

Staff Report



April 15, 2025

To Board of Education (Public Meeting)
From Ray Velestuk, Secretary-Treasurer/CFO
Re **Abbotsford Arts Centre – Rental Fees**

RECOMMENDATION:

THAT the Board of Education approve the proposed increase in rental fees for the Abbotsford Arts Centre as presented.

BACKGROUND:

It is recommended the rental fees for the Abbotsford Arts Centre be increased by roughly 4% effective July 1, 2025, as per the attached documents. The increase is intended to cover the costs of labour settlements and to ease other increased operating costs.

Note that schools do not pay for the use of the theatre.

THEATRE RENTAL		REHEARSAL	PERFORMANCE		
701 Fixed Seating			7:30 AM to	12 noon to	4:00 PM to
DEPOSIT \$500		4 Hour Minimum	11:30 AM	4:00 PM	11:00 PM
Commercial, Not Local	\$ 82.00	per hour	\$ 810.00	\$1,050.00	\$1,325.00
Commercial, Local	\$ 71.00	per hour	\$ 645.00	\$ 820.00	\$ 990.00
Non-Profit	\$ 60.00	per hour	\$ 465.00	\$ 580.00	\$ 850.00
Set up / Take Down	\$ 100.00	per hour			

OTHER CHARGES applies to all groups, including School and District Events

Use of Hay, Confetti or Glitter (also applies to CAA) (If hay is used it must meet fire treatment regulations)	\$200 per day
Grand Piano	\$90 per day
Grand Piano Tuning	at cost
Overtime per hour	\$210 per hour (minimum 1 hour)
Extra Clean-up	\$40.00 per hour (minimum 4 hours)
Additional Technician	\$45.00 per hour (minimum 4 hours)
Meal Break Infringement	\$230 (per technician)
Front of House Staff	at cost (if available)
Promotional and Lobby Sales	15% of gross sales
Capital Fund Seat Levy	
-- on All Seat Sales Used (regardless of admission charged)	\$1.50 per seat sold (plus GST)
-- Non-ticketed events	475

COMMUNITY ARTS ADDITION Hall rental includes use of the following equipment:

3150 sq. feet (63' x 50')	Stove, Microwave, 2 door-4ft wide cooler, 100 cup coffee maker	
Maximum Capacity 260	Tables -- 24 of 5' round, 25 of 8' x 30", 8 of 6' x 30", 260 folding chairs	
	6 pcs of 4' x 8' x 24" high staging, 4 decorative lamp standards	
DEPOSIT \$300	Other sound or lighting equipment or service may be provided at additional cost to renter.	
Dance / Banquet	12:00 noon to 2:00 am	\$ 550.00
Holding Area	Less than 8 hours	\$ 190.00 (in conjunction with theatre booking)
Holding Area	8 hours or more	\$ 270.00 (in conjunction with theatre booking)
Hourly Rate		\$ 50.00 (restrictions apply)
Meeting Rate	5 hour maximum	\$ 170.00
Parking Lot Clean Up		\$ 200.00
Hall Clean Up		\$ 68.00 per hour
Society of Music Composers (SOCAN - Music Royalty Fee)		\$ 63.49 with dancing or \$31.72 without

The Abbotsford Arts Centre administration office is open from 8:00 am to 3:30 pm Monday to Friday. For more information, please call 604-853-0966 or visit our facilities at 2329 Crescent Way, Abbotsford, BC V2S 3M1

www.abbotsfordartscentre.ca

THEATRE RENTAL	REHEARSAL	PERFORMANCE		
701 Fixed Seating DEPOSIT \$500	4 Hour Minimum	7:30 AM to 11:30 AM	12 noon to 4:00 PM	4:00 PM to 11:00 PM
Commercial, Not Local	\$ 79.00 per hour	\$780.00	\$1,010.00	\$1,275.00
Commercial, Local	\$ 68.00 per hour	\$620.00	\$ 790.00	\$ 950.00
Non-Profit	\$ 57.00 per hour	\$450.00	\$ 560.00	\$ 820.00
Set up / Take Down	\$ 90.00 per hour			

OTHER CHARGES applies to all groups, including School and District Events

Use of Hay, Confetti or Glitter (also applies to CAA) (If hay is used it must meet fire treatment regulations)	\$170 per day
Grand Piano	\$85 per day
Grand Piano Tuning	at cost
Overtime per hour	\$200 per hour (minimum 1 hour)
Extra Clean-up	\$35.00 per hour (minimum 4 hours)
Additional Technician	\$41.00 per hour (minimum 4 hours)
Meal Break Infringement	\$225 (per technician)
Front of House Staff	at cost (if available)
Promotional and Lobby Sales	15% of gross sales
Capital Fund Seat Levy	
-- on All Seat Sales Used (regardless of admission charged)	\$1.50 per seat sold (plus GST)
-- Non-ticketed events	\$450

COMMUNITY ARTS ADDITION Hall rental includes use of the following equipment:
 3150 sq. feet (63' x 50') Stove, Microwave, 2 door-4ft wide cooler, 100 cup coffee maker
 Maximum Capacity 260 Tables -- 24 of 5' round, 25 of 8' x 30", 8 of 6' x 30", 260 folding chairs
 6 pcs of 4' x 8' x 24" high staging, 4 decorative lamp standards

DEPOSIT \$300	Other sound or lighting equipment or service may be provided at additional cost to renter.	
Dance / Banquet	12:00 noon to 2:00 am	\$525.00
Holding Area	Less than 8 hours	\$170.00 (in conjunction with theatre booking)
Holding Area	8 hours or more	\$260.00 (in conjunction with theatre booking)
Hourly Rate		\$ 45.00 (restrictions apply)
Meeting Rate	5 hour maximum	\$165.00
Parking Lot Clean Up		\$190.00
Hall Clean Up		\$ 65.00 per hour
Society of Music Composers (SOCAN - Music Royalty Fee)		\$ 63.49 with dancing or \$31.72 without

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