



## **PARKS, RECREATION AND CULTURE COMMISSION**

### **COMMUNITY COMMISSION MEETING**

#### *NOTICE OF OPEN MEETING*

**DATE:** WEDNESDAY, 2015 MAY 20

**TIME:** 7:00 PM

**PLACE:** Cameron Recreation Centre  
9523 Cameron Street

### **A G E N D A**

<b>1.</b>	<b><u>CALL TO ORDER</u></b>	<b><u>PAGE</u></b>
<b>2.</b>	<b><u>MINUTES</u></b>	
a)	Open Meeting of 2015 April 15	1
<b>3.</b>	<b><u>CORRESPONDENCE</u></b>	
a)	Administrative Officer Re: Central Park Memorial to Dr. Sun Yat-Sen	8
b)	United Way Committee Chair Re: 2015 City of Burnaby Employees Workplace United Way Campaign (see note)	13
<b>4.</b>	<b><u>REPORTS</u></b>	
a)	Chair - Parks, Recreation and Culture Commission Re: 2015 Liaison Member to Senior Citizens' Centres	14
b)	Director's Report No. 5 2015 May 20	15

5. **NEW BUSINESS**
6. **INQUIRIES**
7. **PUBLIC COMMENT/QUESTION PERIOD**
8. **ADJOURNMENT**



## **PARKS, RECREATION AND CULTURE COMMISSION MINUTES**

**Wednesday, 2015 April 15**

An 'Open' meeting of the Parks, Recreation and Culture Commission was held in the Council Chambers, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, 2015 April 15 at 7:00 p.m.

### **1. CALL TO ORDER**

PRESENT: Commissioner N. Volkow in the Chair  
 Commissioner K. Alzner  
 Commissioner M. Foley  
 Commissioner J. Jang  
 Commissioner L. Loftus  
 Commissioner L. Matricardi  
 Commissioner W. Peppard  
 Commissioner K. Purdy  
 School Trustee K. Chen

ABSENT: Commissioner A. Kang

STAFF: D. Ellenwood, Director Parks, Recreation & Cultural Services  
 D. Hunter, Assistant Director - Parks  
 D. Nokony, Assistant Director - Cultural Services  
 D. Pelletier, Manager - Business Operations  
 C. Collis, Assistant Director - Recreation  
 J. Schumann, Planner - Planning and Building  
 T. Cheng, Recording Secretary

The Chair called the meeting to order.

MOVED BY COMMISSIONER M. FOLEY  
SECONDED BY COMMISSIONER K. PURDY

"THAT the 'Open' Commission meeting do now reconvene."

CARRIED UNANIMOUSLY

The 'Open' Commission meeting reconvened in the Council Chambers at 7:00 p.m.

**2. MINUTES**

MOVED BY COMMISSIONER M. FOLEY  
SECONDED BY COMMISSIONER L. MATRICARDI

"THAT the Minutes of the 'Open' Meeting of 2015 March 18 be approved."

CARRIED UNANIMOUSLY

**3. DELEGATIONS**

The following request to appear as a delegation was received:

- (a) Spokesperson: Dave Laprise  
BC Japan Network  
Re: Opposition to the Proposed Comfort Women Statue

MOVED BY COMMISSIONER L. LOFTUS  
SECONDED BY COMMISSIONER J. JANG

"THAT the delegation be heard."

CARRIED UNANIMOUSLY

Dave Laprise, 4840 Eton Street, Burnaby, expressed concerns and opposition regarding a proposed comfort women statue.

The Chair advised that the Mayor's Office has issued a press release re: Proposed Peace Monument Update which was relevant to the subject of the delegation. Copies of the press release were provided to Mr. Laprise and the audience at the meeting for information.

**4. CORRESPONDENCE**

MOVED BY COMMISSIONER M. FOLEY  
SECONDED BY COMMISSIONER L. LOFTUS

"THAT the following item of correspondence be received."

CARRIED UNANIMOUSLY

- a) Carole Cameron, 304 – 5350 Victory Street, Burnaby, B.C., expressed concerns with services for seniors.

Item 3 of the Director's report was brought forward for consideration at this time.

Item 3 – Concerns re: Services for Seniors  
– Correspondence from Ms. Carole Cameron

Ms. Cameron has three areas of concern with services for seniors. These include single and multi-center seniors memberships; the design of the new Bonsor 55+ facility; and the Food Services Café/Seniors Lounge coffee bar at Bonsor Recreation Complex & 55+ facility. She also requested information on how to become involved in the decision making process at the Seniors Centers.

There are numerous opportunities at each seniors centre for individuals to volunteer and become involved with each society's board of directors, subcommittees and group activities and influence decisions. The Recreation Service Program is available to Burnaby residents who qualify for financial assistance. The new Bonsor 55+ facility was designed in consultation with Bonsor Seniors Society members and staff. Staff would be happy to help Ms. Cameron become acquainted with the new space and introduce her to members who frequent the facility.

It was recommended:

1. THAT this report be received for information purposes.
2. THAT a copy of this report be forwarded to Ms. Carole Cameron.

MOVED BY COMMISSIONER L. LOFTUS  
SECONDED BY COMMISSIONER W. PEPPARD

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

5. **REPORTS**

- (a) The Director Parks, Recreation and Cultural Services submitted his Report No. 4, dated 2015 April 15, covering the following items listed 1 to 6.

MOVED BY COMMISSIONER J. JANG  
SECONDED BY COMMISSIONER K. PURDY

"THAT the Director's Report be received."

CARRIED UNANIMOUSLY

Item 1 - 2015/2016 Facility Use, Program and Services Fee Schedule

The Commission received a report outlining the recommended fee structure for the upcoming year's Recreation and Cultural services. The fees are effective September 01 of each year and are established at this time to enable staff to program for the fall session using current fees and prepare the Provisional budget for the upcoming year.

The vast majority of fees are recommended to increase by 2.3% to keep up with the cost of providing services. The recommended adjustments will continue our practice of providing convenient, quality services at fair and competitive pricing.

It was recommended:

1. THAT the 2015/2016 Facility Use Fee Schedule (Attachment "A") and the 2015/2016 Program and Service Fees (Attachment "B") be approved as outlined in this report and circulated under separate cover.
2. THAT Council be requested to approve the 2015/2016 Facility Use Fee Schedule (Attachment "A") as outlined in this report and circulated under separate cover.
3. THAT Council be requested to amend the fees as proposed in the following bylaws:
  - Burnaby Recreation Fees and Admissions Bylaw 2015.
  - Burnaby Shadbolt Centre and Burnaby Art Gallery Rental Fee Bylaw 2015.
  - Burnaby Village Museum Fees Bylaw 2015.

MOVED BY COMMISSIONER K. PURDY

SECONDED BY COMMISSIONER L. MATRICARDI

"THAT the three recommendations be approved."

CARRIED UNANIMOUSLY

Commissioner Loftus suggested that an annual bActive family pass be considered.

Staff will look into this matter.

#### Item 2 – Move for Health Day

Move for Health Day, held annually on May 10, was launched by the World Health Organization in 2002 to encourage people to adopt physically active lifestyles as a part of maintaining health and well-being. Move for Health Day events have been held in Burnaby since its inception in 2002 with over 9,700 participants enjoying a broad range of activities. This year, Move for Health day falls on Mother's day and some of the activities planned reflect this theme.

It was recommended:

1. THAT approval be given to waive the fee for select swim sessions during Move for Health Day on Sunday 2015 May 10 as outlined in this report.

MOVED BY COMMISSIONER L. MATRICARDI

SECONDED BY COMMISSIONER K. ALZNER

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

Item 3 – Concerns re: Services for Seniors  
– Correspondence from Ms. Carole Cameron

This item was dealt with earlier in the meeting.

Item 4 - Confederation Park Stormwater Management

Parks Operations have brought forward a long standing concern of stormwater management in the park. The underground pipe capacity has been overtaxed and during large rain events it is not adequate. In addition, mass water flowing through the park and into Rainbow Creek has caused erosion over time. To address these issues and upgrade the stormwater management system, a stormwater management review will be undertaken.

The storm water management study would begin in 2015 with site assessment, surveys, watershed assessment and storm water measurements. The park's recreation use plan will be layered onto the review to inform where future possible improvements would be possible. The implementation of the plan would begin with minor above ground improvements in 2015 and major pipe replacements in 2016-2018.

It was recommended:

1. THAT the expenditure of \$250,000 from the Annual Financial Plan for the project outlined in this report be approved.
2. THAT Council be requested to bring down a bylaw to appropriate \$261,680 (inclusive of GST) from Capital Reserves to finance these projects.

MOVED BY COMMISSIONER L. LOFTUS

SECONDED BY COMMISSIONER L. MATRICARDI

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

Item 5 - 2015 April - Parks, Recreation & Cultural Services Capital Funding Bylaw

The 2015 Annual Financial Plan for Parks, Recreation and Cultural Services contains four projects to be funded from Capital Reserves.

It was recommended:

1. THAT the expenditure of \$338,800 from the 2015 Annual Financial Plan for the projects outlined in this report be approve.
2. THAT Council be requested to bring down a bylaw to appropriate \$354,630 (inclusive of GST) from Capital Reserves to finance these projects.

MOVED BY COMMISSIONER W. PEPPARD  
SECONDED BY COMMISSIONER J. JANG

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

Item 6 - Canada Day at Swangard Stadium

The second annual Canada Day Celebration will be held at Swangard Stadium on 2015 July 01 with free-admission musical entertainment. This year is also the 50<sup>th</sup> Anniversary of the Canadian Flag. The event is geared to all generations and will complement the other Canada Day celebrations at Edmonds Park and at the Burnaby Village Museum.

It was recommended:

1. THAT approval be granted for the Canada Day Celebration at Swangard Stadium on 2015 July 01 as outlined in this report.

MOVED BY COMMISSIONER K. PURDY  
SECONDED BY COMMISSIONER L. MATRICARDI

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

6. **NEW BUSINESS**

MOVED BY COMMISSIONER J. JANG  
SECONDED BY COMMISSIONER L. LOFTUS

"THAT four green fees for Riverway Golf Course or Burnaby Mountain Golf Course be donated to the Burnaby Mountain Senior Men's Golf Club in support of their fundraising Silent Auction at the Spring Luncheon on 2015 April 30."

CARRIED UNANIMOUSLY

7. **INQUIRIES**

There were no items raised under Inquiries.



8. **ADJOURNMENT**

MOVED BY COMMISSIONER MS. K. PURDY,  
SECONDED BY COMMISSIONER MR. L. MATRICARDI,

"THAT the 'Open' Commission meeting do now adjourn."

CARRIED UNANIMOUSLY

The 'Open' Commission meeting adjourned at 7:25 p.m.

Confirmed:

Certified Correct:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY



City of  
Burnaby

Financial Management Committee  
c/o Office of the City Clerk

Commission Agenda

Date . . . . . 2015 May 20

Correspondence . . . . . (a)

## INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS  
PARKS, RECREATION AND CULTURE  
COMMISSION

DATE: 2015 May 05

FROM: ADMINISTRATIVE OFFICER

FILE: 2410-20

**SUBJECT: CENTRAL PARK MEMORIAL TO DR. SUN YAT-SEN**

Burnaby City Council, at its Open meeting held on 2015 May 04, received the above noted report and adopted the following recommendations contained therein:

1. THAT Council authorize the continuance of the detailed design through to complete construction of the Sun Yat-Sen Memorial, as outlined in this report.
2. THAT a copy of this report be advanced to the Parks, Recreation and Culture Commission for their information.
3. THAT a copy of this report be advanced to the International Relations and Friendship Cities Committee for their information.
4. THAT a copy of this report be sent to the Dr. Sun Yat-Sen Foundation for Peace and Education, c/o Mr. Kevin Shaoyi Xin.

As directed in recommendation #2, a copy of the report is attached for your information.

Blanka Zeinabova  
Administrative Officer

**NOTE**

This is for the information of the Commission



~~Meeting 2015 May-04~~  
~~COUNCIL REPORT~~

### FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR  
 AND COUNCILLORS*

**SUBJECT: CENTRAL PARK MEMORIAL TO DR. SUN YAT-SEN**

#### RECOMMENDATIONS:

1. THAT Council authorize the continuance of the detailed design through to complete construction of the Sun Yat-Sen Memorial, as outlined in this report.
2. THAT a copy of this report be advanced to the Parks, Recreation and Culture Commission for their information.
3. THAT a copy of this report be advanced to the International Relations and Friendship Cities Committee for their information.
4. THAT a copy of this report be sent to the Dr. Sun Yat-Sen Foundation for Peace and Education, c/o Mr. Kevin Shaoyi Xin.

#### REPORT

The Financial Management Committee, at its meeting held on 2015 April 23, received and adopted the attached report seeking approval to complete a civic memorial to Dr. Sun Yat-Sen in Central Park.

Respectfully submitted,

Councillor D. Johnston  
 Chair

Councillor C. Jordan  
 Vice Chair

Councillor P. McDonell  
 Member

Copied to:	City Manager Director Parks, Recr. & Cult. Services Director Finance Director Planning & Building Director Engineering
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Meeting 2015 Apr 23

## COMMITTEE REPORT

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**TO:** CHAIR AND MEMBERS  
FINANCE MANAGEMENT COMMITTEE

**DATE:** 2015 April 21

**FROM:** DIRECTOR PARKS, RECREATION &  
CULTURAL SERVICES

**SUBJECT:** CENTRAL PARK MEMORIAL TO DR. SUN YAT-SEN

**PURPOSE:** To update the design and obtain approval to complete a civic memorial to Dr. Sun Yat-Sen in Central Park

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**RECOMMENDATIONS:**

1. **THAT** the Financial Management Committee request Council authorize the continuance of the detailed design through to complete construction of the Sun Yat-Sen Memorial, as outlined in this report.
2. **THAT** a copy of this report be advanced to the Parks, Recreation and Culture Commission for their information.
3. **THAT** a copy of this report be advanced to the International Relations & Friendship Cities Committee for their information.
4. **THAT** a copy of this report be sent to the Dr. Sun Yat-Sen Foundation for Peace and Education, c/o Mr. Kevin Shaoyi Xin.

**REPORT****1.0 INTRODUCTION**

At the request of the Financial Management Committee, Council authorized on 2014 June 26 an initial expenditure of \$40,000 from Gaming Funds for advancement of detailed design and coordination for the proposed Dr. Sun Yat-Sen Memorial in Central Park on the west side of Patterson Avenue just south of the BC Parkway and West Station House of the Patterson SkyTrain Station. The purpose of this report is to update design progress and seek the Committee's approval to construct the Dr. Sun Yat-Sen memorial as outlined in this report.



To: Finance and Civic Development Committee  
 From: Director Parks, Recreation & Cultural Services  
 Re: Dr. Sun Yat-Sen Memorial  
 2015 April 21..... Page 2

## 2.0 LOCATION

The Sun Yat-Sen memorial location is at the crossroads of existing pedestrian travel into Central Park on existing compacted rock trails (Attachment #1). The memorial is approached from the east from Beresford Art Walk across Patterson Avenue, from the north at Patterson Skytrain Station and the BC Parkway and from the west Central Park Trail of Hope. The main feature of the memorial will include a bronze statue of Dr. Sun Yat-Sen, 230 cm (7.5 feet) in height, on a granite faced stepped concrete base, 170 cm (5.5 feet) in height. In total the memorial will stand 400cm (13 feet) tall. The granite base will include carved granite tablets with an inscription outlining the contributions of Dr. Sun Yat-Sen. Eight shade tolerant magnolias will be informally planted around the memorial to coincide with the time of the year that Sun Yat-Sen visited Burnaby in 1911.

## 3.0 FUNDING

Council authorized an initial expenditure of Gaming Funds in the amount of \$40,000 for preliminary design and survey work of the Sun Vat-Sen Memorial. The Foundation proposes to fund in kind \$20,000 for the supply and installation of the statue, concrete and granite podium including all inscription and plaque work as well as contribute \$20,000 to fund the remainder of costs associated with the project. These expenditures are included in the 2015-2019 Provisional Financial Plan. Project completion is anticipated at the end of summer 2015.

Details of the dedication ceremony and any items of protocol that arise from this project will be forwarded to Council through the International Relations & Friendship Cities Committee, as they become available.



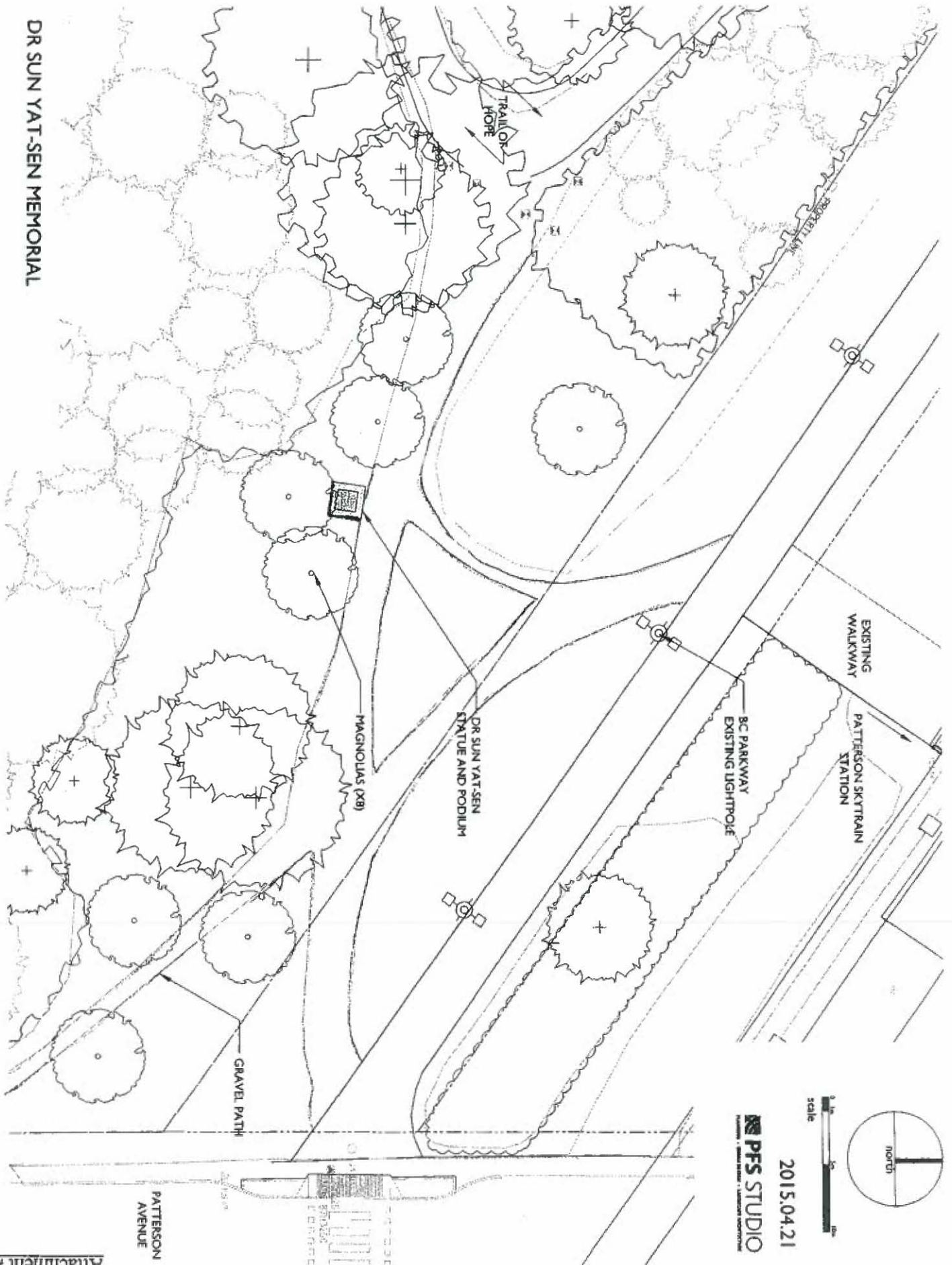
Dave Ellenwood  
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:mg

Attachment

P:\Admin\Clerical\Staff\Mindi Giin\Craig Collis\Commission\FMC report Sun Yat-Sen.docx

Copied to: City Manager



DR SUN YAT-SEN MEMORIAL





May 08, 2015

City of Burnaby  
Parks, Recreation and Culture Commission  
4949 Canada Way  
Burnaby, BC  
V5G 1M2

<p>Commission Agenda Date .....2015 May 20 Correspondence..... (b)</p>
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**RE: 2015 CITY OF BURNABY EMPLOYEES WORKPLACE UNITED WAY CAMPAIGN**

The City of Burnaby Employees United Way Workplace Campaign Committee is in the planning and development stage for our 2015 campaign. We are contacting local businesses to request **non-monetary contributions** to recognize City of Burnaby employees who contribute to our United Way fundraising campaign either through on-going payroll deductions or lump sum donation.

The City's Employee Workplace United Way Campaign contributions support **United Way of the Lower Mainland** for the benefit of those in need in our community. Additional information about United Way of the Lower Mainland is available at [www.uwlm.ca](http://www.uwlm.ca).

The 2015 campaign runs from Tuesday, September 1<sup>st</sup> to Wednesday, September 30<sup>th</sup>. During the campaign we prominently display a list of corporate sponsors in the main area of Burnaby City Hall and distribute the list to over 2,700 city employees via our campaign calendar of events.

We welcome any contribution the Parks, Recreation and Culture Commission could make to enhance the success of this year's fundraising efforts. We hope you will renew the support you provided our previous United Way campaigns by providing admission passes that reflect the wide range of activities and services offered by the Department. We would also appreciate gift certificates to the City of Burnaby's many fine food service establishments.

We know that our continued success would not be possible without your support and for that we are very grateful. If you have any questions regarding our campaign or to arrange for donation pick-up, please contact Angela Boal at (604) 297-4866.

Thank you for your continued support,

**Angela Boal**  
United Way Committee Chair  
City of Burnaby  
T 604.297.4866 | F 604.294.7544  
[angela.boal@burnaby.ca](mailto:angela.boal@burnaby.ca)

**NOTE**

Item 1 of the Director's Report No. 5 refers to this matter

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Employees of the City of Burnaby United Way Workplace Campaign  
c/o Angela Boal, Finance Department  
4949 Canada Way, Burnaby, BC V5G 1M2

<b>Commission Agenda</b>	
<b>Date . . . . .</b>	<b>2015 May 20</b>
<b>Reports.....</b>	<b>(a)</b>

**TO:** MEMBERS OF THE PARKS, RECREATION AND CULTURE COMMISSION

**FROM:** CHAIR - PARKS, RECREATION AND CULTURE COMMISSION

**SUBJECT:** 2015 LIAISON MEMBER TO SENIOR CITIZENS' CENTRES

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**RECOMMENDATION:**

1. THAT the liaison members to the Senior Citizens' Centres for 2015 be approved as submitted.

**REPORT**

The following appointments are to be effective immediately:

<b>COMMITTEE</b>	<b>DATE OF MEETING</b>	<b>MEMBERS APPOINTED</b>
Senior Citizens' Centres	Seniors Advisory Committee - One evening meeting every four months at a Seniors Citizens' Centre	1. Wayne Peppard (Alternate) Karen Purdy

DE:tc  
p:\admin\tc\annual\2015 Liaison Member to Senior Citizens' Centres



**CITY OF BURNABY**  
**PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT**

DIRECTOR'S REPORT NO. 5, 2015

2015 May 15

BURNABY PARKS, RECREATION AND CULTURE COMMISSION

Ladies and Gentlemen:

Your Director reports as follows:

<b><u>ITEM</u></b>	<b><u>DESCRIPTION</u></b>
1.	2015 Annual United Way Campaign - Request for Support
2.	2015/2016 Community School Grant
3.	Demolition of City Owned Structures at 5361 Rumble Street and 1576 Gilmore Avenue
4.	2015 May – Parks, Recreation & Cultural Services Capital Funding Bylaw

Respectfully submitted,



DAVE ELLENWOOD  
Director Parks, Recreation and Cultural Services



Item .....	1
Director's Report No. ....	5
Meeting .....	2015 May 20

## COMMISSION REPORT

**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION &  
CULTURAL SERVICES

**SUBJECT: 2015 ANNUAL UNITED WAY CAMPAIGN - REQUEST FOR SUPPORT**

**RECOMMENDATIONS:**

1. **THAT** Commission support be given to the City of Burnaby 2015 United Way Workplace Campaign and that a donation of recreation passes, cultural services admissions, rounds of golf and a lunch or dinner for two at Burnaby Mountain valued at \$50.00 be contributed.
2. **THAT** a copy of this report be forwarded to Angela Boal - Chair of the City of Burnaby United Way Campaign Committee.

**REPORT**

Appearing under correspondence is a request from the employees of the City of Burnaby 2015 United Way Steering Committee for a contribution of passes and restaurant gift certificates to support the campaign.

The City of Burnaby strongly supports the United Way annual fundraising drive and continues to be recognized as a leader in municipal campaigns of the Lower Mainland. The Steering Committee and canvassers for the campaign are comprised of staff from all departments, who are actively involved in organizing education and training sessions, awareness and kickoff events, canvassing and prize draws. This year's campaign commences Tuesday, September 01 and runs until Wednesday, September 30, 2015.

For many years Commission has supported the campaign and donated a variety of recreation admission passes, Burnaby Village Museum admissions and rounds of golf. The 2015 Burnaby Employee Steering Committee is once again requesting that Commission continue with their support and provide a selection of passes as incentive prizes.

The incentive prizes are intended to generate new users, promote existing services and expose city staff to Parks, Recreation and Cultural Services facilities and services, with little impact on facility revenue expectations. Attachment #1 is a recommended list of passes and admissions.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: 2015 Annual United Way Campaign - Request for  
Support

..... Page 2

Many local businesses and organizations also assist with the donation of prize draw items. The draw begins in late September for all employees who contribute to the campaign. The listing of prizes, donors and winners is posted throughout City workplaces.

A handwritten signature in black ink that reads "D. Ellenwood". The signature is written in a cursive, flowing style.

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

NH:tc

Attachment

P:\admin\tc\data\wp\2015 Annual United Way Campaign

Attachment #1

**BURNABY PARKS, RECREATION AND CULTURE COMMISSION**  
**PARKS, RECREATIONS AND CULTURAL SERVICES PASS DONATIONS**

**2015 City of Burnaby Employee United Way Campaign Incentive Prize Draw**

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<b>Bactive Pass – 1 month</b>	10 passes
<ul style="list-style-type: none"> <li>Inclusive all site pass, valid for weight rooms, aqua-fitness, Public swims, fitness classes, studio cycling and public skates.</li> <li>Bonsor or Cameron racquetball or squash court holder portion</li> </ul>	
<b>Yoga &amp; Pilates Studio Punch Card – 10 admissions</b>	1 punch card
<ul style="list-style-type: none"> <li>Valid at Bonsor Recreation Complex</li> </ul>	
<b>Public Skate Punch Card – 10 admissions</b>	4 punch cards
<ul style="list-style-type: none"> <li>Valid at Bill Copeland, Burnaby Lake and Kensington Arenas for public skating</li> </ul>	
<b>Burnaby Village Event Admissions</b>	10 admissions
<ul style="list-style-type: none"> <li>Haunted Village – 4 admissions</li> <li>Carousel Rides – 6 admissions</li> </ul>	
<b>Golf</b>	2 rounds
<ul style="list-style-type: none"> <li>18 holes of golf valid at either Riverway or Burnaby Mountain Golf Courses</li> <li>18 holes of golf valid at either Central Park of Kensington Pitch and Putt</li> <li>Lunch or dinner for 2 at Burnaby Mountain valued at \$50 (Alcohol not included).</li> </ul>	2 rounds



Item .....	2
Director's Report No. ....	5
Meeting .....	2015 May 20

## COMMISSION REPORT

**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION &  
CULTURAL SERVICES

**SUBJECT:** 2015/2016 COMMUNITY SCHOOL GRANT

**RECOMMENDATIONS:**

1. **THAT** Commission approval be given for the expenditure of \$460,656 as the City of Burnaby's share of the operating funds for the 2015/2016 Community School Program.
2. **THAT** Council authorize the execution of an agreement with the Burnaby School District #41 for the support and operation of eight Community Schools (Edmonds, Gilmore, Lochdale, Maywood, Second Street, Stride Avenue, Byrne Creek and Stoney Creek).
3. **THAT** A copy of this report be forwarded to the Burnaby Board of Education for their information

**REPORT**

The City of Burnaby and School District 41 have been working together since 1974 to provide services to the citizens of Burnaby. Burnaby's Community Schools fill a valuable role in their communities and provide facility space that is used during out of school times to provide services to local residents. This relationship and funding allows the following to be achieved:

- Optimal use of school facilities;
- Enrichment of the K-12 program by making the resources of the community more available; and
- Provision of a delivery system for activities that is responsive to the emerging needs and desires of Burnaby citizens.

Burnaby's eight Community Schools provide an additional layer of recreation and community services to the citizens of Burnaby. They provide access to facilities programmed by Burnaby School District community programmers as well as City recreation staff. The schools are also accessed by other groups in the community. All of these activities total 20,136 hours of service

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: 2015/2016 COMMUNITY SCHOOL GRANT

..... Page 2

annually. These services include *More Sports* which provides activities to students in grades 4 and 5; seniors computer literacy programs; meeting space for community groups; Summer Camps; and City recreation programs such as *Munch and Stuff* and *Sports Zone*.

Annually, Community Schools provide 282 programs with another 118 programs provided in conjunction with Burnaby Parks and Recreation for a total of 400 programs provided in Community Schools. These programs are the result of the co-operative relationship with the Burnaby School District.

While this funding request is to support Community schools, this relationship also enhances the City's ability to work co-operatively with many schools in the District. School gymnasiums are allotted by City staff in the evenings to provide an additional 7,270 hours of allotment time to community groups and 386 programs to 4,433 participants in their local communities across the City. City programs occurred in 38 different schools in 2014.

The District Community School Advisory and Coordinating Committee (DCSACC) is an advisory body to the School District and City on the community school program. The DCSACC membership consists of parent representatives from each community school, one School Trustee, one Commission member, one Council member and one member at large. At its meeting of 2015 April 16, DCSACC approved the 2015/2016 Community School budget. As has been the practice for many years, the Committee requested that the School District and the City of Burnaby provide the funds for the continued operation of the eight Community Schools for the upcoming school year.

A letter from the Burnaby School District #41 (Attachment #1) includes the request and outlines the Community Schools' operating budget and funding sources for the upcoming year. The budget provides for a \$2,966 increase to overall base contribution levels from the base contribution levels from the City and School District to address projected increases for employee benefits and inflation for supplies and services for 2015/2016. This funding is distributed equally to each school and covers the core funding requirements. All community schools supplement their community education programs and neighbourhood activities through a variety of fund raising activities, grants, donations and sponsorships.

In 2014, a Community School Strategic plan working group was established to review the Community School model in Burnaby. The purpose of the review is to provide strategic directions for maximizing the effectiveness of resources allocated to the Community School model. The working group has now completed its review. Recommendations from the working group will be forwarded to the Commission at a future meeting.



To: *Parks, Recreation & Culture Commission*  
From: *Director Parks, Recreation & Cultural Services*  
Re: *2015/2016 COMMUNITY SCHOOL GRANT*

..... Page 3

It is recommended that approval be given for the expenditure of \$460,656 as the City's share of the funds to operate Burnaby's community schools. The funds are included in the City's Annual Budget.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES



EB:mg

Attachment

P:\Admin\Clerical\Staff\Mindi Girm\Craig Collis\Commission\Community School Grant for 2015-2016.docx

cc: Director Planning and Building



April 23, 2015

Mr. Dave Ellenwood, Director  
Burnaby Parks, Recreation & Cultural Services  
#101 – 4946 Canada Way  
Burnaby, BC V5G 4H7

**Re: 2015-16 Budget for Community Schools**

Dear Mr. Ellenwood,

At its April 16, 2015 meeting, the District Community School Advisory and Coordinating Committee (DCSACC) approved the following recommendation:

THAT the proposed 2015/2016 Community School Budget (attached) be approved and that the Burnaby Board of Education and the City of Burnaby each be requested to include in their respective budgets, the amounts requested for the support and operation of community schools during the 2015/2016 school year.

Please consider this letter as the formal request to include in the City's operating budget, the sum of \$460,656 as its share of the funds required to support Burnaby's Community School Program for the 2015/2016 school year.

DCSACC also wishes to acknowledge and thank the City Council, Burnaby Parks, Recreation and Cultural Commission, and the Burnaby Board of Education for their ongoing support of Burnaby's vibrant Community School program.

Please find attached an operating budget information sheet that provides an overview of the 2015/2016 budget, process and guiding principles.

If you require further information, please contact me at 604.296.6900, ext 661008.

Sincerely,

Wanda Mitchell  
Assistant Superintendent

WM/dja

encl.

cc: City of Burnaby Councillor, Pietro Calendino  
Parks Commissioner Karin Alzner  
Margaret Manifold, Planning

Board of Education Chair, Ron Burton  
Eric Bientjes, Parks and Recreation  
Doreen George, School District



## 2015/2016 COMMUNITY SCHOOL OPERATING BUDGET INFORMATION

The community school program in Burnaby is supported by an integrated funding model involving the school district, City of Burnaby, provincial government, organizations and community residents.

The City of Burnaby and the school district have an operating agreement which outlines the process for receiving community school designation status and a funding formula to support community school operations.

The provincial government through the Ministry of Education's CommunityLINK funding provides the school district with the funds to support a number of school based social service programs such as school meals, children, youth and family support services and community schools. Many of these services are integral elements of the district's community school model.

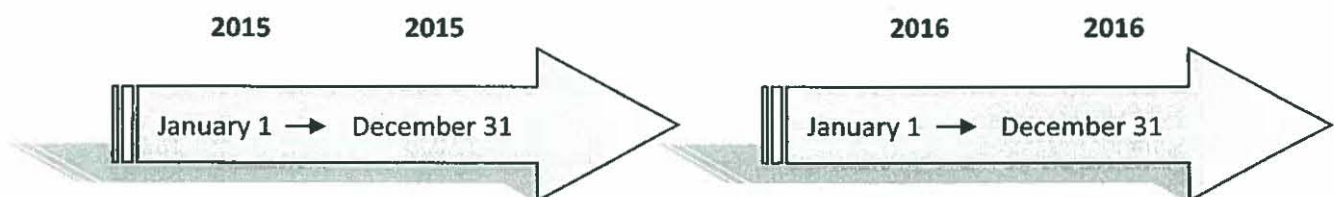
The community school budget merges the school district financial year (school year July 1 – June 30) with the city (calendar year January 1 – December 31) to produce an 18 month budget cycle. It is further complicated by the provincial government's budget year (April 1 – March 31). The budget that is being proposed is for the 2015/2016 school year (July 1, 2015 to June 30, 2016).

The following graphic may be helpful in understanding how the funding partnership works:

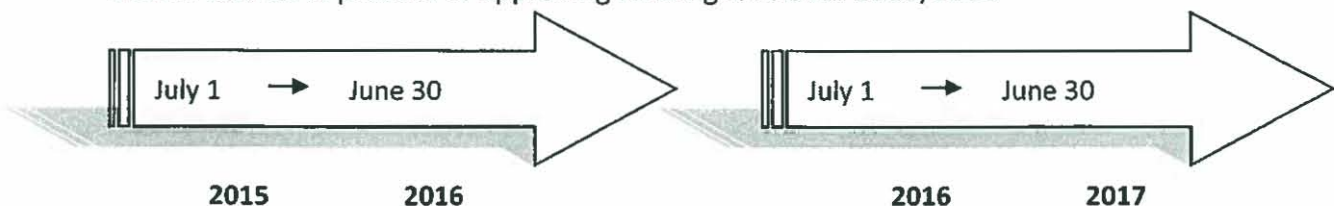


City provided funding

City in process of approving funding levels



School district in process of approving funding levels for 2015/2016



**2015/2016 Budget Preparation Guiding Principles**

- Budget includes provision for a \$2,966 increase to overall base contribution levels from the City and School District to address projected increases for employee wages and benefits for 2015/2016
- Budget provides for an equitable distribution of funds to each designated community school
- Budget recognizes that each community school enhances their community education program through a variety of other funding sources including provincial and federal government summer program grants
- Budget uses the historical community school cost sharing agreement to determine the level funding required from the City of Burnaby and the School District for the operation of the community school programs for 2015/2016
- Requests the City increase its contribution by \$1,157 from \$459,499 to \$460,656 to cover its share of the overall cost of providing the existing community schools program in 2015/2016
- Requests the School District increase its contribution by \$1,809 from \$726,245 to \$728,054 to cover its share of the overall cost of providing the existing community schools program in 2015/2016

**PROPOSED OPERATING BUDGET FOR EIGHT COMMUNITY SCHOOLS  
JULY 1, 2015 – JUNE 30, 2016**

	<b>Approved 2014/2015 Operations of 8 Schools</b>	<b>Proposed 2015/2016 Operations of 8 Schools</b>
<b>REVENUE</b>		
City of Burnaby	459,499	460,656
School District		
(from School District Funding Sources)	726,245	728,054
	<b><u>1,185,744</u></b>	<b><u>1,188,710</u></b>
<b>EXPENDITURES</b>		
Coordinators and Staff Program Assistants	896,956	899,160
Clerical and Custodial Support Services		
Employee Benefits	198,788	202,550
	<b><u>1,095,744</u></b>	<b><u>1,101,710</u></b>
<b>SUPPLIES/SERVICES</b>		
Summer Programs	16,000	16,000
Program Development/After School Programs	24,000	24,000
Supplies	8,000	8,000
Equipment	12,000	11,000
Training Development	6,000	6,000
Mileage	6,000	6,000
Telephone	18,000	16,000
	<b><u>90,000</u></b>	<b><u>87,000</u></b>
<b>TOTAL</b>	<b><u>1,185,744</u></b>	<b><u>1,188,710</u></b>



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## COMMISSION REPORT

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**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

**SUBJECT: DEMOLITION OF CITY OWNED STRUCTURES AT 5361 RUMBLE STREET AND 1576 GILMORE AVENUE**

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**RECOMMENDATION:**

1. **THAT** Council be requested to authorize the sale for moving or salvage or demolition of the structures, including all outbuildings and fences at 5361 Rumble Street and 1576 Gilmore Avenue.

**REPORT**

The Chief Licence Inspector has requested that the removal and/or demolition of the city-owned structures at 5361 Rumble Street (at McPherson Park), and 1576 Gilmore Avenue (at Willingdon Heights Park), be put forward for consideration by the Parks, Recreation and Culture Commission and Council.

**5361 Rumble Street**

The subject property was acquired 1990, June 26 for McPherson District Park and has been held since 1990 as an interim residential rental property. The location of the subject property is illustrated in the attached sketch (Attachment #1).

The subject property is improved with an older one storey (with basement) single family dwelling and garage built in 1948. The dwelling recently became vacant and a thorough inspection conducted by Facilities Management has estimated the maintenance cost to re-tenant this house at \$42,400. The Finance Department advises that given the costs to repair this house in relation to the maintenance needs of the entire rental portfolio, and the short rental time line for this park site, it is not financially prudent to proceed with repairs necessary to continue tenanting the property. Demolition of the house is therefore recommended.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation and Cultural Services  
 Re: McPherson Park - Demolition of City Owned  
 Structure at 5361 Rumble Street

..... Page 2

### **1576 Gilmore Avenue**

The subject property was acquired on 2000 November 29 for Willingdon Heights Park and has been held since 2000 as an interim residential rental property. The location of the subject property is illustrated in the attached sketch (Attachment #2).

The property is improved with an untenanted two storey (no basement) single family dwelling built in 1987. A recent inspection conducted by Facilities Management has the estimated the maintenance cost to re-tenant this house at \$39,400. The Finance Department advises that given the costs to repair this house in relation to the maintenance needs of the entire rental portfolio, and the short rental time line for the intended transition of the property to park use, it is not financially prudent to proceed with repairs necessary to continue tenaning the property. Demolition of the house is therefore recommended.

The structures on the two subject properties are not listed on the City Heritage Inventory of Community Heritage Register.

Parks and Engineering Department staff concur that the condition of these interim rental buildings warrants demolition and note that removal of the structures will complete the intended transition of these lands to park use.

In order to proceed with the removal and/or demolition of the structures, including outbuildings and fences at 5361 Rumble Street and 1576 Gilmore Avenue, Commission and Council approval is requested.



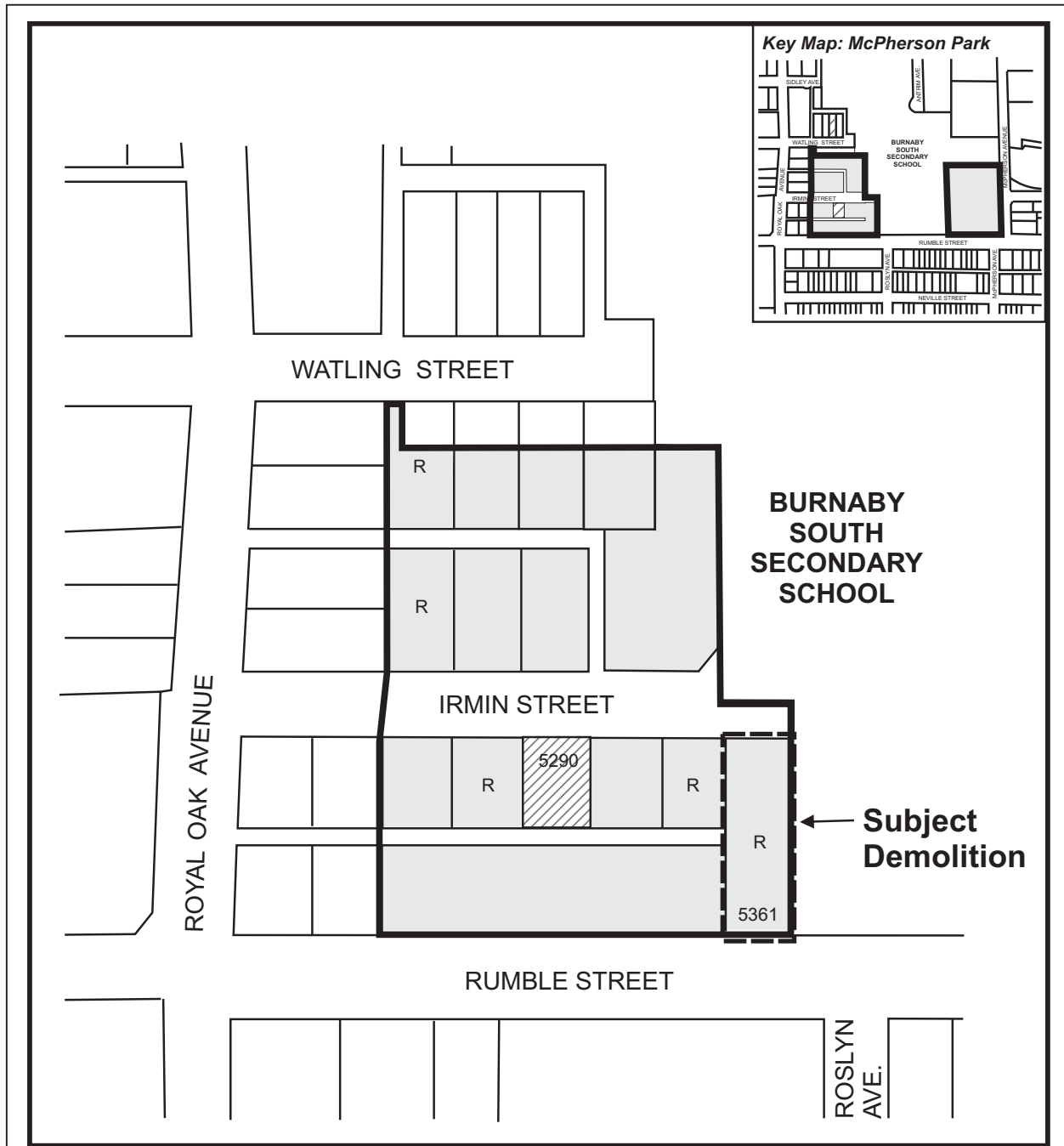
Dave Ellenwood  
 DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

ATS:ats:tc

Attachments (2)

p:\admin\shared\as\reports\to be formatted\5361 Rumble and 1576 Gilmore\_demo

Copied to: City Solicitor  
 Director Engineering  
 Director Finance  
 Director Planning & Building  
 Chief Building Inspector



## McPherson Park - West Portion

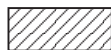
Subject Demolition: 5361 Rumble Street

**NOTE:** Last revision to park boundary was adopted by Council on 90/01/08.



### LEGEND :

- Subject Demolition
- Proposed Park Area



Proposed for Acquisition



Existing Park

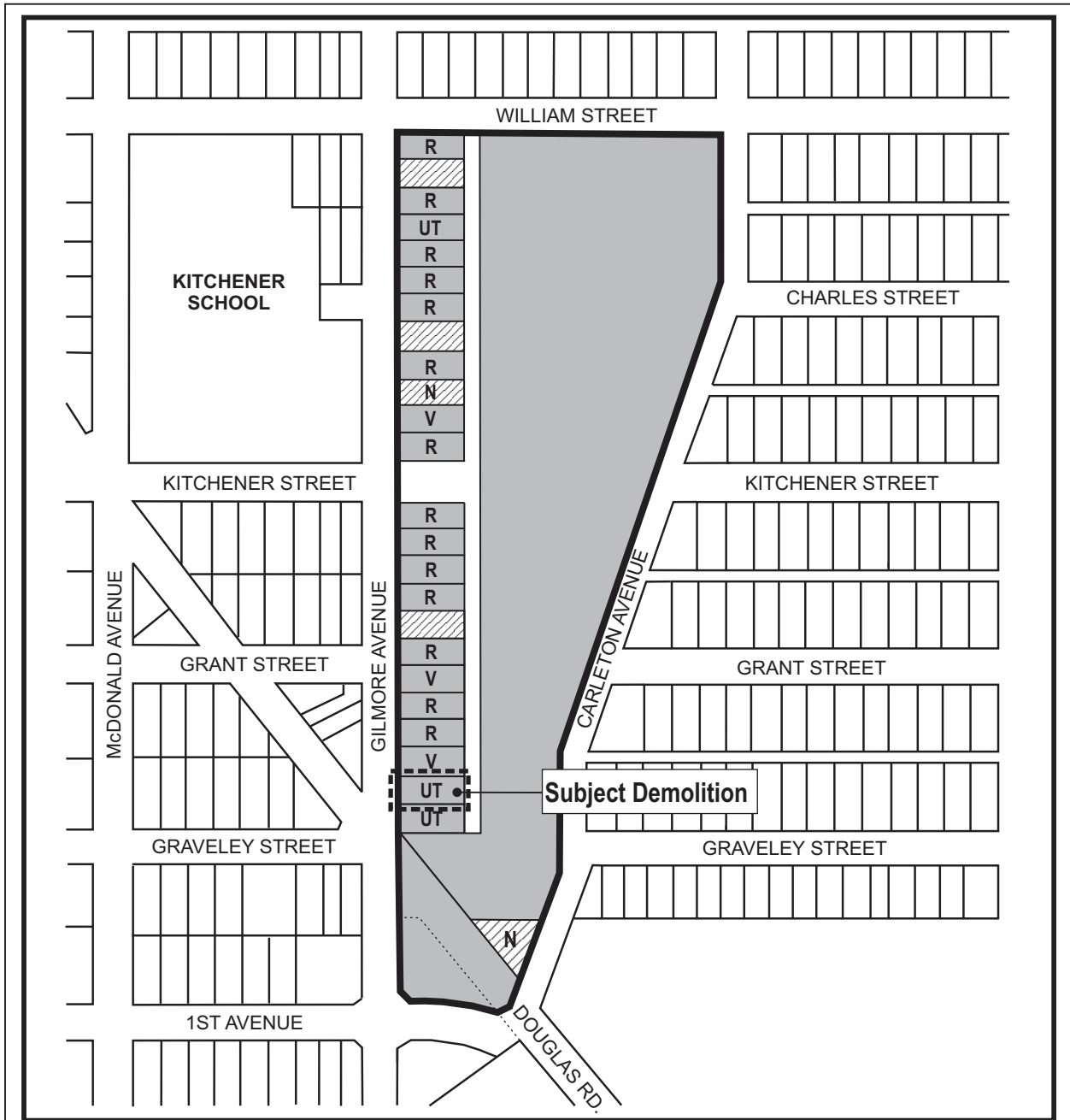


Interim Rental House

Scale = N.T.S.

P.A.P. Sketch # 32

Attachment # 1



# Willingdon Heights Park

**Subject Demolition:** 1576 Gilmore Avenue  
Property Status and Interim Rentals as of 2015-05-01



## LEGEND :

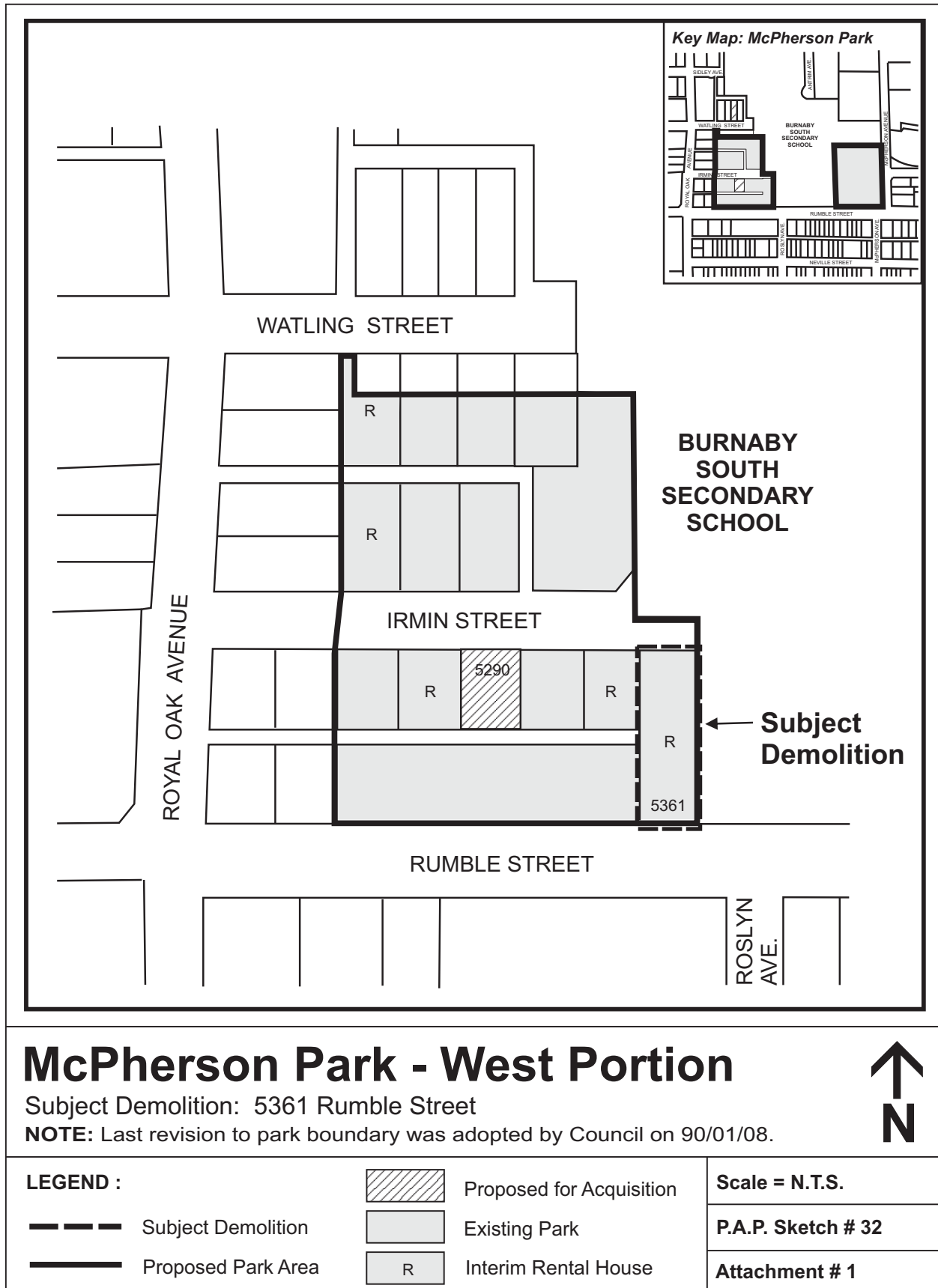
	Proposed Park Area		Proposed for Acquisition
	Interim Rental Property		Authority to Negotiate
	Vacant (dwelling demolished)		Existing Park Property
	Untenanted Rental Property		

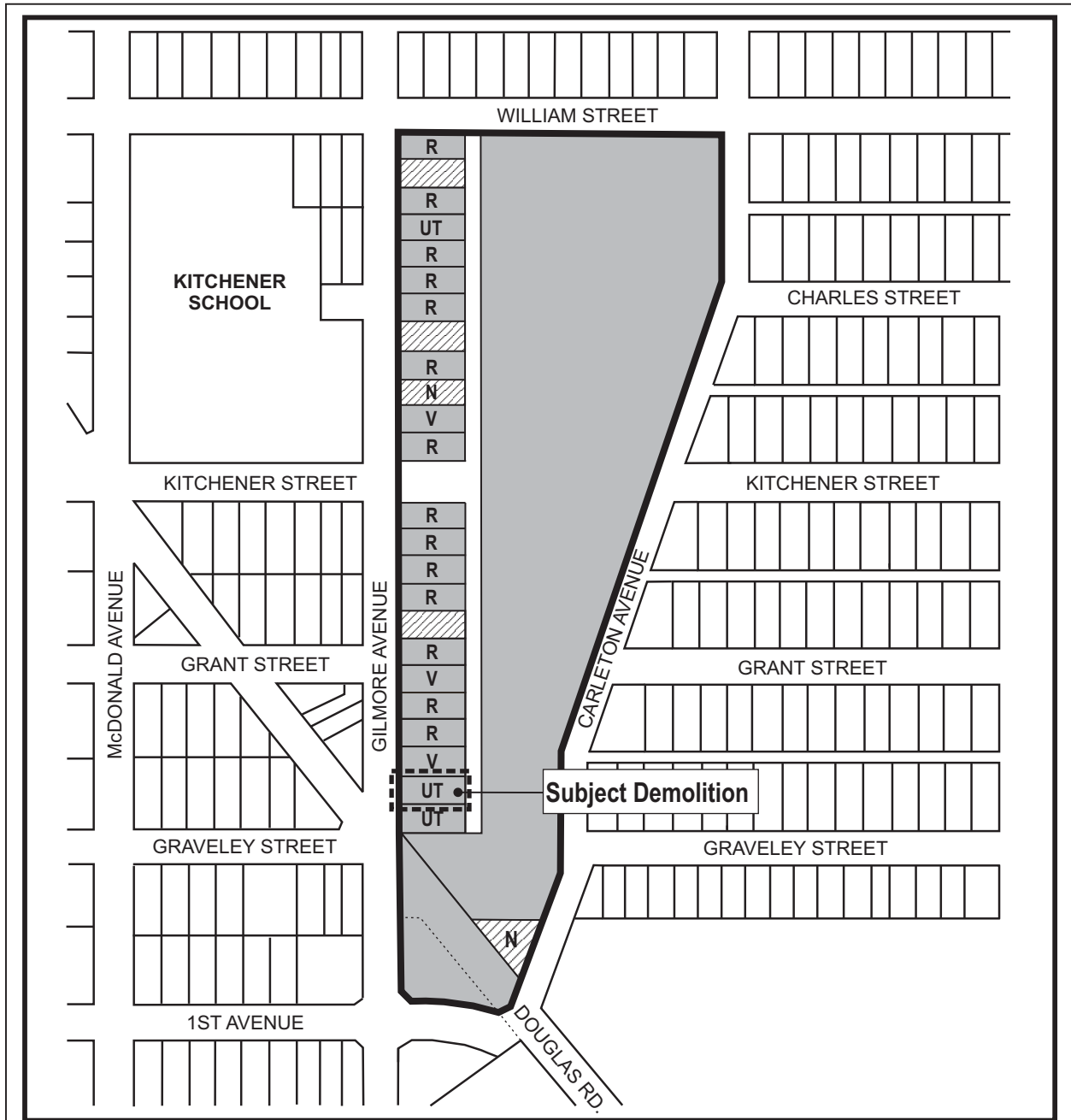
Scale = N.T.S.

P.A.P. Sketch # 55

Attachment #2







# Willingdon Heights Park

**Subject Demolition:** 1576 Gilmore Avenue  
Property Status and Interim Rentals as of 2015-05-01



## LEGEND :

	Proposed Park Area		Proposed for Acquisition
	Interim Rental Property		Authority to Negotiate
	Vacant (dwelling demolished)		Existing Park Property
	Untenanted Rental Property		

Scale = N.T.S.

P.A.P. Sketch # 55

Attachment #2





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## COMMISSION REPORT

**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

**SUBJECT:** 2015 MAY - PARKS, RECREATION & CULTURAL SERVICES  
CAPITAL FUNDING BYLAW

**RECOMMENDATIONS:**

1. **THAT** the expenditure of \$205,000 from the 2015 Annual Financial Plan for the projects outlined in this report be approved.
2. **THAT** Council be requested to bring down a bylaw to appropriate \$214,580 (inclusive of GST) from Capital Reserves to finance these projects.

**REPORT**

The 2015 Annual Financial Plan for Parks, Recreation and Cultural Services contains the following three projects to be funded from Capital Reserves. To enable work to go ahead on these projects, approval is requested to bring down a bylaw for funding

- |  |                  |
|--|------------------|
| <b>1. Shadbolt Centre</b><br>Burnaby Arts Council backyard enhancement project to provide greater access and community engagement to the Burnaby Arts Council from Deer Lake Park including improved ground treatment, pathways and fencing, creation of a small performance space, enhanced lighting, seating and art display spaces. | <b>\$30,000</b>  |
| <b>2. Burnaby Mountain Golf Course</b><br>Driving range lobby improvements and equipment including the purchase and installation of one Range Servant Ultima 45 ball dispenser complete with blower receivers and automation system for calibration and distribution of range balls to customers.                                      | <b>\$25,000</b>  |
| <b>3. Minor Development</b><br>Minor capital replacement work and upgrades at various park locations due to breakdowns, vandalism or unanticipated capital repairs. Projects done in the past include irrigation systems and turf replacement.   | <b>\$150,000</b> |

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: 2015 April - Parks, Recreation & Cultural Services  
Capital Funding Bylaw

..... Page 2

Sufficient Capital Reserves are available to complete the above projects in the 2015 Annual Financial Plan. It is recommended that Council be requested to bring down a bylaw to appropriate \$214,580 (inclusive of GST) from Capital Reserves to finance these projects.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DH:tc

P:\Admin\Clerical\Staff\tc\dh\2015 May - Parks, Recreation & Cultural Services Capital Funding Bylaw.docx

Copied to: Director Finance  
City Solicitor