

**REPORT TO THE FINANCE COMMITTEE
MEETING OF WEDNESDAY, JULY 3, 2024**

SUBJECT **Bylaw No. 4617: Capital Regional District Recreation Services and Facilities Fees and Charges 2024-2025**

ISSUE SUMMARY

To update the Capital Regional District (CRD) recreation services and facilities fees and charges schedules for 2024-2025.

BACKGROUND

The CRD charges fees for access to recreation services and facilities. Fee schedules are currently in place for the following recreation facilities: Panorama, SEAPARC, Salt Spring Island (SSI) Parks and Recreation, Juan de Fuca Electoral Area Community Parks and Port Renfrew Community Recreation Centre. Bylaw No. 4617 updates the annual fees and charges schedules (Appendix A).

Recreation fees and charges are reviewed and adjusted annually, or as required, to ensure that the cost for access to recreation services remains in line with service plan objectives and that they recover an appropriate portion of operating costs and funding for maintenance and asset investment. The overarching goal is to set reasonably affordable fees and charges that remain competitive within the marketplace.

ALTERNATIVES

Alternative 1

That the Finance Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4617, "Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 19, 2024", be introduced and read a first, second and third time;
2. That Bylaw No. 4617 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 these services can collect updated fees and charges from patrons using these facilities. Please refer to Appendix B for a list of revisions included in the bylaw. The proposed fees and charges have been recommended by the respective Commissions.

CONCLUSION

The proposed fees and charges bylaw includes the fee schedules as approved by the respective Parks and Recreation Commissions for the 2024-2025 season.

RECOMMENDATION

That the Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4617, “Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 19, 2024”, be introduced and read a first, second and third time;
2. That Bylaw No. 4617 be adopted.

Submitted by:	Angela Linwood, CPA, CMA, Controller
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Luisa Jones, MBA, GM Parks, Recreation & 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. 4617, “Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 19, 2024”
- Appendix B: List of Revisions