



Committee of Council Agenda

Tuesday, July 13, 2021

2:00 p.m.

Virtual Meeting

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1. Adoption of the Agenda

Recommendation:

That the Tuesday, July 13, 2021, Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1. Minutes of Committee of Council

1

Recommendation:

That the minutes of the following Committee of Council Meetings be adopted:

- *June 22, 2021*
- *June 29, 2021.*

4. REPORTS

4.1. Development Variance Permit Application for 2430 and 2440 Shaughnessy Street

8

Recommendation:

That the Committee of Council:

- 1. Authorize staff to provide notice of an application to vary the underground servicing requirements for an apartment development at 2430 and 2440 Shaughnessy Street, and*
- 2. Advise Council that it supports further consideration of Development Variance Permit DVP00081.*

4.2. Child Care Policy and Regulatory Review

12

Recommendation:

1. That Committee recommend to Council that the update to the Official Community Plan:

a. include a broadened child care policy section, including:

- i. The Child care space creation targets from the Child Care Action Plan;*
- ii. Prioritizing facilities that meet community needs, such as care for particular age groups, inclusive care, or care with flexible hours;*
- iii. A commitment to exploring including child care spaces in new or renovated civic facilities and on city lands; and*
- iv. Encouraging the inclusion of child care facilities in mixed-use and large family-oriented developments.*

2. Provide for outdoor play spaces for daycares in commercial areas that comply with design guidelines and zoning regulations be exempted from Development Permit requirements; and

That Committee recommend to Council the following policy and regulatory changes to support the provision of childcare in the community:

- a. Adopt a Child Care Policy to provide guidance for rezoning applications for larger child care facilities in commercial, residential and mixed-use developments.*
- b. Amend the Processing of Development Applications Policy to expedite and waive fees for applications for non-profit child care facilities.*
- c. Amend the Zoning Bylaw:*

1. For accessory child care facilities in residential and agricultural areas, to

- i. Remove the requirement for outdoor play space to be at the rear of a yard;*
- ii. Remove the locational restrictions on larger accessory child care facilities in residential zones and expand permissions for these to the RS2 and RS4 zones;*
- iii. Increase the number of children permitted to be in care in apartment and townhouses to 8;*

2. For child care facilities in the CC and NC zones, increase the maximum number of children in care from 25 to 50;

3. Permit licensed school aged care when accessory to commercial schools or commercial indoor recreation;

d. Amend the Parking and Development Management Bylaw to:

- i. Remove the requirement for a parking space for an accessory*

child care facility with 8 or fewer children in care; and
ii. Remove the requirement for parking compliance for a change of use to a child care facility in an institutional zone.

4.3. Fees and Charges Bylaw - Schedule "C" (Parks and Recreation) Amendment

21

Recommendation:

That Committee of Council recommend Council approve the revised Fees and Charges Schedule C Amendment Bylaw No. 4234.

5. COUNCILLORS' UPDATE

6. MAYOR'S UPDATE

7. CAO UPDATE

8. RESOLUTION TO CLOSE

8.1. Resolution to Close

Recommendation:

That the Committee of Council Meeting of Tuesday, July 13, 2021, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

g. litigation or potential litigation affecting the municipality.

Item 5.2

c. labour relations or other employee relations;

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Item 5.3

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

9. ADJOURNMENT

9.1. Adjournment of the Meeting

July 13, 2021 - Committee of Council Agenda

Recommendation:

That the Tuesday, July 13, 2021, Committee of Council Meeting be adjourned.

10. MEETING NOTES

Committee of Council Minutes

Tuesday, June 22, 2021
Virtual Meeting

Present:	Chair - Mayor West	Councillor Penner
	Councillor Darling	Councillor Pollock
	Councillor Dupont	Councillor Washington
	Councillor McCurrach	

1. CALL TO ORDER

The meeting was called to order at 2:02 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, June 22, 2021, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

None.

4. REPORTS

4.1 Atira Women's Resource Society Request for Financial Contribution - 2117 Prairie Avenue

Moved-Seconded:

That Committee of Council approve the following funding from the Special Needs Housing Reserve:

- *\$83,000 to support Atira Womens Resource Society's development of their housing project at 2117 Prairie Avenue; and recommend to Council that the 2021 Financial Plan be amended accordingly.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

4.2 Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

Moved-Seconded:

This item was referred back to staff for further information.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

4.3 Development Permit Application for 2951 Coast Meridian Road

Moved-Seconded:

That Committee of Council approve Development Permit DP000404 to regulate a duplex development at 2951 Coast Meridian Road.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

5. COUNCILLORS' UPDATE

No update.

6. MAYOR'S UPDATE

No update.

7. CAO UPDATE

No update.

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, June 22, 2021, be closed to the public pursuant to the following subsections(s) of Section

90(1) of the Community Charter:

Item 5.1

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Item 5.2

b. personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.

Item 5.3

e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

Item 5.4

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, June 22, 2021, Committee of Council Meeting be adjourned at 4:30 p.m.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

10. MEETING NOTES

None.

Mayor

Corporate Officer



Committee of Council Minutes

Tuesday, June 29, 2021
Virtual Meeting

Present: Chair - Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Pollock
Councillor Washington

Absent: Councillor Penner

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, June 29, 2021, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Pollock, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

Moved-Seconded:

That the minutes of the following Committee of Council Meetings be adopted:

- *June 15, 2021.*

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Pollock, and Councillor Washington

Carried

4. REPORTS

4.1 Purchasing Policy Update

Moved-Seconded:

That Committee of Council recommend to Council that the Purchasing Policy be updated as outlined in the June, 2021 staff report, "Purchasing Policy Update" and;

That any other potential revisions be brought forward at a later date.

In Favour (5): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Pollock, and Councillor Washington

Opposed (1): Councillor Dupont

Carried

5. COUNCILLORS' UPDATE

Council provided updates on City business.

6. MAYOR'S UPDATE

None.

7. CAO UPDATE

None.

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, June 29, 2021, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

f. law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

g. litigation or potential litigation affecting the municipality.

Item 5.2

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the

view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Item 5.3

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Pollock, and Councillor Washington

Carried

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, June 29, 2021, Committee of Council Meeting be adjourned at 4:48 p.m.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Pollock, and Councillor Washington

Carried

10. MEETING NOTES

None.

Mayor

Corporate Officer

Development Variance Permit Application – 2430 & 2440 Shaughnessy Street

RECOMMENDATIONS:

That the Committee of Council:

1. Authorize staff to provide notice of an application to vary the underground servicing requirements for an apartment development at 2430 and 2440 Shaughnessy Street, and
2. Advise Council that it supports further consideration of Development Variance Permit DVP00081.

PREVIOUS COUNCIL/COMMITTEE ACTION

February 9, 2021, the Committee of Council approved Development Permit DP000446 to regulate an apartment development at 2430 and 2440 Shaughnessy Street.

REPORT SUMMARY

This report provides for Committee's consideration of a request to vary the requirement for undergrounding of overhead services along Kelly Avenue and Shaughnessy Street to facilitate the development of an apartment building. The recommended variance for the undergrounding would allow for the developer to install pre-ducting and provide funding that would facilitate these works to be implemented in the future.

BACKGROUND

The property owner, Kutak Holdings, intends to build a 39-unit apartment building on the northeast corner of Shaughnessy Street and Kelly Avenue. A development permit was issued in February 2021 and a building permit application has been submitted and is close to issuance.

The offsite infrastructure works and services associated with this development include a requirement to underground overhead utilities along Shaughnessy Street and Kelly Avenue. However, BC Hydro has advised it is not feasible for the lines to be undergrounded at this time as they provide overhead service to a number of homes along Atkins Avenue. The costs for the underground wiring is estimated to be \$114,256.

DISCUSSION

The requested variance would require the developer to install pre-ducting and provide funding to facilitate implementation of the undergrounding along Shaughnessy Street and Kelly Avenue in the future. Staff recommend approval of the variance.

FINANCIAL IMPLICATIONS


The \$114,256 would be deposited in the City's Future Works liability account and held for the future undergrounding.

Development Variance Permit Application – 2430 & 2440 Shaughnessy Street

PUBLIC CONSULTATION

An opportunity for public input would be provided as part of Council's consideration of the variance application.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Authorize notification of the application and advise Council that Committee supports the application.
	2	Request additional information or amendments to the application to address specified issues prior to making a determination; or
	3	Determine that it does not wish to authorize the notification. The applicant may then request the application be forwarded to Council for consideration.

ATTACHMENTS

Attachment #1: Draft Development Variance Permit

Lead author(s): Bryan Sherrell

THE CORPORATION OF THE CITY OF PORT COQUITLAM

“DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849”

DEVELOPMENT VARIANCE PERMIT

NO. DVP00081

Issued to: KUTAK (SHAUGHNESSY02) HOLDINGS INC.
(Owner as defined in the Local Government Act,
hereinafter referred to as the Permittee)

Address: SUITE 2007 – 1177 WEST HASTINGS STREET, VANCOUVER, BC V6E 2K3

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied by this permit.
2. This Development Variance Permit applies to and only to those lands within the Municipality described below:

Address: 2430 and 2440 SHAUGHNESSY STREET

Legal Description: LOT A AND B, DISTRICT LOT 289, GROUP 1, NEW
WESTMINSTER DISTRICT, PLAN 15433.

P.I.D.: 010-086-196; 004-875-362

3. The Parking and Development Management Bylaw, 2018 No. 4078 is varied as follows:
 - To vary the requirement to underground electrical, cable, and telephone wiring located along Kelly Avenue with a one-time payment of \$114,256.00.

For clarity, this variance applies to and only to the Parking and Development Management Bylaw requirement to underground overhead utilities associated with Development Permit Application DP000446.

4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit.

5. This permit shall lapse if the Permittee does not obtain a Building Permit within two years of the date of this permit.
6. This permit is not a building permit.

AUTHORIZING RESOLUTION PASSED BY COUNCIL THE _____ DAY OF _____, 2021.

ISSUED THIS _____ DAY OF _____, 2021.

Mayor

Corporate Officer

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS UPON WHICH THIS PERMIT IS ISSUED.

Applicant (or Authorized Agent or Representative of Applicant)

RECOMMENDATION:

1. That Committee recommend to Council that the update to the Official Community Plan:
 - a) include a broadened child care policy section, including:
 - a. The Child care space creation targets from the Child Care Action Plan;
 - b. Prioritizing facilities that meet community needs, such as care for particular age groups, inclusive care, or care with flexible hours;
 - c. A commitment to exploring including child care spaces in new or renovated civic facilities and on city lands; and
 - d. Encouraging the inclusion of child care facilities in mixed-use and large family-oriented developments.
2. Provide for outdoor play spaces for daycares in commercial areas that comply with design guidelines and zoning regulations be exempted from Development Permit requirements. That Committee recommend to Council the following policy and regulatory changes to support the provision of childcare in the community:
 - a) Adopt a Child Care Policy to provide guidance for rezoning applications for larger child care facilities in commercial, residential and mixed-use developments.
 - b) Amend the Processing of Development Applications Policy to expedite and waive fees for applications for non-profit child care facilities.
 - c) Amend the Zoning Bylaw:
 - a. For accessory child care facilities in residential and agricultural areas, to
 - i. Remove the requirement for outdoor play space to be at the rear of a yard;
 - ii. Remove the locational restrictions on larger accessory child care facilities in residential zones and expand permissions for these to the RS2 and RS4 zones;
 - iii. Increase the number of children permitted to be in care in apartment and townhouses to 8;
 - b. For child care facilities in the CC and NC zones, increase the maximum number of children in care from 25 to 50;
 - c. Permit licensed school aged care when accessory to commercial schools or commercial indoor recreation;
 - d) Amend the Parking and Development Management Bylaw to:
 - a. Remove the requirement for a parking space for an accessory child care facility with 8 or fewer children in care; and
 - b. remove the requirement for parking compliance for a change of use to a child care facility in an institutional zone.

PREVIOUS COUNCIL/COMMITTEE ACTION

At its meeting on December 8, 2020, Committee of Council received the Port Coquitlam Child Care Action Plan.

At its meeting on May 4, 2021, Committee of Council endorsed implementation recommendations for the Child Care Action Plan.

REPORT SUMMARY

In keeping with the direction of the Child Care Action Plan, this report brings forward recommendations for enhanced policies and regulations that will better support the provision of child care in Port Coquitlam. The report recommends a more robust child care section in the Official Community Plan including endorsement of the space creation targets of the Action Plan, and adopting a new Child Care Policy to guide rezoning applications and provide more clarity for prospective child care operators. This report also proposes amendments to zoning and parking regulations to allow more flexibility and increase locational opportunities for child care operators. Collectively, these recommendations are intended to ensure City policy, regulations and processes support the creation of more high-quality child care spaces to achieve the city's child care space creation targets and meet the needs of Port Coquitlam families.

BACKGROUND

Child Care Action Plan: The Port Coquitlam Child Care Action Plan, received by Council on Dec 8th 2020, identified gaps, set targets for new licensed child care spaces, and identified actions to reach these targets. The report included 30 recommendations and on May 4th, 2021 Committee endorsed a strategy to implement the key recommended actions which included:

- Developing strong, committed, and comprehensive child care policies that included space creation targets;
- Identifying child care as a priority through density bonusing, and confirming a set of principles, values and criteria or guidelines to guide the City's decisions when securing child care spaces through density bonusing and other means;
- Putting not-for-profit child care applications at the front of the queue for processing and providing financial support; and
- Identifying and implementing changes to city processes and regulations for facilitating child care development, including alignment with Fraser Health Licensing, and a review of bylaws.

Official Community Plan (OCP): The OCP currently encourages the provision of child care facilities throughout the community, including in residential areas and close to educational and business facilities.

Zoning and Parking: The Zoning Bylaw allows for principal or accessory child care facilities in a wide range of areas, including all residential zones and some institutional and commercial zones. The Bylaw

establishes regulations for principal and accessory uses, including limitations on the number of children in care in residential and commercial facilities, distance and siting criteria.

The Parking and Development Management Bylaw requires that a child care operator provide 1 parking stall for every 10 children in care.

British Columbia Building Code: The Building Code requires that facilities that accommodate 10 or more persons at any one time, including children in care and staff, must meet Code requirements for assembly occupancy.

Community Care and Assisted Living Act: Child care facilities are also regulated by the Child Care Licensing Regulation of the *Act* which differentiates between different types of care based on age, size and who is providing the care. The *Act* also sets out requirements for the amount and characteristics of indoor and outdoor space, staffing and management. These requirements are implemented in Port Coquitlam by Fraser Health through their licensing process.

COMMUNITY CONTEXT:

Staff are in regular contact with existing and potential daycare operators and note the following observations:

- The School District traditionally has had limited space available for new child care operators in schools/on school grounds and operators advise the use of portables can be challenging given costs and the limited time frame for leases. This may change with amendments to the Ministry of Education's mandate to provide for early childhood education and care.
- There are minimal opportunities for new child care facilities on the sites of other institutional properties, such as religious facilities.
- Accessory child care facilities that wish to accommodate more than 8 children in care in a residential home are often challenged by the cost of renovations to meet assembly occupancy requirement of the Building Code. The siting of these facilities can also be a challenge as the Zoning Bylaw does not currently permit child care facilities in the smaller residential zones (RS2 and RS4 zone), where vehicular access is from a dead-end street or cul-de-sac and requires a 200 meter separation between these larger facilities.
- Operators often express interest in using most of, or an entire residential home for a childcare facility but are challenged by the time, cost, and uncertainty of going through a rezoning to permit this use.
- Operators also note that commercial space with reasonable access to outdoor play space is scarce and are increasingly looking to convert parking stalls for this use, or rely entirely on municipal park facilities.
- The City limits child care facilities to Neighbourhood and Community Commercial zones to a maximum of 25 children; operators are often wishing to establish larger facilities or locate in the District Commercial Zone which requires a zoning bylaw amendment.

RECOMMENDATIONS

The following policy and bylaw amendments are recommended.

OCP Policy: A more robust and broad child care policy section in the update Official Community Plan would include:

1. A commitment to work in partnership with child care operators, the School District, and senior levels of government to reach the child care space creation targets identified in the Child Care Action Plan;
2. Measures to encourage the development of affordable, accessible and high quality child care, and prioritize facilities that will meet a particular identified community need, for example an under-served age group, non-traditional hours of care, and inclusive care for special needs children);
3. A commitment to investigate opportunities to include child care in new or renovated civic facilities and on city lands; and
4. Encourage the inclusion of child care facilities in mixed-use developments and large family-oriented developments, particularly in areas that have been identified as having need.

Staff also recommend the addition of outdoor play spaces for daycares in commercial areas that comply with design guidelines and zoning regulations be exempted from issuance or amendment of a Development Permit.

Council Policies:

A new legislative Child Care Policy (attached) would provide guidance on assessing rezoning applications for large child care facilities in residential and commercial zones (ensuring adequate access and parking, play space and compatibility with context).

In addition, the Processing of Development Applications Policy would be amended to provide non-profit child care facilities to receive expedited review and be relieved of development application fees.

A discussion pertaining to the conditions under which a child care facility could be considered a community amenity to offset density bonus payment requirements and options for use of the Community Amenity Reserve funds will be brought forward for Committee consideration at a later date. Considerations will also be brought forward regarding achieving the inclusion of child care facilities within larger mixed-use and non-market housing developments.

Zoning Bylaw amendments:

The following changes would support greater opportunities for accessory child care facilities to be located within existing residential neighbourhoods and bring the City's regulations in line with provincial regulations:

1. Staff recommend the regulation that requires outdoor play space be provided at the rear of a single residential dwelling be deleted. This requirement is challenging for some properties to meet, especially those with lane access. Fraser Health ensures play spaces are safe and appropriate through their licensing reviews, and may approve front yard outdoor play space where it is located and designed appropriately.
2. The zoning bylaw currently limits accessory child care facilities in the smaller lot RS2 and RS4 zone to 8 children in care while allowing up to 25 children in the larger lot RS1 and RS3 zones. The intent of this restriction was to ensure the size of the facility was in scale to the size of the house and lot. Staff recommend this restriction be lifted in order to create more opportunities for child care facilities in our single residential neighbourhoods, noting that Fraser Health will ensure minimum indoor and outdoor space requirements can be met on a property and the nature of “accessory” ensures that the child care use remains secondary to the principal residential use. It is not recommended that larger child care facilities be permitted in duplex buildings as the attached nature of these dwellings increases the potential impact of a larger facility on a neighbouring unit. The provincial Agricultural Land Reserve regulations limit child cares in homes on ALR land to 8.
3. The zoning bylaw also prohibits accessory child care facilities with more than 8 children from being located on a lot with vehicle access from a cul-de-sac or dead-end street or where they are within 200m from another such facility. These locational criteria were put in place to limit impacts to neighbouring residents, primarily pertaining to traffic and street parking. Staff recommend these restrictions be lifted to provide for greater flexibility and locational opportunities, noting that child care facilities are required to provide on-site parking and that these facilities are often meeting the needs of surrounding neighbours.
4. The City currently limits accessory child care facilities in apartment units and townhomes to a maximum of 5 children in care. Staff recommend this be increased to 8, which is better aligned with Fraser Health licensing limits for in-home care and will provide operators better flexibility to adjust to demand and be economically viable. The size of the facility will still be congruent to the size of unit with larger facilities more likely in townhouse settings.

Staff also recommend increasing the size of child care facilities permitted in the in the Community Commercial (CC) and Neighbourhood Commercial (NC) zones from 25 to 50 children. This increase will provide additional flexibility to new and existing operators to meet consumer demand and to include programs such as before and afterschool care where appropriate and is anticipated to have limited impact on adjacent commercial tenants. Staff recommend that larger facilities, multiple facilities within one complex, or facilities in the City’s District Commercial (DC) zone still be considered through rezoning processes to allow for consideration of the particular location, parking and outdoor play space needs of these facilities. These rezoning applications would be evaluated using the guidance provided in the proposed Child Care Policy that outlines siting expectations and provides more clarity to prospective applicants.

Finally, staff recommend an amendment to permit commercial indoor recreation and commercial schools (such as cheerleading, martial arts or STEM educators) to provide licenced before and after school care or holiday camps. While these facilities often provide popular afternoon and weekend programming to school age children, being licenced by Fraser Health allows operators to pursue provincial funding and families can apply for subsidies, which can improve the financial viability and affordability of such programs.

Parking and Development Management Bylaw Amendments:

Amendments to the Parking and Development Management Bylaw are proposed to ensure consistency with Provincial regulations; better reflect context for small in-home facilities and institutional settings and streamline application approval. They include:

1. Deleting the requirement for accessory child care facilities with 8 or fewer children to have an off-street parking space in addition to the spaces required for the residential use of the property. For single residential homes, this requirement is in conflict with provisions of *Community Care and Assisted Living Act*. For small daycares in apartments or townhouses, creating an additional parking space is typically not feasible, and families can walk to the facility or use visitor/on-street parking.
2. Removing the parking compliance requirement for a child care in an institutional zone provided that no additional floor area is being added. These facilities are typically using existing classroom or meeting/gym spaces which already have parking allocated.

DISCUSSION

The refined OCP policies, new Child Care Policy and amendment to the Processing of Development Applications Policy is intended to clarify the City's commitments and goals when it comes to child care, provide guidance for prospective child care operators considering applying for site-specific zoning permission for larger or different facilities, and support the creation of more non-profit child care facilities by removing application fees and expediting applications.

The proposed zoning and parking regulatory amendments respond to feedback from existing and prospective child care operators who have identified challenges in expanding or finding new locations that meet both municipal and provincial licensing requirements and feedback received through the Action Plan process from parents seeking appropriate child care options for their families.

The combined intent of these policies and regulations is to support the achievement of the space creation targets. Staff's recommendations are intended to seek a balance between enabling more space creation, ensuring that spaces are in high quality environments in which children can thrive and limiting impacts to surrounding residents and businesses. Approval is recommended.

Next steps for implementation of the Child Care Action Plan will include 2022 work plan items for an assessment of city facilities and lands, the formalization of a partnership with the School District to support the creation of child care spaces on school lands, a review of the Density Bonus policy and

Child Care Policy & Regulatory Review

Community Amenity Reserve to identify options to support creation of childcare spaces, and further exploration of ways to achieve the inclusion of child care within larger mixed-use and non-market developments.


COMMUNITY CONSULTATION

The recommendations brought forward in this report have been informed by the community and stakeholder consultation during the Child Care Action Plan, as well as feedback from existing and prospective child care operators that interact with staff when they are seeking to expand or open new facilities. Staff also discussed the zoning and parking proposals included in this report with Fraser Health licensing staff to ensure the proposals are in line with provincial regulations, the needs of operators, and best practices.

FINANCIAL IMPLICATIONS

The waiving of development application fees for non-profit child care facility applications would result in a loss of approximately \$3,200 per application from the Development Services revenue.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Recommend that Council approve amendments to the Zoning Bylaw, Parking and Development Management Bylaw, and Processing of Development Applications Policy; adopt a new Child Care Policy, and include a broadened child care policy section and a DP exemption for the addition of outdoor play spaces in the updated OCP.
	2	Request that further information be brought forward, additional consultation be undertaken or changes be made to the proposed changes.
	3	Decline to support the proposed policy and regulatory amendments at this time.

Attachment 1 – Child Care Policy (Draft)

Lead author: Meredith Seeton

Contributing author: Jennifer Little

Subject Area:	Planning		Policy #	<##.##>
Policy Title:	Child Care Policy			
Authority:	Legislative	X	Effective Date:	2021-xx-xx
	Administrative		Review Date:	2026-xx-xx
Issued By:	Lisa Grant, Director of Development Services	Planning Division, Development Services	Issue Date:	2021-xx-xx
			Manner Issued:	E-mail to Planning Staff

Purpose

To provide a framework for factors in the consideration of applications to amend the Zoning Bylaw to permit large child care facilities in residential and commercial zones.

Associated Policy Documents

Official Community Plan, 2013, Bylaw No. 3838

Policy

Rezoning Applications

The following factors will be considered in evaluation of an application to amend the zoning bylaw to permit a large daycare or to increase the size of an existing daycare in residential or commercial settings:

1. The site is designated for residential or commercial uses in the Official Community Plan.
2. For facilities with a capacity exceeding 50 children in care in commercial or mixed use setting, the applicant must demonstrate:
 - a. Parking and on-site traffic circulation is adequate for pick-up and drop-off activities;
 - b. An on-site outdoor play space is provided that is separate from high traffic and has access to sunlight, weather protection, and natural elements; and
 - c. The siting and design of the facility fits the surrounding context.

3. For facilities with a capacity exceeding 25 children in a residential zone or where the child care facilities will be the principal or sole use of a building in a residential neighbourhood, the applicant must demonstrate:
 - a. The facility is intended to primarily meet the needs of neighbourhood residents and workers;
 - b. Vehicular access to the properties and on-site parking is adequate for pick-up and drop-off activities;
 - c. An outdoor play space provides access to sunlight, weather protection, and natural elements or the site is within safe walking distance to parks or playgrounds; and
 - d. The siting and design of the facility is in keeping with the residential character of the neighbourhood.

Responsibility

The Director of Development Services shall be responsible for administration of this policy.

END OF POLICY

Record of Amendments

Policy ##.##	Issue date	Reviewed	Replaced	Re-issue Date
<hr/>				

Fees and Charges Bylaw - Schedule “C” (Parks & Recreation) Amendment

RECOMMENDATION:

That Committee of Council recommend Council approve the revised Fees and Charges Schedule C Amendment Bylaw No. 4234.

PREVIOUS COUNCIL/COMMITTEE ACTION

June 22, 2021 Committee of Council:

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

This item was referred back to staff for further information.

REPORT SUMMARY

As requested by Committee, this report proposes changes to the recently drafted *Fees and Charges Schedule C Amendment Bylaw No. 4234*, including adjusting the categories for preschool age children and super seniors, refining the picnic shelter fee structure, and outlining the process for fee waiver requests for fundraising events. In response to the request to review the current key deposit process for sports field rental groups, this report provides an overview of the options currently being explored by staff. An update on access to washrooms for sports field user groups will be brought forward to Committee this fall.

BACKGROUND

In preparation for opening phase two of the Port Coquitlam Community Centre (PCCC), staff brought forward a report to Committee of Council on June 22, 2021 recommending amendments to Schedule “C” (Parks and Recreation) of the Fees and Charges Bylaw, 2015, No. 3892, with September 1, 2021 specified as the suggested implementation date. An overview of the City's current fees in comparison to market data was provided to support the specific adjustments recommended. The zero percent fee increase and several specified modifications to the pricing structure for recreation admissions and facility rentals were well received, however, staff were directed to further investigate several specific modifications for Committee's consideration: expanding the age categories for preschool age children and super seniors, refining the picnic shelter fee structure, offering alternatives or adjustments to the key deposit and providing an update on language for facility rentals for fundraising events.

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

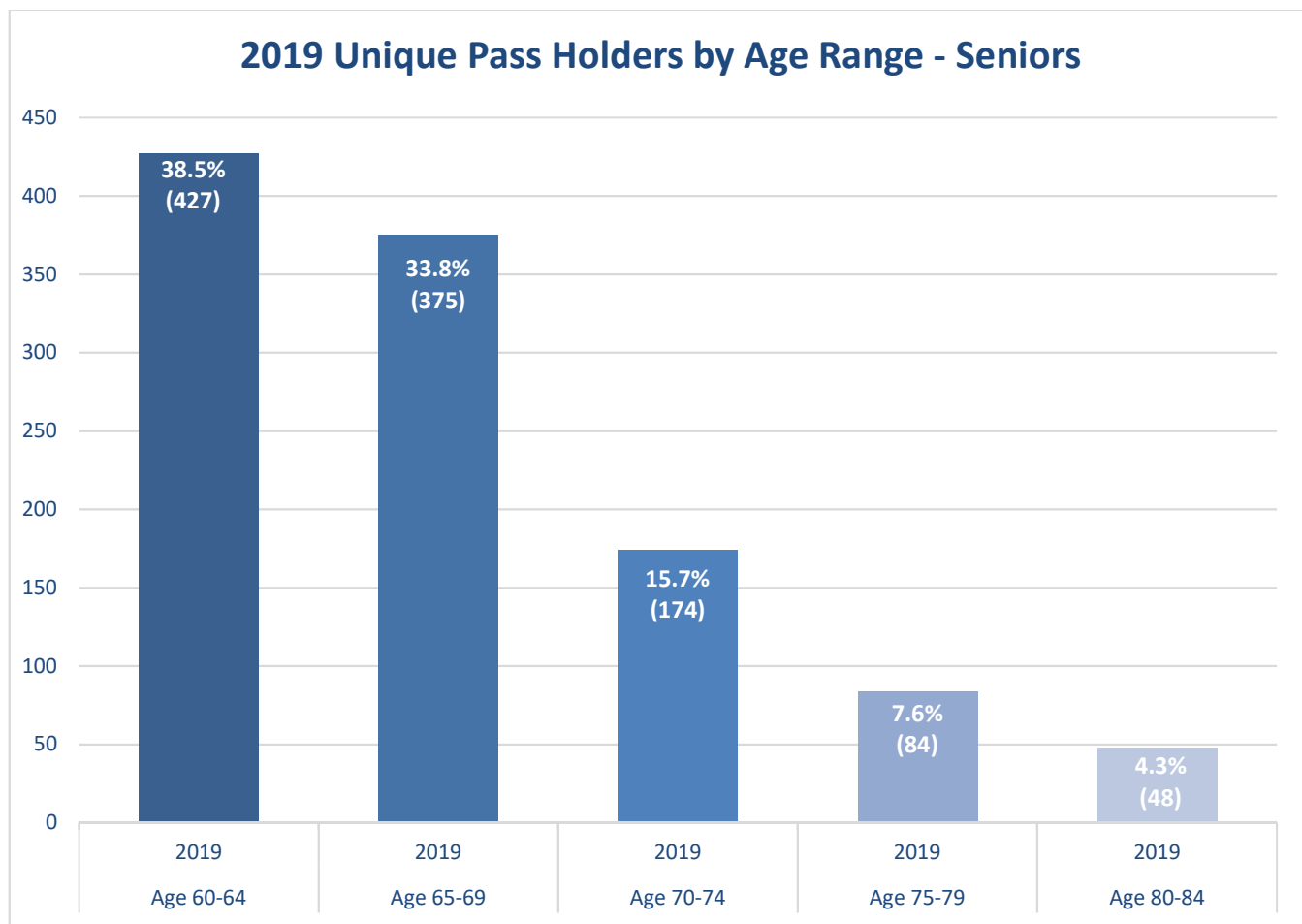
DISCUSSION

The changes requested by Committee are highlighted in yellow in Attachment 2 - the amended Fees and Charges Bylaw Schedule "C" (Parks and Recreation) and are summarized below.

Age Range for Super Senior Fee

Staff previously recommended eliminating the fee for recreation passes and admissions for all individuals aged 85 years and older to further encourage participation and support healthy lifestyles. At the June 22, 2021 Committee of Council meeting staff were directed to assess the impact of expanding this age category to include younger seniors.

To properly understand the number of seniors currently using recreation facilities, that would benefit from a fee adjustment, and the financial impact of expanding the super senior age category, staff reviewed 2019 participation rates for age groupings as shown on the chart below.



Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

As shown in the chart above, participation declines as seniors age. The total revenue for pass sales and admissions for seniors 60-84 years old in 2019 was \$197,600. Currently super seniors 85 and older pay the same fees as children. In 2019 pass sales and drop in admission revenue for the super senior category was \$1,379. Using the percentage breakdown of pass sales by age range to estimate the revenue impact of expanding the super senior age category to include seniors ages 80 and older results in a revenue loss of approximately \$9,873 or more (based on 4.3% of senior's revenue for 2019 added to the super senior revenue). Expanding the super senior age category to include seniors 75 and older would result in a revenue loss of approximately \$24,890.

As shown in the market research highlighted in the June 22, 2021 report to Committee of Council (Attachment 1), a decision to expand the super seniors age range to include either seniors ages 75 and older or 80 and older, will provide seniors free access at a younger age than any neighbouring municipalities. As the full operation of the PCCC, the capacity of the new amenities and the uptake by seniors are unknown at this time, staff recommend expanding the super senior age range to include seniors 80 years and older, to promote healthy aging and supporting ongoing active living. Staff will continue to monitor participation and update Committee on participation rates by seniors 75 and older at PCCC and throughout the City.

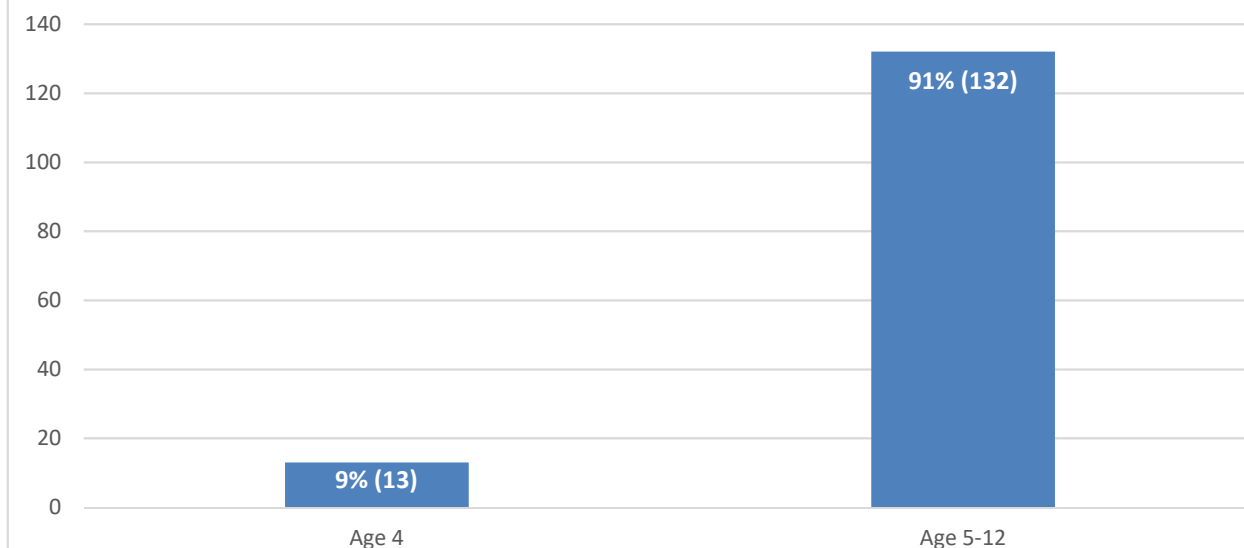
Preschool Fee Age Range

At the June 22, 2021 Committee of Council meeting, staff were directed to assess the impact of expanding the age category of a preschool admission from 0-3 years to 0-4 years. Market research revealed that Vancouver is the only local municipality that has a preschool children age of 0-4 years in their fee structure.

The total revenue for pass sales and admissions for children aged 4 to 12 in 2019 was \$35,726. As shown in the chart below, using the same percentage breakdown by age range as applied to the seniors example, the estimated revenue loss of expanding the preschool age category to include 4 year olds is \$3,215. The financial impact is minimal as families typically participate together using a family pass or family drop-in admission rather than paying a single admission for a 4 year old. Staff recommend adjusting the preschool age range to 0-4 years.

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

2019 Unique Pass Holders by Age Range - Children



Revise Picnic Shelter Fees

Committee requested that the fee structure for picnic shelters include a rate for local youth/school groups. To be consistent with the fee structure for other facility rentals within the bylaw, the fee is calculated on a percentage of the 100% base rate as shown below.

<i>Individuals</i>	<i>2020 Rate</i>	<i>*2021 Rate</i>	<i>Percentage Rate</i>
General Public - Residents	\$70/event	70/event	125%
General Public - Non-Residents	\$85/event	\$84/event	150%

<i>Organizations</i>	<i>2020 Rate</i>	<i>2021 Rate</i>	<i>Percentage Rate</i>
Local Non-Profit - Youth/Schools	\$70/event	\$28/event	50%
Local Non-Profit - Adult	\$70/event	\$56/event	100%
Local Private	\$70/event	\$70/event	125%
Commercial/Non-Resident/Political	\$85/event	\$84/event	150%

**New proposed rates are established on the Local Non-Profit Adult customer type as the base rate.*

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

These new established rental rates are on the lower end of the rates identified in the market comparison. Based on Committee's direction, staff has re-established the new base rate and subsequently implemented the applicable subsidies (see table above). Enabling a new base rate (local adult non-profit rate) will allow a zero increase to the local resident/private rate. Port Coquitlam will be the only jurisdiction that provides local youth/school groups discounted rates, if Committee approves this recommendation.

Fundraising Events

Staff were directed to revise the Fees and Charges Bylaw to permit a group to request reduced or waived fees for an event where all funds raised support a charitable/non-profit organization. In response, staff have provided an additional definition within the Special Incentives section to inform the public that the Recreation Director is authorized to review and reduce or waive fees on a case by case basis:

- **Fundraising Events:** Organizers of an event benefiting a local non-profit community organization or charity that provides community benefit and contributes to a feeling of community identity and spirit, can request a rental fee reduction or fee waiver. The Recreation Director is authorized to waive or reduce fees for rentals identified in the Fees and Charges Schedule C on a case by case basis. Any discount will not apply to extra/miscellaneous fees.

Key Deposit

At the June 22, 2021, Committee of Council meeting, a concern was raised regarding the current key deposit of \$100 for sport field washrooms, suggesting the fee may be a barrier for some community sport volunteer groups and coaches. To date, the key deposit has not been included in the Fees and Charges Schedule C. The \$100 deposit was established over 15 years ago to cover the cost of re-keying a lock (\$50.00 plus tax) and the cost of replacing each medico key (\$18.75 plus tax). These costs do not include staff time.

Staff have had multiple conversations regarding the future direction of re-keying the washrooms and park buildings. Parks staff have explored and experimented with passcodes and keyless entry, however a number of issues were experienced with these options, such as people sharing the passcode with others, and propping the doors with automated locks open and entering the spaces for the night.

Staff recommend the key deposit fee not be included in the bylaw and will bring forward a report recommending a preferred system for community groups to access to park washroom facilities.

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

FINANCIAL IMPLICATIONS


Although revenues are challenging to predict as recreation services are just beginning to be phased back in post COVID-19, the minimum estimated annual revenue loss of the changes to fees, based on 2019 participation rates and fees, are:

- Preschool age range 0-4 years old: \$3,215
- Super Senior rate 80+ years old: \$9,873 estimated minimum revenue reduction per year
- Super Senior rate 75+ years old: \$24,890 estimated minimum revenue reduction per year

If the proposed changes are approved, staff will bring forward a request to reduce budgeted admission and pass revenues during the budget deliberation process.

The impact of fee waivers for charity events and youth/school group reduced fees for picnic shelters will be monitored and is not anticipated to be significant; impacts will be reported within the budget variance process.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Recommend Council approval of the amended Fees and Charges Bylaw Schedule "C" (Parks & Recreation) as outlined in this report.
	2	Direct staff to make further changes prior to bringing the amended Bylaw to Council for first three readings.
	3	Request more information from staff.

ATTACHMENTS

Attachment 1: Report to Committee of Council – June 22, 2021.

Attachment 2: Revised Proposed Fees and Charges Amendment Bylaw No. 4234 (to be effective September 1, 2021)

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

RECOMMENDATION:

That Committee of Council recommend to Council approval of the amended Fees and Charges Bylaw Schedule "C" (Parks & Recreation) that incorporates a zero inflationary fee increase and amends the Super Senior admission and membership fees to \$0.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

In preparation for opening phase two of the Port Coquitlam Community Centre (PCCC), this report recommends that Schedule "C" (Parks and Recreation) of the Fees and Charges Bylaw, 2015, No. 3892 be amended with a zero percent fee increase and several specified modifications to the pricing structure for recreation admissions and facility rentals. An overview of the City's current fees in comparison to market data is provided to support the specific adjustments recommended. Suggested implementation of the revised Schedule C is September 1, 2021. The proposed zero percent increase and specific fee adjustments ensure that low cost and no cost opportunities are provided to enhance accessibility by reducing financial barriers to parks and recreation programs, services and facilities and encourage ongoing active participation in recreation, arts and culture activities by all residents of Port Coquitlam.

BACKGROUND

Fees and charges are reviewed annually, however, the 2020 review was post-poned due to the COVID-19 pandemic. The last Fees and Charges Amendment Bylaw No. 4149 (Schedule "C" - Parks and Recreation) was approved by Council on November 12, 2019.

The Parks and Recreation Department Fees and Charges Policy provides direction as to how fees are calculated and subsidies applied for the programs and services offered. Staff follow this Policy to establish and adjust fees based on the following established criteria:

- The local market including pricing, supply and demand;
- Pricing associated with similar services;
- Inflationary increases and other changes to facility operating costs; and
- The Fees and Charges Policy, as it relates to fees.

Program registration fees are not addressed in this report as these are established, as per the approved Fees and Charges Policy, on the basis of cost recovery and applicable subsidy levels. Requests to adjust or waive facility use or group access fees, such as Dry Grad rentals, are

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

reviewed and approved on a case by case basis, by the Director of Recreation, as outlined in the Fees and Charges Policy. This policy is scheduled to be reviewed and updated in 2022.

DISCUSSION

Financially, the City has taken measures to support residents, user groups and businesses through the COVID-19 pandemic. Access to the City's parks and recreation services has been restricted and is just now increasing with the gradual re-opening of parks and recreation facilities and phasing in of programs and services. In consideration of the extended closures and other impacts of the pandemic, an increase to user admissions and facility fees is not recommended at this time, which is consistent with most local communities.

In preparation for opening Phase 2 of the PCCC, the annual review of fees and charges has been completed with a recommended effective date of September 1, 2021. This report summarizes the updates and amendments to the current Fees and Charges Bylaw.

A number of primary motivators for the proposed changes were identified, which include:

- Improving customer service through updated definitions, revised booking requirements, and inclusion of new facilities and/or facility types;
- Adding PCCC amenities to the current facility inventory;
- Reducing fees for super seniors (85+) to increase participation and reduce barriers; and,
- Consideration of financial hardship due to the COVID-19 pandemic that some families may be facing.

The proposed changes are summarized and are highlighted in yellow on Attachment 1: Fees and Charges Bylaw Schedule "C" (Parks and Recreation) and summarized in the section below.

Zero Inflationary Fee Increase

The Fees and Charges Bylaw was last amended with a two percent increase effective January 1, 2020. As shown on the market rate comparison tables (Attachments 2 & 3), the zero increase to the base rate situates Port Coquitlam in the same position as most communities as the BC COVID Restart Plan is implemented throughout the province. This allows Port Coquitlam residents to resume participation at the same fees paid prior to closures and reductions in service levels.

Any consideration of inflationary increases will follow a comprehensive review, to be conducted this time next year, unless otherwise directed by Committee of Council.

Eliminate the Super Seniors (85+) Admission Fee effective September 1, 2021

A Super Senior rate for admissions and memberships was implemented in 2018 to encourage active aging. The established new fee was equal to the children's rate, which is 50 per cent of the adult admission fee. Previously, seniors over 85 years paid the same rate as all seniors over 60 years, equal to 75 per cent of the adult admission fee.

Fees and Charges Bylaw - Schedule “C” (Parks & Recreation) Amendment

Earlier this year the Financial Assistance Policy was updated. During those discussions with Council, an interest in exploring fee options for seniors 85 years and older was expressed, with the goal of encouraging active participation by individuals in this age category. In 2019 Super Senior passes were purchased by 17 individuals and the number of single admissions sold was 36. Noting that although low income seniors can apply for financial assistance to have the annual pass fee waived, staff recommend eliminating the fee for recreation passes and admissions for all individuals aged 85 years and older to further encourage participation and support healthy lifestyles. Free access for super seniors is currently being considered by several lower mainland municipalities, with the age of 85 or 90 years being the most common.

Personal Assistant Access

A second element that was discussed with Council during the update to the Financial Assistance Policy was access for personal assistants. To provide equitable access to recreation patrons of all abilities, individuals acting as Personal Assistants are granted free access when attending an activity as support for a recreation patron. This has been a long-standing practice in Port Coquitlam, but was not specified previously in the Fees and Charges Schedule C document, rather it was included under the Financial Assistance for Recreation Participants Policy. As part of the Fees and Charges Policy review, staff recommended that Personal Assistant access be included in the next revision of Schedule C as is not subject to financial need. Providing free access to the personal assistant of an individual requiring support to participate in recreation activities is congruent with municipal recreation best practices.

Revise Park Shelter Maximum Rental Hours

In the previous review of Fees and Charges Bylaw Schedule “C”, park shelters were revised from a per event charge to a daily booking rate (10 hours). Over the past year, staff received a number of complaints on the availability of park shelter inventory. Staff are recommending revising the current daily rate from 10 hours to a 4-hour maximum. It is intended that this change will permit greater usage of these popular outdoor facilities. This practice has been piloted during the COVID-19 pandemic and received positive feedback as the majority of families did not desire a full day booking.

Updated Inventory of Facilities

A new sport courts facility type has been added to include various bookable amenities such as: tennis, pickleball and basketball courts.

In addition, a new PCCC Lap Pool rate has been included and pro-rated based on the fee of the regular six lane 25m HC Lap Pool down to a two lane 20m Lap Pool. The 20m Lap Pool can also be split into two single lanes using the same format as what is used for the 25m pools.

Also, new PCCC amenities such as; Arena 1, Mabbett Hall, Arena Meeting Room, Aquatic Activity Room, Gymnasium etc. have been added to the existing inventory of facility types.

Fees and Charges Bylaw - Schedule "C" (Parks & Recreation) Amendment

Housekeeping Updates

The following housekeeping changes have also been included in the proposed Fees and Charges Schedule "C":

Exclude Tax in Listed Price

Under the general notes section, the language has been updated to read more clearly identifying that all listed prices exclude relevant taxes; taxes will be calculated at the time of sale.

Include Sports Equipment Rentals


These items were not included in the prior Fees and Charges Bylaw update and as such are being included as part of this amendment.

Approval of the Fees and Charges Bylaw Schedule "C" prior to the end of July 2021 is recommended in order to include the updates in the marketing and promotion of new amenities at PCCC and to advise user groups of the zero percent inflationary increase in fees.

FINANCIAL IMPLICATIONS

In 2020/2021 the cost of providing recreation services has been impacted by multiple factors including Provincial Health Orders related to the COVID-19 pandemic, a two percent increase in CUPE wages and inflationary increases in supplies, utilities and contract services. Although revenues are challenging to predict as recreation services are just beginning to be phased back in, no significant impact to the 2021 budget is projected as a result of the fee amendments recommended.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Direct staff to send the amended Fees and Charges Bylaw Schedule "C" (Parks & Recreation) to Council recommending approval of a zero inflationary fee increase and a \$0 Super Senior admission and membership fee.
	2	Direct Staff to make further changes prior to sending the Amendment Bylaw for first three readings.
	3	Request more information from staff.

ATTACHMENTS

Att#1: Proposed Fees and Charges Amendment Bylaw No. 4234 (to be effective September 1, 2021)

Att#2: Comparison of Lower Mainland Municipalities' Rental Fees

Att#3: Comparison of Lower Mainland Municipalities' Admissions & Passes

Bylaw No. 4234

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

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FACILITY RENTAL PRICING

Customer Types

General Public - Residents: Individuals residing in Port Coquitlam.

General Public - Non-Residents: Individuals residing outside of Port Coquitlam.

Local Non-Profit Group - Youth/Schools: Registered non-profit groups or charitable status organizations that are primarily youth and at least 75% Port Coquitlam residents. This customer type includes School District #43 schools or any school with a Port Coquitlam address. Sport groups must be a member of Port Coquitlam Sports Alliance Society (PCSA).

Local Non-Profit Group - Adult: Registered non-profit groups or charitable status organizations that are primarily adult and at least 75% Port Coquitlam residents. Sport groups must be a member of PCSA.

Local Private Group: Organizations that do not have non-profit or charitable status documentation but are at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

Commercial/Non-Resident/Political: Organizations that do not have at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

Special Incentives

Community Serving: Local non-profit or charitable status organizations can book a small meeting room at “no charge” for a maximum of two hours, once a week.

Special Event Discount: Facilities reserved for the purpose of tournaments, championships, or City supported events, are eligible to receive a 15% discount from the regular hourly rate for full day rentals (8+ hours). This discount will not be applicable to extra/miscellaneous fees.

General Notes

Damage Deposit: Any rentals may be subject to a damage deposit up to \$500.

Extra Charge: Rentals requiring staffing (wages as specified in the Collective Agreement with CUPE Local 498) and/or waste or resource management are subject to additional charges.

Taxes: All listed prices **exclude relevant taxes, which are calculated at the point of sale.**

Rental Duration: All rentals are reserved for at least 1-hour.

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FEES & CHARGES AMENDMENT BYLAW, 2021

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Multi-Purpose Rooms - Small (1-50 Capacity)

Facilities:

Aggie Park: Meeting Room. **Gates Park:** Meeting Room. **Gathering Place:** Community Room. **Hyde Creek Recreation Centre:** Community Room 2, Community Room 3, Conference Room, Lecture Room, Lobby, Sports Hall, Youth Centre. **Leigh Square:** Bandshell. **Outlet:** Artist in Residence. **Port Coquitlam Community Centre:** Fitness Studio, Games Room, Small Multi-Purpose Room, Spin Studio, Main Lobby Arena Lobby, Concession Landing, Corridor West, Corridor Middle, Corridor East, **Arena Meeting Room, Aquatic Activity Room.**

Note:

Local non-profit or charitable status organizations can book a small meeting room at "no charge" for a maximum of two hours, once a week.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$21.30/hour	\$21.30/hour
General Public - Non-Residents	\$25.60/hour	\$25.60/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$8.55/hour	\$8.55/hour
Local Non-Profit - Adult	\$17.05/hour	\$17.05/hour
Local Private	\$21.30/hour	\$21.30/hour
Commercial/Non-Resident/Political	\$25.60/hour	\$25.60/hour

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FEES & CHARGES AMENDMENT BYLAW, 2021

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Schedule C

Effective: September 1, 2021

Multi-Purpose Rooms - Medium (51-100 Capacity)

Facilities:

- **City Hall:** Council Chambers. **Gathering Place:** Michael Wright Art Gallery. **Hyde Creek Recreation Centre:** Aerobics Studio. **Outlet:** Work Room. **Port Coquitlam Community Centre:** Laking Room, J.B. Young Room, Wilson Lounge.

Note:

- *After hours rentals may be subject to additional charges for facility supervision.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$57.75/hour	\$57.75/hour
General Public - Non-Residents	\$69.30/hour	\$69.30/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$23.10/hour	\$23.10/hour
Local Non-Profit - Adult	\$46.20/hour	\$46.20/hour
Local Private	\$57.75/hour	\$57.75/hour
Commercial/Non-Resident/Political	\$69.30/hour	\$69.30/hour

CITY OF PORT COQUITLAM
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BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Multi-Purpose Rooms - Large (101+ Capacity)

Facilities:

- **Hyde Creek Recreation Centre: Gymnasium. Port Coquitlam Community Centre: Gymnasium, Mabbett Hall.**

Note:

- **Certain PCCC rooms may be divided into halves for approved rentals; each side is rented out at half the price of the entire room.**

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$70.90/hour	\$70.90/hour
General Public - Non-Residents	\$85.05/hour	\$85.05/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$28.35/hour	\$28.35/hour
Local Non-Profit - Adult	\$56.70/hour	\$56.70/hour
Local Private	\$70.90/hour	\$70.90/hour
Commercial/Non-Resident/Political	\$85.05/hour	\$85.05/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

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Schedule C

Effective: September 1, 2021

Park Shelters

Facilities:

- **Castle Park:** Park Shelter. **Lions Park:** Park Shelter. **Peace Park:** Gazebo. **Settlers Park:** Park Shelter.

Note:

- *Park shelters are rented in 4-hour blocks per day. Exceptions may be made for department supported/approved special events.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$70/event	\$60/event
General Public - Non-Residents	\$85/event	\$75/event
Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$70/event	\$60/event
Local Non-Profit - Adult	\$70/event	\$60/event
Local Private	\$70/event	\$60/event
Commercial/Non-Resident/Political	\$85/event	\$75/event

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Arenas - Ice

Facilities:

- **Port Coquitlam Community Centre:** Arena 1 (Blue/Spectator), Arena 2 (Green), Arena 3 (Purple)

Notes:

- *In August, ice rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups.*
- *In addition to the base rental rate, Arena Attendants and/or Skating Instructors are billable for required rentals.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$275.00/hour	\$275.00/hour
General Public - Non-Residents	\$330.00/hour	\$330.00/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$110.00/hour	\$110.00/hour
Local Non-Profit - Adult	\$220.00/hour	\$220.00/hour
Local Private	\$275.00/hour	\$275.00/hour
Commercial/Non-Resident/Political	\$330.00/hour	\$330.00/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Arenas - Dry Floor

Facilities:

- **Port Coquitlam Community Centre:** **Arena 1 (Blue/Spectator)**, Arena 2 (Green), Arena 3 (Purple)

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$104.55/hour	\$104.55/hour
General Public - Non-Residents	\$125.50/hour	\$125.50/hour
Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$41.85/hour	\$41.85/hour
Local Non-Profit - Adult	\$83.65/hour	\$83.65/hour
Local Private	\$104.55/hour	\$104.55/hour
Commercial/Non-Resident/Political	\$125.50/hour	\$125.50/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Fields - Artificial Turf

Facilities:

- **Gates Park:** Artificial Turf 1, Artificial Turf 2

Notes:

- *In July/August, turf rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups*
- *Turf fields may be divided into halves; each side is rented out at half the price of an entire turf field.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$58.75/hour	\$58.75/hour
General Public - Non-Residents	\$70.50/hour	\$70.50/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$23.50/hour	\$23.50/hour
Local Non-Profit - Adult	\$47.00/hour	\$47.00/hour
Local Private	\$58.75/hour	\$58.75/hour
Commercial/Non-Resident/Political	\$70.50/hour	\$70.50/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Fields - Artificial Turf Warm-up

Facility:

- **Gates Park: Artificial Turf Warm-up.**

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$17.05/hour	\$17.05/hour
General Public - Non-Residents	\$20.50/hour	\$20.50/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$6.85/hour	\$6.85/hour
Local Non-Profit - Adult	\$13.65/hour	\$13.65/hour
Local Private	\$17.05/hour	\$17.05/hour
Commercial/Non-Resident/Political	\$20.50/hour	\$20.50/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Fields - A-Level Grass

Facilities:

- **Aggie Park:** 1 Softball Diamond, 1 Soccer Field. **Cedar Park:** 1 Softball Diamond, 1 Baseball Diamond, 1 Soccer Field. **Citadel Middle School:** 1 Baseball Diamond, 1 Softball Diamond, 1 Soccer Field. **E'cole des Pionniers:** 1 Soccer Field. **Evergreen Park:** 1 Softball Diamond, 1 Soccer Field. **Gates Park:** 1 Baseball Diamond, 3 Softball Diamonds, 3 Soccer Fields. **McLean Park:** 4 Softball Diamonds, 1 Soccer Field. **Minnekhada Middle School:** 1 Soccer Field. **Terry Fox Park:** 1 Softball Diamond, 1 Soccer Field. **Thompson Park:** 3 Baseball Diamonds.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$21.45/hour	\$21.45/hour
General Public - Non-Residents	\$25.70/hour	\$25.70/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$8.55/hour	\$8.55/hour
Local Non-Profit - Adult	\$17.15/hour	\$17.15/hour
Local Private	\$21.45/hour	\$21.45/hour
Commercial/Non-Resident/Political	\$25.70/hour	\$25.70/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Fields - B-Level Grass

Facility:

- **Pitt River Middle School: 1 Soccer Field.**

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$16.05/hour	\$16.05/hour
General Public - Non-Residents	\$19.30/hour	\$19.30/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$6.45/hour	\$6.45/hour
Local Non-Profit - Adult	\$12.85/hour	\$12.85/hour
Local Private	\$16.05/hour	\$16.05/hour
Commercial/Non-Resident/Political	\$19.30/hour	\$19.30/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Fields - C-Level Grass

Facilities:

- **Central Elementary School: 2 Baseball Diamonds. Central Park: 1 Baseball Diamond. Sun Valley Park: 1 Baseball Diamond.**

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$9.20/hour	\$9.20/hour
General Public - Non-Residents	\$11.05/hour	\$11.05/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$3.70/hour	\$3.70/hour
Local Non-Profit - Adult	\$7.35/hour	\$7.35/hour
Local Private	\$9.20/hour	\$9.20/hour
Commercial/Non-Resident/Political	\$11.05/hour	\$11.05/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Indoor Pools – Lap (25m)

Facility:

- **Hyde Creek Recreation Centre: Lap Pool.**

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *The Lap Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire six lane 25m pool.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$109.40/hour	\$109.40/hour
General Public - Non-Residents	\$131.25/hour	\$131.25/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$43.75/hour	\$43.75/hour
Local Non-Profit - Adult	\$87.50/hour	\$87.50/hour
Local Private	\$109.40/hour	\$109.40/hour
Commercial/Non-Resident/Political	\$131.25/hour	\$131.25/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Pools – Lap (20m)

Facility:

- **Port Coquitlam Community Centre: Lap Pool (Lanes 1 and 2).**

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- **The PCCC Lap Pool can be divided into two lanes during operating hours; each lane may be rented out at 1/2 the price of the entire two lane 20m lap pool.**

Individuals	2020 Rate	2021 Rate
General Public - Residents	N/A	\$29.20/hour
General Public - Non-Residents	N/A	\$35.00/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	N/A	\$ 11.70/hour
Local Non-Profit - Adult	N/A	\$23.35/hour
Local Private	N/A	\$29.20/hour
Commercial/Non-Resident/Political	N/A	\$35.00/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Indoor Pools - Leisure

Facilities:

Hyde Creek Recreation Centre: Leisure Pool. Port Coquitlam Community Centre: Leisure Pool.

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$94.90/hour	\$94.90/hour
General Public - Non-Residents	\$113.85/hour	\$113.85/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$37.95/hour	\$37.95/hour
Local Non-Profit - Adult	\$75.90/hour	\$75.90/hour
Local Private	\$94.90/hour	\$94.90/hour
Commercial/Non-Resident/Political	\$113.85/hour	\$113.85/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Outdoor Pools

Facilities:

- **Aggie Park:** Centennial Pool. **Robert Hope Park:** Outdoor Pool.

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *Rentals outside of regular hours may be subject to extra fees for opening/closing the outdoor pool.*
- *Centennial Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire pool.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$45.50/hour	\$45.50/hour
General Public - Non-Residents	\$54.60/hour	\$54.60/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$18.20/hour	\$18.20/hour
Local Non-Profit - Adult	\$36.40/hour	\$36.40/hour
Local Private	\$45.50/hour	\$45.50/hour
Commercial/Non-Resident/Political	\$54.60/hour	\$54.60/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Outdoor Pools - Wading

Facilities:

- **Routley Pool:** Wading Pool. **Sun Valley Park:** Wading Pool.

Note:

- In addition to the base rental rate below, one Aquatic Leader is **required**.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$44.25/hour	\$44.25/hour
General Public - Non-Residents	\$53.10/hour	\$53.10/hour
Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$17.70/hour	\$17.70/hour
Local Non-Profit - Adult	\$35.40/hour	\$35.40/hour
Local Private	\$44.25/hour	\$44.25/hour
Commercial/Non-Resident/Political	\$53.10/hour	\$53.10/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Outdoor Lacrosse Boxes

Facilities:

- **Minnekhada School:** Lacrosse Box. **Rowland Park:** Lacrosse Box. **Terry Fox Park:** Lacrosse Box.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$19.75/hour	\$19.75/hour
General Public - Non-Residents	\$23.70/hour	\$23.70/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$7.90/hour	\$7.90/hour
Local Non-Profit - Adult	\$15.80/hour	\$15.80/hour
Local Private	\$19.75/hour	\$19.75/hour
Commercial/Non-Resident/Political	\$23.70/hour	\$23.70/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Sport Courts

Facilities:

- **Gates Park: Tennis Courts 1-6. Terry Fox Park: Tennis Courts 1-4. Port Coquitlam Community Centre: Basketball Court, Pickleball Courts 1-4.**

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$6.40/hour	\$6.40/hour
General Public - Non-Residents	\$7.65/hour	\$7.65/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$2.55/hour	\$2.55/hour
Local Non-Profit - Adult	\$5.10/hour	\$5.10/hour
Local Private	\$6.40/hour	\$6.40/hour
Commercial/Non-Resident/Political	\$7.65/hour	\$7.65/hour

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Miscellaneous Items

Notes:

- ***The following fees may apply to rentals as needed.***

Extra Fees	2020 Rate	2021 Rate
Outdoor Event with Alcohol	\$157.75/day	\$157.75/day
Banners on Underpass - Local Non-Profit Groups	\$57.85/week	\$57.85/week
Banners on Underpass - Other Customer Types	\$113.40/week	\$113.40/week
Kitchen Rental (Gathering Place)	\$34.70/event	\$34.70/event
Commercial Kitchen Rental (Port Coquitlam Community Centre)	\$90.85/event	\$90.85/event
<i>* Pre-Approval Required</i>		
Clean-up Charge	\$68.15/event	\$68.15/event
Damage Deposit	\$500.00/event	\$500.00/event
Set-Up Charge - Tables & Chairs for 1-100 people	\$68.15/event	\$68.15/event
Set-Up Charge - Tables & Chairs for 101-199 people	\$136.30/event	\$136.30/event
Set-Up Charge - Tables & Chairs for 200-300 people	\$181.70/event	\$181.70/event
Set-Up Charge - City Owned Stage	\$90.85/event	\$90.85/event
<i>* Pre-Approval Required</i>		

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

ADMISSIONS PRICING

ONE CITY: includes access (excluding registered programs) to drop-in programs, indoor and outdoor swimming pools, fitness areas, and arenas.

VISIT PASS: 10 and 20 visit passes are redeemed as one admission per scan (e.g. if a customer scans a pass at Hyde Creek Recreation Centre to swim and then visits the Port Coquitlam Community Centre to skate, the member would redeem two visits).

- 10-visit pass is based on the cost of 9 single admissions (10% discount).
- 20-visit pass is based on the cost of 16 single admissions (20% discount).

MONTHLY PASS: monthly commitment, auto-renews until deactivation is requested.

- Based on the cost of 9 single admissions (10% discount).

ANNUAL PASS: commitment of one year.

- Price is calculated at 9x the monthly rate (25% discount).

FAMILY: Price is calculated at the rate of one adult and two children, with the exception of the Family Outdoor Summer Pool Pass, which is calculated as one adult and one child.

PERSONAL ASSISTANT: an individual who is attending an activity as a personal assistant to provide support for a recreation patron and does not pay a fee. This practice ensures equitable access for patrons of all abilities and it is not subject to financial need.

Passes & Admissions

Child (4-12)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$3.10	\$3.10
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Outdoor Summer Pool Pass	\$19.05	\$19.05
10-Visit Pass	\$27.90	\$27.90
20-Visit Pass	\$49.60	\$49.60
One City Monthly Pass	\$27.90	\$27.90
One City Annual Pass	\$251.10	\$251.10

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Youth/Young Adult (13-24)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$4.65	\$4.65
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Outdoor Summer Pool Pass	\$19.05	\$19.05
Youth Access Annual Membership	\$15.30	\$15.30
10-Visit Pass	\$41.85	\$41.85
20-Visit Pass	\$74.40	\$74.40
One City Monthly Pass	\$41.85	\$41.85
One City Annual Pass	\$376.65	\$376.65

Adult (25-59)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$6.20	\$6.20
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
10-Visit Pass	\$55.80	\$55.80
20-Visit Pass	\$99.20	\$99.20
One City Monthly Pass	\$55.80	\$55.80
One City Annual Pass	\$502.20	\$502.20

Senior (60-84)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$4.65	\$4.65
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Wilson Centre Annual Membership	\$19.15	\$19.15
10-Visit Pass	\$41.85	\$41.85
20-Visit Pass	\$74.40	\$74.40
One City Monthly Pass	\$41.85	\$41.85

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

One City Annual Pass	\$372.42	\$376.65
Super Senior (85+)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$3.10	\$0.00
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$0.00
Wilson Centre Annual Membership	\$19.15	\$0.00
10-Visit Pass	\$27.90	\$0.00
20-Visit Pass	\$49.60	\$0.00
One City Monthly Pass	\$27.90	\$0.00
One City Annual Pass	\$251.10	\$0.00
Family	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$12.40	\$12.40
Single Admission - Outdoor Pools (CE, RH)	\$5.70	\$5.70
Outdoor Summer Pool Pass	\$38.10	\$38.10
10-Visit Pass	\$111.60	\$111.60
20-Visit Pass	\$198.40	\$198.40
One City Monthly Pass	\$111.60	\$111.60
One City Annual Pass	\$1,004.40	\$1,004.40

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

Sports Equipment Rentals

Child (4-12)	2020 Rate	2021 Rate
Skate Rental	\$3.10	\$3.10
Skate Rental – 10 Pass	\$31.68	\$31.70
Helmet Rental	\$2.10	\$2.10
Helmet Rental – 10 Pass	\$18.90	\$18.90
Skate Sharpening	\$5.71	\$5.75
Skate Sharpening – 10 Pass	\$51.39	\$51.40

PoCo Proposed Facility Rental Market Comparison

Multi-Purpose Room - Small (1-50)	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg.
Local NP Group - Youth/Schools	\$8.55	\$9.00	\$9.01	\$0.00	\$12.00	\$7.50	114%
Local NP Group - Adult	\$17.05	\$9.00	\$13.52	\$12.86	\$12.00	\$11.85	144%
Local Private Group	\$21.30	\$35.50	\$22.53	\$12.86	\$20.00	\$22.72	94%
Commercial/Non-Res/Political	\$25.60	\$48.25	\$27.67	\$39.05	\$30.00	\$36.24	71%

Multi-Purpose Room - Medium (51-100)	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg.
Local NP Group - Youth/Schools	\$23.10	\$9.50	\$13.94	\$26.00	\$17.00	\$16.61	139%
Local NP Group - Adult	\$46.20	\$9.50	\$20.91	\$26.00	\$17.00	\$18.35	252%
Local Private Group	\$57.75	\$38.50	\$34.85	\$26.00	\$34.00	\$33.34	173%
Commercial/Non-Res/Political	\$69.30	\$52.00	\$45.36	\$78.00	\$50.00	\$56.34	123%

Multi-Purpose Room - Large (101+)	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg.
Local NP Group - Youth/Schools	\$28.35	\$39.75	\$49.35	\$40.24	\$40.00	\$42.34	67%
Local NP Group - Adult	\$56.70	\$39.75	\$74.02	\$40.24	\$40.00	\$48.50	117%
Local Private Group	\$70.90	\$155.00	\$123.37	\$40.24	\$95.00	\$103.40	69%
Commercial/Non-Res/Political	\$85.05	\$238.00	\$132.64	\$120.95	\$120.00	\$152.90	56%

Park Shelters	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Average	Compared to Avg.
Local NP Group - Youth/Schools	\$70.00	\$107.00	\$70.00	\$62.86	\$79.70	\$79.89	88%
Local NP Group - Adult	\$70.00	\$107.00	\$70.00	\$62.86	\$79.70	\$79.89	88%
Local Private Group	\$70.00	\$107.00	\$70.00	\$62.86	\$79.70	\$79.89	88%
Commercial/Non-Res/Political	\$85.00	\$107.00	\$70.00	\$62.86	\$79.70	\$79.89	106%

Arena - Ice	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg.
Local NP Group - Youth/Schools	\$110.00	\$104.00	\$110.34	\$308.57	\$127.40	\$162.58	68%
Local NP Group - Adult	\$220.00	\$154.00	\$165.50	\$308.57	\$127.40	\$188.87	116%
Local Private Group	\$275.00	\$303.00	\$275.84	\$308.57	\$304.65	\$298.02	92%
Commercial/Non-Res/Political	\$330.00	\$303.00	\$295.04	\$308.57	\$304.65	\$302.82	109%

Arena - Dry Floor	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg.
Local NP Group - Youth/Schools	\$41.85	\$44.50	\$44.03	\$162.86	\$46.65	\$74.51	56%
Local NP Group - Adult	\$83.65	\$53.10	\$66.05	\$162.86	\$46.65	\$82.17	102%
Local Private Group	\$104.55	\$103.00	\$110.08	\$325.71	\$98.40	\$159.30	66%
Commercial/Non-Res/Political	\$125.50	\$103.00	\$131.85	\$325.71	\$103.65	\$166.05	76%

PoCo Proposed Facility Rental Market Comparison

Artificial Turf Fields	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$23.50	\$0.00	\$0.00	\$22.86	\$16.80	\$9.92	237%
Local NP Group - Adult	\$47.00	\$41.00	\$12.70	\$45.71	\$40.65	\$35.02	134%
Local Private Group	\$58.75	\$60.00	\$22.07	\$45.71	\$50.00	\$44.45	132%
Commercial/Non-Res/Political	\$70.50	\$65.00	\$26.48	\$91.43	\$60.00	\$60.73	116%

Artificial Turf Warm-Up Fields	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$6.85						
Local NP Group - Adult	\$13.65						
Local Private Group	\$17.05						
Commercial/Non-Res/Political	\$20.50						

"A" Level Fields	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Nov 2018)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$8.55	\$0.00	\$0.00	\$0.00	\$0.95	\$0.24	3600%
Local NP Group - Adult	\$17.15	\$9.50	\$12.70	\$11.43	\$15.95	\$12.40	138%
Local Private Group	\$21.45	\$26.75	\$22.07	\$11.43	\$15.95	\$19.05	113%
Commercial/Non-Res/Political	\$25.70	\$32.00	\$26.48	\$22.86	\$15.95	\$24.32	106%

"B" Level Fields	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$6.45	\$0.00	\$0.00	\$0.00	\$0.90	\$0.23	2867%
Local NP Group - Adult	\$12.85	\$9.50	\$16.44	\$11.43	\$2.50	\$9.97	129%
Local Private Group	\$16.05	\$26.75	\$16.44	\$11.43	\$16.05	\$17.67	91%
Commercial/Non-Res/Political	\$19.30	\$32.00	\$19.73	\$22.86	\$21.40	\$24.00	80%

"C" Level Fields	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$3.70	\$0.00	\$0.00	\$0.00	\$0.90	\$0.23	1644%
Local NP Group - Adult	\$7.35	\$9.50	\$0.00	\$11.43	\$2.50	\$5.86	125%
Local Private Group	\$9.20	\$26.75	\$5.49	\$11.43	\$16.05	\$14.93	62%
Commercial/Non-Res/Political	\$11.05	\$32.00	\$6.59	\$22.86	\$21.40	\$20.71	53%

Indoor Pools - Lap (+ Aquatic Leaders)	PoCo (Jan 2021)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$43.75	\$52.50	\$26.75			\$39.63	110%
Local NP Group - Adult	\$87.50	\$52.50	\$40.13			\$46.32	189%
Local Private Group	\$109.40	\$133.50	\$66.88			\$100.19	109%
Commercial/Non-Res/Political	\$131.25	\$184.50	\$68.14			\$126.32	104%

PoCo Proposed Membership and Admission Market Comparison

Children (4-12)	PoCo (Jan 2020)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (2021)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$3.10	\$3.19	\$2.90	\$3.25	\$2.70	\$3.01	103%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$1.76	\$1.90	\$2.70	\$2.07	92%
Outdoor Annual Pool Pass	\$19.05		\$31.68		\$20.00	\$25.84	74%
10 Visit Pass	\$27.90	\$25.52	\$26.10	\$26.00	\$18.10	\$23.93	117%
20 Visit Pass	\$49.60		\$46.40			\$46.40	107%
All Inclusive Monthly Membership	\$27.90	\$29.25	\$26.10	\$29.25		\$28.20	99%
All Inclusive Annual Membership	\$251.10	\$231.00	\$261.00	\$257.40		\$249.80	101%

Youth (13-18)	PoCo (Jan 2020)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (2021)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$4.65	\$4.76	\$3.90	\$4.29	\$3.35	\$4.08	114%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$2.37	\$1.90	\$3.35	\$2.38	80%
Outdoor Annual Pool Pass	\$19.05		\$42.66		\$20.00	\$31.33	61%
10 Visit Pass	\$41.85	\$38.08	\$35.10	\$34.28	\$20.10	\$31.89	131%
20 Visit Pass	\$74.40		\$62.40			\$62.40	119%
All Inclusive Monthly Membership	\$41.85	\$44.00	\$35.10	\$38.57		\$39.22	107%
All Inclusive Annual Membership	\$376.65	\$346.00	\$351.00	\$339.43		\$345.48	109%

Adult (19-59)	PoCo (Jan 2020)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (2021)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$6.20	\$6.33	\$5.70	\$6.19	\$4.35	\$5.64	110%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$3.03	\$1.90	\$4.35	\$2.80	68%
10 Visit Pass	\$55.80	\$50.64	\$51.30	\$49.52		\$50.49	111%
20 Visit Pass	\$99.20		\$91.20		\$28.15	\$59.68	166%
All Inclusive Monthly Membership	\$55.80	\$58.75	\$51.30	\$55.71		\$55.25	101%
All Inclusive Annual Membership	\$502.20	\$462.00	\$513.00	\$490.48		\$488.49	103%

Senior (60-84)	PoCo (Jan 2020)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (2021)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$4.65	\$4.76	\$3.90	\$4.52	\$3.35	\$4.13	113%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$2.37	\$1.90	\$3.35	\$2.38	80%
10 Visit Pass	\$41.85	\$38.08	\$35.10	\$36.19		\$36.46	115%
20 Visit Pass	\$74.40		\$62.40		\$20.10	\$41.25	180%
All Inclusive Monthly Membership	\$41.85	\$44.00	\$35.10	\$40.71		\$39.94	105%
All Inclusive Annual Membership	\$376.65	\$346.00	\$351.00	\$358.29		\$351.76	107%

Super Senior (85+)	PoCo (Jan 2020)	Coquitlam (Jan 2021)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (2021)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$0.00	\$3.19	\$3.90	\$4.52	\$3.35	\$3.74	0%
Single Admission - Outdoor Pools (CE, RH)	\$0.00	\$1.90	\$2.37	\$1.90	\$3.35	\$2.38	0%
10 Visit Pass	\$0.00	\$25.52	\$35.10	\$36.19		\$32.27	0%
20 Visit Pass	\$0.00		\$62.40		\$20.10	\$41.25	0%

PoCo Proposed Membership and Admission Market Comparison

All Inclusive Monthly Membership	\$0.00	\$29.25	\$35.10	\$40.71		\$35.02	0%
All Inclusive Annual Membership	\$0.00	\$231.00	\$351.00	\$358.29		\$313.43	0%

Family	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (2021)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$12.40		\$10.44		\$8.55	\$9.50	131%
Single Admission - Outdoor Pools (CE, RH)	\$5.71		\$6.68			\$6.68	86%
Outdoor Annual Pool Pass	\$38.10		\$120.24			\$120.24	32%
10 Visit Pass	\$111.60		\$98.50			\$98.50	113%
20 Visit Pass	\$198.40		\$167.20			\$167.20	119%
All Inclusive Monthly Membership	\$111.60		\$98.46			\$98.46	113%
All Inclusive Annual Membership	\$1,004.40		\$984.60			\$984.60	102%

Other/Misc	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jul 2020)	New West (Jan 2021)	Port Moody (2021)	Neighbor Average	Compared to Avg
Corpfir 1 Month	\$ 33.00		\$ 41.45			\$37.23	89%

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

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FACILITY RENTAL PRICING

Customer Types

General Public - Residents: Individuals residing in Port Coquitlam.

General Public - Non-Residents: Individuals residing outside of Port Coquitlam.

Local Non-Profit Group - Youth/Schools: Registered non-profit groups or charitable status organizations that are primarily youth and at least 75% Port Coquitlam residents. This customer type includes School District #43 schools or any school with a Port Coquitlam address. Sport groups must be a member of Port Coquitlam Sports Alliance Society (PCSA).

Local Non-Profit Group - Adult: Registered non-profit groups or charitable status organizations that are primarily adult and at least 75% Port Coquitlam residents. Sport groups must be a member of PCSA.

Local Private Group: Organizations that do not have non-profit or charitable status documentation but are at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

Commercial/Non-Resident/Political: Organizations that do not have at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

Special Incentives

Community Serving: Local non-profit or charitable status organizations can book a small meeting room at “no charge” for a maximum of two hours, once a week.

Special Event Discount: Facilities reserved tournaments, championships, or City supported events, are eligible to receive a 15% discount from the regular hourly rate for full day rentals (8+ hours). This discount will not be applicable to extra/miscellaneous fees.

Fundraising Events: An event benefiting a local non-profit community organization or charity that provides community benefit and contributes to a feeling of community identity and spirit, can request a rental fee reduction or fee waiver. The Recreation Director is authorized to waive or reduce fees for rentals identified in the Fees and Charges Schedule on a case by case basis. Any discount will not apply to extra/miscellaneous fees.

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General Notes

Damage Deposit: Any rentals may be subject to a damage deposit up to \$500.

Extra Charge: Rentals requiring staffing (wages as specified in the Collective Agreement with CUPE Local 498) and/or waste or resource management are subject to additional charges.

Taxes: All listed prices exclude relevant taxes, which are calculated at the point of sale.

Rental Duration: All rentals are reserved for at least 1-hour.

CITY OF PORT COQUITLAM

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Multi-Purpose Rooms - Small (1-50 Capacity)

Facilities:

Aggie Park: Meeting Room. **Gates Park:** Meeting Room. **Gathering Place:** Community Room. **Hyde Creek Recreation Centre:** Community Room 2, Community Room 3, Conference Room, Lecture Room, Lobby, Sports Hall, Youth Centre. **Leigh Square:** Bandshell. **Outlet:** Artist in Residence. **Port Coquitlam Community Centre:** Fitness Studio, Games Room, Small Multi-Purpose Room, Spin Studio, Main Lobby Arena Lobby, Concession Landing, Corridor West, Corridor Middle, Corridor East, Arena Meeting Room, Aquatic Activity Room.

Note:

Local non-profit or charitable status organizations can book a small meeting room at “no charge” for a maximum of two hours, once a week.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$21.30/hour	\$21.30/hour
General Public - Non-Residents	\$25.60/hour	\$25.60/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$8.55/hour	\$8.55/hour
Local Non-Profit - Adult	\$17.05/hour	\$17.05/hour
Local Private	\$21.30/hour	\$21.30/hour
Commercial/Non-Resident/Political	\$25.60/hour	\$25.60/hour

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Effective: September 1, 2021

Multi-Purpose Rooms - Medium (51-100 Capacity)

Facilities:

- **City Hall:** Council Chambers. **Gathering Place:** Michael Wright Art Gallery. **Hyde Creek Recreation Centre:** Aerobics Studio. **Outlet:** Work Room. **Port Coquitlam Community Centre:** Laking Room, J.B. Young Room, Wilson Lounge.

Note:

- *After hours rentals may be subject to additional charges for facility supervision.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$57.75/hour	\$57.75/hour
General Public - Non-Residents	\$69.30/hour	\$69.30/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$23.10/hour	\$23.10/hour
Local Non-Profit - Adult	\$46.20/hour	\$46.20/hour
Local Private	\$57.75/hour	\$57.75/hour
Commercial/Non-Resident/Political	\$69.30/hour	\$69.30/hour

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Multi-Purpose Rooms - Large (101+ Capacity)

Facilities:

- **Hyde Creek Recreation Centre: Gymnasium. Port Coquitlam Community Centre: Gymnasium, Mabbett Hall.**

Note:

- *Certain PCCC rooms may be divided into halves for approved rentals; each side is rented out at half the price of the entire room.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$70.90/hour	\$70.90/hour
General Public - Non-Residents	\$85.05/hour	\$85.05/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$28.35/hour	\$28.35/hour
Local Non-Profit - Adult	\$56.70/hour	\$56.70/hour
Local Private	\$70.90/hour	\$70.90/hour
Commercial/Non-Resident/Political	\$85.05/hour	\$85.05/hour

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Park Shelters

Facilities:

- **Castle Park:** Park Shelter. **Lions Park:** Park Shelter. **Peace Park:** Gazebo. **Settlers Park:** Park Shelter.

Note:

- *Park shelters are rented in 4-hour blocks per day. Exceptions may be made for department supported/approved special events.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$70/event	\$70/event
General Public - Non-Residents	\$85/event	\$84/event

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$70/event	\$28/event
Local Non-Profit - Adult	\$70/event	\$56/event
Local Private	\$70/event	\$70/event
Commercial/Non-Resident/Political	\$85/event	\$84/event

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Effective: September 1, 2021

Arenas - Ice

Facilities:

- **Port Coquitlam Community Centre:** Arena 1 (Blue/Spectator), Arena 2 (Green), Arena 3 (Purple)

Notes:

- *In August, ice rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups.*
- *In addition to the base rental rate, Arena Attendants and/or Skating Instructors are billable for required rentals.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$275.00/hour	\$275.00/hour
General Public - Non-Residents	\$330.00/hour	\$330.00/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$110.00/hour	\$110.00/hour
Local Non-Profit - Adult	\$220.00/hour	\$220.00/hour
Local Private	\$275.00/hour	\$275.00/hour
Commercial/Non-Resident/Political	\$330.00/hour	\$330.00/hour

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Effective: September 1, 2021

Arenas - Dry Floor

Facilities:

- **Port Coquitlam Community Centre:** Arena 1 (Blue/Spectator), Arena 2 (Green), Arena 3 (Purple)

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$104.55/hour	\$104.55/hour
General Public - Non-Residents	\$125.50/hour	\$125.50/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$41.85/hour	\$41.85/hour
Local Non-Profit - Adult	\$83.65/hour	\$83.65/hour
Local Private	\$104.55/hour	\$104.55/hour
Commercial/Non-Resident/Political	\$125.50/hour	\$125.50/hour

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Schedule C

Effective: September 1, 2021

Fields - Artificial Turf

Facilities:

- **Gates Park:** Artificial Turf 1, Artificial Turf 2

Notes:

- *In July/August, turf rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups*
- *Turf fields may be divided into halves; each side is rented out at half the price of an entire turf field.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$58.75/hour	\$58.75/hour
General Public - Non-Residents	\$70.50/hour	\$70.50/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$23.50/hour	\$23.50/hour
Local Non-Profit - Adult	\$47.00/hour	\$47.00/hour
Local Private	\$58.75/hour	\$58.75/hour
Commercial/Non-Resident/Political	\$70.50/hour	\$70.50/hour

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Effective: September 1, 2021

Fields - Artificial Turf Warm-up

Facility:

- **Gates Park:** Artificial Turf Warm-up.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$17.05/hour	\$17.05/hour
General Public - Non-Residents	\$20.50/hour	\$20.50/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$6.85/hour	\$6.85/hour
Local Non-Profit - Adult	\$13.65/hour	\$13.65/hour
Local Private	\$17.05/hour	\$17.05/hour
Commercial/Non-Resident/Political	\$20.50/hour	\$20.50/hour

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Effective: September 1, 2021

Fields - A-Level Grass

Facilities:

- **Aggie Park:** 1 Softball Diamond, 1 Soccer Field. **Cedar Park:** 1 Softball Diamond, 1 Baseball Diamond, 1 Soccer Field. **Citadel Middle School:** 1 Baseball Diamond, 1 Softball Diamond, 1 Soccer Field. **E'cole des Pionniers:** 1 Soccer Field. **Evergreen Park:** 1 Softball Diamond, 1 Soccer Field. **Gates Park:** 1 Baseball Diamond, 3 Softball Diamonds, 3 Soccer Fields. **McLean Park:** 4 Softball Diamonds, 1 Soccer Field. **Minnekhada Middle School:** 1 Soccer Field. **Terry Fox Park:** 1 Softball Diamond, 1 Soccer Field. **Thompson Park:** 3 Baseball Diamonds.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$21.45/hour	\$21.45/hour
General Public - Non-Residents	\$25.70/hour	\$25.70/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$8.55/hour	\$8.55/hour
Local Non-Profit - Adult	\$17.15/hour	\$17.15/hour
Local Private	\$21.45/hour	\$21.45/hour
Commercial/Non-Resident/Political	\$25.70/hour	\$25.70/hour

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Schedule C

Effective: September 1, 2021

Fields - B-Level Grass

Facility:

- ***Pitt River Middle School: 1 Soccer Field.***

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$16.05/hour	\$16.05/hour
General Public - Non-Residents	\$19.30/hour	\$19.30/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$6.45/hour	\$6.45/hour
Local Non-Profit - Adult	\$12.85/hour	\$12.85/hour
Local Private	\$16.05/hour	\$16.05/hour
Commercial/Non-Resident/Political	\$19.30/hour	\$19.30/hour

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Effective: September 1, 2021

Fields - C-Level Grass

Facilities:

- **Central Elementary School:** 2 Baseball Diamonds. **Central Park:** 1 Baseball Diamond. **Sun Valley Park:** 1 Baseball Diamond.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$9.20/hour	\$9.20/hour
General Public - Non-Residents	\$11.05/hour	\$11.05/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$3.70/hour	\$3.70/hour
Local Non-Profit - Adult	\$7.35/hour	\$7.35/hour
Local Private	\$9.20/hour	\$9.20/hour
Commercial/Non-Resident/Political	\$11.05/hour	\$11.05/hour

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Effective: September 1, 2021

Indoor Pools – Lap (25m)

Facility:

- **Hyde Creek Recreation Centre: Lap Pool.**

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *The Lap Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire six lane 25m pool.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$109.40/hour	\$109.40/hour
General Public - Non-Residents	\$131.25/hour	\$131.25/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$43.75/hour	\$43.75/hour
Local Non-Profit - Adult	\$87.50/hour	\$87.50/hour
Local Private	\$109.40/hour	\$109.40/hour
Commercial/Non-Resident/Political	\$131.25/hour	\$131.25/hour

CITY OF PORT COQUITLAM

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Effective: September 1, 2021

Pools – Lap (20m)

Facility:

- **Port Coquitlam Community Centre: Lap Pool (Lanes 1 and 2).**

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *The PCCC Lap Pool can be divided into two lanes during operating hours; each lane may be rented out at 1/2 the price of the entire two lane 20m lap pool.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	N/A	\$29.20/hour
General Public - Non-Residents	N/A	\$35.00/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	N/A	\$ 11.70/hour
Local Non-Profit - Adult	N/A	\$23.35/hour
Local Private	N/A	\$29.20/hour
Commercial/Non-Resident/Political	N/A	\$35.00/hour

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Indoor Pools - Leisure

Facilities:

Hyde Creek Recreation Centre: Leisure Pool. Port Coquitlam Community Centre: Leisure Pool.

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*

- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$94.90/hour	\$94.90/hour
General Public - Non-Residents	\$113.85/hour	\$113.85/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$37.95/hour	\$37.95/hour
Local Non-Profit - Adult	\$75.90/hour	\$75.90/hour
Local Private	\$94.90/hour	\$94.90/hour
Commercial/Non-Resident/Political	\$113.85/hour	\$113.85/hour

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Outdoor Pools

Facilities:

- **Aggie Park:** Centennial Pool. **Robert Hope Park:** Outdoor Pool.

Notes:

- *In addition to the base rental rate:*
 - *two Aquatic Leaders are required for attendance levels of 1-40*
 - *three Aquatic Leaders are required for attendance levels of 41-80*
 - *four Aquatic Leaders are required for attendance levels of 81-120*
 - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *Rentals outside of regular hours may be subject to extra fees for opening/closing the outdoor pool.*
- *Centennial Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire pool.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$45.50/hour	\$45.50/hour
General Public - Non-Residents	\$54.60/hour	\$54.60/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$18.20/hour	\$18.20/hour
Local Non-Profit - Adult	\$36.40/hour	\$36.40/hour
Local Private	\$45.50/hour	\$45.50/hour
Commercial/Non-Resident/Political	\$54.60/hour	\$54.60/hour

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Outdoor Pools - Wading

Facilities:

- **Routley Pool:** Wading Pool. **Sun Valley Park:** Wading Pool.

Note:

- *In addition to the base rental rate below, one Aquatic Leader is required.*

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$44.25/hour	\$44.25/hour
General Public - Non-Residents	\$53.10/hour	\$53.10/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$17.70/hour	\$17.70/hour
Local Non-Profit - Adult	\$35.40/hour	\$35.40/hour
Local Private	\$44.25/hour	\$44.25/hour
Commercial/Non-Resident/Political	\$53.10/hour	\$53.10/hour

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Outdoor Lacrosse Boxes

Facilities:

- **Minnekhada School:** Lacrosse Box. **Rowland Park:** Lacrosse Box. **Terry Fox Park:** Lacrosse Box.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$19.75/hour	\$19.75/hour
General Public - Non-Residents	\$23.70/hour	\$23.70/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$7.90/hour	\$7.90/hour
Local Non-Profit - Adult	\$15.80/hour	\$15.80/hour
Local Private	\$19.75/hour	\$19.75/hour
Commercial/Non-Resident/Political	\$23.70/hour	\$23.70/hour

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Sport Courts

Facilities:

- **Gates Park:** Tennis Courts 1-6. **Terry Fox Park:** Tennis Courts 1-4. **Port Coquitlam Community Centre:** Basketball Court, Pickleball Courts 1-4.

Individuals	2020 Rate	2021 Rate
General Public - Residents	\$6.40/hour	\$6.40/hour
General Public - Non-Residents	\$7.65/hour	\$7.65/hour

Organizations	2020 Rate	2021 Rate
Local Non-Profit - Youth/Schools	\$2.55/hour	\$2.55/hour
Local Non-Profit - Adult	\$5.10/hour	\$5.10/hour
Local Private	\$6.40/hour	\$6.40/hour
Commercial/Non-Resident/Political	\$7.65/hour	\$7.65/hour

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Miscellaneous Items

Notes:

- ***The following fees may apply to rentals as needed.***

Extra Fees	2020 Rate	2021 Rate
Outdoor Event with Alcohol	\$157.75/day	\$157.75/day
Banners on Underpass - Local Non-Profit Groups	\$57.85/week	\$57.85/week
Banners on Underpass - Other Customer Types	\$113.40/week	\$113.40/week
Kitchen Rental (Gathering Place)	\$34.70/event	\$34.70/event
Commercial Kitchen Rental (Port Coquitlam Community Centre)	\$90.85/event	\$90.85/event
<i>* Pre-Approval Required</i>		
Clean-up Charge	\$68.15/event	\$68.15/event
Damage Deposit	\$500.00/event	\$500.00/event
Set-Up Charge - Tables & Chairs for 1-100 people	\$68.15/event	\$68.15/event
Set-Up Charge - Tables & Chairs for 101-199 people	\$136.30/event	\$136.30/event
Set-Up Charge - Tables & Chairs for 200-300 people	\$181.70/event	\$181.70/event
Set-Up Charge - City Owned Stage	\$90.85/event	\$90.85/event
<i>* Pre-Approval Required</i>		

CITY OF PORT COQUITLAM
FEES & CHARGES AMENDMENT BYLAW, 2021

BYLAW NO. 4234
Schedule C

Effective: September 1, 2021

ADMISSIONS PRICING

ONE CITY: includes access (excluding registered programs) to drop-in programs, indoor and outdoor swimming pools, fitness areas, and arenas.

VISIT PASS: 10 and 20 visit passes are redeemed as one admission per scan (e.g. if a customer scans a pass at Hyde Creek Recreation Centre to swim and then visits the Port Coquitlam Community Centre to skate, the member would redeem two visits).

- 10-visit pass is based on the cost of 9 single admissions (10% discount).
- 20-visit pass is based on the cost of 16 single admissions (20% discount).

MONTHLY PASS: monthly commitment, auto-renews until deactivation is requested.

- Based on the cost of 9 single admissions (10% discount).

ANNUAL PASS: commitment of one year.

- Price is calculated at 9x the monthly rate (25% discount).

FAMILY: Price is calculated at the rate of one adult and two children, with the exception of the Family Outdoor Summer Pool Pass, which is calculated as one adult and one child.

PERSONAL ASSISTANT: an individual who is attending an activity as a personal assistant to provide support for a recreation patron and does not pay a fee. This practice ensures equitable access for patrons of all abilities and it is not subject to financial need.

Passes & Admissions

Child (5-12)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$3.10	\$3.10
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Outdoor Summer Pool Pass	\$19.05	\$19.05
10-Visit Pass	\$27.90	\$27.90
20-Visit Pass	\$49.60	\$49.60
One City Monthly Pass	\$27.90	\$27.90
One City Annual Pass	\$251.10	\$251.10

**Preschool age children 0-4 Free Admission*

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Youth/Young Adult (13-24)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$4.65	\$4.65
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Outdoor Summer Pool Pass	\$19.05	\$19.05
Youth Access Annual Membership	\$15.30	\$15.30
10-Visit Pass	\$41.85	\$41.85
20-Visit Pass	\$74.40	\$74.40
One City Monthly Pass	\$41.85	\$41.85
One City Annual Pass	\$376.65	\$376.65

Adult (25-59)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$6.20	\$6.20
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
10-Visit Pass	\$55.80	\$55.80
20-Visit Pass	\$99.20	\$99.20
One City Monthly Pass	\$55.80	\$55.80
One City Annual Pass	\$502.20	\$502.20

Senior (60-79)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$4.65	\$4.65
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Wilson Centre Annual Membership	\$19.15	\$19.15
10-Visit Pass	\$41.85	\$41.85
20-Visit Pass	\$74.40	\$74.40
One City Monthly Pass	\$41.85	\$41.85

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One City Annual Pass	\$372.42	\$376.65
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Super Senior (80+)	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$3.10	\$0.00
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$0.00
Wilson Centre Annual Membership	\$19.15	\$0.00
10-Visit Pass	\$27.90	\$0.00
20-Visit Pass	\$49.60	\$0.00
One City Monthly Pass	\$27.90	\$0.00
One City Annual Pass	\$251.10	\$0.00

Family	2020 Rate	2021 Rate
Single Admission - HC, PCCC	\$12.40	\$12.40
Single Admission - Outdoor Pools (CE, RH)	\$5.70	\$5.70
Outdoor Summer Pool Pass	\$38.10	\$38.10
10-Visit Pass	\$111.60	\$111.60
20-Visit Pass	\$198.40	\$198.40
One City Monthly Pass	\$111.60	\$111.60
One City Annual Pass	\$1,004.40	\$1,004.40

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Sports Equipment Rentals

	2020 Rate	2021 Rate
Skate Rental	\$3.10	\$3.10
Helmet Rental	\$2.10	\$2.10
Skate Sharpening	\$5.71	\$5.75
Skate Sharpening – 10 Pass	\$51.39	\$51.40