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REPORT TO CAPITAL REGIONAL DISTRICT BOARD MEETING OF WEDNESDAY, DECEMBER 13, 2023

SUBJECT **Bylaw No. 4593: Capital Regional District Recreation Services and Facilities Fees and Charges 2023-2024**

ISSUE SUMMARY

To update the Capital Regional District (CRD) recreation services and facilities fees and charges scheduled for the Panorama Recreation Centre.

BACKGROUND

The CRD charges fees for access to recreation services and facilities, which are updated annually. Fee schedules are currently in place for the following recreation facilities: Panorama Recreation Centre, Sooke and Electoral Area Parks and Recreation Commission (SEAPARC), Salt Spring Island Parks and Recreation, Juan de Fuca Electoral Area Community Parks and Port Renfrew Community Recreation Centre. The 2023-2024 season was updated on July 12, 2023 under Bylaw No. 4557.

On October 26, 2023, after the adoption of Bylaw No. 4557, the Peninsula Recreation Commission voted in favour of the inclusion of a new fee rate for the 2023-2024 recreation season. This new fee would create an additional family pass rate reducing the admission for one adult and up to four youths to \$475.50. Appendix B includes the staff report to the Peninsula Recreation Commission.

Bylaw No. 4593 updates the annual (2023-2024) fees and charges scheduled for the Panorama Recreation Centre (Appendix A).

ALTERNATIVES

Alternative 1

1. That Bylaw No. 4593, cited as "Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 18, 2023", be introduced and read a first, second and third time; and
2. That Bylaw No. 4593 be adopted.

Alternative 2

That the proposed fees and charges be referred back to staff for further information.

IMPLICATIONS

This bylaw is required to provide the necessary authority before the service can collect the updated fees and charges from patrons using these facilities. There is only one change included in this bylaw, the addition of a family pass of one adult and up to four youths at \$475.50. The proposed fees and charges have been recommended by the Peninsula Recreation Commission. The reduced rate is anticipated to have an immaterial effect on fee revenue for the service, as the anticipated uptake on the use of this pass is expected to be low.

CONCLUSION

The proposed fees and charges bylaw includes the fee schedule as approved by the Peninsula recreation Commissions for the 2023-2024 season.

RECOMMENDATION

1. That Bylaw No. 4593, cited as “Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 18, 2023”, be introduced and read a first, second and third time; and
2. That Bylaw No. 4593 be adopted.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS:

Appendix A: Bylaw No. 4593, “Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 18, 2023”

Appendix B: Staff Report to the Peninsula Recreation Commission, October 26, 2023