

CORPORATION OF THE CITY OF PORT COQUITLAM

PARKS & RECREATION COMMITTEE

A meeting of the Parks & Recreation Committee was held in City Hall on Tuesday, July 7th, 1987, at 4:45 p.m.

In attendance were Alderman George Laking and Alderman Mike Gates.

Also in attendance were K. Janna Taylor, Parks & Recreation Director; Bram Hoogendoorn, Parks & Facilities Superintendent; Larry Wheeler, Recreation Manager; George Richards, PoCo Minor Hockey Association (Item No. 1).

CONFIRMATION OF MINUTES

That the minutes of the meeting of the Parks & Recreation Committee held on Tuesday, June 23rd, 1987, be taken as read and adopted.

Item No. 1

Minor Hockey

George Richards made a presentation to the Parks & Recreation Committee on their proposal for a club house which would house an area for meetings, an office and trophy cases. Attached to the minutes is a proposed location for the facility which is shown as being joined to one of our existing arenas. The committee indicated to Mr. Richards that, at this time, there are several questions which need to be answered such as building requirements, fire regulations and security. After Mr. Richards had left, the following items were outlined to the committee as concerns:

- a) What will the proposed location of this facility in between the two arenas do to visual access into area, concerning vandalism; how will this building affect access into present arena; will such a building meet fire regulations and building code requirements?
- b) Will such a facility pay taxes? Will it be similar to the Kinsmen facility? Will they need to lease the land from the city?
- c) Do we want to encourage this kind of facility on the site, or do we want to suggest to Minor Hockey to put their monies into some other project?

/2.

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- d) From a philosophical point of view, should the city be encouraging a minor sport to build a club house for one sport only? Would it not be more appropriate to have a "club house" for all minor sports?

The Committee agreed that there were many questions which needed to be answered and that it would be best to first investigate these questions and then also investigate how other municipalities are dealing with such issues.

Recommendation:

That a report be brought back to the Parks & Recreation Committee later this fall.

CARRIED

Item No. 2

Cemetery Fees


The attached report was discussed by the Parks & Recreation Committee. Also outlined to the Committee were the actual costs that we presently incur for burials. It was indicated that Janna will be meeting with Bram to look at ways of cutting back on our costs.

One area of great concern was the cost of burials on weekends and statutory holidays. Another concern is burials occurring after 2:30 p.m. on weekdays; crews must remain after the service and this again means the paying of overtime. The Committee agreed that these are major concerns and that it was necessary to make some major recommendations for council consideration.

Recommendations:

1. That the rate increases as outlined in the report from Joan Fraser be accepted.
2. That effective January 1st, 1988, no more burials take place on Saturdays or statutory holidays.

/3.

  
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3. That effective January 1st, 1988, burials held on weekdays after 2:30 p.m. be charged an additional \$100 to cover overtime.

CARRIED

Item No. 3

Ice Rink Advertising

The following report on arena advertising was received and reviewed by the Committee. The Committee was extremely excited about this proposal.

Recommendations:

1. That Mr. Wheeler continue negotiations with the representative of Sports Media indicating our intent.
2. That the representative from the Sports Media be invited to attend a Committee in Council meeting on August 10th, 1987.

CARRIED

Item No. 4

Wellington Park


After the public meeting it appears that we have two groups of residents who are concerned with the playground equipment; those opposed and those for it.

The Committee will set up another public information meeting to look at another possible location.

Recommendation:

That a meeting be held some time in August or September to review a future location at Wellington Park.

/4.

  
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Item No. 5

1988 Championships for the Physically Disabled

The attached letter from the District of Pitt Meadows was reviewed by the Committee. Due to the fact that 1988 is the Diamond Jubilee for Port Coquitlam and we will be extremely busy during this year; it was recommended that we not host these games. However, it may be appropriate in future years to give consideration to the hosting of them.

Recommendation:

That a letter be sent to Pitt Meadows indicating that, at this time, we would not be hosting the 1988 Games.

CARRIED

Item No. 6

Kinsmen Waterpark

Janna met with Ken McCargar last week. The Kinsmen would like the construction of the waterpark to proceed in a similar manner as the participark.

Janna checked in regard to liability during construction and we have been told that all volunteers are covered by the City's insurance. Committee also reviewed the letter from the Kinsmen. The name of the park "PoCoLoCo Motion" was questioned; it was agreed that a more suitable name that children would be drawn to would be discussed with the Kinsmen.

Recommendation:

That we proceed with the Kinsmen waterpark as outlined in their letter of July 6th, 1987.


CARRIED

Item No. 7

Alder Trees - Mary Hill Road

Alderman Laking indicated that he would talk with the resident to see what he wanted to do. Apparently he did not attend the Committee of Council meeting on July 6th, 1987, as requested.

/5.

  
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Item No. 8

75th Birthday Committee

Janna Taylor indicated that she had some concerns with regard to liaison with the 75th Birthday Committee. Concerns were expressed in areas of timing of events; she felt it was vital to liaise with the Committee in some way.

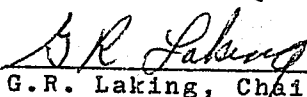
Recommendation:

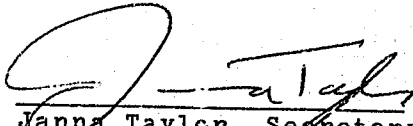
That minutes from the Birthday Committee be sent to the Parks & Recreation Director.


CARRIED

ADJOURNMENT:

The meeting adjourned at 6:00 p.m.

  
G.R. Laking, Chairman

  
Janna Taylor, Secretary

  
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Comments from K. Janna Taylor, Parks & Recreation Director, in regard to items of today's agenda:

1. Minor Hockey Proposal

It is my understanding that Minor Hockey is proposing to build a "club house" adjacent to one of the arenas where the present playground equipment is located. The facility will house an area for meetings, an office and a trophy case for their trophies.


Several concerns and questions come to mind; I have already expressed some of them to both Alderman Laking and Alderman Gates. They are outlined below:

- a) What will the proposed location of this facility in between the two arenas do to visual access into area concerning vandalism; how will this building affect access into present arena; will such a building meet fire regulations and building code requirements?
- b) Will such a facility pay taxes? Will it be similar to the Kinsmen facility? Will they need to lease the land from the city?
- c) Do we want to encourage this kind of facility on the site, or do we want to suggest to Minor Hockey to put their monies into some other project?
- d) From a philosophical point of view, should the city be encouraging a minor sport to build a club house for one sport only? Would it not be more appropriate to have a "club house" for all minor sports?

2. Cemetery Fees

I would recommend that we proceed with the suggested increase for fees as outlined in the report from Joan Fraser.

Bram and I will be taking a hard look at our costs and will be looking at ways to cut the costs. One area that Committee should give consideration to is the possibility of not having funerals on weekends due to the high cost of overtime and the other area to consider is not having burials after 2:30 p.m. during the weekdays; this will also avoid overtime costs.

  
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THE CORPORATION OF THE CITY OF PORT COQUITLAM

M E M O

TO: J. Taylor,  
Parks & Recreation Director.

DATE: April 09, 1987

FROM: J. Maitland,  
City Treasurer.

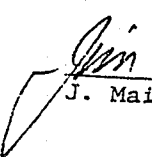
SUBJECT: Cemetery Fees.

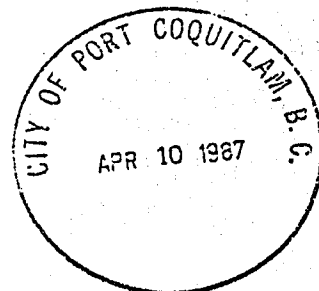
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Attached is a report from Joan Fraser which recommends that we increase our cemetery fees. The only additional information which might be useful is an estimated cost from our crews of the cost of a burial and a cremation.

As we discussed, you will be taking this to Council through your committee.

JM/ms  
Attachment

  
J. Maitland



  
JUL 7 - 1987

THE CORPORATION OF THE CITY OF PORT COQUITLAM

M E M O

TO: J. Maitland,  
City Treasurer.

DATE: April 08, 1987

FROM: J. Fraser,  
Deputy Treasurer/Collector.

SUBJECT: Tariff for Cemetery Grave Spaces & Services.

RECOMMENDATION:

That the fees authorized in Schedule "C" of the City of Port Coquitlam Cemetery Bylaw be revised to the amounts shown as "Proposed" on the attached copy of the by-law schedule and that the by-law be so amended.

COMMENTS:


The fees for grave spaces and services were last revised effective June 01, 1985. A recent survey of rates levied in adjacent municipalities is attached for your information. While Port Coquitlam rates are just above average at this time, several municipalities indicated that their rates are under review.

All costs related to the cemetery are continuing to increase and the Provincial Cemeteries Division recommends a more frequent, moderate, revision of rates, rather than a sudden rise every five years or so.

The proposal reflects a 5% - 10% increase; grave spaces and liners advance 5% and opening/closing and related services increase approximately 10%. The higher percentage applied to opening/closing is a continuance of the program to recover more realistic charges for the services being provided. The total cost of an adult burial would go from \$542.00 to \$580.00.

J. Fraser

JF/ms

  
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SURVEY OF CEMETERY RATES - APRIL, 1987

Total cost for resident burial

<u>Municipality</u>	<u>Adult</u>		<u>Cremation</u>
City of North Vancouver	\$717.**	City of North Vancouver	134.**
District of Surrey	585.	District of Surrey	116.
City of Port Coquitlam	542.	City of New Westminster	115.
District of Delta	500.	City of Port Coquitlam	112.
District of Maple Ridge	495.	District of Maple Ridge	108.
District of Coquitlam	475.	District of Delta	105.
City of New Westminster	350.*	District of Coquitlam	77.
Proposed - Port Coquitlam	580.	Proposed - Port Coquitlam	120.50


\* no further plots for sale  
\*\* 1987 by-law

Opening/Closing Fees Only

	<u>Adult</u>		<u>Cremation</u>
District of Surrey	270.	City of North Vancouver	64.
City of North Vancouver	257.	District of Surrey	64.
City of Port Coquitlam	210.	City of Port Coquitlam	54.
District of Delta	200.	District of Delta	50.
District of Maple Ridge	196.	District of Maple Ridge	46.
District of Coquitlam	163.	District of Coquitlam	42.
City of New Westminster	150.	City of New Westminster	25.
Proposed - Port Coquitlam	231.	Proposed - Port Coquitlam	59.50

Grave Liners Only (not required for cremation)

City of North Vancouver	150.
City of Port Coquitlam	132.
District of Surrey (cement only)	125.
District of Maple Ridge	103.
District of Delta	100.
City of New Westminster (not req'd)	
Proposed - Port Coquitlam	139.

  
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THE CORPORATION OF THE CITY OF PORT COQUITLAM

SCHEDULE "C"

TO

"CITY OF PORT COQUITLAM CEMETERY BYLAW, 1972, NO. 1192"  
As Enacted By

"CITY OF PORT COQUITLAM CEMETERY BYLAW, 1972, NO. 1192  
AMENDMENT BYLAW, 1985, NO. 2087"

TARIFF

A. GRAVE SPACE FEES

		Proposed
1. For residents or property owners of the City of Port Coquitlam		
(a) Single adult grave space in Sections "A", "B", "STE", "STF", "STG", and "STH" of the Cemetery (including a Care Fund Contribution of \$50.00)	\$200.00	210.00
(b) Single child grave space in Section "D" of the Cemetery (including a Care Fund Contribution of \$24.25)	97.00	102.00
(c) Single infant grave space in Sections "C" and "CA" of the Cemetery (including a Care Fund Contribution of \$16.50)	66.00	69.50
(d) Single cremation grave space in Cremation Section of the Cemetery (including a Care Fund Contribution of \$15.00)	58.00	61.00
2. For non-residents or non-property owners of the City of Port Coquitlam		
(a) Single adult grave space in Sections "A", "B", "STE", "STF", "STG", and "STH" of the Cemetery (including a Care Fund Contribution of \$19.50)	extra 78.00	82.00
(b) Single child grave space in Section "D" of the Cemetery (including a Care Fund Contribution of \$11.00)	extra 44.00	46.00
(c) Single infant grave space in Sections "C" and "CA" of the Cemetery (including a Care Fund Contribution of \$7.00)	extra 28.00	29.50
(d) Single cremation grave space in Cremation Section of the Cemetery (including a Care Fund Contribution of \$5.75)	extra 25.00	26.50

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1192  
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# SERVICE CHARGES

## 1. Opening and Closing for Burial

(a) Adult grave in Section "A", "B", "STE", "STF", "STG", or "STH"	\$210.00	<u>Propose</u> \$ 231.00
(b) Adult grave in Section "A", "B", "STE", "STF", "STG", or "STH" with extra depth of grave to 2.4 m (8')	258.00	284.00
(c) Child grave (aged 6 to 12 years incl.)	114.00	125.50
(d) Infant grave (5 years and under) in Sections "C" and "CA"	77.00	85.00
(e) Cremation grave	54.00	59.50

## 2. Opening and Closing for Exhumation

(a) Adult grave	420.00	462.00
(b) Child grave	228.00	251.00
(c) Infant grave	154.00	170.00
(d) Cremation grave	108.00	119.00

## 3. Opening and Closing for Burial on Saturdays, Sundays, and Statutory Holidays

(a) Adult grave	<u>extra</u> 210.00	231.00
(b) Child grave	<u>extra</u> 114.00	125.50
(c) Infant grave	<u>extra</u> 77.00	85.00
(d) Cremation grave	<u>extra</u> 54.00	59.50

## 4. Opening and Closing for Exhumation on Saturdays, Sundays, and Statutory Holidays

(a) Adult grave	<u>extra</u> 420.00	462.00
(b) Child grave	<u>extra</u> 228.00	251.00
(c) Infant grave	<u>extra</u> 154.00	170.00
(d) Cremation	<u>extra</u> 108.00	119.00

## 5. Installation of Memorials (includes mandatory Care Fund Contribution of \$10.00)

(a) Granite or Bronze Memorial 30 cm x 50 cm (12" x 20") in Sections where markers are not set face level with surface of ground (i.e. Sec.A,B,STE,STF,STG,STH)	54.00	59.50
(b) Granite or Bronze Memorial 30 cm x 50 cm (12" x 20") set face level with surface of ground (i.e. Sect. D)	37.00	41.00
(c) Granite or Bronze Memorial 25 cm x 35 cm (10" x 14")	37.00	41.00



		<u>Propose</u>	
(d) Granite or Bronze Memorial in Cremation Section I 13 cm x 25 cm (5" x 10")	37.00	\$	41.00
(e) Granite or Bronze Memorial in Cremation Section II, CR3 and CR4 20 cm x 30 cm (8" x 12")	37.00		41.00
<u>6. Removal and Reinstallation of Memorials</u>			
(a) Granite or Bronze Memorial 30 cm x 50 cm (12" x 20")	72.00		79.00
(b) Granite or Bronze Memorial 30 cm x 50 cm (12" x 20") (Sec. "D")	54.00		59.50
(c) Granite or Bronze Memorial 25 cm x 35 cm (10" x 14")	54.00		59.50
(d) Granite or Bronze Memorial in Cremation Section I	54.00		59.50
(e) Granite or Bronze Memorial in Cremation Section II, CR3 and CR4 20 cm x 30 cm (8" x 12")	54.00		59.50
<u>C. GOODS</u>			
<u>i. Concrete Grave Liners</u>			
(a) Adult grave			
(b) Child grave	132.00		139.00
<u>D. OTHER CHARGES</u>			
1. Transfer of Licence Fee	110.00		115.00
	5.00		5.00

Weekdays

Adult  
Grave

Child  
Grave


Infant  
Grave

Cremation

Opening & Closing	\$455	\$310	\$166	\$96
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Weekends & Stat  
Holidays

Opening & Closing	\$971	\$666	\$315	\$217
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THE CORPORATION OF THE CITY OF PORT COQUITLAM

1987 07 07

MEMORANDUM TO: K. Janna Taylor, Parks & Recreation Director

MEMORANDUM FROM: Larry J. Wheeler, Recreation Manager

SUBJECT: Ice Rink Advertising - Proposal

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Purpose/Problem:

The purpose of this report is to review a proposal received from Sports Media regarding the installation of rink board advertising that would likely result in an increase in revenues at the PoC Recreation Centre.

History/Background:

In March, 1987, Mr. Jeff Quinn, President of Sports Media, met with myself to review a concept that he was exploring in British Columbia. The concept in simple terms, consists of selling advertising space on rink boards and sharing the net revenues generated on a 50/50 basis, with the municipality. Since March, Sports Media has now relocated to Vancouver and has been working with lower mainland municipalities to provide the information necessary to analyze this proposal.

Alternatives:


Alternatives for dealing with this proposal are limited to the following:

- \* decline the opportunity to participate in this program
- \* sign up for participation in the program
- \* participate in the program with some conditions

Financial Implications:

The potential revenue generation of this program is \$40,000 per rink surface. Shared 50/50 with Sports Media, this program could result in a net gain for the City of \$20,000 per rink, per year.

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Citizen/Public Relations Involvement/Implications:

Some citizens may react negatively to the concept of allowing additional advertising in our ice rinks. The feeling will be that children are influenced by advertising at many other sources and that we should keep it out of our sport facilities.

However, the following points should be considered when reviewing this concept:

1. This new source of revenue would assist us to keep the cost of operating our sport facilities to a minimum. Therefore, it is anticipated that the cost of participating in many sport programs can be kept to a minimum.
2. The City of Port Coquitlam will maintain the right to approve contract and advertiser before the sign is produced.
3. We already allow some limited advertising in our rinks.

Other:

Sports Media is currently working with approximately 22 ice rinks in the lower mainland. The attached appendix reviews the status of the various municipalities with regards to this program. Sports Media is also currently investigating the 200 + rinks in the Alberta market.

In addition, the following points are worthy of considering when reviewing this proposal:

- \* Sports Media carries its own liability
- \* If we sign up for the program now, we will be able to access national advertisers who are able to pay out large advertising dollars.
- \* We will not likely receive \$20,000 per rink in the first year of the program. It may take a year or so for the full complement of advertisers to get involved in this program.
- \* We can also consider allowing advertising on our Zambonis.
- \* Sports Media is interested in us signing a multi-year contract, although they may be willing to consider a one year agreement.
- \* The City of Port Coquitlam will be expected to wash the signs once or twice a week, or as necessary.

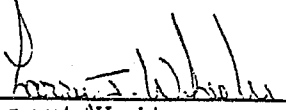
Conclusion/Summary:

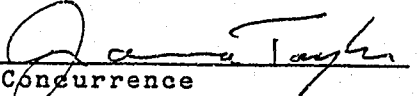
Sports Media has approached the operators of curling rinks and ice arenas in the lower mainland area regarding a proposal to sell rink board advertising to national advertisers. The potential revenue benefit for the municipality, of this program, is \$20,000 per rink/per year.

Although some people may be critical of the concept, it is anticipated that most would appreciate the efforts being made to keep the costs of operating our public sport facilities to a minimum. In addition, it is important to note that the City will have final approval on the advertisements to be installed in our arenas.

Recommendation:


It is recommended that the City of Port Coquitlam respond favorably to Sports Media's proposal for a trial term of five years as per the terms of the contract to be negotiated.

  
Report Writer  
L.J. Wheeler,  
Recreation Manager

  
Concurrence  
K.O. Taylor,  
Parks & Recreation Director

LJW/pg

enc.

  
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#### APPENDIX I

The following organizations have already signed on with Sports Media or have given a positive verbal response:


- \* Municipality of Surrey
- \* District of Langley
- \* Municipality of Richmond
- \* Private arenas in Richmond
- \* District of Maple Ridge
- \* University of British Columbia
- \* City of Vancouver
- \* District of West Vancouver
- \* Vancouver Curling Club
- \* Municipality of Delta

The following organizations are currently considering the proposal:

- \* Vancouver Canucks Hockey Club
- \* Municipality of Coquitlam

The following organizations have refused to participate in the program. In both cases the reasons given was a "No advertising" policy:

- \* Municipality of Burnaby
- \* City of Port Moody

  
JUL 7 - 1987



D. R. SHARPE  
MAYOR

J. J. ANTALIK  
CLERK ADMINISTRATOR

THE CORPORATION OF THE DISTRICT OF PITT MEADOWS



P.O. BOX 160, 12007 HARRIS ROAD, PITT MEADOWS, B.C., V0M 1P0  
TELEPHONE — 465-5454 TOLL FREE — 524-0511

1987 05 20

The City of Port Coquitlam,  
2272 McAllister Avenue,  
Port Coquitlam, B.C.  
V3C 2A8

Attention: Mr. Ron Freeman  
Clerk Administrator

Re: 1988 Championships for the Physically Disabled

You have probably received a letter from the British Columbia Sport and Fitness Council for the Disabled regarding bids for the 1988 B.C. Championships for the Physically Disabled. The Pitt Meadows Council felt that the municipality was not large enough to host the Championships on its own but that it might assist one of the other neighboring municipalities if they were to submit a bid.

If your Council were to be making a bid for these Championships and were interested in Pitt Meadows' assistance, would you please let us know or have your Mayor talk to Mayor Sharpe.

Yours truly,

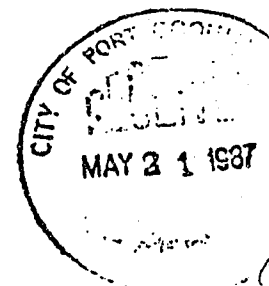
*B.E. Strong*

B.E. Strong  
Deputy Clerk

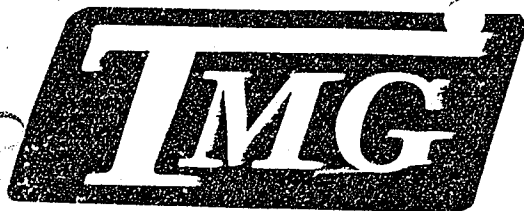
BES/nw

cc: Mayor Sharpe

*C.C. K.I. Taylor*



JUL 7 - 1987



TRANSPORTATION CONSULTING AND TRAFFIC MANAGEMENT

T.M.G.  
Traffic Services Ltd.

July 6, 1987

Recreation Department  
City of Port Coquitlam  
2253 Leigh Square  
Port Coquitlam, B.C.

Attention: Miss Janna Taylor  
Recreation Director


Dear Janna,

Further to our meeting in your office on Thursday July 2nd concerning the Water Park proposed for Sun Valley Park. As chairman of this project, I would like a number of issues clarified to avoid misunderstanding at a later date.

1. The Kinsmen propose to raise the necessary funds to complete the spray park.
2. The Kinsmen will obtain professional services to design and construct the water park facility. If Kinsmen manpower is involved for any stage of the work it will be under professional guidance.
3. All design work and actual construction will be subject to approval from the City Engineering and Recreation Department prior to commencement.
4. All work will comply with the proper building and landscape codes.
5. The City will endorse the name of the spray pool as "Poco Loco-Motion". The Kinsmen propose to erect a plaque acknowledging their involvement and dedication of the Spray Park to the citizens of Port Coquitlam on the City's 75th anniversary.


These were the key issues we discussed, Janna. I would appreciate city council's confirmation as to the above points. Thank you for your assistance and cooperation.

Yours truly,

  
R.L. McCargar  
Water Park Chairman  
Kinsmen Club of Port Coquitlam

KL:srf

P.O. Box 700, Port Coquitlam, B.C. V3B 6H9 Phone (604) 461-7242 or 525-1453

  
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