

Outdoor Facility Rental Guide



Photo credit: Tourism Fernie

City of Fernie
Parks, Facilities & Recreation

fernief.ca
recreation@fernief.ca
250-423-4466

Special Event Application Process

1) Review this Outdoor Facility Rental Guide and the Special Event Guide for information on hosting an event at municipal facilities.

2) Submit the Special Event Application form and any additional forms required to recreation@fernie.ca

Special Event approval times vary. A City of Fernie staff member will contact you within a few weeks of submission to verify the details of your application.

Rental Rates

Facility Rental rates are included in this guide and in our [Municipal Facilities and Parks User Regulation and Fees Bylaw 2394](#).

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Annex Park

Location: 12th Avenue, Fernie

Rentable facilities at Annex Park:

- Green space
- Pavilion
- Amphitheatre

Fees:

Green space

Non-Commercial/Local: \$15/hour

Commercial/Non-Local: \$30/hour

Pavilion:

Non-Commercial/Local: \$10/hour

Commercial/Non-Local: \$20/hour

Amphitheatre:

Non-Commercial/Local: \$10/hour

Commercial/Non-Local: \$20/hour



Photo credit: Tourism Fernie

Site Amenities

Power source:

- Coming soon

Water source:

- Water fountain on site
- 2" stand pipe available for a fee

Washroom access:

- Pit toilet on site

WiFi:

- Not available

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Annex Park (continued)

Booking Considerations:

Applicants will need to submit a site map of the green space area that will be used. Booking green space means booking a portion of the park that is needed for the event. Full park rentals will be considered for large-scale Annual Community Events only.

Trail Closures:

The primary trails (paved trails) cannot be blocked off at any time.



Photo credit: Tourism Fernie

Site Amenities

Power source:

- Coming soon

Water source:

- Water fountain available
- 2" stand pipe available for a fee

Washroom access:

- Pit toilet on site

WiFi:

- Not available

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City Hall Grounds

Location: 501 3rd Avenue, Fernie

Fees:

Non-Commercial/Local: \$10/hour

Commercial/Non-Local: \$20/hour

Booking Considerations:

Applicants will need to submit a site map of the green space area that will be used for the event.

Due to the irrigation system, the staking of any infrastructure, including tents, is not permitted.



Photo credit: Tourism Fernie

Site Amenities

Power sources

- Standard plug-ins (15amp) available on each side of City Hall building

Water source:

- Hose bibs available on North and South side of the City Hall building

Washroom access:

- Not available

WiFi:

- Not available

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Courthouse Grounds

Location: 401 4th Avenue, Fernie

Fees:

Green space

Non-Commercial/Local: \$10/hour

Commercial/Non-Local: \$20/hour

Booking Considerations:

Applicants will need to submit a site map of the green space area that will be used for the event.

Due to the irrigation system, the staking of any infrastructure, including tents, is not permitted.



Photo credit: Tourism Fernie

Site Amenities

Power source:

- Limited power available

Water source:

- Not available

Washroom access:

- Not available

WiFi:

- Not available

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Fernie Aquatic Centre Grounds

Location: 250 Pine Ave

Rentable facilities at the Aquatic Centre grounds:

- Green space
- Pavilion

Fees:

Green space

Non-Commercial/Local: \$15/hour

Commercial/Non-Local: \$30/hour

Pavilion:

Non-Commercial/Local: \$10/hour

Commercial/Non-Local: \$20/hour

Booking Considerations:

Applicants will need to submit a site map of the green space area that will be used. Booking green space means booking a portion of the grounds that is needed for the event.

The rental fee for the Fernie Aquatic Centre green space does not include any additional facilities such as the Beach Volleyball Courts, Splash Park or Outdoor Rink. These facilities are an additional rental fee and booking is subject to availability.

Site Amenities

Power source:

- Not available

Water source:

- Hose bib on site

Washroom access:

- Outhouse on site
- Flush toilets inside the Aquatic Centre

WiFi:

- Not available

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Fernie Aquatic Centre Grounds (continued)

Access to indoor washrooms:

The Fernie Aquatic Centre hours vary. Please indicate if you require indoor washroom access when completing the Special Event Application form. An additional staff fee may apply.

Parking lot closure:

The closure of the Aquatic Centre parking lot requires a separate road closure application form.

Site Amenities

Power source:

- Not available

Water source:

- Hose bib on site

Washroom access:

- Outhouse on site
- Flush toilets inside the Aquatic Centre

WiFi:

- Not available



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James White Park

Location: Mt Minton Street, Fernie

Fees:

Green space

Non-Commercial/Local: \$15/hour

Commercial/Non-Local: \$30/hour

Booking Considerations:

Applicants will need to submit a site map of the green space area that will be used. Booking green space means booking a portion of the park that is needed for the event. Full park rentals will be considered for large-scale Annual Community Events only.

The rental fee for James White Park green space does not include any additional facilities such as the Ball Diamonds, Disc Golf course or Tennis Courts. These facilities are an additional rental fee.



Photo credit: Tourism Fernie

Site Amenities

Power source:

- Not available

Water source:

- Not available

Washroom access:

- Pit toilets

WiFi:

- Not available

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Rotary Park

Location: 6th Avenue, Fernie

Rentable facilities at Rotary Park:

- Green space
- Gazebo

Fees:

Green space

Non-Commercial/Local: \$15/hour

Commercial/Non-Local: \$30/hour

Gazebo:

Non-Commercial/Local: \$10/hour

Commercial/Non-Local: \$20/hour

Booking Considerations:

Applicants will need to submit a site map of the green space area that will be used. Booking green space means booking a portion of the park that is needed for the event. Full park rentals will be considered for large-scale Annual Community Events only.



Photo credit: Tourism Fernie

Site Amenities

Power source:

- Standard plug-in (15amp) on light pole by gazebo

Water source:

- Hose bib on site

Washroom access:

- Flushable toilets on site

WiFi:

- Not available

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Station Square

Location: Downtown Fernie

Rental of Station Square includes:

- Parking lot
- 6th Street between 1st Ave and 2nd Ave

The storage shed located beside Station Square is not rentable.

Fees

Non-Commercial/Local: \$120/day

Commercial/Non-Local: \$240/day

Booking Considerations

Road Closures:

The rental of Station Square requires a Road Closure application form to be submitted. There are three Station Square closure scenario options to choose from. To view the options, please visit www.fernie.ca.

Site Amenities

Power source:

- Standard receptacle (15 amp) on traffic bollards, storage shed and washroom building
- 50 amp receptacle available on stand-alone kiosk and washroom building

Water source:

- Fountain on outside of washroom building
- Hose bib available on Arts Station building

Washroom access:

- Flush toilets on site

WiFi:

- Not available



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Station Square (continued)

Affected businesses and residents:

It is the responsibility of the event organizer to notify the affected businesses and residents.

For Station Square events, please notify:

- All businesses on 6th Street between 1st Ave and 2nd Ave, including mobile vendors
- The Arts Station and Blue Toque Diner and The Fernie Legion
- Businesses with alley access between 5th Street and 7th Street

Stage/Arts Station Deck Rental:

The stage area is not included in the rental of Station Square. To request the rental of the stage, please contact the Arts Station at theartsstation.com.

Site Amenities

Power source:

- Standard receptacle (15 amp) on traffic bollards, storage shed and washroom building
- 50 amp receptacle available on stand-alone kiosk and washroom building

Water source:

- Fountain on outside of washroom building
- Hose bib available on Arts Station building

Washroom access:

- Flush toilets on site

WiFi:

- Not available



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The City of Fernie has the following equipment available for rental:

Equipment	Description	Quantity	Notes	Fee Non- Commercial /Local	Fee Commercial/ Non-local
Portable Stage SL 100	Large stage for events	1	Must be set up by certified SL100 personnel	\$495/day	\$1650/day
Inflatable Arch	For race start/finish lines	2	Requires power to inflate	\$50/day	\$100/day
Banquet Tables	Outdoor wooden tables	25		\$6 each/ day	\$12 each/day
Chairs	Plastic, multi- colour	50		\$1.75 each / day	\$3.50 each / day
Pony Panel	Electrical panel	2	50 amp, 8 plug-ins	\$125/day	\$250/day
Generators	8 kw 2kw	1 1	7000 watts 2000 watts	\$37.50/day \$25/day	\$75/day \$50/day

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Equipment Rental (continued)

Equipment	Description	Quantity	Notes	Fee Non- Commercial/ Local	Fee Commercial/ Non-local
Crowd Control Fencing	Silver, 8 ft long, interlockable	25		\$7.50 each / day	\$15 each / day
Event Barricades	Yellow	20	Not for road closures	\$4 each / day	\$8 each /day
Traffic Calming Bumps	To slow traffic	2		\$4/day	\$8/day
Cable Trays	To cover cables on pavement	2		\$4/day	\$8/day
Recycling Bins	A-frame	12	Includes bags	No charge	No charge
Garbage Bins	Bin style	15	Includes bags	\$3 each / day	\$4 each / day

Equipment rental is not included in the facility rental fee. Please include your equipment requests on the Special Event application form if you require rental equipment for your event. Equipment rental is subject to availability and a delivery fee is applicable.

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For information on the following event planning components, please refer to the Special Event Guide:

- Special Event Application deadlines
- Insurance
- Road Closures
- Noise restrictions
- Business Licenses
- Liquor Licenses
- Public Notice
- Safety Plans
- Insurance requirements
- Food Permits
- Inviting Mayor and Council

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