

July 6, 2023

NPLP Allocation Package 2023-2024

Lap and Leisure Pool

Welcome to the North Peace Leisure Pool Allocation Package! Requests will be accepted until the July 21st, 2023. Please email pool@fortstjohn.ca to submit your requests by 4:00pm.

We encourage new and emerging sport organizations to participate in our allocation process. We will do our best to accommodate new groups/organizations; however, will use the previous years' bookings as our starting point for allocation.

Please be advised, that non-profit organizations are required to have a society number in place for their organization to receive the subsidized rate – please review the Community Services Fees and Charges Bylaw 2460, 2019, listed as Schedule A.

New to the allocation process? Please email pool@fortstjohn.ca to set up an appointment to discuss the future of your group/event/booking needs.

Sincerely,

Kylah Bryde
Aquatics Manager

Emerald Bahm
Administrative Assistant
pool@fortstjohn.ca

2023-2024 NPLP Allocation Application

Package Due date: Completed package due on or before July 21, 2023 at 4:00pm

Allocation Period: October 2023 – August 2024

Allocation Meeting: Aug 3, 2023 at 5:30pm in the NPLP Meeting Room

IMPORTANT PACKAGE INFORMATION:

1. This is an application only. Bookings are not confirmed until a rental agreement is in place.
2. Each tournament/ meet and special events requires a separate application.
3. We are closed for ALL Statutory Holidays, and will not book User Groups during SD60 breaks unless requested. (Please fill out a separate Booking Form for Christmas Holidays, and/ or Spring Break)
4. Groups are welcome to submit requests in their own format; however, all requests must be submitted by the due date outlined above.

Organization Name & Society Number:	
Mailing Address:	
Billing Address:	

Full Name: _____

Signature: _____

Date: _____

Contact Information

**Only those named below are approved to do business on behalf of the organization without written consent*

Organization Approved Scheduling Contact(s):

Full Name:	Main Phone:
Position:	Alternate Phone:
Email:	

Full Name:	Main Phone:
Position:	Alternate Phone:
Email:	

Organization Approved Special Events Contact: *(if different than above)*

Full Name:	Main Phone:
Position:	Alternate Phone:
Email:	

Organization Approved Finance Contact: *(if different than above)*

Full Name:	Main Phone:
Position:	Alternate Phone:
Email:	

Special Bookings

- ✓ Complete the following form for special bookings, for competitions, regional/provincial/national events, seminars, time trials, etc.
- ✓ A request form is for every Special Booking during the allocation period. Use a separate form for each request.

Special Booking/Event Information:

Event Title:		
Date(s):		
Time(s) and Location(s) of event:	Location(s):	Time(s):
Additional Requests:		

Event Questionnaire:

Question:	Yes	No	Unknown/NA
Are your event dates somewhat flexible?			
Will you require additional spaces other than the pool and their amenities?			
Have you included additional spaces in your booking request?			
Is your event open to the public?			
Has your event been approved by any governing bodies (provincial/national bids)?			
Have you run your event in the past?			
Are you the same person who will be in charge of this event?			
Will your event disrupt public programming (to the best of your knowledge)			

Swim Meet Set Up Form

- Complete a Pool Space Request User Group Booking Form for each event.
- Submit a minimum of 2 weeks prior to the special event.
- Please email pool@fortstjohn.ca

Your set up may consist of the same in previous years; however, our staff that complete the day of set up may be different then in previous years.



After Hours Pool Rental 2023-2024

Full Name:	Main Phone:
Organization:	Alternate Phone:
Date Requested for Rental:	Time Requested for Rental:
Email:	

I would like the following items:

- Private rate Leisure Pool \$323.00/hr, plus applicable taxes.
- Private rate Lap Pool \$215.00/hr
- 0 – 40 Swimmers (included in lap/leisure price - 3 lifeguards required)
- 41 - 80 Swimmers (additional charge – add 2 Lifeguard \$42.58 each
- 81- 120 Swimmers (additional charge – add 2 Lifeguard \$42.58 each
- 121 – 160 Swimmers (additional charge – add 2 Lifeguard \$42.58 each
- 161 – 200 Swimmers (additional charge – add 2 Lifeguard \$42.58 each
- Waterslide (additional charge – add \$40.13/hr)
- Total Number of Swimmers: _____

Any Additional Information?

Information for the Public:

- ✓ After hours rentals must be approved by the Aquatics Manager and Facilities Manager
- ✓ Rentals are available after 10:00pm on weekdays, after 9:00pm on Saturdays, and after 5:00pm on Sundays
- ✓ Rentals may not be approved due to lack of pool availability, insufficient staff availability, or planned after hours maintenance
- ✓ The meeting room is NOT included in the rental as there is on deck and lobby space available
- ✓ Decorations are NOT included in the rental
- ✓ Rates determined by Community Services Fees and Charges Bylaw 2460, 2019
<https://www.fortstjohn.ca/assets/Documents/Bylaws/Parks~Recreation/Community-Services-Fees-Charges-Bylaw.pdf>



The North Peace Leisure Pool is owned by the PRRD and operated by the City of Fort St. John.

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Community Services Fees and Charges Bylaw 2460, 2019, Schedule A.

SCHEDULE A

Item	Current		Proposed			
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
NPLP						
Drop-In Swimming						
Toddler (0 – 5)	No Charge					
Youth (6 – 18)	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Adult (19 – 64)	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00
Adult Aquafit (19 – 64)	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00
Senior	\$4.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Senior Aquafit	\$5.00	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
Family (Max. 2 adults and 4 youth residing in same house)	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
Passes						
6 Visit	5 X Drop-In Rate					
12 Visit	10 X Drop-In Rate					
1 Month	10 X Drop-In Rate					
3 Month	28.5 X Drop-In Rate					
6 Month	54 X Drop-In Rate					
12 Month	105.6 Drop-In Rate					
Exclusive Use (per hour, up to 30 swimmers in the pool)						
Entire Facility – Minor / Youth / Senior Non-Profit	\$99.00	\$115.00	\$131.00	\$147.00	\$163.00	\$179.00
Entire Facility - Adult Non-Profit	\$177.00	\$213.00	\$250.00	\$286.00	\$322.00	\$359.00
Entire Facility – Private	\$250.00	\$308.00	\$365.00	\$423.00	\$481.00	\$538.00
Entire Facility – Commercial	\$335.00	\$412.00	\$488.00	\$565.00	\$641.00	\$718.00
Leisure Pool – Minor / Youth /Senior Non-Profit	\$59.25	\$69.00	\$79.00	\$88.00	\$98.00	\$108.00
Leisure Pool – Adult Non-Profit	\$119.60	\$139.00	\$158.00	\$177.00	\$196.00	\$215.00
Leisure Pool – Private	\$178.00	\$205.00	\$235.00	\$264.00	\$294.00	\$323.00
Leisure Pool – Commercial	\$235.00	\$274.00	\$313.00	\$352.00	\$391.00	\$431.00
Lap Pool – Minor / Youth / Senior Non-Profit	\$49.50	\$54.00	\$58.00	\$63.00	\$67.00	\$72.00
Lap Pool – Adult Non-Profit	\$83.60	\$96.00	\$108.00	\$120.00	\$132.00	\$144.00
Lap Pool – Private	\$104.50	\$127.00	\$149.00	\$171.00	\$193.00	\$215.00
Lap Pool - Commercial	\$104.50	\$141.00	\$178.00	\$214.00	\$251.00	\$287.00
Lane - Minor / Youth / Senior Non-Profit	\$8.33	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00
Lane - Adult Non-Profit	\$13.93	\$16.00	\$18.00	\$21.00	\$23.00	\$25.00
Lane - Private	\$17.75	\$22.00	\$26.00	\$30.00	\$34.00	\$38.00
Lane - Commercial	\$21.25	\$27.00	\$33.00	\$39.00	\$44.00	\$50.00
Other Fees and Charges						
Additional pool attendant per hour (base rate + 30%)	\$48.80	\$40.00	Based on collective agreement			
Major sport event	Inquire					
Meeting Rooms in NPLP, PSC or KAFH						
Hourly						
Youth / Senior Non-Profit	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Adult Non-Profit	\$29.25	\$31.00	\$34.00	\$36.00	\$38.00	\$40.00
Private	\$34.75	\$40.00	\$45.00	\$50.00	\$55.00	\$60.00
Commercial	\$54.50	\$60.00	\$65.00	\$70.00	\$75.00	\$80.00
Common Areas Rentals (per 32 square feet, per day)						
Youth / Senior Non-Profit	n/a	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Adult Non-Profit	n/a	\$31.00	\$34.00	\$36.00	\$38.00	\$40.00
Private	n/a	\$40.00	\$45.00	\$50.00	\$55.00	\$60.00
Commercial	n/a	\$60.00	\$65.00	\$70.00	\$75.00	\$80.00
Damage Deposits						
Special Event Damage Deposit	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Additional Deposit - Events with Liquor	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Regular User Annual Damage Deposit	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Other Fees						
Additional Services and Requests	At cost					
Flip chart with paper & markers	\$19.00	\$19.00	\$20.00	\$20.00	\$21.00	\$21.00
Maintenance Services (per hour)	At cost					
SOCAN Fees	As per schedule					
Cancellation Fees						
Rentals - Less than 24 Hours Notice	\$30.00	\$31.00	\$32.00	\$33.00	\$34.00	\$35.00
Programs - 7 Days Notice	10% of Program Fee					
Programs - 48 Hours Notice	50% of Program Fee					