockey Club (2010) Ltd.

## DISCUSSION

Between the years of 2011 and 2019 the Surrey Eagles have received a subsidized rate for 550 hours of annual ice time representing a total of \$728,503 in ice rental subsidy since 2011. The subsidy has increased from \$73,837 to \$105,170 annually from 2011 to 2019.

During the same time period the Eagles office lease increased by \$40.47 and is currently at \$368.33 per month. This rate was verified in 2018 to be at the fair market value by the City of Surrey Realty Department.

The Eagles are requesting to extend their subsidized rate of \$56.75 for an additional 100 hours for the 2019/2020 and 2020/2021 seasons, bringing their total subsidized allocation to 650 hours. The Eagles are also requesting that their office lease would not increase for the duration of the agreement. It should be noted that the Surrey Eagles currently receive all revenues from admissions, liquor sales and advertising. The Eagles letter of request is attached as Appendix "IV".

Staff do not support additional subsidy to the Club as it would negatively affect the financial performance of the arena operating budget.

## CONCLUSION

Based on the above discussion, it is recommended that Parks, Recreation & Culture approve a one-year License Agreement with a 3% fee increase in accordance with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391* for the Surrey Eagles. It is also recommended that the office lease rate be increased by 3% in alignment with the *Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391*.



Laurie Cavan  
General Manager  
Parks, Recreation & Culture

Appendix "I" – Regular Council Public Hearing Minutes dated February 28, 2011  
Appendix "II" – Regular Council Public Hearing Minutes dated June 9, 2014  
Appendix "III" – Request Letter from Surrey Eagles  
Appendix "IV" – PRC January 11, 2011 Committee Report "Requests from the Surrey Eagles Jr. A Hockey Team"



Item No. R035 Support for the Surrey Eagles Hockey Team  
File: 0250-20/S

The General Manager, Parks, Recreation and Culture submitted a report to provide information and recommended actions for Council's consideration related to a recommendation that was forwarded to Council by the Parks, Recreation and Culture Committee (the "Committee"), which was in response to a presentation the Committee received from representatives of the Surrey Eagles Jr. A Hockey Team (the Eagles).

The General Manager, Parks, Recreation and Culture was recommending approval of the recommendations outlined in her report.

It was Moved by Councillor Martin  
Seconded by Councillor Hepner  
That Council:

1. Authorize staff to negotiate a 3 year lease agreement with the Surrey Eagles hockey team (the "Eagles") at a total annual cost of \$25,000 for the same level of ice time as the Eagles booked in the 2009/2010 season;
2. Approve the installation by the Eagles of a fixed exterior "Eagles" sign on the north side of the South Surrey Arena;
3. Authorize the issuance of an annual fitness pass to each of the Eagles players that will allow access to the existing South Surrey Pool and fitness facility and the new fitness facility to be built in 2011 at the South Surrey Recreation Centre;
4. Support an application by the Eagles to the Liquor Control Branch for a "Liquor Primary License for Recreation Centres" as generally described in this report; and
5. Authorize the City Clerk to schedule a delegation by representatives of the Eagles before a Council-in-Committee meeting regarding the "Soar with the Eagles Program".

RES.R11-373

Carried

It was Moved by Councillor Hepner  
Seconded by Councillor Gill  
That Council:

1. not amend the approved concept plan for Dufferin Park to accommodate tennis; and
2. direct that a copy of the report, dated May 14, 2014, from the Parks, Planning, Research and Design Manager (attached "Appendix A"), be forwarded to the delegation from the Douglas Neighbourhood that advanced the proposal to amend the approved concept plan.

RES.R14-1010

Carried**Grandview Heights Parkland**

File: 6520-20/G; 0550-20-10

It was Moved by Councillor Hepner  
Seconded by Councillor Gill  
That Council:

1. retain 2770 - 168 Street retained for park purposes; and
2. direct staff to forward a copy of the report, dated May 21, 2014, from the Parks, Planning, Research and Design Manager (attached "Appendix B"), to the delegation from the Western Cedar Evergreen Group that petitioned the City regarding parkland in Grandview Heights.

RES.R14-1011

Carried**Support for Surrey Eagles Hockey Team**

File: 0250-20/S

It was Moved by Councillor Hepner  
Seconded by Councillor Gill  
That Council direct staff to negotiate a two year lease extension with the Eagles at a total annual cost of \$26,000 per year for the same level of ice time booked in the 2009/10 season, as set out in the report, dated May 14, 2014, from the General Manager, Parks, Recreation and Culture (attached "Appendix C"). This cost includes a 4% increase from the 2013/14 Eagles' lease.

RES.R14-1012

Carried**D. BOARD/COMMISSION REPORTS**

To Whom It May Concern:

We, the Surrey Eagles are writing to the City of Surrey for the request to renew the former lease for ice. The Surrey Eagles are currently in their 25<sup>th</sup> season in the BCHL and continue to be strongly rooted in Surrey. The roots in Surrey have only become stronger over the past two seasons with more players than ever that have grown up in the Surrey area to be playing for the boyhood dream's team, the Surrey Eagles. We want to continue providing this dream to our local players and the only way for that to happen is to continue to have the support from the City of Surrey.

As many know, Junior A Hockey is not a moneymaking industry. We continue to seek ways in providing a great experience for our boys while keeping the budget to a very fine line. We again will lose a large amount of money to provide this opportunity. We, as an organization, would like to request an opportunity to meet with the city on the hope that we can obtain a similar lease to the one we've had over the past number of years so that we can keep the Surrey Eagles in Surrey.

Please communicate with us what steps are needed to be taken for us to sit down to discuss this opportunity.

Sincerely,

A handwritten signature in blue ink, appearing to read 'C. Westgard', with a stylized flourish extending to the right.

Chuck Westgard

President

Surrey Eagles Jr. A Hockey Club

**The Surrey Eagles Hockey Club**

South Surrey Arena - 2199 148 Street - Surrey, BC - V4A 8L5

[www.surreyeagles.ca](http://www.surreyeagles.ca)



On December 9, 2010 PRC staff met with Eagles organization representatives to further clarify the priorities relative to the requests that they made of the Committee. At that meeting a re-prioritized summary of their requests was provided as follows:

1. **Lease Structure** – Replace the current annual rental agreement between the City and the Eagles with a 5-year lease agreement that provides that ice time will be provided to the Eagles at no cost to reflect the value to the City and the community of the team being located in Surrey;
2. **Dressing Room Upgrades** - Minor renovations to the dressing room and shower facilities in the South Surrey arena, which are below the standard of newer Junior “A” hockey venues in British Columbia, such as the Langley Event Centre. These requested renovations include cosmetic upgrades to the dressing room area and shower room upgrades;
3. **Fitness facilities** – Fitness facilities be provided for team use;
4. **Public Address System** - Replace the existing public address system (PA) in the South Surrey arena;
5. **Signage** –Erect a proper reader board sign at each of the entrances to the South Surrey Athletic Park for use by the Eagles and other users of the Arena and Park and give the Eagles the right to install “Eagles” exterior signage on the north side of the arena;
6. **Liquor Licensing** – Support an application by the Eagles for “liquor primary special use permitting” to allow beer to be served in portions of the South Surrey Arena during Eagles games;
7. **Food Services** – To address the long line ups that currently occur and to improve the overall game experience of fans, renovate and add capacity to food concession areas in the South Surrey Arena; and
8. **Soar With The Eagles Program** – An annual contribution of \$50,000 from the City to the Eagles to operate a community outreach program known as the “Soar with the Eagles Program”.

It is noted that during their presentation to the Parks, Recreation and Culture Committee on November 17, 2020, the representatives of the Eagles had requested that the City consider providing a 3,100 square foot expansion to the Eagles dressing room area in the Arena to include expanded/renovated dressing room facilities, classroom space and a fitness room. The estimated cost of such a project is over \$700,000. The representatives of the Eagles have since advised that in consideration of the overall cost that this expansion is not a priority for the 2011/2012 season. Their highest priority is the negotiation of new facility lease agreement and support for the “Soar with the Eagles” program. Staff will review the proposed addition following the 2011/2012 Eagles season to re-access the needs for the addition with the Eagles.

## DISCUSSION

Staff has undertaken a survey of other cities that host BCJHL hockey teams with respect to what facilities are provided to the team and the related lease or rental agreement between the team and the host city (see Appendix B – Jr. A British Columbia Hockey League Survey). It has been determined that there is no standard lease or operating agreement between host cities and the owners of the related junior hockey franchise across the League. In some circumstances, the host city provides dressing room and ice time to the team at no cost and in other circumstances a reduced rate is charged. It is evident from the survey that the dressing room and fitness facilities being provided at the South Surrey Arena for the South Surrey Eagles are not up to the League average.

The City currently provides the Eagles with dressing room space at the South Surrey Arena at no cost but charges the Eagles for practice and game ice time at standard adult ice rates. The following is a summary of the amounts that the Eagles are currently charged for ice time at the South Surrey Arena:

Eagles practices: Monday to Thursday 2:30-4pm = \$134.75/hour  
Eagles games: A 4 Hour minimum at \$224.65/hour or a minimum of \$998.60 per game (approximately 30 games per year)

The following is an approximate breakdown of the amounts that the City expects to collect from the Surrey Eagles for ice time for the 2010/2011 regular season:

- a) **Regular season games and practices:**
- Approximately 130 hrs of game time at \$224.65/hr for a total of \$29,204 for the year
  - Approximately 159.5 hrs of practice time currently at \$134.75/hr for a total of \$21,492 for the year
  - Total regular season games and practices = \$50,696
- b) **Playoff games:**
- Although in 2009/2010 season there were only 3 playoff games, for the purpose of consistent comparisons in this report staff have developed a “best case playoff model” of 9 games (3 best of 7 series with 3 home games in each series) plus one month of extra practices on the basis of 4 one and half hour practices per week.
  - Using this model the cost for playoffs would be 9 games x 4 hrs/game x \$224.65/hr = \$8,087 plus 4 weeks x 4 practices per week x 1.5 hours per practice x \$134.75 = \$3234
- c) **Other Ice Bookings (Hockey school, main camp, tournaments based on 2009) = \$26,563.**
- Total ice time rentals for 2010/2011** = \$50,696 + \$8,087 + \$3234(best case playoff model) + \$26,563  
= \$88,580

The dressing room and shower room space provided for Eagles use in the South Surrey arena is very basic. No fitness facilities or classroom space is provided. Some of the other teams in the BCJHL provide such amenities for their local team.

The owners of the Eagles have advised that the operation of the team is not profitable and is in fact currently costing the ownership group in excess of \$200,000 per year. They have advised that this level of subsidy to the team is not sustainable for the group.

**Consideration of Eagles Requests:**

Having undertaken the above-referenced survey of other host cities and reviewed the requests that have been made by the Eagles, staff recommends the following:

**1. Lease Structure:**

Most host cities enter into a lease agreement with the owner of the related BCJHL franchise for the provision of ice time. In some circumstances the host city provides ice at no cost to the hockey team. In consideration of the value of the Eagles organization to the image of the City and the entertainment opportunity that Eagles games provide to the community, it is recommended that the City enter into a 3-year lease agreement with the Eagles that will provide ice time at an annual cost of approximately \$25,000 to the Eagles. The \$25,000 would provide for regular season practices and games as well as historical additional ice bookings. This lease agreement would provide 550 hours of ice per season. Any ice rentals beyond the 550 hours would be charged in accordance to the City's Fees and Charges. The lease agreement would be subject to a commitment from the Eagles in relation to the Eagles organization that the team players will be actively involved in the community in speaking engagements in schools and in mentoring. In the third year of that 3-year agreement, staff will review with the Eagles organization the financial position of the team and provide recommendations regarding the terms of an extension to the lease agreement.

**2. Dressing Room Upgrades:**

Renovations to the dressing room and shower room at the South Surrey Arena are considered warranted as the existing dressing room has been in use for many years. The estimated cost of such renovations is \$50,000, which is available in the 2011 Capital budget. This is viewed as maintenance of infrastructure at the South Surrey Arena.

**3. Fitness Facilities:**

A new fitness facility is being added on to the South Surrey Recreation Centre in 2011. An agreement should be structured between the City and the Eagles hockey organization to allow Eagles players to use the new fitness facility at no cost within prescribed parameters. Access to the existing fitness facilities at the South Surrey Pool can be provided immediately to the Team members.

**4. Public Address System:**

Staff have made arrangements for a professional acoustics consultant to complete an overall PA system review and make recommendations to achieve appropriate sound quality for the South Surrey Arena. Staff estimate that an upgrade to the system would cost approximately \$50,000. This would be viewed as the normal upgrading of infrastructure at the South Surrey Arena.

**5. Signage:**

Staff is reviewing the potential to install a digital sign on 148 Street or 20 Avenue fronting the South Surrey Athletic Park that could provide information to the public regarding Eagles games and could also promote other events and opportunities available to the public at the South Surrey Athletic Park. A reader board sign structure similar to that at the Surrey Museum (Attached as Appendix C) is estimated to cost approximately \$200,000. Such a sign would be considered an augmentation to the infrastructure of the South Surrey Athletic Park and would normally be funded through the City's Capital budget. Once the study is complete, staff will forward a separate report to the Committee complete with recommendations.

The Eagles request to install fixed exterior signage on the north side of the South Surrey Arena is considered reasonable. Staff will work with the Eagles to accommodate this request subject to the Eagles paying the costs, which are estimated to be \$10,000. The Eagles organization is amenable to this approach.

**6. Liquor Licensing:**

The Liquor Control Branch is responsible for issuing liquor licenses in BC. They consider applications for licenses in the context of regulations. The LCB has a category of license referenced as "Liquor Primary License for Recreation Centres". If issued it allows liquor to be served in a recreation facility in the presence of minors until 10 pm.

Coquitlam has allowed beer to be served to designated seating at their arena during hockey games. The designated seats represent 60% of the capacity of the arena. A catering company undertakes the beer sales and has staff on site to regulate and supervise where it is consumed.

The South Okanagan Event Centre allows for the sale of beer and its consumption designated areas of the arena accounting for 80% of the capacity of the arena. The remaining 20% is designated as a family area. The beer is served and the location of its consumption supervised by facility food and beverage staff.

The Langley Events Centre sells beer and allows for its consumption in all but two sections of the arena, which are designated as no liquor family sections.

Staff recommend that the City endorse an application by the Eagles organization to the LCB for an appropriate liquor license to allow for the sale and consumption of beer in the arena during Eagles games subject to the a designated "Family Area" consisting of 20% of the total seats in the arena where the consumption of beer is not permitted.

The Eagles will receive the revenues from this service.

**7. Food Services:**

There are two concessions in the South Surrey arena which operate during the Eagles games. These concessions are operated by the City. Most hockey game patrons use the upper concession but due to the limited capacity of this concession area, line ups occur and frustrate the arena patrons and also limit the purchases that are made.



Staff has reviewed the provision of concession services in the South Surrey Arena and are taking the following actions:

- a. The City will use mobile “pre-packaged food” vendor carts for use during Eagles games and other larger events at the South Surrey Arena that will sell foods such as cotton candy, popcorn, chocolate bars, etc in the seating area; and
- b. The City will use a new satellite “hot food” vendor cart located in the upper concourse of the Arena to sell premade hot food such as hot dogs and coffee as well as popcorn, etc.

These carts, which would cost approximately \$10,000, are considered an augmentation to the permanent infrastructure at the South Surrey Arena. There is sufficient funding in the 2011 Capital budget to provide for such purchases.

Staff has taken action to upgrade the electrical power supply to the upper concession area in the Arena to allow for an additional French fry deep-frying machine. This work has been completed at a cost of approximately \$10,000. Additional staff is being employed in the concession areas during Eagles games to serve the patrons more expediently.

The Eagles organization has agreed that announcements will be made prior to the end of each period during hockey games informing game patrons that the lower level concession is open and has the same menu as the concession on the upper concourse. Staff is aware that there are typically no line ups at the lower concession during Eagles games.

#### **8. Soar with the Eagles Program**

The Surrey Eagles Jr. A Hockey Team is launching a community program named “Soar with the Eagles”. The intent of this program is for the Eagles organization and players to more actively engage with the youth of Surrey through the public school system and the minor hockey associations. The main intention of this program is to highlight the importance of scholastic and athletic success. This message will be delivered through player participation in school and minor hockey events, presentations, role modelling, coaching clinics, tutoring and speaking engagements. An additional component of this program will be the donation by the Eagles of two hundred tickets for each home game to local schools, community centres, minor sports teams, fundraisers and low income families. The Surrey Eagles Jr. A Hockey Team has requested \$50,000 in annual support from the City of Surrey toward this program.

The objectives of this program are commendable and are aligned with many youth initiatives undertaken by the City. Given the community outreach, and desired positive outcome of the program, it could provide significant value to the City and the community. Staff recommend Council consider supporting the program at some level with Council Initiatives as the potential funding source.

## CONCLUSION

The Surrey Eagles are very important to the City of Surrey and we are committed to support the continued successful partnership through the recommendations made in this report.

Laurie Cavan  
General Manager  
Parks, Recreation and Culture

Appendix A – Surrey Eagles Executive Summary  
Appendix B – Jr. A British Columbia Hockey League Survey  
Appendix C – Photo of the Reader Board Sign at the Surrey Museum

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