
City of Kelowna

MEMORANDUM

DATE: September 15, 2006
FILE: 4100.01
TO: City Manager
FROM: Kelowna Memorial Park Cemetery
RE: Cancellation of 2006 Capital Project – Cemetery Service Centre
(10-3800-P248)

RECOMMENDATIONS:

THAT Council cancel the previously approved construction of the Cemetery Service Centre and Columbaria budgeted at \$1.2 million;

AND THAT Council approve funding \$175,000 for the installation of columbaria at Bennett Memorial with funding from the Cemetery Replacement Fund Reserve (R860);

AND THAT the 2006 Financial Plan is amended to reflect the expenditure and funding changes resulting from the recommendation in the report.

BACKGROUND:

In the 2006 Budget City Council approved the construction of a Cemetery Service Centre and Columbaria for \$1,200,000 which was funded by \$400,000 from the Cemetery Replacement Reserve (R860) and borrowing of \$800,000 from other city reserves. The proposed Cemetery Service Centre would be used as the cemetery administration office and provide glass front niches for cremations. The proposal also included a 2 story building and in the interim the second story would be renovated into a Celebration Hall so that small family gatherings could congregate until such time as it was required for interments. The Celebration Hall would generate revenue which would help off set the capital construction costs.

During the early planning stages the Purchasing Department issued a Request for Interest and Qualifications (RFIQ) and three qualified proponents expressed interest. In the proposal the city was responsible to provide all services to the building site and necessary permits. In order to acquire a building permit, Fire flow requirements needed to meet the bylaw. It was determined if the building was used for office and interment use only, it did not need additional fire flow protection; but if the building was used for public gathering, upgraded fire protection was required.

Page 2

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Since the second floor was to be utilized as a Celebration Hall additional fire flow protection is required. This meant a considerable cost increase to the project which can't be funded within the approved budget.

It is recommended that the cemetery cancel the project until 2010, market and enter into pre-development sales agreements with potential purchasers for the Cemetery Service Centre glass front niches. Should sales warrant earlier construction then the cemetery would provide a report requesting that the target date for construction be advanced. This technique will also allow the City to gage civic need and if a Cemetery Administration Office can be funded through the sales of glass front niches.

In order to meet current internment demands additional product must be provided. It is recommended that the final phase of the Bennett Memorial Columbarium be implemented. Phase III will consist of installing 380 +/- niches. We project that with the addition of the Bennett Memorial niches and our remaining inventory of niches at the Promontory Green there should be sufficient niche inventory until 2010.

Dennis Radford, CCE
Cemetery Manager

Approved for inclusion

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David Graham, Director of Recreation, Parks and Cultural Services
Joe Creron, Parks Manager
Paul Macklem, Director of Financial Services