



PARKS, RECREATION AND CULTURE COMMISSION

NOTICE OF OPEN MEETING

DATE: THURSDAY, 2017 MARCH 23

TIME: 7:00 PM

PLACE: Council Chambers, Burnaby City Hall

A G E N D A

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1. <u>CALL TO ORDER</u>	
2. <u>CONFIRMATION OF CHAIR FOR 2017</u>	
3. <u>ELECTION OF DEPUTY CHAIR FOR 2017</u>	
4. <u>APPOINTMENT OF MRS. KATHRYN MATTS AS SECRETARY</u>	
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9. NEW BUSINESS**10. INQUIRIES****11. ADJOURNMENT**



PARKS, RECREATION AND CULTURE COMMISSION MINUTES

Wednesday, 2017 February 15

An 'Open' meeting of the Parks, Recreation and Culture Commission was held in Program Room 3, Confederation Community Centre, 4585 Albert Street, Burnaby, B.C. on Wednesday, 2017 February 15 at 6:45 p.m. followed immediately by a 'Closed' meeting from which the public was excluded. At the conclusion of the 'Closed' meeting, the 'Open' meeting was reconvened at 7:05 p.m. in the Activity Room.

1. CALL TO ORDER

PRESENT: Councillor N. Volkow, Chair
 Commissioner K. Alzner
 Commissioner J. Jang
 Councillor A. Kang
 Commissioner L. Loftus
 Commissioner L. Matricardi
 Commissioner W. Peppard
 Commissioner K. Purdy
 School Trustee K. Chen

ABSENT: Commissioner B. Larkin

STAFF: Mr. D. Ellenwood, Director Parks, Recreation & Cultural Services
 Mr. C. Collis, Assistant Director – Recreation
 Mr. D. Nokony, Assistant Director - Cultural Services
 Mr. D. O'Connor, Assistant Director - Golf Operations
 Mr. D. Pelletier, Manager - Business Operations
 Ms. H. Edwards, Manager - Parks, Planning, Design & Development
 Ms. G. Parent, Arts Services Manager
 Mr. E. Bientjes, Manager Recreation Services
 Mr. J. Schumann, Sr. Current Planner - Planning and Building
 Ms. K. Matts Commission Secretary
 Ms. T. Cheng, Recording Secretary

The Open Commission meeting was called to order at 7:05 p.m.

MOVED BY COMMISSIONER ALZNER
SECONDED BY COMMISSIONER JANG

“THAT the Open Commission meeting do now reconvene.”

CARRIED UNANIMOUSLY

The Open Commission meeting reconvened in the Activity Room.

The Chair welcomed the audience to the Confederation Community Centre and introduced the Commissioners, the School Trustee and the Director in attendance. Commissioner Larkin sent her regrets. The Director Parks, Recreation and Cultural Services introduced staff members in attendance. It was acknowledged that Ms. G. Parent, Arts Services Manager, was going to retire and move to Kelowna. The Director thanked Ms. Parent for her dedicated service.

The Chair thanked Councillors, Commissioners and in particular, Commissioner Matricardi, Deputy Chair, as well as staff for covering his work during his absence.

2. MINUTES

a) **Open Commission meeting of 2017 January 18**

MOVED BY COMMISSIONER LOFTUS
SECONDED BY COMMISSIONER PEPPARD

“THAT the minutes of the Open Commission meeting held on 2017 January 18 be now adopted.”

CARRIED UNANIMOUSLY

3. CORRESPONDENCE

MOVED BY COMMISSIONER PURDY
SECONDED BY COMMISSIONER JANG

“THAT the following item of correspondence be received.”

CARRIED UNANIMOUSLY

a) **Administrative Officer**
Re: "Burnaby Then and Now" Celebrating Burnaby 125 with Heritage Markers

The Administrative Officer advised that Council received a report re: "Burnaby Then and Now" Celebrating Burnaby 125 with Heritage Markers and sent a copy of the report to the Parks, Recreation and Culture Commission for information.

Commissioner Loftus requested that staff provide a list of location for the heritage markers to Commissioners.

Staff will provide the list.

4. **DIRECTOR'S REPORT**

a) **Director's Report No. 2**
2017 February 15

The Director Parks, Recreation and Cultural Services submitted his Report No. 2, dated 2017 February 15, covering the following items listed i-v.

MOVED BY COMMISSIONER MATRICARDI
SECONDED BY COMMISSIONER PURDY

"THAT the Director's Report be received."

CARRIED UNANIMOUSLY

i) **Burnaby Festival of Learning 2017**

Simon Fraser University proposed to create the second Burnaby Festival of Learning in 2017 with the key objective to ensure that events are accessible in terms of cost, subject matter, and venue locations. It was recommended that Commission authorize staff to participate on the steering committee for the Festival of Learning and to support in principle the proposed partnership with Simon Fraser University.

It was recommended:

1. THAT the Parks, Recreation & Culture Commission support, in principle, the partnership between Simon Fraser University as outlined in Attachment #1, subject to a more detailed identification and review of the availability of venues and other in-kind support that would be required.
2. THAT staff report back to the Commission seeking final approval once the event plan is completed.

MOVED BY COMMISSIONER JANG
SECONDED BY COMMISSIONER MATRICARDI

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

ii) Special Outdoor Events 2017

The report requested preliminary approval for outdoor events at Deer Lake Festival Lawn and special events at Swangard Stadium. The Deer Lake Festival Lawn events include the annual Symphony in the Park, Burnaby Blues and Roots Festival and up to 8 ticketed concerts. The events at Swangard Stadium will include Burnaby Celebrates Canada Day, the annual European Festival, and up to 13 other special events.

It was recommended:

1. THAT approval be granted for up to 10 outdoor events at Deer Lake Park Festival Lawn between 2017 May 01 and 2017 September 30, and up to 15 special events at Swangard Stadium between 2017 April 01 and 2017 November 01.
2. THAT this report be forwarded to Council for approval.

MOVED BY COMMISSIONER MATRICARDI
SECONDED BY COUNCILLOR KANG

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

iii) Community Participation in Environmental Programs

City of Burnaby staff and CUPE Local 23, in co-operation with local stream keeper groups, neighbourhood groups and community groups have supported annual stream and neighbourhood clean-ups as well as other restoration activities. These community activities in Burnaby parks provide a way to undertake activities that would not be possible within the current operational work plan.

It was recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR KANG
SECONDED BY COMMISSIONER PURDY

“THAT the recommendation be approved.”

CARRIED UNANIMOUSLY

iv) Licence Agreement Renewal – Burnaby and Region Allotment Gardens Association

The Burnaby and Region Allotment Gardens Association is a non-profit, volunteer association that manages 372 garden plots located on 14 acres of City owned, urban agricultural land in the Big Bend area of Burnaby. The Association garden plots are well utilized by Burnaby residents and it provides a variety of education programs and gardening opportunities for the community. The agreement for the operation of the allotment garden has expired.

It was recommended:

1. THAT approval be granted for the renewal of the licence agreement with Burnaby and Region Allotment Gardens Association.
2. THAT Council be requested to concur.
3. THAT a copy of this report be sent to Ann Talbot, President of the Burnaby and Regional Allotment Gardens Association.

MOVED BY COMMISSIONER MATRICARDI
SECONDED BY COMMISSIONER LOFTUS

“THAT the three recommendations be approved.”

CARRIED UNANIMOUSLY

The Chair inquired regarding the history of the allotment gardens.

Staff will provide the information.

v) 2017 February – Parks, Recreation and Cultural Services Capital Funding Bylaw

The 2017-2021 Provisional Financial Plan for Parks, Recreation and Cultural Services contains eight 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.

It was recommended:

1. THAT the expenditure of \$1,220,000 from the 2017-2021 Provisional Financial Plan for the projects outlined in this report be approved.
2. THAT Council be requested to bring down a bylaw to appropriate \$1,277,010 (inclusive of GST) from Capital Reserves to finance these projects.

MOVED BY COMMISSIONER PURDY
SECONDED BY COMMISSIONER PEPPARD

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

Commissioner Alzner requested a breakdown of the recreation centre equipment to be financed.

Staff will provide the information.

Commissioner Loftus inquired when the covered sports box will be in the budget.

Staff will provide the information.

5. NEW BUSINESS

MOVED BY COMMISSIONER JANG
SECONDED BY COMMISSIONER LOFTUS

"THAT all Parks, Recreation and Culture Commissioners be nominated to attend the British Columbia Recreation and Parks Association's 2017 Symposium in Kelowna from April 05 to 07."

CARRIED UNANIMOUSLY

Councillor Kang advised that the Environment Week will take place in May. Nomination is open for the Environmental Awards Program. In celebration of Canada's 150th and Burnaby's 125th Anniversaries this year, there is a very special theme of electric vehicles. On May 27, there will be an assortment of electric vehicles on display and other environmental events at the City Hall. The public is encouraged to participate in the Environment Week events.

In anticipation of new assignments for Councillors and new appointments of Commissioners by City Council, the Director thanked Commissioners Peppard and Purdy and Councillors Kang and Volkow for their insight and guidance to staff.

6. **INQUIRIES**

Councillor Kang inquired if the recent snow storms caused any accidents or damages to playgrounds and parks.

The Director advised that City crews diligently salted and cleared snow off sidewalks and major infrastructure. There has been no spike in accident claims. The biggest damage occurred in the forestry area where heavy snow caused tree branches to break off and damaged some fences. Crews will spend the next few months clearing hazardous tree branches in parks. Staff reported that some sidewalks and walkways in the cultural precinct sustained concrete chippings and potholes which are being assessed. Cameron Recreation Centre went out of power for three hours one day last week when a tree fell on the power lines.

Councillor Kang expressed appreciation of staff clearing the sidewalks around parks, in particular at Taylor Park and Bonsor Park, as children go to the park even on snowy days.

7. **PUBLIC COMMENTS / QUESTIONS**

The Chair announced the beginning of the public comment/question period. The audience was encouraged to speak to the Commission on matters of interest or concern.

Ms. N. Wong advised that she volunteers for the Access Advisory Committee, a sub-committee of the City's Social Planning Committee. Her daughter who has cerebral palsy really enjoys participating in the Adapted Programs in recreation centres. The Recreation Credit of \$184 per person in 2017 is inadequate to enroll her daughter in the program sessions which total \$419.26 a year. The Adapted Yoga, Stepping Out on the Town, Creative Connections and Shall We Dance programs are offered by staff of the Burnaby Association for Community Inclusion at a reduced rate. It does not include her daughter's once a week swim fee of \$6 which comes to \$288 a year. She and her husband are in their 70s and on a fixed pension income. Last year they spent \$53,000 to buy a van and equip it with a lift for their daughter. After paying for rent, food and transportation, her daughter's Person with Disability Benefit does not leave much for recreation. It was inquired if it is possible to reduce the Adapted Program fees or increase the Recreation Credit amount. Toonie swims are too few and too crowded for people with disabilities. Swim is really important for her daughter. Burnaby has one of the best Adapted Programs available. The instructors are accommodating and the sensitivity training for staff helps. Ms. Wong commented that

the stairs at the zero entry of the Edmonds Pool are unsuitable for people with disabilities.

Ms. R. Goddyn advised that her 34 year old son has multiple disabilities. People with disabilities can only swim when there are staff to support them. Staff time is limited. Also, the toonie swim sessions are too noisy and overcrowded for her son who has sensory issues.

MOVED BY COMMISSIONER LOFTUS
SECONDED BY COMMISSIONER MATRICARDI

“THAT staff provide a report regarding the issues presented by Ms. Wong and Ms. Goddyn about the Recreation Credit Program for people with disabilities and provide information about the Adapted Program and fees as compared to other municipalities.”

CARRIED UNANIMOUSLY

Ms. Wong and Ms. Goddyn will receive a copy of the staff report.

Ms. I. McCutcheon thanked the Commission for the good work around the city and invited the Commissioners to the Scandinavian Centre on February 19 to see a Finnish film about Tango. Ms. McCutcheon inquired regarding a new art gallery.

The Chair commented that there has been discussion about a presentation centre and perhaps within it an art gallery. However, it will not be a project for next year.

Ms. McCutcheon commented that the new North Vancouver Presentation House is taking shape at the foot of Lonsdale. The Vancouver Art Gallery is trying to expand. Richmond has a nice art gallery and so does Surrey. The hundred year old Burnaby Art Gallery building is not representative of the city. It would be nice for Burnaby, with the third largest collection of art in the province, to have a more representative place for art. The most eastern part of the Civic Square in Burnaby has space for a new art gallery for exhibition and international shows. There could also be a film studio or a small theatre. The city has good community centres and swimming pools but it lacks a good art gallery with art storage space, workshop, film or theatre lecture area. An art gallery with a restaurant and a gift shop could be a destination place.

Mr. G. McLaughlin invited Commissioners and everyone to attend the Western Challenge, a cycling championship event, at the Harry Jerome Sports Centre on February 24 and 25.

At the conclusion of the meeting, the Chair thanked the audience for their attendance.

8. ADJOURNMENT

MOVED BY COUNCILLOR KANG
SECONDED BY COMMISSIONER JANG

"THAT the Open Commission meeting do now adjourn."

CARRIED UNANIMOUSLY

The Open Commission meeting adjourned at 7:55 p.m.

Kathryn Matts
COMMISSION SECRETARY

Councillor Nick Volkow
CHAIR

tc

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Commission Agenda Date 2017 Mar 23 Delegations (a)

From: darcy olson
Sent: November-08-16 5:40 AM
To: Clerks
Cc: Volkow, Nick
Subject: Park Named in Honour of Jim Barrington Proposal

Dear Mayor and Council.

Several years ago I appeared before Council and proposed that the parkland at the southwest corner of Delta and Halifax be developed and named in honour of Jim Barrington, a past Coucillor of Burnaby and Freeman of Burnaby. This was subsequently passed to the Parks and Culture Committe and never saw the light of day again. I have made repeated calls to the Mayor's Office and the Clerks Office and I have been referred to the historian at Parks as well. To date I have not recieved a satisfactory answer as to what has happened to this proposal other than it seems to have fallen into the cracks at City Hall.

I would very much appreciate this matter be resurrected and placed on Coucil agenda and given the due respect that Jim Barrington so well deserves for his unselfish dedication to the City of Burnaby for the many years that he served on Council.

I wish to appear at Council as a delegation on this matter.

Darcy Olson

You are where you have been.
Yours, on the road.
Darcy Olson, Traveler.
Sent from my LG Mobile

Commission Agenda Date 2017 Mar 23 Delegations (b)

From: leon
Sent: February-15-17 4:07 PM
To: Mayor
Subject: enquiry

Hello Mr. mayor Derek Corrigan,

As a citizen of Burnaby since 2000, I am so glad to see our city developing so good these years and I have some suggestion or questions for your consideration.

I ran a business, VANDICA BUSINESS INC. ,in Vancouver for 17 years and registered a licensed PLEASURE BOAT RENTAL AGENCY in Burnaby last year. Our business grew very well last summer since more and more tourists visited our beautiful BC these years, but unfortunately we had to take our clients out of Burnaby because there is not a marine boat rental or ramps here, so we went to Vancouver, west Vancouver, north Vancouver and port moody for business although Burnaby has great location and amazing scenery such as Barnet Marine Park. And now more and more high-rising buildings are constructed in Burnaby, that means more and more local people won't have boat parking at home, but they need boat rental as well.

Therefore, I plan to setup a Boat Rental in Barnet Marine Park, which is similar to the one at DEER LAKE PARK, but our boats will be small motorized as it is tidal water. I contacted LICENSE DEPARTMENT and Manager of Business Operation Dean Pelletier, I was told that it is not easily and no motorized boat dock is allowed in eastern Burnaby now because of traffic and etc.. This is my question, why could we reconsider or discuss this issue and modify the policy to meet our city development? Why so many cities around us can do it but it is not allowed in Burnaby?

I am looking forwards to hearing from you. Thanks a lot.

Best regards,
 Leon

Proposition of setting up a marine boat rental

Water sports is very popular in Canada in summer, many people like fishing, water-skiing, wakeboarding or sightseeing, and boating is a basic and major activity. The statistical data of 2015 from NMMA (National Marine Manufacturers Association) shows that 46% of adult Canadians participated in recreational boating, i.e. 13.2 million Canadians aged 18 and older. I like boating and worked on business for over 15 years, so I think boating is a good business.

I contacted TRANSPORT CANADA for safe boating guide and regulations 2 years ago and setup a business of boating train and rental in Vancouver last year. Our business grew very well last summer since more and more tourists visited our beautiful BC these years, but unfortunately we had to take our clients out of Burnaby because there is not a marine boat rental or ramps here, so we went to Vancouver, west Vancouver, north Vancouver and port moody for business although Burnaby has great location and amazing scenery such as Barnet Marine Park. Actually the water of India Arm to the north of Barnet Marine Park is one of top 10 best boating area in Canada.

And now more and more high-rising buildings are constructed in Burnaby, that means more and more residents won't have boat parking at home, but they need boating as well.

Therefore, I usually think about why so many cities around us have marine boating place but it is not available in Burnaby? why we consider to build up a marine boat rental to meet our city development? I suggest to setup a Boat Rental in Barnet Marine Park, which is similar to the one at DEER LAKE PARK, but our boats will be small motorized as it is tidal water.

Someone would concern safety, traffic, pollutions and etc. that is right, now we have enough policies or regulations of SAFE BOATING from transport canada. Our city can regulate boat size and engine capacity to protect our environment, and so on.

In a word, it is time to build up a marine boating place in Burnaby now.

Leon (Weidong Li)
March 2, 2017
Tel:604.215.0689
Email: leon@vandica.com



RECEIVED
Parks, Recreation & Cultural Services

FEB 23 2017

Refer To	Initials

1:36 pm

February 22, 2017

Ms. Kathryn Matts
Commission Secretary
Parks, Recreation and Cultural Services Commission
City of Burnaby
101-4946 Canada Way
Burnaby, BC V5G 4H7

Commission Agenda	
Date	2017 Mar 23
Correspondence	(a)

Dear Ms. Matts:

The Burnaby Board of Education is pleased to support the application by the Parent Advisory Council of Lyndhurst Elementary School for a Playground Development Grant to replace their playground.

It is our understanding the PAC and the school have already raised \$26,000 of the estimated \$33,000 cost. The district hereby undertakes to install the playground equipment within twelve months of the grant approval.

Thank you for considering the application by the Lyndhurst PAC.

Yours truly,

A handwritten signature in blue ink, appearing to read "Russell A. Horswill".

Russell A. Horswill, DBA
Secretary Treasurer

Copy: Phil Shepherd, Acting Director of Facilities Services

NOTE

Item 3 of the Director's Report refers to this matter

17-02-22/RH/SB



Lyndhurst Elementary School

9847 Lyndhurst Street • Burnaby BC • V3J 1E9 • Phone 604-664-8751 • Fax 604-664-8790

February 21, 2017

To Whom It May Concern,

The Lyndhurst Elementary School Parent Advisory Council is currently raising funds to build a new playground for our students. We have recently been informed of a city of Burnaby grant available to help us with our endeavour. This \$4000 grant would help us immensely in reaching our goal of \$35, 000.

The Lyndhurst Elementary School playground is one of the oldest playgrounds in the Burnaby School district. Due to safety concerns, we have been informed that the playground will need to be taken down within the next year. This past October, one of our slides was vandalized to the point that it could not be fixed, so the district removed it, leaving our already deteriorating playground not only less desirable for play, but also unsafe. Our P.A.C has currently raised \$20,000 through various fundraisers, and are proud of our efforts considering our school's small size of only 97 students. We have received a quote of approximately \$30,000 for the playground replacement, and we have 2 more fundraisers planned for the spring to help us get closer to this quote.

We appreciate your consideration for this grant, and look forward to hearing from you.

Sincerely,

The Lyndhurst Elementary School Parent Advisory Council

Commission Agenda

Date 2017 Mar 23

Correspondence (b)

From: David Wang
Sent: Tuesday, March 07, 2017 12:14 AM
To: Parks - City of Burnaby
Subject: Safety & security issues in the paid Swimming Pool at Edmonds Community Centre

To: Mr. Nick Volkow, Chairperson & Council Representative;

RECEIVED
Parks, Recreation & Cultural Services

MAR 07 2017

Refer To	Initials
KM	

Mr. Lance Matricardi, Duputy Chairperson;

Miss. Anne Kang, Council Representative;

Mr. James Jang, Commissioner;

Miss. Karin Alzner, Commissioner;

Mr. Lee Loftus, Commissioner;

Miss. Barbara Larkin, Commissioner;

Mr. Wayne Peppard, Commissioner;

Miss. Karen Purdy, Commissioner;

Note

The writers have been contacted to express regret for the incident and appreciation for their suggestions. Safety and protection of our patrons and their property is a priority at our centres. Unfortunately, preventing crime is an ongoing challenge and our processes and services are constantly reviewed to minimize criminal opportunity. The suggestions raised by the writers will be considered with an aim to improve the patron experience at our facilities.

Dear Sirs/Madams;

Monday (February 27), a thief - an unpaid person – simply walked into the Men's Change Room of the paid Swimming Pool in the Edmonds Community Centre (ECC), and stole my husband's bag from the locker leaving him almost naked there (he was left with only his swimming pants). This resulted in a very frustrating and embarrassing experience at ECC!

We were informed that on this day the thief walked off with two stolen bags (another bag was stolen from the Weight Room). We were also informed that thefts occur regularly at ECC.

Being furious to hear about this, we began to wonder, where, if any, the protection is for the safety and security of our paid members at ECC; why the lockers inside the change rooms of the paid Swimming Pool at ECC require to be repeatedly paid by coins of quarters each time to open/close them.

There is no gate or staff monitoring the paid entrance areas to the Swimming Pool and Weight Room. Anyone, paid or not, can simply walk into or out of the paid change rooms of the Swimming Pool at ECC like a free market!

The current layout at ECC makes it *too* easy for those that have not paid to enter into the paid Swimming Pool and Weight Room. The receptionists are located on the opposite side of the entrance, and they are focused on program registration and admission payment.

Entrance monitoring should be the very front line for safety & security of the members/users of the Swimming Pool & Weight Room. Without a gate/narrow entrance, and without staff located in the entrance areas, issues of safety & security will remain or may even become worse as these thieves may tell others how simple it is to steal at ECC.

The Monday locker crimes could have been easily prevented at ECC if there was a gate or staff monitoring the entrance areas for the Swimming Pool & Weight Room.

We hope the paid Swimming Pool at ECC is safe & secured because many men and women who use the facilities are only in their swim suits. If their belongings are stolen, they are left vulnerable and embarrassed. For this reason, safety and security and privacy in the Men's & Women's Change Rooms are extremely important and should be protected.

We would appreciate if you, the decision-making officers, could take immediate actions to protect the paid members/users of ECC; the actions may include, for instance, monitoring the entrance for Swimming Pool and Weight Room by putting a table/staff behind the window at the side of the entrance inside the reception counter or near the entrance areas outside of the counter. Another action may be to create a turnstile entrance for accessing the Swimming Pool and Weight Room. The Community Centre should be a safe & secure place for its members and residents.

In addition, the lockers in the Men's and Women's Change Rooms in the paid Swimming Pool at ECC are *very* inconvenient as they require users to pay one quarter each time to open/close them. Sometimes, users have to pay a second or third or even more quarters for putting in forgotten items or taking out necessary items.

As pass holders, we had experienced, and also witnessed that sometimes we or other users either had to borrow quarters from friends around or had to leave the lockers unlocked (if taking showers nearby).

The Monday locker crimes could also have been easily prevented at ECC if the lockers were quarters refundable or were permitted to use personal locks for convenience of the users, like those being used at Bonsor Recreation Complex (where the lockers require only one quarter and that quarter will be refunded when the lockers are opened so as that users are able to access to their lockers as many times as they need; or users have an option to use their own locks.)

We would also appreciate if you, the decision-making officers, could change the lockers at ECC into the lockers at Bonsor Recreation Complex (a dozen of locks have already missed on one row of the lockers in Women's Change Room of the Swimming Pool at ECC).

As pass holders, we no long feel safe to go the ECC facilities. We also worry the same for many of our friends and users who are still going to the same facilities. This has gotten many of our friends worried as well. With sadness, we have shared this embarrassing story with many others who regularly use this facility. This Monday's theft incident has permanently scarred my husband's memory and impacted our impression on the ECC's facilities. We have not swum there ever since the Monday locker crimes.

We hope that you could take the time to consider some effective measures sooner to ensure the members' safety and security and privacy at ECC since Monday locker crimes should not be condoned in paid swimming pool at ECC.

We would like to take this opportunity to thank the staff and supervisors who helped us report the crime to the police, lent my husband a shirt and blanket, and helped call our son to pick us up (we are both there and our home keys, car keys, my husband's glasses and his clothes were all in the stolen bag).

Thank you.

With our best wishes,

Rona & Shan Wang

CITY OF BURNABY

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT

DIRECTOR'S REPORT NO. 3, 2017

2017 MARCH 17

BURNABY PARKS, RECREATION AND CULTURE COMMISSION

Ladies and Gentlemen:

Your Director reports as follows:

<u>ITEM</u>	<u>DESCRIPTION</u>
1.	Fee Waiver Request - Gadabouts Picnic
2.	2017 Burnaby Golf Fees Bylaw
3.	Playground Development Grant Request for Lyndhurst Elementary School
4.	2017 March - Parks, Recreation & Cultural Services Capital Funding Bylaw

Respectfully submitted,

DAVE ELLENWOOD
Director Parks, Recreation and Cultural Servicestc
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Item.....	1
Director's Report No.....	3
Meeting	2017 Mar 23

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

SUBJECT: FEE WAIVER REQUEST - GADABOUTS PICNIC

RECOMMENDATIONS:

1. **THAT** Citizen Support Services be granted a fee waiver of \$520.00 for the use of Studio 103 at the Shadbolt Centre for the Arts on 2017 July 12 to host their Gadabouts Summer Picnic.
2. **THAT** a copy of the report be forwarded to Ms. Michele Wilson, Coordinator Community Volunteer Resources.

REPORT

Attached is correspondence from Citizen Support Services requesting a waiver of rental fees at the Shadbolt Centre for the Arts for the use of Studio 103 on Wednesday, 2017 July 12 for the Gadabouts Summer Picnic.

The City of Burnaby's Citizen Support Services fundraises to provide activities for housebound seniors in the community. Throughout the year various field trips and special events are coordinated for interaction, entertainment and community involvement. This is a valuable community service enriching the lives of many seniors.

The rental cost of the studio on the event day is \$520.00. The request does not require additional staffing. Therefore, it is recommended that the fee be waived for the event in support of the Gadabouts Summer Picnic.

A handwritten signature in black ink that reads "D. Ellenwood".

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:dn:tc

Attachment

p:\admin\lc\data\wp\Gadabouts Fee Waiver 2017 Commission Report



Attachment #1

 Citizen Support Services

2017 March 14th

Denis Nokony
 Shadbolt Centre for the Arts
 6450 Deer Lake Ave
 Burnaby, B.C. V5G 2J3

Dear Denis:

SUBJECT: GADABOUTS PICNIC - JULY 12, 2017

I am writing to you today to request that our charge of \$520.00 for the use of Studio 103 at the Shadbolt Centre for the Arts on July 12, 2017 be waived. We have booked the room for our annual Gadabouts Summer Picnic.

The Gadabouts are isolated housebound seniors who join us for monthly outings throughout the year. The Outings for the Elderly trips are only made possible through fund-raising. We do not receive any City money for this program. Without donations we could not keep the cost of the outings to a reasonable level. Our seniors love coming to the Shadbolt Centre for the Arts and the Summer Picnic is a highlight of their year.

We would appreciate the loan of the room at no charge, if possible.

Regards,

Michele Wilson
 Coordinator Community Volunteer Resources
 Phone: 604-297-4470
 Email: Michele.Wilson@burnaby.ca

:mw



We support our community in health and independence

#111 - 4940 Canada Way, Burnaby, BC V5G 4K6 ♦ Telephone 604-294-7980 Fax 604-570-3614 ♦
www.burnaby.ca/citizensupportservices



Item	2
Director's Report No.....	3
Meeting.....	2017 Mar 23

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

SUBJECT: 2017 BURNABY GOLF FEES BYLAW

RECOMMENDATIONS:

1. **THAT** the 2017 Golf Fees be approved as outlined in this report.
2. **THAT** Council be requested to approve the 2017 Burnaby Golf Fees Bylaw as detailed on Attachment #1 circulated under separate cover.

REPORT

BACKGROUND

A Golf Fees bylaw is required under the Community Charter for all fees and charges related to the public use of municipal facilities. The 2017 Burnaby Golf Fees Bylaw will apply for the period 2017 May 01 to 2018 April 30.

The 2017 fees for golf services are presented at this time of the year to allow the proposed fees to fall into line with the local golf industry after evaluating the market conditions and competitor's rates. This provides opportunity for the City to ensure that its pricing remains appropriately competitive.

This report will clarify all fee recommendations for the City's golf services, including all proposed green fee rates and restrictions for Burnaby Mountain Golf Course and Driving Range, Riverway Golf Course and Driving Range, Kensington Pitch and Putt, and the Central Park Pitch and Putt golf courses. If approved, these rates will form the 2017 Burnaby Golf Fees Bylaw.

RECENT TRENDS IN THE LOCAL GOLF MARKET

Current market research indicates that an over-supply of both tee times and driving range stall availability remains throughout the Lower Mainland. Market saturation and the dramatic decrease in rounds due to poor weather and subsequent course conditions in recent years has caused the local golf market to remain increasingly competitive in order to maintain volumes. This has forced golf course operators to develop a variety of

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rate structures to maintain loyalty and stimulate non-prime time use at their facilities. Yield management incentives such as tee time pricing are promoted in many ways to create value for the customer, and improve utilization and profitability for our sites.

2017 GOLF SERVICES – FEE DETERMINATION

The following factors were considered in the determination of the 2017 fee structure:

1. Current and projected market demands, price ranges, and recognition of the need to stimulate golf activity during weekday and non-prime time periods. Fee recommendations are based on comparable public and private golf services in the Lower Mainland (Attachment #2).
2. Public response to services and associated fees.
3. Budget restrictions and revenue targets.
4. Review of adjustment of average yield rates to offset increasing operating expenses.
5. Adjustment of base fees to reflect weekday Senior rates at 75% and weekday Junior rates at 65% of the posted Adult rate.
6. Adjustment of fees for rounding to the nearest \$0.25 pertaining to rates when combined with all applicable taxes. If tax rates should change during term of bylaw, fees will subsequently be adjusted, for the purposes of marketing and cash handling, to the nearest \$0.25 once taxes are applied.

2017 GOLF SERVICES – FEE RECOMMENDATIONS

1. Increase weekday and weekend rates \$0.95 at both Burnaby Mountain and Riverway Golf Courses. Increase weekday and weekend rates \$0.48 at Kensington and Central Park Pitch and Putts. Discounted daily fees such as Twilight, Sunrise, and Sunset are adjusted based on a percentage off of Adult daily 18 Hole base rate. When required, rates will be adjusted up or down to a maximum of \$0.25 to ensure rounding to the nearest quarter once taxes are applied.
2. Introduce Twilight Matinée rate on Weekends to stimulate activity in the 45 minute window prior to Twilight rate programs.
3. Introduce Sunrise Rate on Weekdays during Regular Season at the Pitch & Putts to stimulate activity in the early morning.

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4. Increase driving range fees approximately 6 percent to achieve more consistent pricing with the current market. Continue to offer non-peak and off-season increased ball counts per bucket transaction in order to provide alternative pricing options.

GOLF SERVICES - DEFINITION OF WEEKDAY/WEEKEND

Weekday: Monday through Thursday (with the exception of statutory holidays).

Weekend: Friday, Saturday, Sunday, and all statutory holidays.

- Sunrise specials are not available on statutory holidays.
- Senior rate continues to be offered on the Remembrance Day statutory holiday in honour of war veterans. This holiday occurs in non-prime season when booking demand is substantially decreased.

* The Pitch and Putt facilities continue to recognize Fridays (with the exception of those falling on statutory holidays) as a weekday.

SUMMARY

The proposed 2017 fees for Burnaby's golf services are believed to be fair and moderate in comparison with other local golf facilities. This value pricing for our golf facilities and services should ensure that the City maintains its market share in the current golf industry. It is recommended that the 2017 golf fees be approved as outlined.



Dave Ellenwood
 DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

DOC:lmr

Attachments (2)

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Copied to: Director of Finance
 City Solicitor

Attachment #2

Burnaby Mtn Fee Comparison - Adult Rates 2016					
Base Rates - taxes not included					
	Regular Season		Off Season		Average Adult yearly net fee achieved - after applied discounts
	Weekday	Weekend	Weekday	Weekend	
Langara	\$52.00	\$58.00	\$27.00	\$27.00	\$30.75
<i>Redbook (4 for 3) /coupons</i>	\$39.00	\$43.50	\$20.25	\$20.25	
McCleery	\$56.00	\$62.00	\$32.00	\$32.00	\$34.13
<i>Redbook (4 for 3) /coupons</i>	\$42.00	\$46.50	\$24.00	\$24.00	
Burnaby Mountain	\$38.10	\$48.57	\$31.43	\$39.05	\$39.29
<i>no discounting</i>	\$38.10	\$48.57	\$31.43	\$39.05	

Riverway Fee Comparison - Adult Rates 2016					
Base Rates - taxes not included					
	Regular Season		Off Season		Average Adult yearly net fee achieved - after applied discounts
	Weekday	Weekend	Weekday	Weekend	
Fraserview	\$60.00	\$66.00	\$35.00	\$35.00	\$35.63
<i>Redbook (4 for 3) /coupons</i>	\$45.00	\$45.00	\$26.25	\$26.25	
Northlands	\$61.90	\$66.66	\$42.86	\$45.71	\$44.28
<i>Redbook \$10 off all green fees</i>	\$51.90	\$56.66	\$32.86	\$35.71	
Riverway	\$48.57	\$59.05	\$40.95	\$46.67	\$48.81
<i>no discounting</i>	\$48.57	\$59.05	\$40.95	\$46.67	

Pitch & Putt Fee Comparison - Adult Rates 2016					
Base Rates - taxes not included					
	Regular Season		Off Season		Average Adult yearly net fee achieved - after applied discounts
	Weekday	Weekend	Weekday	Weekend	
Queen Elizabeth	\$12.95	\$12.95	\$0.00	\$0.00	\$6.47 (x 9 mos)
<i>Redbook (2 for 1) /coupons</i>	\$6.47	\$6.47			
Rupert Park	\$12.24	\$12.24	\$0.00	\$0.00	\$6.12 (x 9 mos)
<i>Redbook (2 for 1) /coupons</i>	\$6.12	\$6.12			
Stanley Park	\$12.95	\$12.95	\$0.00	\$0.00	\$6.47 (x 9 mos)
<i>Redbook (2 for 1) /coupons</i>	\$6.47	\$6.47			
Ambleside	\$11.60	\$11.60	closed Nov - Feb		\$8.12 (x 8 mos)
<i>Vouchers 30% off</i>	\$8.12	\$8.12			
Central / Kensington	\$11.90	\$11.90	\$9.29	\$9.29	\$10.60 (x 12 mos)
<i>no discounting</i>	\$11.90	\$11.90	\$9.29	\$9.29	

Driving Range Fees					
Base Rates - taxes not included					
Buckets	Qty	Pre-tax	Tax in	Price/ball Pre-tax	Market Range price/ball
½ Bucket (Warm-Up)	25 Balls	\$ 3.33	\$3.50	\$ 0.13	No comparison
1 Bucket	50 Balls	\$ 5.71	\$6.00	\$ 0.11	\$.09 - \$.11
3 Buckets	150 Balls	\$ 15.24	\$16.00	\$ 0.10	\$.08 - \$.10
15 Buckets	750 Balls	\$ 65.71	\$69.00	\$ 0.09	\$.07 - \$.09
75 Buckets	3,750 Balls	\$ 271.43	\$285.00	\$ 0.07	\$.07 - \$.08



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COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

SUBJECT: PLAYGROUND DEVELOPMENT GRANT REQUEST FOR LYNDHURST
ELEMENTARY SCHOOL

RECOMMENDATIONS:

1. **THAT** the request from Lyndhurst Elementary School be approved.
2. **THAT** a copy of this report be forwarded to; Barb Olsen, Lyndhurst Elementary PAC Chair, Erin Catania, Lyndhurst Elementary PAC Vice Chair, Kim Clark, Lyndhurst Elementary Vice-Principal.
3. **THAT** Council be requested to authorize the City enter into an agreement with the Burnaby School District for the contribution to the cost of the playground upgrades as detailed in this report.

REPORT

Appearing on the agenda is correspondence from the Lyndhurst Elementary School Parent Advisory Council.

The Council and PAC are requesting a grant from the 2017 Annual Operating Playground Development Budget to assist with the redevelopment of their playground.

Background

There is \$12,000 budgeted annually in the Operating Budget and, with few exceptions, the fund is expended each year. The Criteria for Playground Development Funding Requests is attached (Attachment #1). Lyndhurst Elementary School is the first school this year to request the grant.

Lyndhurst Elementary School meets the Playground Grant guidelines and has received approval from the Burnaby School District to install the playground components within twelve months of receiving the Playground Grant. Lyndhurst Elementary School last received a grant in 1992.

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 Re: PLAYGROUND DEVELOPMENT FUNDING REQUEST
 FOR LYNTHURST ELEMENTARY SCHOOL

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Outlined below is the cost breakdown for the school's playground grant request:

Lyndhurst Elementary School

Total cost of play components, including deluxe climbers, curved balance beam, and enclosed slide	\$33,000.00
Funds raised to date	\$26,000.00
Amount requested from Playground Development grant	\$ 4,000.00

It is recommended that the Lyndhurst Elementary School request be approved. If approved, there will be \$8,000.00 remaining in the 2017 Annual Operating Playground Development Budget.



Dave Ellenwood
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

EP:tc

Attachment

P:\Admin\Clerical\Staff\tp\Playground Commission Report – Lyndhurst Elementary School

cc: City Solicitor
 Director Finance

CRITERIA FOR PLAYGROUND DEVELOPMENT FUNDING REQUESTS

The purpose of the Playground Development Grant is to recognize the fundraising efforts of Burnaby parents and Parent Advisory Councils, as well as improve the play experience at school playgrounds for the community at large, as a valuable way to participate in physical activity and connect with neighbours who use these assets.

CRITERIA:

1. The project is initiated and cost shared by a parent group and the Burnaby School Board. The parent group must have 50% of the project cost raised at the time of the request. The Playground Development Grant will provide matching funds up to a maximum of \$4,000.
2. The play equipment will be accessible to the public and thus provide a public benefit beyond serving the schoolchildren during school hours.
3. The parent group may request a grant once every 4 years.
4. The remainder of the funding for the entire project needs to be either in place or very close to being finalized at the time of the application.
5. Parks, Recreation & Cultural Services staff will be allowed input into the design process.
6. The Burnaby School Board must approve the project and its installation of the playground within 12 months of the grant approval. Consequently, a letter from the School District must be included with the request. The parent group may contact Sandra Brunner (Sandra.Brunner@sd41.bc.ca) to arrange for a letter of support.
7. The grant can be used for equipment and/or for the purchase and planting of trees and/or shrubs for the playground area or garden projects.

OPERATIONAL GUIDELINES:

1. Applications are considered on a first come, first served basis. Requests will be received and time dated after the 3rd Monday of January of the year the grant is available.
2. Playground Development Grants are only available if approved in the City of Burnaby's Annual Capital Budget.
3. In the event the Playground Development Fund is completely allocated prior to yearend, staff will advise Commission of all subsequent requests for their consideration. There will be no waitlist kept.



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COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

SUBJECT: 2017 MARCH - PARKS, RECREATION & CULTURAL SERVICES
CAPITAL FUNDING BYLAW

RECOMMENDATIONS:

1. **THAT** the expenditure of \$958,000 from the 2017-2021 Provisional Financial Plan for the projects outlined in this report be approved.
2. **THAT** Council be requested to bring down a bylaw to appropriate \$1,002,766 (inclusive of GST) from Capital Reserves to finance these projects.

REPORT

The 2017-2021 Provisional Financial Plan for Parks, Recreation and Cultural Services contains the following 13 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.

- | | | |
|---|-------------------|-----------------|
| 1. Burnaby Village Museum | (DPX.0162) | \$95,000 |
| The steam boiler replacement/safety upgrades project will include: replacing aging steam boiler and to install safety barriers for steam engine moving parts and install emergency shut button in order to provide a safe work environment in the steam demonstration area. | | |
| 2. SCA Interior Fit-outs | (DPY.0045) | \$40,000 |
| This project will replace the aging portable riser units at the Shadbolt Centre for the Arts. These are used through the facility for special events and various functions. | | |
| 3. SCA Equipment Replacement | (DPY.0064) | \$73,000 |
| This project will replace Cultural Services equipment at all three facilities and include: audio/visual devices, display units, printing press, portable ramp, storage/safety items and maintenance tools. | | |

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 From: Director Parks, Recreation & Cultural Services
 Re: 2017 March - Parks, Recreation & Cultural
 Services Capital Funding Bylaw

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|--|--------------------|------------------|
| 4. Accessibility Improvements | (DPW.0264) | \$50,000 |
| Improve park connections and pathways between park features to meet accessibility standards at City parks. This will include adding curb cuts, connections to existing park trails and parking lot entries. | | |
| 5. Trail System Development | (DPW.0261) | \$100,000 |
| Reconstruction of trail segments to include grade changes, trail widening, slope stabilization, excavation and rebuilding of washouts. | | |
| 6. Barrier Gates and Bleachers | (DPW.0240) | \$70,000 |
| Replacement of barrier gates and bleachers at various park sites and sports fields in the park system. | | |
| 7. Forest Grove Park | (DPW.0297) | \$75,000 |
| Replacement of power kiosk and related wiring to washroom building and field lights at Forest Grove Park. | | |
| 8. Byrne Creek Field Replacement | (DPW. 0271) | \$60,000 |
| Specifications and tender documents preparation for the 2018 replacement of the artificial turf at Byrne Creek School. The current turf was installed in 2005 and is beyond its ten year life cycle. | | |
| 9. Kensington Park | (DPW.0286) | \$80,000 |
| Replacement of the front stairway at Kensington Arena, addition of an accessible ramp from parking lot to front entry and entry concrete replacement as required. | | |
| 10. Shade Structures | (DPW.0152) | \$120,000 |
| Installation of shade structures in coordination with program activity needs in various locations (spray parks, playground program, etc.) throughout the park system. Locations include Cameron Park, Edmonds Park, Wesburn Park and Brentwood Park. | | |
| 11. Barnet Marine Park | (DPW.0281) | \$20,000 |
| Construction of a fenced storage compound for City program equipment. | | |

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12. Environmental Upgrades (DPW.0258) \$100,000

Invasive species removal, sub-base preparation, native plantings and landscaping of the areas, continue knotweed program as well as training and education on invasive species. Continue habitat restoration in areas such as Deer Lake Park, Central Park and Burnaby Mountain natural forest areas.

13. Sport Court Upgrades (DPW.0252) \$75,000

Resurfacing, fencing replacement, and major upgrades to basketball courts, ballhockey courts, and multi-use courts within the parks system. This year's program to include Ledingham, Confederation, Garden Grove and Cariboo Hill Parks.

Sufficient Capital Reserves are available to complete the above projects in the 2017-2021 Provisional Financial Plan. It is recommended that Council be requested to bring down a bylaw to appropriate \$1,002,766 (inclusive of GST) from Capital Reserves to finance these projects.

The 2017-2021 Provisional Financial Plan for Parks, Recreation and Cultural Services contains the following project to be funded from Gaming Reserves. To enable work to go ahead on these projects, approval is requested to appropriate funding.



Dave Ellenwood
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DH:lw:tc

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