



Administrative Procedure 550 Appendix A

**FACILITY USER GROUP CLASSIFICATION
USER GROUP SANCTIONED ACTIVITIES**

Group A: District and School Activities
CUPE, LTA, Management Groups and official committees of these organizations,
School PAC and District PAC

Group BC: Community Use – Non-Profit

Group D: Commercial/For-Profit Use (excludes Filming)

FACILITY USER FEE RATES (excludes Filming)

Rates per hour:

Group	A	BC	D
Classroom	N/C	\$14	\$30
Small Gym (i.e. Elementary)	N/C	\$18	\$55
Large Gym (Secondary)	N/C	\$29	\$120
Library / Multi-purpose	N/C	\$18	\$ 48
Home Ec (full use)	N/C	\$NA	\$NA
Cafeteria (seating only)	N/C	\$39	\$132
Contract Admin. Fee		\$25	\$25
Processing/Change fee		\$ 9	\$ 9
Service Fee; per Open/Close		\$30	\$30
Cancellation Fee (1 Time booking non-refundable)		\$25	\$25

Weekends: 2 hour minimum rental plus opening/closing and custodial charges where applicable.

MOVIE FILMING – FEE RATES
Rates per Day; Employee Services per Hour

Damage Deposit	10,000.00
Filming – Interior Prep or Wrap Day	1,150.00
Filming – Exterior Prep or Wrap Day	1,150.00
Filming – Interior	2,300.00
Filming – Exterior	1,700.00
Same Day- Prep/Film/Wrap	2,300.00
Emptying of Dumpster	75.00
Field Usage	450.00
Maintenance Labour	70.00
Misc. Maintenance Fees (heat, etc.)	330.00
Parking – Daily Rate	450.00
Custodian O/T per Hour	60.00
Authorized District Personnel	30.00
Service Fee per Open/Close	30.00
Cancellation Fee	150.00
Filming Admin. Fee; % of Invoiced to Max.\$500	15%

Insurance:

Certificate of Insurance; Include the District as “additional insured” –minimum \$5,000,000 liability.

Effective July 1, 2020

Reference: Sections 22, 23, 65, 85 School Act
 Liquor Control and Licensing Act
 Disposal of Land or Improvements Order M193/08
 School Opening and Closure Order M194/08

Adopted: June 1, 1999
 Revised: May 18, 2010; July 1, 2011; December 15, 2020