

## **REPORT**

### ***Parks and Recreation***

**To:** Mayor Johnstone and Members of Council  
**Date:** July 7, 2025

**From:** Dean Gibson  
Director of Parks and Recreation  
**File:** 2720420

**Item #:** 2025-204

**Subject:** **Parks and Recreation Fees Bylaw No. 6673, 2001, Amendment Bylaw No. 8531, 2025**

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#### **RECOMMENDATION**

*THAT Parks and Recreation Fees Bylaw No. 6673, 2001, Amendment Bylaw No. 8531, 2025 be given first, second, and third readings.*

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#### **PURPOSE**

To recommend Council give three readings to the Parks and Recreation Amendment Bylaw No. 8531, 2025.

#### **BACKGROUND**

At the June 16, 2025, Council workshop staff presented the proposed approach for establishing 2026 Parks and Recreation Fees along with the recommended fee adjustments. Staff presented a comparative analysis of fees from neighbouring municipalities to support the creation of the 2026 Parks and Recreation Fee manual and outlined the proposed fee adjustments as follows:

**2026 Parks and Recreation Fee Adjustment Overview**

<b>Fee Category</b>	<b>Proposed Average % Increase*</b>	<b>Rationale and Notes</b>
Space Rentals -	2.5%	<ul style="list-style-type: none"> <li>Suggested 2.5% increase to continue to partially recover wages and operating costs for service provision and maintaining associated spaces and equipment.</li> </ul>
Single Admissions	2.5%	<ul style="list-style-type: none"> <li>Suggested 2.5% increase to continue to partially recover wages and operating costs for service provision and maintaining associated spaces and equipment.</li> </ul>
Active Passes – 10 Visit, and 30 Day	2.5%	<ul style="list-style-type: none"> <li>Suggested 2.5% increase to continue to partially recover wages and operating costs for service provision and maintaining associated spaces and equipment.</li> <li>ActivePass 10 Visit - Family pass to be suspended due operational challenges and loophole that created an unfair fee structure in some cases. The Family single admission rate option will still be available.</li> </ul>
Active Passes – 365 Day	0%	<ul style="list-style-type: none"> <li>The comparative analysis of neighbouring communities, has identified that New Westminster's <u>annual</u> ActivePass rate is slightly higher than surrounding municipalities median. It is recommended that this rate be “frozen” until it comes into closer alignment with the regional average.</li> </ul>

<b>Fee Category</b>	<b>Proposed Average % Increase*</b>	<b>Rationale and Notes</b>
Registered Programs	2.5% - 5.0%	<ul style="list-style-type: none"><li>• These fees are determined by formula that account for the recovery of the respective program leader/instructor costs, and related program supplies and materials.</li><li>• An average increase of 2.5% - 5.0% is anticipated due to directly related cost drivers associated with assumed Collective Agreement wage settlements and inflationary increases on the cost of purchased goods and services.</li></ul>
Storage Space Rental	NEW	<ul style="list-style-type: none"><li>• Introduction of a fee that will allow community and sport organization the use of dedicated storage space, create capacity, and instill accountability.</li></ul>

These changes are reflected in Bylaw Amendment No. 8531, 2025 – Schedule “A” to Parks and Recreation Fees Bylaw No. 6673, 2001.

Concurrent with Council feedback regarding the intended approach to establishing fees for 2026, Council also passed a motion directing staff to incorporate into its 2026 work plan a fulsome review of the methodology used to establish Parks and Recreation Department fees and charges and the companion Financial Assistance program in response to findings arising from the update to the Parks and Recreation Comprehensive Plan.

Based on feedback provided by Council at its June 16, 2025 workshop, Parks and Recreation fees have been adjusted for 2026 as included in Attachment “A” to this report.

### **FINANCIAL IMPLICATIONS**

The financial impact of the proposed average increase of 2.5%, with the rate of the annual Active Pass remaining unchanged, is anticipated to offset a portion of the rising variable input costs such as materials, maintenance, and labour.

### **OPTIONS**

Options for Council’s consideration include:

1. THAT Council give first, second and third readings to the Parks and Recreation Amendment Bylaw No. 8531, 2025, a bylaw to amend Parks and Recreation Fees Bylaw No. 6673, 2001.

2. THAT Council provide staff with other direction.

Staff recommend Option #1.

### **ATTACHMENTS**

Attachment A - Parks and Recreation Fees Bylaw No. 6673, 2001, Amendment Bylaw No. 8531, 2025

### **APPROVALS**

This report was prepared by:  
Matt Randhawa, Business Policy and Data Analyst

This report was reviewed by:  
James Doan, Manager of Administration and Parks Services  
Alex Tam, Manager, Financial Services  
Dean Gibson, Director of Parks and Recreation

This report was approved by:  
Lisa Spitale, Chief Administrative Officer