

ITEM 19  
MANAGER'S REPORT NO. 77  
COUNCIL MEETING 85/12/09

RE: POLICY AND PROCEDURES FOR COMMERCIAL FILMING IN PARKS

MUNICIPAL MANAGER'S RECOMMENDATION:

1. *THAT the recommendation as contained in the report from the Director Recreation & Cultural Services be adopted.*

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1985 DECEMBER 05

TO : MUNICIPAL MANAGER  
FROM: DIRECTOR RECREATION & CULTURAL SERVICES  
RE : POLICY AND PROCEDURES FOR COMMERCIAL FILMING IN PARKS

RECOMMENDATION:

1. THAT Council authorize the Municipal Solicitor to prepare an amendment to the 1986 Recreation Facility Fees Bylaw to include a minimum daily fee of \$500 for commercial filming in parks.

REPORT

At its meeting of 1985 December 04, the Parks & Recreation Commission received a staff report recommending that a fee be established for commercial filming in parks.

Requests for commercial filming in our parks have dramatically increased in the past year. Recently, there have been T.V. series segments, segments for a major film and a couple of commercials filmed.

These filming activities have necessitated controlled access to the specific filming sites and required extensive staff time in making arrangements, securing damage bonds and insurance. Because of the staff time, commercial aspects of the filming and some potential disruption to the site, a use fee of \$500 per day or portion of a day has been levied. One film maker rented Swangard Stadium and for this use they were charged the \$500 plus the normal non-sport rental rate of the Stadium. The total for three days of filming was \$4,000.

It is recommended that the following operational policy and procedures guideline be established to permit the allotment of park areas for the purpose of commercial film making:

Policy - Commercial Filming in Parks

ITEM	19
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Commercial filming is permitted within parks. Filming is restricted to locations and times that are compatible with park patrons and uses. Filming activities must be physically compatible with the specific site to be used.

Activities that are at risk of damaging park property or endangering in any way park patrons, will not be permitted.

All activities must be conducted in a manner that is within the terms of all Municipal and Park Regulation Bylaws.

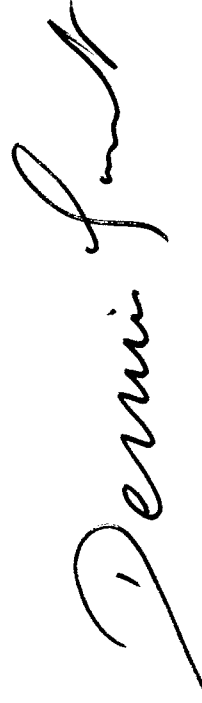
Park locations used for filming will be granted through an allotment. Conditions of the allotment are site specific and subject to the film company providing:

- (a) Proof of liability insurance that has an endorsement to protect the Corporation of Burnaby. The amount of coverage is to be established in consultation with the Director Finance.
- (b) Damage, security deposit as specified, to be in form of cash or certified cheque, refundable upon completion of filming and staff inspection.
- (c) "Location" use fee must be paid in advance. The minimum fee to be established as part of the annual Recreation Facility Fees Bylaw. A greater fee may be negotiated on the basis of time requirement, the impact on the park users, potential risk of damage and disruption to the normal park operation. The minimum fee (example \$500) is the amount per location per day or a portion of a day.

Because the filming requirements are often unpredictable, approvals may be given by the Director for allotments covering special circumstances.

In order to implement this policy in 1986 it is necessary for the Municipal Solicitor to amend the current 1986 Recreation Facility Fees Bylaw and the Commission is requesting Council's authority for this amendment.

The fee for future years will be reviewed annually as an integral part of the department's charges and will be reflected in the Annual Recreation Facility Fees Bylaw.



DENNIS GAUNT  
DIRECTOR RECREATION &  
CULTURAL SERVICES

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cc: Municipal Solicitor  
Director Finance