



FEES

PARKS, RECREATION AND CULTURE PROGRAMS

FEE.39



POLICY

Date Policy Adopted: July 15, 2002

Council Resolution Number: 02/736

Fees for Programs sponsored directly by the Parks, Recreation and Culture Department will be based on the following:

- Fees will encourage maximum public participation, while minimizing the tax subsidy.
- Users will be responsible for contributing financially for their recreation activities.

Direct Cost Recovery

Registered programs will recover the direct cost of the program. Direct costs will include:

- **Materials:** Includes all items necessary to ensure the program meets recognized standards, such as arts and crafts supplies, balls, nets, camping equipment, vehicle and equipment rentals, tools, parts, stationery, printing of program cards, badges and candidate fees.
- **Leadership:** Includes all persons directly involved in teaching, coaching and immediate supervision of a program or activity, which will include all those paid by wage, contract or honorarium.
- **Transportation:** Includes vehicle leases, rentals, both fuel and labour costs, as well as admission rates or rentals of recreation facilities outside the District of Mission.

Surcharges

- **Administration Surcharge:** A minimum 15% surcharge, based on the total amount of all direct costs, will be included as part of the direct program recovery. This surcharge is to compensate in part for indirect costs associated with program production such as administration, supervision, facility fixed costs, and advertising.
- **Profit:** Pricing of programs may reflect a profit margin over and above the direct cost recovery amount.

Other Factors

Other factors which may be taken into account when establishing program fees are:

- Program fees charged by other municipalities for similar services.
- Grants: If the department is successful in obtaining provincial, federal, or other grant funding, the standard program fee may be reduced to encourage greater levels of participation, for example, special events, playground programs, special interest programs.
- Developmental programs may not initially recover costs, but will be continued at a loss to encourage and promote interest. It is expected that, over time, these programs will break even or show a profit.
- Where feasible and during select times, a limited number of programs may be bundled with other services for a special fee, or be made available to the public on a free basis; for example, child minding, introductory sessions, etc.