



<b><i>ADMINISTRATIVE POLICY</i></b>	<b>No. 15R</b>
<b>PRICING LEISURE AND CULTURE</b>	Motion # 2009-016 Adopted on February 17, 2009

**1. PURPOSE**

Establish consistent procedures and specify the expenses, costs or rental fees applying to the Edmundston Leisure and Culture Department, installations and facilities.

**2. SCOPE**

This policy applies to all users of the Edmundston Leisure and Culture Department installations and facilities as well as to any municipally certified organizations.

**3. TERMS OF THE POLICY**

**3.1 Municipal facilities rental fees**

- a) All rental fees, relating to this policy, are payable entirely, during regular business hours, before the activity, unless a prior agreement has been made with the Edmundston Leisure and Culture Department.

**3.2 Registration fees for activities coordinated by Leisure and Culture Department**

- a) All registration fees are payable entirely at the time of registration and no refund will be authorized unless a medical certificate is obtained. If a refund is allowed, an amount of 10% will be retained for administrative costs.
- b) Rates are proportionately established according to the services provided and must meet staff expenses and operational costs of the facilities used.
- c) Family participation: a 10% rebate will be allocated to families residing within city limits that have three (3) members who are registered in the same program offered and organized by the Leisure and Culture Department.

- d) Outside participants: All persons residing outside the City of Edmundston may register for a program but will have to disburse an additional amount of 20% than the established registration fee, unless their municipality has established an agreement with the municipality of Edmundston. This fee only applies to outside residents and to associations and organisms that use the municipal facilities.

### **3.3 Age categories**

For all activities relating to this policy, the age of the participants will be established as follows:

Children:	0 - 12 years old
Teenagers:	13 - 18 years old
Adults:	19 years and over

## **4. ANNUAL CONTRIBUTION FOR CERTIFIED ORGANIZATIONS**

4.1 Organizations certified by the City have the possibility of receiving an annual municipal contribution in technical support (transportation and labor within city limits) for the following maximum amounts :

a) Youth organizations	\$ 1,200
b) Partner organizations	\$ 750
c) Groups	\$ 750
d) Foundations	\$ 750
e) Events	\$ 1,000 / day

4.2 All amounts exceeding the above mentioned amount will be invoiced to the organization according to the costs identified in current collective agreements and the pricing policy.

## **5. RATES**

Rates are identified in the attached Annex A. Applicable taxes will be added to all rates of the present policy. Starting April 1<sup>st</sup> 2014, pricing will be adjusted according to a sum equal to the average increase of the Consumer Price Index (IPC) for N.-B. as recorded the previous calendar year.

## **6. EFFECTIVE DATE**

The present policy is effective as of April 1st, 2009.

## **7. ABROGATION**

This policy replaces all previous policies adopted regarding the pricing for the Leisure and Culture Department.

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Mayor

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Clerk

## ANNEX A - RATES

	2009	2010	2011	2012	2013
<b>Arena and Palladium</b>					
<b>Rental - Special activities</b>					
Rental - general (day)	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
Organisms - non profit					
Admission fees (day)	720.00	720.00	720.00	720.00	720.00
Admission - free (day)	360.00	360.00	360.00	360.00	360.00
<b>Ice Rental</b>					
General (hr)	121.00	133.00	146.00	160.00	176.00
Hockey - Minor					
Pratice (hr)	31.50	40.00	50.00	61.00	74.00
Game with chrono (hr)	39.00	49.00	59.00	70.00	83.00
Tournaments	Contract agreement	Contract agreement	Contract agreement	Contract agreement	Contract agreement
Regional et prov. (hr)	60.00	70.00	80.00	91.00	104.00
with chrono	69.00	79.00	89.00	100.00	113.00
Hockey - Senior	Contract agreement	Contract agreement	Contract agreement	Contract agreement	Contract agreement
Hockey - Junior	Contract agreement	Contract agreement	Contract agreement	Contract agreement	Contract agreement
Hockey - Secondary					
Pratice (hr)	31.50	40.00	50.00	61.00	74.00
Game * (game)	270.00	300.00	325.00	350.00	375.00
Tournaments - adult					
15 hrs and less (hr)	121.00	133.00	146.00	160.00	176.00
15 hrs and more (hr)	60.00	70.00	80.00	91.00	104.00
with chrono	69.00	79.00	89.00	100.00	113.00
Figure skating					
Local (hr)	31.50	40.00	50.00	61.00	74.00
Show, competition	Contract agreement	Contract agreement	Contract agreement	Contract agreement	Contract agreement
Regional et provincial (hr)	60.00	70.00	80.00	91.00	104.00
Skating - general					
Adult (session)	3.00	3.50	4.00	4.50	5.00
Child and teen (session)	1.00	1.50	2.00	2.50	3.00
<b>Heating</b>					
Unit (each)	8.00	8.50	9.00	9.50	10.00

	2009	2010	2011	2012	2013
<b>Arena and Palladium (suite)</b>					
<b>Reception halls</b>					
As per contract or					
Rental general (day) (plus 50% of net profits )	360.00	360.00	360.00	360.00	360.00
Organisms Non profit (day) (plus 30% of net profits)	300.00	300.00	300.00	300.00	300.00
<b>Sports activities - off season (hr)</b>	60.00	75.00	80.00	85.00	90.00
<b>Billboard – rental fees</b>					
4 ft x 4 ft (yr)	50.00	50.00	50.00	50.00	50.00
4 ft x 8 ft (yr)	100.00	100.00	100.00	100.00	100.00
4 ft x 12 ft (yr)	150.00	150.00	150.00	150.00	150.00
Board (yr)	300.00	300.00	300.00	300.00	300.00
<b>Other installations and services</b>					
<b>Community Centers</b>					
Ste Marie (yr) (free during normal business hours)	10.00	10.50	11.00	11.50	12.00
Verret (day)	200.00	200.00	200.00	200.00	200.00
<b>Photocopies</b>					
Organisms - certified (ea)	0,06	0,07	0,08	0,09	0,10
<b>Faxes (long distance)</b>					
Organisms – certified (ea)	0,25	0,25	0,25	0,25	0,25
<b>Equipements</b>					
Organisms – certified	Annual contribution				
Others users :					
Barricades (unit/day)	8.00	8.00	8.00	8.00	8.00
Tables (unit/day)	15.00	15.00	15.00	15.00	15.00
Chairs (unit/day)	5.00	5.00	5.00	5.00	5.00
Briquette stove (day)	50.00	50.00	50.00	50.00	50.00
Stage (activity)	350.00	350.00	350.00	350.00	350.00
Ticket booth	Not available	Not available	Not available	Not available	Not available
Shelters	Not available	Not available	Not available	Not available	Not available

	2009	2010	2011	2012	2013
<b>Other installations and services (suite)</b>					
Fees for equipment damaged or lost					
Barricades (unit)	60.00	60.00	60.00	60.00	60.00
Tables 8 feet (unit)	30.00	30.00	30.00	30.00	30.00
Tables 4ft x 4 ft (unit)	10.00	10.00	10.00	10.00	10.00
Chairs (unit)	5.00	5.00	5.00	5.00	5.00
Bill board (unit)	10.00	10.00	10.00	10.00	10.00
Shelters	Replacement	Replacement	Replacement	Replacement	Replacement
Ticket booths	Replacement	Replacement	Replacement	Replacement	Replacement
Plat-form (unit)	25.00	25.00	25.00	25.00	25.00
<b>Ball fields</b>					
Rental - minor	free	free	free	free	free
Rental - adult					
No lighting (game)	25.00	30.00	30.00	35.00	35.00
With lighting (game)	35.00	40.00	40.00	45.00	45.00
<b>Soccer fields</b>					
Rental - minor	free	free	free	free	free
Rental - adult					
No lighting (game)	25.00	30.00	30.00	35.00	35.00
With lighting (game)	35.00	40.00	40.00	45.00	45.00
<b>Place hôtel de ville</b>					
Rental - private (day)	250.00	250.00	250.00	250.00	250.00
Stage (day)	75.00	75.00	75.00	75.00	75.00
<b>Place de l'Artisan</b>					
Rental - private (day)	75.00	75.00	75.00	75.00	75.00
Kiosk (month) (plus electricity fees)	100.00	100.00	100.00	100.00	100.00
Activity - special (day)	250.00	250.00	250.00	250.00	250.00
<b>Park or installations not mentioned above (day)</b>	100.00	100.00	100.00	100.00	100.00
<b>Gymnasiums</b>	As per agreement protocol	As per agreement protocol	As per agreement protocol	As per agreement protocol	As per agreement protocol

\* Including salesmen, collectors, scorers, timekeepers, heating and cleaning.