



City of Lloydminster

Policy

Policy Title:	Recreation and Cultural Services Fees Policy	Policy Number:	740-02
Date of Adoption:	December 13, 2021	Motion Number:	426-2021
Date of Amendment:	February 6, 2023	Motion Number:	27-2023
Sponsoring Department:	Community Development Services		

1. Purpose:

- 1.1 To provide a philosophy which will guide and effectively allocate public funds ensuring a reasonable and equitable proportion of the costs to deliver recreation and culture programs and services are recovered through the establishment of fees for facilities, programs, and services.

2. Definitions:

Administration	Any person employed by the City of Lloydminster, which indicates and is not limited to any person employed in the capacity of a full-time, part-time, casual, seasonal, summer, or contract employee or volunteer of the City.
Adult Rate	For the purpose of Facility rental fees, a group with a primary focus of adult-oriented activities.
City	The corporation of the City of Lloydminster.
Cost Recovery	Receiving of revenue to recover the cost of expenses.
Equipment	Includes items such as chairs, tables, tablecloths and any other items that are part of a booking.
Facility	A building or property where the City operates recreation and culture programs.
Group	One or more individuals.
Member of Council	An individual elected pursuant to <i>The Local Government Election Act, 2015</i> (Saskatchewan) as a Member of Council.
Non-Profit Organizations	As defined by Section 183(f) <i>The Lloydminster Charter</i> .
Programs	An activity, course, or class organized and operated directly by the City.
Quality of Play	Elements that may influence the users experience (i.e., weather conditions, power outages, etc.)
Retail Items	Sale of merchandise.
School Booking Rate	For the purpose of Facility rental fees, the group shall be from Lloydminster and surrounding areas and provide programming to elementary or secondary grade levels that is inclusive to all students. The school program must be provincially registered

	or associated and the program shall be operated, managed, and delivered by the registered/associated school.
Youth Rate	For the purpose of Facility rental fees, a group with a primary focus of ages 18 and under activities.

3. Scope:

- 3.1. This policy shall apply to all City Facilities and equipment.
- 3.2. This Policy shall apply to all Administration and Users.

4. Fees and Rates:

- 4.1. Administration shall adhere to the rates set out in Schedule "A" of this Policy.

5. Facility Rentals:

- 5.1. Facility rental fees shall be established by determining a fair market rate using comparable communities. Local market conditions shall be considered in the establishment of rates.
- 5.2. Facility rentals may include a setup and/or takedown fee for events that require extra setup/takedown or cleaning.
- 5.3. Youth Rates shall be 65% of the cost of Adult Rates, rounded to the nearest \$1.00.
 - 5.3.1. Notwithstanding 5.3, Youth Rates shall be 80% of the cost of Adult Rates for summer ice.
- 5.4. Non-Profit Organizations may receive Facility Youth Rates for fundraising activities.
- 5.5. The City Manager or delegate shall have the authority to change pricing of facility rentals if Quality of Play is compromised.

6. Equipment Rentals:

- 6.1. Equipment Rentals are to be established by determining a fair market rate using local market conditions.

7. Tariff/Licensing Charges:

- 7.1. Charges for Tariffs/Licensing cost shall be charged to the consumer at cost where applicable.

8. Programs:

- 8.1. Program fees shall be established based on minimum Cost Recovery.
 - 8.1.1. Cost Recovery includes, but is not limited to:
 - i. cost of instructing staff;
 - ii. cost of contractor; and

iii. cost of materials.

8.2. Exceptions may be made to this policy to introduce new Programs.

8.3. Programs that require an instructor or facilitator, that do not recover costs may be cancelled.

9. Admission/Membership Fees:

9.1. Admission prices shall be established by determining fair market value based on comparable communities. Local market conditions shall be considered in the establishment of rates.

9.2. Ten (10) punch pass prices shall be equal to the cost of nine (9) single admission passes.

9.3. The City Manager or delegate shall have the authority to change pricing to admission/memberships if Quality of Play is compromised.

10. Sales or Promotional Rates:

10.1. The Director of Recreation and Cultural Services may approve sales or promotional rates for the following purposes:

10.1.1. Increase revenue

10.1.2. Increase usage

10.1.3. Expand to new markets

10.1.4. Increase activation

11. Retail Items:

11.1. Retail items shall be sold at a minimum of 35% profit of the product purchase price.

11.2. Items in stock after two (2) years may be sold for no less than the original product purchase price.

11.3. Items in stock after three (3) years may be sold for less than the original product purchase price, or used for Facility prizes, donations, etc.

12. Consignment Sales:

12.1. The City shall receive 20% of the purchase price for all items sold on consignment basis.

13. Penalty:

13.1. Any staff member found to be in violation of this policy may be subjected to a disciplinary action. Such action may be dependent upon the nature of the breach of this policy; discipline may range from a verbal warning to dismissal with cause.

13.2. Any Member of Council found to be in violation of this policy may be dealt with utilizing the "*Code of Conduct Bylaw*" or provisions of "*The Lloydminster Charter.*"

14. Responsibility:

14.1. City Council shall review and approve all policies.

14.2. City Administration shall administer the policy through the use of a supporting procedure.

14.3. Sponsoring Department is responsible for creating and amending a supporting procedure.

Schedule "A" Facility Fees and Rental Rates

Arenas	
<i>Includes: Centennial Civic Centre, Russ Robertson, Archie Miller, Robert B. Holmes, Rusway, and Lloydminster Golf and Curling Centre (dry floor)</i>	
<i>* Fees and Rates include GST</i>	Effective September 2023
Prime Time	
Adult Rate	\$ 236.00
Youth Rate	\$ 154.00
Non Prime Time	
Adult Rate	\$ 186.00
Youth Rate	\$ 121.00
Early Morning Ice	
Adult Rate	\$ 158.00
Youth Rate	\$ 103.00
Summer Ice	
Adult Rate	\$ 236.00
Youth Rate	\$ 189.00
Outdoor Ice (Husky Oval)	
Booking	\$ 56.00
School Bookings	
School Bookings	\$ 69.00
Dry Floor	
Adult Rate	\$ 118.00
Youth Rate	\$ 77.00
** All Arena Rates are charged per hour	
Other	
Set up/Tear Down Fee (<i>per hour/per person</i>)	\$ 34.00
Arena Definitions	
Prime Time Weekdays	Monday to Friday - 4:00 pm to 12:00 am
Prime Time Weekends/Holidays	Saturday, Sunday and Statutory Holidays - All Day
Daytime	Monday to Friday - 8:00 am to 4:00 pm
Early Morning	Monday to Friday - 6:00 am to 8:00 am
Winter Rates	September 1 to May 31
Summer Rates	June 1 to August 31

Schedule "A"
Facility Fees and Rental Rates

Centennial Civic Centre Auditorium	Effective April 2023
Hourly	\$ 103.00
Half Day (3 to 5 hours)	\$ 345.00
Kitchen Rental	\$ 135.00
Daily (5+ hours)	\$ 515.00
After Midnight/Wedding/next day (5+ hours incl kitchen)	\$ 800.00
Set up/Tear Down Fee (per hour/per person)	\$ 34.00

Schedule "A"
Facility Fees and Rental Rates

Servus Sports Centre	
<i>* Fees and Rates include GST</i>	Effective April 2023
Fitness Pass	
Adult (18+)	\$ 8.50
Senior (60+)	\$ 5.50
Student (13-17)	\$ 7.00
Youth (7-12)	\$ 5.25
Child (2-6)	\$ -
Seniors Toonie Tuesday (60+)	\$ 2.00
Activity Pass	
Adult (18+)	\$ 5.75
Senior (60+)	\$ 4.00
Student (13-17)	\$ 4.75
Youth (7-12)	\$ 4.00
Child (2-6)	\$ 3.25
Group Admission (Activity)	\$ 17.00
<i>*Group - up to 2 adults/seniors, maximum of 5 individuals</i>	
One Month Membership	
Adult (18+)	\$ 56.25
Senior (60+)	\$ 38.00
Student (13-17)	\$ 47.00
Youth (7-12)	\$ 35.25
Child (2-6)	\$ 26.50
Track Pass	\$ 41.50
4 Months Membership	
Adult (18+)	\$ 197.00
Senior (60+)	\$ 133.00
Student (13-17)	\$ 164.50
Youth (7-12)	\$ 123.50
Child (2-6)	\$ 92.75
One Year Membership	
Adult (18+)	\$ 478.25
Senior (60+)	\$ 323.00
Student (13-17)	\$ 399.50
Youth (7-12)	\$ 299.75
Child (2-6)	\$ 225.25

Schedule "A"
Facility Fees and Rental Rates

Servus Sports Centre Cont.	
One Month Joint Membership	
Adult (18+)	\$ 78.75
Senior (60+)	\$ 53.25
Student (13-17)	\$ 66.00
Youth (7-12)	\$ 49.25
Child (2-6)	\$ 39.00
4 Months Joint Membership	
Adult (18+)	\$ 275.75
Senior (60+)	\$ 186.50
Student (13-17)	\$ 231.00
Youth (7-12)	\$ 177.75
Child (2-6)	\$ 136.50
One Year Joint Membership	
Adult (18+)	\$ 669.50
Senior (60+)	\$ 452.75
Student (13-17)	\$ 561.00
Youth (7-12)	\$ 418.75
Child (2-6)	\$ 331.50
Multiple Membership Discount	
2nd adult/senior membership	5% off additional membership
Additional student/youth/child memberships	15% off additional membership
<i>*Discount applies after first membership is paid in full. Max. 2 adults/seniors, no more than 5 individuals</i>	
15 or more group membership (team/corporate)	10% off additional membership
Membership Cancellation Fee	\$75.00
Recurring Membership Non-Sufficient Funds Fee	\$25.00
Child Minding	
<i>* Fees and Rates include GST</i>	Effective April 2023
Per Hour	\$ 6.00
10 Hour Pass	\$ 54.00
20 Hour Punch Pass	\$ 108.00
Unlimited Monthly	\$ 70.00
Unlimited Yearly	\$ 661.00
Additional Child Yearly	\$ 208.00

Schedule "A"
Facility Fees and Rental Rates

Servus Sports Centre Cont.	
	Effective April 2023
Parking Lot	
SSC West	\$ 476.00
SSC Half of South	\$ 588.00
SSC 2/3 of South	\$ 757.00
**All parking rental rates are per day.	
OTS Meeting Room	
Hourly	\$ 99.00
Half Day (3 to 5 hours)	\$ 297.00
Full Day (5+ hours)	\$ 495.00
Set up/Tear Down Fee (<i>per hour/per person</i>)	\$ 34.00

Schedule "A"
Facility Fees and Rental Rates

Servus Sports Centre Fieldhouses	
	Effective April 2023
Prime Time	
Full Fieldhouse	
Adult Rate	\$ 128.00
Youth Rate	\$ 83.00
Half Fieldhouse	
Adult Rate	\$ 84.00
Youth Rate	\$ 55.00
Non Prime Time	
Full Fieldhouse	
Adult Rate	\$ 98.00
Youth Rate	\$ 64.00
School	\$ 54.00
Half Fieldhouse	
Adult Rate	\$ 67.00
Youth Rate	\$ 44.00
Indoor Track Rental	
	\$ 92.50
Hallway SSC	
Half Hallway	\$ 468.00
Other	
Locker Room	\$ 28.50
Tradeshows/Special Event	\$ 1,369.00
Pre/Post Event Rental	\$ 765.00
Set up/Tear Down Fee (<i>per hour/per person</i>)	\$ 34.00
**All Fieldhouse Rates are charged per hour	
Fieldhouse Definitions:	
Prime Time Weekdays	Monday to Friday - 4:00 pm to 12:00 am
Prime Time Weekends/Holidays	Saturday, Sunday and Statutory Holidays - All Day
Daytime	Monday to Friday - 8:00 am to 4:00 pm

Schedule "A"
Facility Fees and Rental Rates

Outdoor Pool	
	Effective April 2023
Admissions	
Adult (18+)	\$ 6.50
Senior (60+)	\$ 5.50
Student (13-17)	\$ 6.00
Youth (7-12)	\$ 4.50
Child (2-6)	\$ 3.50
Infant (Under 2)	\$ -
Lane Swim	\$ 5.50
Group	\$ 24.00
<i>**Group - up to 2 adults, maximum of 5 individuals</i>	
Memberships	
Adult (18+)	\$ 100.75
Senior (60+)	\$ 85.25
Student (13-17)	\$ 93.00
Youth (7-12)	\$ 69.75
Child (2-6)	\$ 54.25
Group Membership	
Group	\$ 295.00
<i>**Group - up to 2 adults, maximum of 5 individuals</i>	
Membership Cancellation Fee	\$75.00
Recurring Membership Non-Sufficient Funds Fee	\$25.00
School Rates	
Grades K to 6 (per individual)	\$ 4.00
Grades 7 to 12 (per individual)	\$ 5.00
Outdoor Pool Rental	
Up to 50 Swimmers	\$ 88.00
Up to 75 Swimmers	\$ 116.00
Up to 100 Swimmers	\$ 145.00
Up to 125 Swimmers	\$ 176.00

Schedule "A"
Facility Fees and Rental Rates

Bioclean Aquatic Centre	
<i>* Fees and Rates include GST</i>	Effective April 2023
Admissions	
Adult (18+)	\$ 8.50
Senior (60+)	\$ 5.50
Student (13-17)	\$ 6.75
Youth (7-12)	\$ 5.25
Child (2-6)	\$ 4.25
Infant (Under 2)	\$ -
Lane	\$ 5.75
Group Admission	\$ 26.25
<i>*Group - up to 2 adults/seniors, maximum of 5 individuals</i>	
One Month Membership	
Adult (18+)	\$ 48.75
Senior (60+)	\$ 33.50
Student (13-17)	\$ 41.00
Youth (7-12)	\$ 30.50
Child (2-6)	\$ 24.50
4 Months Membership	
Adult (18+)	\$ 170.75
Senior (60+)	\$ 110.50
Student (13-17)	\$ 143.50
Youth (7-12)	\$ 106.75
Child (2-6)	\$ 85.75
One Year Membership	
Adult (18+)	\$ 414.50
Senior (60+)	\$ 268.00
Student (13-17)	\$ 348.50
Youth (7-12)	\$ 259.25
Child (2-6)	\$ 208.25

Schedule "A"
Facility Fees and Rental Rates
Bioclean Aquatic Centre Cont.

One Month Joint Membership	
Adult (18+)	\$ 78.75
Senior (60+)	\$ 53.25
Student (13-17)	\$ 66.00
Youth (7-12)	\$ 49.25
Child (2-6)	\$ 39.00
4 Months Joint Membership	
Adult (18+)	\$ 275.75
Senior (60+)	\$ 186.50
Student (13-17)	\$ 231.00
Youth (7-12)	\$ 177.75
Child (2-6)	\$ 136.50
One Year Joint Membership	
Adult (18+)	\$ 669.50
Senior (60+)	\$ 452.75
Student (13-17)	\$ 561.00
Youth (7-12)	\$ 418.75
Child (2-6)	\$ 331.50
Multiple Membership Discount	
2nd adult/senior membership	5% off additional membership
Additional Student/youth/child memberships	15% off additional membership
<i>*Discount applies after first membership is paid in full.</i>	
<i>**Max. 2 adults/seniors, no more than 5 individuals</i>	
15 or more group Membership (Team/corporate)	10% off additional membership
Membership Cancellation Fee	\$75.00
Recurring Membership Non-Sufficient Funds Fee	\$25.00

Schedule "A"
Facility Fees and Rental Rates
Bioclean Aquatic Centre Cont.

<i>* Fees and Rates include GST</i>	Effective April 2023
School Rates	
Grades K to 6 (per individual)	\$ 4.50
Grades 7 to 12 (per individual)	\$ 5.25
Group Party Packages (1 hour each of room & swimming)	
8 to 12 Patrons	\$ 78.00
13 to 16 Patrons	\$ 98.00
17 to 20 Patrons	\$ 118.50
Lane Rental	
Adult (18+)	\$ 22.00
Youth	\$ 14.00
Swim Meet	\$ 180.00
Wave Pool ONLY	
50 to 70 Swimmers	\$ 201.00
71 to 105 Swimmers	\$ 268.00
106 to 130 Swimmers	\$ 335.00
Whole Facility	
50 to 70 Swimmers	\$ 230.00
71 to 105 Swimmers	\$ 307.00
106 to 140 Swimmers	\$ 378.00
141 to 175 Swimmers	\$ 460.00
176 to 210 Swimmers	\$ 537.00
211 to 250 Swimmers	\$ 613.00
Bioclean Meeting Room	
Hourly	\$ 40.00
Full Day (6 plus hours)	\$ 227.00
PSM Parks Centre Nature Meeting Room	
Hourly	\$ 40.00
Full Day (6 plus hours)	\$ 227.00
Set up/Tear Down Fee (<i>per hour/per person</i>)	\$ 34.00
<i>**All Pool Rentals are charged per hour</i>	
<i>**All Pool Rentals are minimum of 2 hours</i>	

Schedule "A"
Facility Fees and Rental Rates

Lloydminster Museum & Archives	
* Fees and Rates include GST	Effective April 2023
Admissions	
Adult (18+)	\$ 7.50
Senior (60+)	\$ 5.25
Student (13-17)	\$ 6.00
Youth (7-12)	\$ 5.00
Child (2-6)	\$ 3.00
Group	\$ 18.75
<i>*Group - up to 2 adults/seniors, maximum of 5 individuals</i>	
Photography (per hour)	\$ 26.00
Exhibit Pass (5 passes)	
Adult (18+)	\$ 27.25
Senior (60+)	\$ 19.25
Student (13-17)	\$ 22.00
Youth (7-12)	\$ 18.50
Child (2-6)	\$ 11.50
Group	\$ 67.50
<i>*Group - up to 2 adults/seniors, maximum of 5 individuals</i>	
Guided Tour Rates	
Student School Rate (per individual)	\$ 4.25
Effective April 2023	
Archives	
Research Fees (per 1/2 hour)	\$ 16.00
Paper Copies (Black & White)	
8.5 x 11	\$ 0.25
8.5 x 14	\$ 0.50
11 x 17	\$ 1.00
Paper Copies (Colour)	
8.5 x 11	\$ 2.00
8.5 x 14	\$ 2.50
11 x 17	\$ 4.00
Effective April 2023	
LMA Studio	
Hourly	\$ 40.00
Full Day (6 plus hours)	\$ 227.00

Schedule "A"
Facility Fees and Rental Rates

Lloydminster Golf & Curling Centre	
* Fees and Rates include GST	Effective Feb. 2023
Green Fees	
Adult 9 Hole (18 and older)	\$ 36.50
Adult 18 Hole (18 and older)	\$ 57.50
Senior 9 Hole (60 plus)	\$ 31.00
Senior 18 Hole (60 plus)	\$ 52.50
Junior 9 Hole (11 to 17)	\$ 24.00
Junior 18 Hole (11 to 17)	\$ 35.00
Child (must be with guardian)	\$ -
Twilight Rate (9 hole incl. cart)	\$ 44.00
Note: Twilight starts 3.5 hours prior to sunset and ends 2 hours prior. Price starts at above noted rates and goes down by 5% for each tee time after.	
Twilight Rate (18 hole incl. cart)	\$ 65.25
Note: Twilight starts 3.5 hours prior to sunset and ends 2 hours prior. Price starts at above noted rates and goes down by 5% for each tee time after.	
Weekend Special (incl. cart 4 golfers)	\$ 112.25
Note: Applicable to weekends, and stat holidays after 4:00 pm	
Effective Feb. 2023	
Season Pass	
Regular	\$ 1,436.00
Couple	\$ 2,585.00
Senior (60 plus)	\$ 1,216.50
Senior Couple	\$ 2,189.75
Young Adult (23 to 29)	\$ 1,119.50
Student (19 to 22)	\$ 718.75
Junior (15 to 18)	\$ 387.75
Youth (11 to 14)	\$ 81.75
Child (10 and under)	\$ -
Life Time	\$ 45.00
Note: New Life Time Season Passes are not available for purchase.	
Driving Range Seasonal (members only)	\$ 420.00
Ticket Books (includes cart rentals)	
100 Tickets	\$ 3,850.00
210 Tickets	\$ 6,850.00

Schedule "A"
Facility Fees and Rental Rates

Lloydminster Golf & Curling Centre Cont.	
	Effective Feb. 2023
Cart Rentals	
Power 9 Holes (Seat)	\$ 17.75
Power 18 Holes (Seat)	\$ 22.25
Pull Cart 9 Holes	\$ 5.75
Pull Cart 18 Holes	\$ 9.50
Annual Cart - Single Seat	\$ 707.00
Driving Range	
Small Bucket	\$ 10.00
Large Bucket	\$ 14.25
10 Bucket Pass - Small	\$ 90.00
10 Bucket Pass - Large	\$ 128.25
30 Bucket Pass - Large	\$ 380.00
Club Rentals	
9 Holes	\$ 26.75
18 Holes	\$ 32.25
Storages	\$ 216.25
Tournament Fees	
9 Holes	\$ 46.00
18 Holes	\$ 63.00
27 Holes	\$ 74.25
	Effective Feb. 2023
Squash Courts	
Activation Proximity Card Fee	\$ 15.00
One Month Membership	
Adult (18 plus)	\$ 28.00
Student (13 to 17)	\$ 23.00
Senior (60 plus)	\$ 17.00
One Year Membership	
Adult (18 plus)	\$ 239.00
Student (13 to 17)	\$ 194.00
Senior (60 plus)	\$ 162.25
Rental	
Hourly	\$ 17.00
	Effective April 2023
Meeting Rooms	
Peter Cushner Meeting Room	
Hourly	\$ 40.00
Full Day (6 plus hours)	\$ 227.00
Set up/Tear Down Fee (<i>per hour/per person</i>)	\$ 34.00