

**CORPORATION OF THE CITY OF NEW WESTMINSTER**



**CULTURAL SERVICES FEES AND CHARGES BYLAW NO. 7875, 2016**

EFFECTIVE DATE: November 21, 2016

CONSOLIDATED FOR CONVENIENCE ONLY  
(July 11, 2017)

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
7931, 2017 (change dollar amount in Appendix A)	June 12, 2017

The bylaw numbers highlighted in this consolidation refer to the bylaws that amended the principal Bylaw No. 7875, 2016. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Obtainable from the City Clerk's Office

CORPORATION OF THE CITY OF NEW WESTMINSTER

Cultural Services Fees and Charges Bylaw No. 7875, 2016

A Bylaw to Establish the Cultural Services Fees and Charges Bylaw No. 7875, 2016

WHEREAS the Council of the Corporation of the City of New Westminster deems it expedient to provide for fees for Cultural Services;

AND WHEREAS Section 194 of the *Community Charter* authorized municipalities to, by bylaw, impose fees and charges in respect of all or part of a service of the municipality, the use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* to cover costs for services provided by Cultural Services;

NOW THEREFORE, the Council of the Corporation of the City of New Westminster in Open Meeting assembled enacts as follows:

1. This Bylaw may be cited for all purposes as “Cultural Services Fees and Charges Bylaw No. 7875, 2016.
2. The City hereby adopts Appendix A attached to this Bylaw as “Cultural Services Fees and Charges Bylaw No. 7875, 2016

**Adopted November 21, 2016**

## CULTURAL SERVICES FEES & CHARGES

Arts, Heritage, Museum, Archives, New Media Gallery

### RENTALS

#### **ANVIL CENTRE STUDIO RATES**

Fees are subject to criteria in the following policies:

- Facility Allocation Policy & Procedures: Anvil Centre Community Spaces (506823)

#### **BYLAW 7931, 2017**

<b>Anvil Centre Community Spaces - room capacity up to 20 people</b>			
<b>Room Name (capacity)</b>	<b>Community Rental (1 hour minimum)</b>		<b>Commercial &amp; Private (1 hour minimum)</b>
	<b>Meeting (per hour)</b>	<b>Activity (per hour)</b>	<b>Meeting &amp; Activity (per hour)</b>
Archives Reading Room (12)	\$15.71 + GST = \$16.50	N/A	N/A
Music Practice Rooms (4)	N/A	\$5.00 + GST = \$5.25	\$14.29 + GST = \$15.00 (\$7.50 for 30 min.)
Half Studios 411 & 413 (20)	\$7.86 + GST = \$8.25	\$15.71 + GST = \$16.50	\$47.14 + GST = \$49.50
Dance Studio (20)	N/A	\$31.43 + GST = \$33.00	\$31.43 + GST = \$33.00
<b>Anvil Centre Community Spaces - room capacity up to 50 people</b>			
<b>Room Name (capacity)</b>	<b>Community Rental (1 hour minimum)</b>		<b>Commercial/Private (1 hour minimum)</b>
	<b>Meeting (per hour)</b>	<b>Activity (per hour)</b>	<b>Meeting &amp; Activity (per hour)</b>
Museum/New Media Gallery Program Room 311 (20)	\$15.71 + GST = \$16.50	\$31.43 + GST = \$33.00	N/A
Cultural Studio 417 (25)	\$15.71 + GST = \$16.50	\$31.43 + GST = \$33.00	\$94.29 + GST = \$99.00
Cultural Studios 411 & 413 (50)	\$15.71 + GST = \$16.50	\$31.43 + GST = \$33.00	\$94.29 + GST = \$99.00
Additional staff charges apply for rentals occurring when the building is closed to the public.			

#### **RE:SOUND & SOCAN**

Cultural Services is required to collect Re:Sound & SOCAN Fees (i.e. music license fees) on applicable rental bookings (plus applicable sales tax) based on occupancy, music use and dancing.

Room Size	No Dancing	Dancing
1 – 100	Set by Re:Sound & SOCAN	Set by Re:Sound & SOCAN

## PROGRAMS

### , FEES and ADMISSIONS

A. Admission by donation for Samson V, Irving House, Museum and the New Media Gallery.

B. Program fees are based on the program formula\* or delivered by donation

### **ARCHIVE REPRODUCTION FEES**

<b>Method of Reproduction</b>	<b>Fee Per Reproduction &amp; Subject to change</b>
Scanned Image (emailed)	\$12.81 + GST & PST = \$14.35
Scanned Image (on disc)	\$14.78 + GST & PST = \$16.55
Digitized video (emailed)	\$12.81 + GST & PST = \$14.35
Digitized video (on disk)	\$14.78 + GST & PST = \$16.55
Photocopy (per page)	\$0.36 + GST & PST = \$0.40
Mailing (in Canada)	\$5.00 + GST & PST = \$5.60

### **Research Fee - \$57.14 / hour + GST = \$60.00**

Archives staff will conduct up to one hour of free research for each unique research request. Archivist research services beyond the free allowance are charged the above fee or a portion of it for a partial hour. On-site self-research is encouraged and supported by archival staff.

\*The following fee criteria will be considered when developing fees for registered programs:

- Instructor Salary (CUPE or Contractors)
- Instructor Benefits
- Supplies (teaching collection, art materials, food, etc. – program consumables)
- Transportation & other costs (as applicable)
- Third Party Costs (i.e. non New Westminster admission fees)

Some programs that are developing may be excluded from the above formula considerations to provide a community services or establish a customer base.

## NOTES

### 1. **FEE ADJUSTMENTS**

Under special circumstances designated cultural staff (i.e. managers, directors or coordinators) may adjust fees and charges rates to meet current market value or extraordinary bookings.

### 3. **PENNY**

The Federal Government elimination of the penny in 2012 has resulted in penny rounding, to the nearest \$0.05, for cash transactions.

### 4. **PARTNERSHIPS**

Cultural Services may elect to not charge third parties rental fees if the service provided is offered in partnership with Parks, Culture and Recreation and offers a public good. Admission fees will be used to recover service costs.

### 5. **FOOD, BEVERAGE, VENDING & MERCHANDIZE SALES**

All applicable fees are priced at market value and subject to change, sales, discounts or other promotions.