



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

### *NOTICE OF OPEN MEETING*

**DATE:** WEDNESDAY, 2017 MAY 17  
**TIME:** 7:00 PM  
**PLACE:** Active Studio, Edmonds Community Centre

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

<b>1.</b>	<b><u>CALL TO ORDER</u></b>	<b><u>PAGE</u></b>
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**5. NEW BUSINESS**

**6. INQUIRIES**

**7. ADJOURNMENT**



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

**Wednesday, 2017 April 19**

An 'Open' meeting of the Parks, Recreation and Culture Commission was held in the Council Committee Room, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, 2017 April 19 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 7:00 p.m. in the Council Chambers.

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

**PRESENT:** Councillor P. McDonell, Chair  
 Commissioner G. Clark  
 Commissioner J. Jang  
 Councillor D. Johnston  
 Commissioner B. Larkin  
 Commissioner L. Loftus  
 Commissioner L. Matricardi  
 Commissioner D. Staschuk  
 School Trustee B. Narang

**ABSENT:** Commissioner Karin Alzner

**STAFF:** Mr. D. Ellenwood, Director Parks, Recreation & Cultural Services  
 Mr. C. Collis, Assistant Director – Recreation  
 Mr. D. Nokony, Assistant Director - Cultural Services  
 Mr. D. Pelletier, Manager - Business Operations  
 Ms. H. Edwards, Manager - Parks, Planning, Design & Development  
 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 7:00 p.m.

**MOVED BY COUNCILLOR JOHNSTON**  
**SECONDED BY COMMISSIONER LOFTUS**

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

**CARRIED UNANIMOUSLY**

The Open Commission meeting reconvened in the Council Chambers.

## 2. **MINUTES**

### a) **Open meeting of 2017 March 23**

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LOFTUS

“THAT the minutes of the Open Commission meeting held on 2017 March 23 be now adopted.”

CARRIED UNANIMOUSLY

## 3. **DELEGATIONS**

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LOFTUS

“THAT the delegations be heard.”

CARRIED UNANIMOUSLY

### a) **Speakers: Mr. George McLaughlin and Mr. John Mayr** **Burnaby Velodrome Club** **Re: Burnaby Velodrome Club in Harry Jerome Sports Centre**

Mr. McLaughlin, president of Burnaby Velodrome Club, introduced board members attending the meeting. Mr. Mayr made a power point presentation to introduce the history of the Club, their programs, members and users, benefits to Burnaby and the region, partners, lease, goals and concerns. They sub-lease the cycling track and related facility from the Volleyball BC. Their concerns are related to rent, track time, facility maintenance and capital investment on the Harry Jerome Sports Centre. When Volleyball BC tried to use all six courts when cycling was taking place, balls from the two end courts without surrounding nets would go onto the cycling track. Their goal is to increase their track time to support the viability of their Club. Volleyball BC has given them until April 30<sup>th</sup> to sign a new sub-lease agreement. Without rent reduction or more track time, the Burnaby Velodrome Club will not be viable in the future.

Commissioner Clark inquired if the cycling track and the volleyball courts can be used at the same time.

Mr. Mayr advised that the four main courts with nets around them can be used at the same time as the cycling track but not all six courts.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the presentation be referred to staff to work with the Burnaby Velodrome Club and the Volleyball BC to try to reach an amicable agreement.”

CARRIED UNANIMOUSLY

**b) Speaker: Mr. Dakota Koch**  
**East Vancouver Newcomer Camp Association**  
**Re: Summer Camp Program in Burnaby**

Mr. Dakota Koch, vice president and co-founder, advised that the East Vancouver Newcomer Camp is a non-profit initiative organized by a group of university students. They operate a summer camp to offer free educational and recreational programs for recently arrived refugee children between six to twelve years of age in the Lower Mainland. Last year they helped 22 to 23 kids, 9 of them from Burnaby. This summer they plan to operate a newcomer camp in Burnaby to accommodate a larger number of children and are looking for a space at one of the community centres near a sports field and a major transit artery. They received a grant of \$25,000 from the Federal Government and \$23,000 from private donors.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LOFTUS

“THAT the presentation of the East Vancouver Newcomer Camp Association be referred to staff for a report.”

CARRIED UNANIMOUSLY

**c) Speaker: Mr. Darcy Olson**  
**Re: Migratory Bird Week and Cherry Blossom Festival**

Mr. Olson advised that there are two popular events in Vancouver: the migratory bird week and the cherry blossom festival. We see thousands of birds passing through B.C. in spring and fall as we are on the Pacific fly-way. Birds from South America and Mexico fly here. Bird watching is growing fast for seniors all over the world. Thousands of people travel to see birds. It brings in tourist revenue. Burnaby has excellent areas for bird watching. The Burnaby Lake Nature House could have a more formal program tied in with the migratory bird week. It could also be tied in with school programs about birds and biology class for seniors. The cherry

blossom trees around City Hall are very beautiful. Burnaby has a large number of cherry blossom trees. Besides the Brentwood neighbourhood, there are streets lined with cherry blossom trees. The Nikkei Cultural Centre would be interested in being involved in a cherry blossom festival for Burnaby. These activities will promote Burnaby as a major city.

#### 4. **CORRESPONDENCE**

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LOFTUS

"THAT the following item of correspondence be received."

CARRIED UNANIMOUSLY

**a) Eurofest BC Society**  
**Re: Fireworks Display at Swangard Stadium**

Mr. Antonio Capela, President of Eurofest BC Society, requested approval for fireworks display at Swangard Stadium to celebrate the 20<sup>th</sup> anniversary of the European Festival.

Item 4 of the Director's Report referred to this matter.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LOFTUS

"THAT Item 4 of the Director's report be brought forward for consideration at this time."

CARRIED UNANIMOUSLY

Item 4 - Fireworks at Swangard Stadium on 2017 May 27

The Eurofest BC Society requested approval for a fireworks display as part of the 20<sup>th</sup> annual Eurofest at Swangard Stadium. The proposal has been reviewed by the Burnaby Fire Department and the Environmental Engineering Department.

It was recommended:

1. THAT a fireworks display on 2017 May 27, as part of the European Festival at Swangard Stadium, be approved as outlined in this report.
2. THAT a copy of this report be forwarded to Antonio Capela of the Eurofest BC Society.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LOFTUS

“THAT the two recommendations be approved.”

CARRIED UNANIMOUSLY

5. **DIRECTOR'S REPORTS**

a) **Director's Report No. 4**  
**2017 April 19**

The Director Parks, Recreation and Cultural Services submitted his Report No. 4, dated 2017 April 19, covering the following items listed as 1 - 7.

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

“THAT the Director's Report be received.”

CARRIED UNANIMOUSLY

i) **2017/2018 Facility Use, Program and Services Fee Schedule**

The report outlined the recommended fee structure to be effective September 01 for the Recreation and Cultural services. The majority of fees are recommended to increase by 2% to keep up with the cost of providing services. The 2017/2018 rates will be advertised in the Fall/Winter Leisure Guide.

It was recommended:

1. THAT the 2017/2018 Facility Use Fee Schedule (Attachment #1) be recommended to Council for approval as outlined in this report.
2. THAT the 2017/2018 Non-Bylaw Program and Service Fees (Attachment #2) be approved as outlined in this report.
3. THAT Council be requested to authorize the City Solicitor to bring forward the necessary amendments to the following bylaws for consideration:
  - Burnaby Recreation Fees and Admissions Bylaw 2017
  - Burnaby Shadbolt Centre and Burnaby Art Gallery Rental Fee Bylaw 2017
  - Burnaby Village Museum Fees Bylaw 2017.

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

“THAT the three recommendations be approved.”

CARRIED UNANIMOUSLY

**ii) Volunteer Recognition – Thirty Year Service Award Pin**

The volunteer recognition program includes the award of a pin to volunteers who complete five, ten or fifteen years of service. A thirty year award pin will be created to recognize those who have contributed thirty years of volunteer service.

It was recommended:

1. THAT a thirty year volunteer service award pin be created as outlined in this report.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LARKIN

“THAT the recommendation be approved.”

CARRIED UNANIMOUSLY

**iii) Burnaby Festival of Learning**

The Festival is a week-long celebration of learning with events designated to inform, engage and spark creative conversations between diverse audiences. This report outlines a detailed plan for the festival and requests support from the City of Burnaby for facility use.

It was recommended:

1. THAT Commission approve the partnership with Simon Fraser University to facilitate the Burnaby Festival of Learning as outlined in this report.
2. THAT Council be sent this report for information.



MOVED BY COMMISSIONER CLARK  
SECONDED BY COMMISSIONER LARKIN

“THAT the two recommendations be approved.”

CARRIED UNANIMOUSLY

**iv) Fireworks at Swangard Stadium on 2017 May 27**

This item was dealt with earlier in the meeting.

**v) Giro di Burnaby**

Giro di Burnaby 2017 comprises a single cycling event, the criterium. It is open to male and female cyclists competing for a total prize purse of over \$15,000, which is paid to the racers from monies collected from sponsorship.

It was recommended:

1. THAT Council be requested to approve the road closure for the Giro di Burnaby as identified in this report.
2. THAT Council be requested to maintain the current practice of depositing surplus Giro donations in a reserve for future Giro events.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the two recommendations be approved.”

CARRIED UNANIMOUSLY

**vi) 2017 April – Parks, Recreation & Cultural Services Capital Funding Bylaw**

The 2017-2021 Provisional Financial Plan for Parks, Recreation and Cultural Services contains five 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 \$575,000 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 \$601,869 (inclusive of GST) from Capital Reserves to finance these projects.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LOFTUS

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

#### **vii) Move for Health Day**

Move for Health Day was launched by the World Health Organization to encourage people to adopt physically active lifestyles as part of maintaining health and well-being. Move for Health Day events have been held in Burnaby since its inception in 2002. The events planned on May 10 vary from year to year so that interest may be piqued by those who do not normally take part in regular programs and services. Offering free activities removes a major barrier to participation.

It was recommended:

1. THAT approval be given to waive the fee for select swim sessions during Move for Health Day on Wednesday 2017 May 10 as outlined in this report.

MOVED BY COMMISSIONER LARKIN  
SECONDED BY COMMISSIONER CLARK

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

## **6. REPORTS**

### **a) 2017 Committee and Liaison Member Appointments**

The Chair submitted his report re: 2017 Committee and Liaison Member Appointments for the approval of the Commission.

It was recommended:

1. THAT the 2017 Committee and Liaison Member Appointments be approved.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LARKIN

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

## 7. TABLED MATTER

The following matter was tabled at the 2017 March 23 Open Commission meeting:

- a) **Parks, Recreation and Culture Commission**  
**Re: Election of Deputy Chair for 2017**

A Motion to Table the Election of Deputy Chair for 2017 was introduced.

MOVED BY COMMISSIONER LOFTUS  
SECONDED BY COMMISSIONER ALZNER

"THAT the election of Deputy Chair be TABLED."

CARRIED UNANIMOUSLY

MOVED BY COMMISSIONER LOFTUS  
SECONDED BY COUNCILLOR JOHNSTON

"THAT the Election of Deputy Chair for 2017 be LIFTED from the table."

CARRIED UNANIMOUSLY

The Chair called for nominations for the Office of Deputy Chair for 2017.

Councillor Johnston nominated Commissioner Matricardi.

Commissioner Matricardi accepted the nomination.

There being no further nominations, Commissioner Matricardi was elected Deputy Chair for 2017 by acclamation.

The Deputy Chair thanked the Commission for his nomination.

**8. NEW BUSINESS**

Commissioner Loftus advised that he attended an event to recognize volunteers in lacrosse at the Bill Copeland Arena and inquired when a report on the new sports box will come to the Commission.

Staff advised that the report is their priority.

**9. INQUIRIES**

There were no items raised under Inquiries.

**10. ADJOURNMENT**

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

"THAT the Open Commission meeting do now adjourn."

CARRIED UNANIMOUSLY

The Open Commission meeting adjourned at 8:05 p.m.

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Kathryn Matts  
COMMISSION SECRETARY

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Councillor Paul McDonell  
CHAIR

tc

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Commission Agenda  
 Date .....2017 May 17  
 Correspondence .....(a)



United Way  
 Lower Mainland  
 Change starts here.

2017 April 11

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

**RE: 2017 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 2017 campaign. We will be contacting local businesses to request **non-monetary contributions** to recognize City of Burnaby employees who contribute to our United Way fundraising campaign either through ongoing payroll deductions or lump sum donations.

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

The 2017 campaign runs from September 1 to September 30. We welcome any contribution that 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 have provided to our previous United Way campaigns by providing admission passes that reflect the wide range of activities and services offered by the Department.

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 would like to arrange for donation pick-up, please contact Anne Cole at 604-294-7467.

Thank you for your continued support.

Yours truly,

Anne Cole  
 City of Burnaby,  
 United Way 2017 Committee Chair  
 Tel: 604-294-7467  
[anne.cole@burnaby.ca](mailto:anne.cole@burnaby.ca)

**NOTE**

Item 1 of the Director's Report refers to this matter

O:\United Way\Campaign 2017\Letters\Donation Request Letter to Parks Commission.docx

Employees of the City of Burnaby United Way Workplace Campaign  
 c/o Anne Cole, Engineering Department  
 4949 Canada Way, Burnaby, BC V5G 1M2

<b>Commission Agenda</b>	
Date .....	2017 May 17
Correspondence .....	(b)

**From:** Yosof Hakimi [mailto:YosofHakimi@hotmail.com]  
**Sent:** Monday, April 24, 2017 10:19 AM  
**To:** Parks - City of Burnaby  
**Subject:** Spelling Bee Competition Hosted in Burnaby - Grant/Spacing Proposal

To whom it may concern,

Hi, this email is to reach out to the Parks and Recreation team in hopes of receiving funding for our event.

On May 22nd 2017, we are hosting a not-for-profit Spelling Bee Competition in Bonsor Recreation Center. This event is planned by Afghan Benevolent Association (ABA) who is a non-profit organisation created by Afghans living in British Columbia. This organisation provides various services to afghans living in BC. This event is hosted for the youth and kids to provide an academic experience and one of uniting the community.

We are hoping of receiving any sort of grant or spacing to hold 250 people at least.

Thanks and looking forward to hearing back,

Yosof Hakimi  


<!-- p {margin-top:0; margin-bottom:0} -->  
<https://www.facebook.com/events/1899490656934373/>



### Spelling Bee Competition May 22th 2017

[www.facebook.com](http://www.facebook.com)

~~ABA Proudly Present It's 1st Annual Spelling Bee Competition~~ (Dear Parents and Young Spellers mark your calendar for our exciting new event) We are...

### NOTE

Item 4 of the Director's Report refers to this matter

**Matts, Kathryn****Commission Agenda**

Date ..... 2017 May 17

Correspondence..... (c)

**From:** Cirotto, Mara  
**Sent:** Tuesday, May 09, 2017 9:39 AM  
**To:** Matts, Kathryn  
**Subject:** FW: Glenwood Elementary (South Burnaby) Playground Project - THANK YOU  
**Attachments:** Glenwood Playgrnd Thank You Photo (Oct-16).jpg

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**From:** Yuki Omoto-Chow [<mailto:yomotochow@rocketmail.com>]  
**Sent:** May-05-17 12:40 PM  
**To:** Cirotto, Mara  
**Subject:** Glenwood Elementary (South Burnaby) Playground Project - THANK YOU

Dear Mrs. Cirotto: We would appreciate if you would share this with whom it may concern.

It is hard to believe that we are near the end of this school year. Until yesterday, it felt as if Spring was never going to arrive. It was the same feeling we had just over three years ago with the Glenwood Elementary Playground Project.

As we reflect back on this school year, we cannot believe that our much anticipated adventure playground officially opened. We wondered if this day would ever come! Our dream of a new playground became a reality because of your support. We marked this occasion with a photo which we wish to share with you.

As parents, there is nothing more satisfying than seeing the kids from Kindergarten to Grade 7 climbing, hanging, spinning, balancing, jumping, and engaging in spontaneous, creative play, both in and around the playground. It is the hub of social, emotional and physical development outside the classrooms.

The Playground Project will finally wrap up in a few short months after the installation of two more park benches this Summer. In total, there will be four benches for the kids and families to sit and enjoy each other's company.

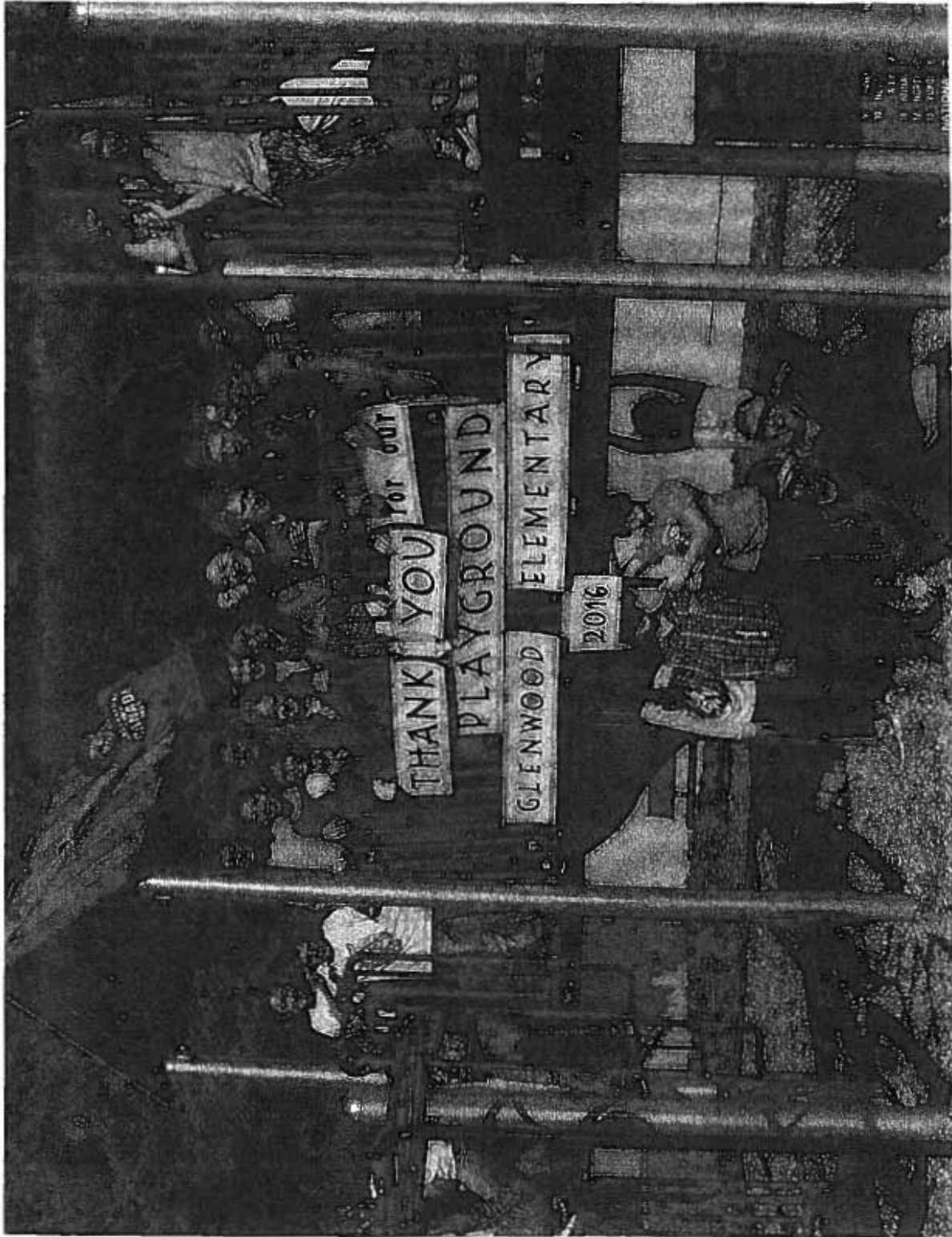
To honour the City of Burnaby's contribution to the Playground Project, a permanent Donor Recognition plaque is on display by the School Office. Your support to our community will be remembered for many, many years to come.

With Heartfelt Gratitude,

Laura Iwan  
 Parent Advisory Council  
 Playground Project Committee Chair  
 GLENWOOD ELEMENTARY  
 5787 Marine Drive  
 Burnaby, BC

**NOTE**

This is for the information of the Commission





CITY OF BURNABY

**PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT**

DIRECTOR'S REPORT NO. 5, 2017

2017 MAY 11

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.	2017 Annual United Way Campaign – Request for Support
2.	Willingdon Heights Park – Demolition of City-owned Structure at 1448 Gilmore Avenue
3.	Lease Agreement Renewal - Volleyball BC
4.	Fee Waiver Request for the Use of Bonsors Banquet Room
5.	Covered Sports Box
6.	2017 May – Parks, Recreation & Cultural Services Capital Funding Bylaw

Respectfully submitted,



DAVE ELLENWOOD  
Director Parks, Recreation and Cultural Services

tc  
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## COMMISSION REPORT

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

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

**SUBJECT: 2017 ANNUAL UNITED WAY CAMPAIGN - REQUEST FOR SUPPORT**

**RECOMMENDATIONS:**

1. **THAT** Commission support the City of Burnaby 2017 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 Anne Cole - Chair of the City of Burnaby United Way Campaign Committee.

**REPORT**

Appearing as correspondence is a request from the employees of the City of Burnaby 2017 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 Friday, September 01 and runs until September 30, 2017.

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 City of Burnaby 2017 United Way Steering Committee is once again requesting that Commission continue with their support and provide a selection of passes as incentive prizes.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: 2017 Annual United Way Campaign - Request  
for Support

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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.

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.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

TK:tc

Attachment

P:\admin\tc\data\wp\2017Annual United Way Campaign

Attachment #1

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

**2017 City of Burnaby Employee United Way Campaign Incentive Prize Draw**

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<b>Be Active Pass – 1 month</b> <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>	10 passes
<b>Yoga &amp; Pilates Studio Punch Card – 10 admissions</b> <ul style="list-style-type: none"> <li>Valid at Bonsor Recreation Complex</li> </ul>	1 punch card
<b>Public Skate Punch Card – 10 admissions</b> <ul style="list-style-type: none"> <li>Valid at Bill Copeland, Burnaby Lake and Kensington Arenas for public skating</li> </ul>	4 punch cards
<b>Burnaby Village Event Admissions</b> <ul style="list-style-type: none"> <li>Haunted Village – 4 admissions</li> <li>Carousel Rides – 6 admissions</li> </ul>	10 admissions
<b>Golf</b> <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 or Kensington Pitch and Putt</li> <li>Lunch or dinner for 2 at Burnaby Mountain valued at \$50 (Alcohol not included).</li> </ul>	2 rounds   2 rounds



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## COMMISSION REPORT

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

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

**SUBJECT: WILLINGDON HEIGHTS PARK - DEMOLITION OF CITY-OWNED  
STRUCTURE AT 1448 GILMORE AVENUE**

**RECOMMENDATION:**

1. **THAT** Council be requested to authorize the sale for moving or salvage or demolition of the structures, including all outbuildings at 1448 Gilmore Avenue.

**REPORT**

The Chief Licence Inspector has advised that the interim rental property at 1448 Gilmore Avenue, within Willingdon Heights Park, is presently in need of some repairs. This provides an opportunity to advance the removal and/or demolition of City-owned structures to further the intended transition of the lands acquired for park purposes on Gilmore Avenue to their intended park use.

The subject property, 1448 Gilmore Avenue, was acquired on 1999 May 12 for Willingdon Heights Park and has since been held as an interim residential rental property. The location of the subject property is illustrated in the attached sketch plan (Attachment #1).

The subject property is improved with a tenanted 2-storey bungalow style 4-bedroom single family dwelling with finished basement built in 1947. The structure is not listed on the City Heritage Inventory or Community Heritage Register. A recent inspection has determined that approximately \$27,300 in repair work is required to bring the structure up to current rental standards. A financial analysis has determined that it is not considered economical to upgrade the house for continued rental purposes given the short holding period before the land is needed for park development. Demolition of the structure is therefore recommended.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Willingdon Heights Park - Demolition of City-  
owned Structure at 1448 Gilmore Avenue  
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As noted above, the dwelling is presently tenanted. Tenancy for interim city rental properties is on a month to month basis and all tenants are notified at the time of rental that the property may be required for park use at any time. It will be necessary to give the tenant notice to vacate. Under the Residential Tenancy Act, a two month notice period is required.

Parks, Recreation and Cultural Services staff concur with this assessment, and note that removal of the structure from the property will further the intended transition of the city-owned land on this block of Gilmore Avenue to park use. In order to proceed with the removal and/or demolition of the structure, including any outbuildings, at 1448 Gilmore Avenue, Commission and Council approval is requested.



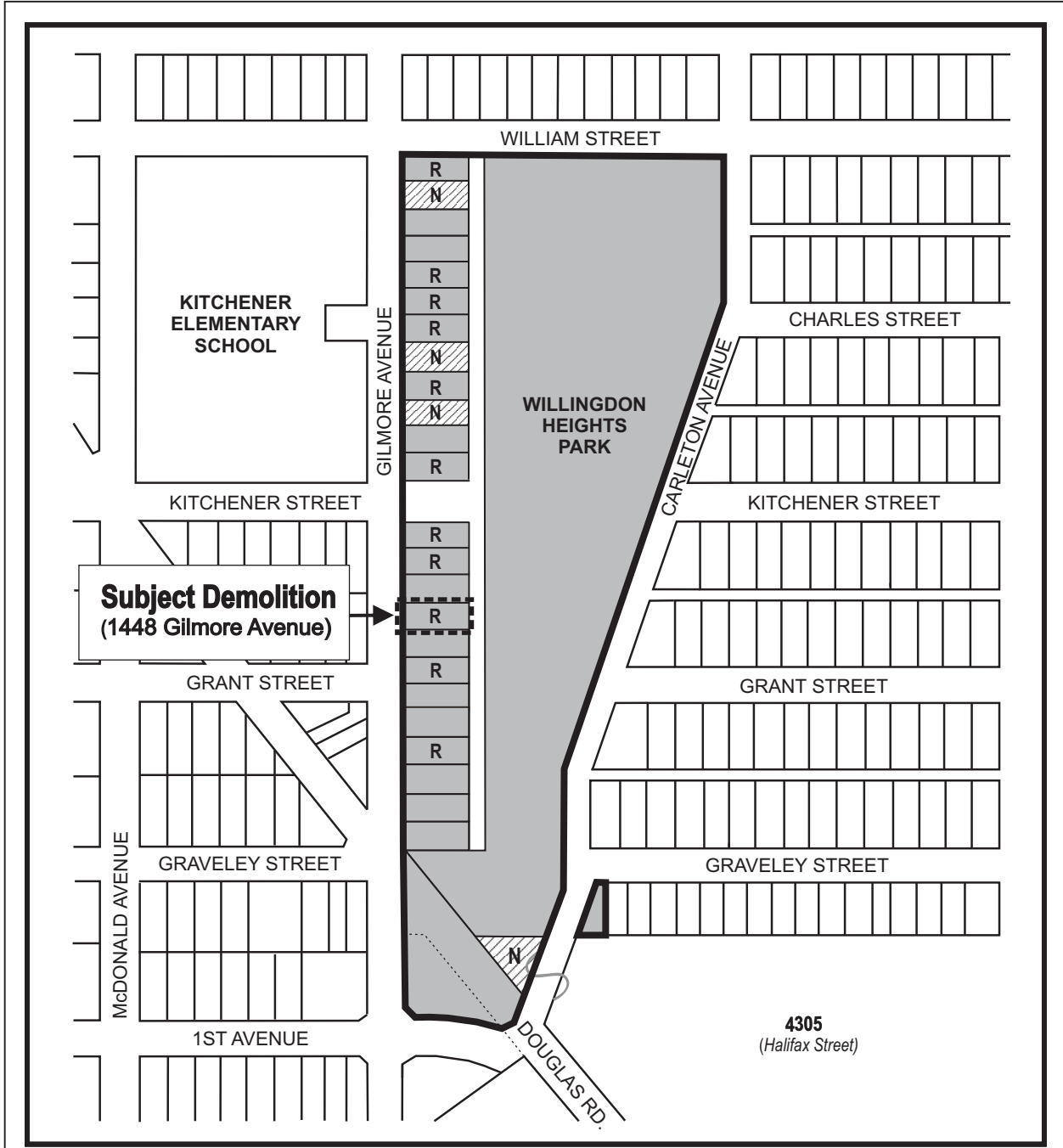
Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

ATS:ats:tc

Attachment

P:\admin\shared\as\commission report\_1448 Gilmore Ave demolition

Copied to: Chief Licence Inspector  
Assistant Director Engineering, Facilities Management  
Director Engineering  
Director Finance  
Director Planning and Building  
Director Public Safety and Community Services



# Willingdon Heights Park

**Subject Demolition: 1448 Gilmore Avenue**

**NOTE:** Last revision to park boundary was adopted by Commission on 98/05/26.



## LEGEND:

--- Subject Acquisition

— Proposed Park Area



Proposed for Acquisition



Authority to Negotiate



Existing Park Property



Interim Rental House

Scale = N.T.S.

P.A.P. Sketch # 55

Attachment #1



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## COMMISSION REPORT

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

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES      **FILE:** 09100-25

**SUBJECT: LEASE AGREEMENT RENEWAL - VOLLEYBALL BC**

**RECOMMENDATIONS:**

1. **THAT** approval be given for the renewal of the lease with Volleyball BC for a further three year term beginning 2017 July 01 and ending 2020 June 30 with two one-year options including changes to the terms and conditions as outlined in this report.
2. **THAT** Council be requested to approve the renewal of the lease with Volleyball BC for the Harry Jerome Sport Centre as outlined in this report.
3. **THAT** the City Solicitor be authorized to execute a lease agreement with Volleyball BC for the Harry Jerome Sport Centre as outlined in this report.
4. **THAT** a copy of this report be sent to Mr. Chris Densmore, Chief Executive Officer of Volleyball BC.

**REPORT**

The City has had a lease agreement with Volleyball BC for the operation and management of the Harry Jerome Sport Centre since 2002 October. Volleyball BC is responsible for all on-going operating costs of their building, as well as general upkeep due to wear and tear, in return for an annual rent of \$1.00. Volleyball BC has historically applied and been granted a permissive tax exemption. There are a large number of Burnaby residents that utilize the facility and their complimentary extension of recreation services benefits the community. The facility has also been home to the Burnaby Velodrome Club which has had an agreement for use with Volleyball BC. This sub-agreement is being negotiated and is expected to be completed shortly.



To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation and Cultural Services  
Re: Lease Agreement Renewal - Volleyball BC  
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Programs include Volleyball leagues, programs, camps, clinics and tournaments, allotments to Club and Youth sport organizations. The Harry Jerome Sports Centre is a valuable community amenity and under the terms of this agreement, Volleyball BC will continue to operate the facility to the benefit of the community.

The conditions of the lease have been reviewed with Volleyball BC and the following changes are proposed for the new term:

1. The new term for the lease will be for three years commencing 2017 July 01 and ending 2020 June 30 with two one-year options.
2. Insurance requirements will be amended to comply with City standards.

It is recommended that approval be given for the renewal of the lease as outlined in this report.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

DP:tc

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Copied to: City Solicitor  
Director Finance  
Risk Manager



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## COMMISSION REPORT

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

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

**SUBJECT: FEE WAIVER REQUEST FOR THE USE OF BONSOR'S BANQUET ROOM**

**RECOMMENDATIONS:**

1. **THAT** a request from the Afghan Benevolent Association, for a fee waiver for the Spelling Bee Competition to be held in the Bonsor Banquet Hall at the Bonsor Recreation Centre on Monday, 2017 May 22, be denied.
2. **THAT** a copy of this report be sent to Mr. Yosof Hakimi, Afghan Benevolent Association.

**REPORT**

Appearing under correspondence is an email from Mr. Yosof Hakimi, representing the Afghan Benevolent Association of BC, a non-profit organization created by Afghans living in British Columbia. The association is requesting a fee waiver for the use of Bonsor's Banquet Hall where they are hosting their Spelling Bee Competition.

Over the year, Commission approves very few fee waivers as the allotment fees for non-profit groups already reflects a reduced fee, compared to the market. The Afghan Benevolent Association Rental Contract for this event has been charged the non-prime time, preferred rate for non-profit groups for this 5 hour rental. This rate is \$85.99 per hour. In addition, the group has been provided with set up and take down rates at no charge.

Allotment fees are in place to offset a portion of the operational costs of the facility, and are reflective of the current market range for comparable facilities in other municipalities. These fees are set at a reasonable level to encourage community group use.

The cost for the use of Bonsor Banquet Hall is \$501.46 (including tax). This cost is based on 5 hours of use at the non-prime time preferred rate, plus a microphone rental.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: FEE WAIVER REQUEST FOR THE USE OF  
BONSOR BANQUET HALL

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Many groups who request a fee waiver provide a valuable service to the community however it is not possible to approve all fee waiver requests. Therefore, it is recommended that the fee waiver request be denied.

A handwritten signature in black ink, appearing to read "D. Ellenwood". The signature is fluid and cursive, with a large initial "D" and a stylized "E".

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

EB:km



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## COMMISSION REPORT

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

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

**SUBJECT:** COVERED SPORTS BOX

**RECOMMENDATION:**

1. **THAT** Commission receive this report for information.

**REPORT**

The initial investigations for constructing a covered sports box in the Burnaby Lake Sports Complex precinct are currently underway and the services of a geotechnical engineering firm have been engaged to assess the sub-surface conditions in the area.

The core samples taken earlier this year are currently being analysed and the results from this work will be provided in a report to the City in the coming weeks. The information obtained in the geotechnical assessment will assist the structural engineer in determining foundation types and structural options for the sports box structure. This information will also be useful in establishing a preliminary construction budget for the project.

In order to advance the sports box project to the next phase, approvals and funding will need to be obtained through Council to develop a preliminary design for the sports box facility. This will determine the preferred siting for the facility, program elements, service requirements, parking and other design elements of the proposed structure. At the completion of this work, a preliminary cost estimate will be prepared for the entire project. This information will be included in a future report to Commission and Council.

Subject to receiving the necessary funding and approvals, based on the preliminary design, the project can then be advanced to detailed design and construction.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Covered Sports Box

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Funding is in place for the current geotechnical assessment. Capital funding is also identified in the five-year Capital Plan to undertake the proposed preliminary design, detailed design and construction subject to receiving the necessary funding approvals.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES



CMC:lw  
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cc: Director Planning and Building



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## COMMISSION REPORT

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

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES      **FILE:** 62500-01

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

## RECOMMENDATIONS:

1. **THAT** the expenditure of \$30,000.00 from the 2017-2021 Annual Financial Plan for the project outlined in this report be approved.
2. **THAT** Council be requested to bring down a bylaw to appropriate \$31,400.00 (inclusive of GST) from Capital Reserves to finance this project.

## REPORT

The 2017-2021 Annual Financial Plan for Parks, Recreation and Cultural Services contain the following project to be funded from Capital Reserves. To enable work to go ahead on this project, approval is requested to bring down a bylaw for funding.

**1. Burnaby Art Gallery (DPX.0184) \$30,000.00**

Facility betterments to meet City standards for front office POS and safe; functionality improvements to program office and education art collection access areas; A/V equipment storage enhancements.

Sufficient Capital Reserves are available to complete the above project in the 2017-2021 Annual Financial Plan. It is recommended that Council be requested to bring down a bylaw to appropriate \$31,400.00 (inclusive of GST) from Capital Reserves to finance this project.

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DH:lw

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