



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

### *NOTICE OF OPEN MEETING*

**DATE:** WEDNESDAY, 2017 JUNE 21

**TIME:** 7:00 PM

**PLACE:** Council Chambers, Burnaby City Hall

### **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 2017 May 17	1
<b>3.</b>	<b><u>CORRESPONDENCE</u></b>	
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b)	Administrative Officer Re: World Rivers Day 2017	14
c)	Deputy City Clerk Re: Launch Activities for the Environmental Sustainability Strategy (ESS)	20
<b>4.</b>	<b><u>DIRECTOR'S REPORTS</u></b>	
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<b>5. <u>NEW BUSINESS</u></b>	
<b>6. <u>INQUIRIES</u></b>	
<b>7. <u>ADJOURNMENT</u></b>	



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

**Wednesday, 2017 May 17**

An 'Open' meeting of the Parks, Recreation and Culture Commission was held in the Multi-Purpose Room, Edmonds Community Centre, 7433 Edmonds Street, Burnaby, B.C. on Wednesday, 2017 May 17 at 6:35 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 Active Studio.

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

**PRESENT:** Councillor Paul McDonell, Chair  
 Commissioner Karin Alzner  
 Commissioner Guyle Clark  
 Commissioner James Jang  
 Councillor Dan Johnston  
 Commissioner Barbara Larkin  
 Commissioner Lance Matricardi, Deputy Chair  
 Commissioner Dan Staschuk  
 School Trustee Katrina Chen

**ABSENT:** Commissioner Lee Loftus

**STAFF:** Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
 Mr. Don Hunter, Assistant Director - Parks  
 Mr. David O'Connor, Assistant Director - Golf Operations  
 Mr. Denis Nokony, Assistant Director - Cultural Services  
 Mr. Dean Pelletier, Manager - Business Operations  
 Mr. Eric Bientjes, Manager Recreation Services  
 Ms. Heather Edwards, Manager - Parks, Planning, Design & Dev.  
 Mr. Johannes Schumann, Senior Current Planner - Planning & Building  
 Ms. Kathryn Matts, Commission Secretary  
 Ms. Theresa Cheng, Recording Secretary

The 'Open' Commission meeting was called to order at 7:00 p.m.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LARKIN

“THAT the Open Commission meeting do now reconvene.”

CARRIED UNANIMOUSLY

The Open Commission meeting reconvened in the Active Studio.

## 2. MINUTES

### a) **Open Commission meeting of 2017 April 19**

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LARKIN

“THAT the minutes of the Open Commission meeting held on 2017 April 19 be now adopted.”

CARRIED UNANIMOUSLY

## 3. CORRESPONDENCE

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LARKIN

“THAT the following items of correspondence be received.”

CARRIED UNANIMOUSLY

### a) **United Way 2017 Committee Chair** **Re: 2017 City of Burnaby Employees Workplace United Way Campaign**

Ms. Anne Cole, City of Burnaby United Way 2017 Committee Chair, requests contribution of admission passes from the Parks, Recreation & Culture Commission in support of the fund raising campaign.

Item 1 of the Director’s Report refers to this matter.



**b) Afghan Benevolent Association  
Re: Spelling Bee Competition Fee Waiver Request**

Mr. Yosof Hakimi, Afghan Benevolent Association, requested a waiver of rental fee for the Spelling Bee Competition at Bonsor Recreation Centre.

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

**c) Playground Project Committee Chair, Glenwood Elementary School  
Re: Thank You for Playground Project**

Ms. Laura Iwan, Playground Project Committee Chair, Parent Advisory Council, Glenwood Elementary School, thanked the Parks, Recreation and Culture Commission for the support and sent a photograph of the official opening of their adventure playground.

**4. DIRECTOR'S REPORTS**

**a) Director's Report No. 5  
2017 May 17**

The Director Parks, Recreation and Cultural Services submitted his Report No. 5, dated 2017 May 17, covering the following items listed i-vi.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER MATRICARDI

"THAT the Director's Report be received."

CARRIED UNANIMOUSLY

**i) 2017 Annual United Way Campaign – Request for Support**

The City of Burnaby 2017 United Way Steering Committee requested a contribution of passes and restaurant gift certificates as incentive prizes to support the staff fund raising campaign.

It was recommended:

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 be contributed.
2. THAT a copy of this report be forwarded to Anne Cole - Chair of the City of Burnaby United Way Campaign Committee.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER MATRICARDI

"THAT the two recommendations be approved."

CARRIED UNANIMOUSLY

**ii) Willingdon Heights Park – Demolition of City-owned Structure at 1448 Gilmore Avenue**

The subject property was acquired for Willingdon Heights Park and has been held as an interim residential rental property. The Chief Licence Inspector has advised that the interim rental property is presently in need of some repairs. A financial analysis has determined that it is not considered economical to upgrade the house for continued rental purposes.

It was recommended:

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.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER MATRICARDI

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

**iii) Lease Agreement Renewal - Volleyball BC**

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, in return for an annual rent of \$1. A large number of Burnaby residents 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.

It was recommended:

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.

MOVED BY COMMISSIONER ALZNER  
SECONDED BY COMMISSIONER LARKIN

“THAT the four recommendations be approved.”

CARRIED UNANIMOUSLY

#### **iv) Fee Waiver Request for the Use of Bonsor's Banquet Room**

The Afghan Benevolent Association requested a fee waiver for the use of Bonsor's Banquet Hall to host their Spelling Bee Competition. The Association has been charged the non-prime time, preferred rate for non-profit groups. Allotment fees are in place to offset a portion of the operational costs of the facility and set at a reasonable level to encourage community group use.

It was recommended:

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.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER CLARK

“THAT the two recommendations be approved.”

CARRIED UNANIMOUSLY

**v) Covered Sports Box**

The initial investigations for constructing a covered sports box in the Burnaby Lake Sports Complex precinct are underway and a geotechnical engineering firm has been engaged to assess the sub-surface condition. With the geotechnical assessment, the structural engineer will determine foundation types and structural options for the sports box structure and establish a preliminary construction budget. Approvals and funding will need to be obtained through Council to develop a preliminary design. A report will be submitted to Commission and Council for approval and funding for the project.

It was recommended:

1. THAT Commission receive this report for information.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the recommendation be approved.”

CARRIED UNANIMOUSLY

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

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

It was recommended:

1. THAT the expenditure of \$30,000 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 (inclusive of GST) from Capital Reserves to finance this project.

MOVED BY COMMISSIONER LARKIN  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the two recommendations be approved.”

CARRIED UNANIMOUSLY

5. **NEW BUSINESS**

There were no items raised under New Business.

6. **INQUIRIES**

Commissioner Jang advised that Expedia.com had a travel blogger who did an article about the best art towns in Canada and Burnaby was among the towns recognized. Burnaby's musical events such as Burnaby Blues Festival and Symphony in the Park were applauded, as were the works on display at the Burnaby Art Gallery.

The Chair advised that in addition to our arts programs and events, the City has a festival grant program to encourage community events and festivals.

7. **PUBLIC COMMENTS / QUESTIONS**

The Chair recognized Mr. Jim and Mrs. Lindy McQueen in the audience. Mr. and Mrs. McQueen have been named Burnaby's Outstanding Citizens of the Year for 2016 for their volunteer efforts.

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.

Mr. Jeremy Roberts advised that he has lived in Burnaby for almost 40 years. There had been three gun ranges in Burnaby but there are none now. Mr. Roberts suggested that the site of the Burnaby Fish and Game Club is the only safe area for a gun range. Mr. Roberts asked if it is the feeling among Commissioners that target shooting is an unsuitable activity and that participants are potential criminals. There was a protest when Council decided to close the local gun ranges. The RCMP officers and other organizations also trained for target shooting at the local gun ranges. Some of the area once occupied by the gun clubs has been turned into a mountain biking facility which is closed part of the year.

The Chair advised that the gun ranges were closed because the amount of lead from the gun ranges on Burnaby Mountain leached and polluted the water system. The urbanization of the City increases people's desire for more green space. Council has no plan to bring gun ranges back.

Councillor Johnston advised that he was on Council and the Parks, Recreation and Culture Commission when the decision was made 23 years ago. Council and the Commission decided that the gun club was not a suitable use of the park. There was a lot of public input in the planning of the Burnaby Mountain Park master plan and gun clubs are not congruent to the peace and quietness of the park.

Ms. Heidi Eisenberg, New Westminster resident, advised she is a special needs tutor. Ms. Eisenberg was asked by a parent to inquire about setting up a learning program for children with learning disabilities.

The Director advised that we have a range of programs for children and youth at the community centres and in cooperation with the School District. Ms. Eisenberg could discuss this matter with staff after the meeting.

Mr. James Bud and his friend, Ms. Savithri Soorga, both Burnaby residents, requested that a safety review be made on personal properties at the Fred Randall Leisure Pool in Edmonds Community Centre. Ms. Soorga advised that on 2017 April 17 her locker was broken into when she was in the pool. Her clothes, cell-phone, sunglasses, including her car key were stolen and her \$24,000 new car was driven away. Staff advised that in 2016 three lockers were broken into. From January to April this year, two lockers have been broken into. Ms. Soorga expressed concerns that there were no signs around the pool to tell the public that the lockers are not safe. It took 13 days for the video footage to go to the RCMP officer who then found it was not good enough to identify suspects.

The Chair advised that the lockers are not guaranteed to be perfectly safe. Security cameras are not allowed in the changerooms. It is not viable to allocate staff to watch over the lockers. It was noted that some 2,200 people pass through the centre every day.

The Director advised that staff have spoken to Ms. Soorga, made an investigation of the incident and apologized for the technical issue of the video footage. A review of locker safety is being undertaken. Staff always try to make the facilities safer by increasing random security patrols. There is a cyclical spike of criminal activities. A general trend shows a decline of criminal activities over the years. Unfortunately, staff are not able to eliminate criminal activity. Staff appreciate Ms. Soorga's feedback and will continue to review safety procedures.

The Chair advised that staff constantly review security procedures for improvement. The Commission will receive a report shortly and a copy will be forwarded to Ms. Soorga.

Ms. Soorga suggested that security cameras be installed in the corridor and the exits. The signs advise people to lock up their belongings but it should reflect that the lockers are not safe.

Mr. Bud inquired if they could contact who is writing the report or have a look at the report before it goes to the Commission.

The Director advised that staff will provide the contact.

Ms. Jaclyn Kirby, Burnaby resident, advised that she is one of the lead volunteers with the Burnaby Education Product of the Burnaby Regional Allotment Gardens Association (BARAGA) and they are training a lot of teenagers who have never eaten food directly from the ground. There seems to be a growing interest in more community plots. She would like to contact staff about starting community gardens. Ms. Kirby inquired if compost could be donated to community gardens as they have difficulty sourcing compost.

The Director advised that BARAGA is the largest community garden in Western Canada. Ms. Kirby was advised to speak to Planning Department staff about the application process for community gardens.

Mr. George McLaughlin, Burnaby resident, advised that they had made a presentation to the Commission at the April meeting and the minutes stated that "THAT the presentation be referred to staff to work with the Burnaby Velodrome Club and Volleyball BC to try to reach an amicable agreement." However, there has been no subsequent meeting to resolve their issue. Correspondence from Volleyball BC urged the Burnaby Velodrome Club to sign the renewal sub-lease agreement or the track will be ripped out. Mr. McLaughlin requested assurance from the Commission that the track will not be ripped out and inquired regarding staff's role when they meet with Volleyball BC again.

The Chair advised that the City has the authority on the track. He understood that the new agreement allows for more allotment time and attempts to work out the differences between the lessee and the sub-lessee.

The Director confirmed that the authority on the track is vested in the City. The lease with Volleyball BC is that the track remains. The onus is on Volleyball BC and the Burnaby Velodrome Club to negotiate an access agreement which has been successful in the past.

Mr. McLaughlin expressed his concern with the non-negotiable sub-lease and the inadequate maintenance of the facility. Volleyball BC asked them to apply for a grant of \$80,000 to fix the washroom and this amount will be taken out of the rent. They pay a rent of \$15,000 a month but they do not have a key to the facility. If they have private bookings, they have to pay Volleyball BC to bring in an attendant to open the door.

The Chair commented that staff will look for a mechanism to balance the negotiations. The City owns the facility and we ensure that the lease terms are upheld.

Mr. McLaughlin inquired if it is a licence or a lease for Volleyball BC on the Harry Jerome Sports Centre.

Staff advised that given the exclusive use between the two groups, it is a lease agreement recommended by the City for renewal and it is an extension of the existing lease with some change to the terms and conditions.

Mr. McLaughlin asked for a copy of the lease agreement.

Staff advised that when leases are signed and executed, it is fully open to the public.

Mr. McLaughlin inquired if staff will contact them to be involved in their sub-lease renewal discussions.

The Chair advised that if the Burnaby Velodrome Club runs into a problem in negotiating the sub-lease, staff will see what needs to be done to ensure that both parties will bargain in good faith.

Mr. McLaughlin advised that they cannot see a future for their club based on the sub-lease terms stipulated by Volleyball BC.

The Chair advised that the City expects the two groups share the facility and hope they will work out their issues to the best of their abilities.

Mr. Behrad Rezaie, North Vancouver resident, proposed an indoor water park in Burnaby. They have owned a water park for over 10 years in Iran. The proposed water park will accommodate 1,000 to 1,600 people a day. They require a piece of land between 40,000 and 60,000 sq. ft. The building is about 4,000 to 5,000 sq. m. They want to make sure that the community supports this business and investment. The City of Surrey had indicated support for this business but they would like to start it in Burnaby because of the access to the Skytrain and transit. The water park will be for kids between 3 to 18 years old. For the safety of kids, the water park will have only one level and there will be no stairs. They have contacted WhiteWater in Vancouver which builds slides.



The Chair inquired if Mr. Rezaie contacted City staff about his plan.

Mr. Rezaie has had two discussions with Planning staff and sent four emails but received no reply.

The Chair suggested that Mr. Rezaie speak to Planning staff after the meeting about zoning.

Commissioner Matricardi inquired and was advised that the proposed water park will be for fun and thrill.

Mr. Bob Nixon, Burnaby resident, Vice President of Caprice Synchronized Swimming Club. The club was started in 1967 and has been in Burnaby since 1972. Mr. Nixon inquired about the progress of the new pool project. Mr. Nixon wants to ensure the pool water will be clear enough for synchronized swimming.

The Director advised that the request for proposal document is ready. Then the design concept will start. Council has approved \$350,000 to fund the study. The pool will meet the need for additional pool time and enable the City to host events. There will be opportunities for sport groups and the public to give input. The new pool will be ready in a few years.

The Chair advised that there will be open houses for public input. We want to make sure the new facility will meet our future needs.

Mr. Shiraz Nathwani, Citizen Representative of Sustainable City Advisory Committee, inquired regarding the progress of the Aga Khan Park project on Sprott Street and Kensington Avenue and when will it start. The park has been in the plan for 10 years.

The Director advised that staff are working with Mr. Malik Talib and Mr. Samir Manji who has retained a project manager for the project. Their consultants have completed sound studies to mitigate the sound from the highway. A core sampling was done this week. Our staff have been working with them. They now focus their attention on this project. The engineering studies are the beginning of the process to build the park.

Mrs. Lindy McQueen, a Burnaby resident, inquired regarding the covered stage shown in the drawings at the open house of the Edmonds Community Centre.

The Director advised that the park is in development phases. The power supply and servicing required for a major stage are ready. The need for a covered stage will be assessed in the third and final phase of the park development.

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

8. **ADJOURNMENT**

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER LARKIN

“THAT the Open Commission meeting do now adjourn.”

CARRIED UNANIMOUSLY

The Open Commission meeting adjourned at 8:10 p.m.

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Kathryn Matts  
COMMISSION SECRETARY

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Councillor Paul McDonell  
CHAIR

tc

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Anna Solnickova, BBA, CPA, CGA, ACCA  
 504 – 4350 Beresford Street  
 Burnaby, BC V5H 4K9  
 604-716-2963 \* tfrbby@gmail.com

May 30, 2017

Mr. Paul McDonell  
 Members of the Parks, Recreation and Culture Commission  
 City of Burnaby

<b>Commission Agenda</b> Date ..... 2017 Jun 21 Correspondence .....(a)
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Dear Mr. McDonell,

Re: The 2017 Burnaby Terry Fox Run  
Request for In-Kind Support

This year marks the **37<sup>th</sup> anniversary of Terry Fox's selfless Marathon of Hope**. As I am a two-time cancer survivor, it is very important to me that Terry's legacy and dream of a cancer free world not be forgotten. In order to share the vision and spirit of this Canadian hero, the Burnaby Terry Fox Run Organizing Committee and I are once again proud to invite Burnaby residents and all other interest parties to the **Burnaby Terry Fox Run on Sunday, September 17, 2017 in Swangard Stadium and Central Park**.

We are grateful for your past support of our event and once again turn to you in hopes of seeking assistance from you, the commissioners, and the City of Burnaby.

As you may know, the Terry Fox Run is unique in several ways, one being that it was the first run to be organized to raise money for charity, namely, cancer research. It differs from other runs in that it has:

- No fee for registration
- No required minimum donation amount
- No exclusions; everyone is welcome to participate
- No corporate sponsorship
- No donor recognition (other than being named on a thank-you board)
- No budget available for the Organizing Committee (all items and operating costs are donated by community members)

It is also worth mentioning that The Terry Fox Foundation continues to be a leader in fiscally responsible fund raising (84 cents of every \$1 donated goes DIRECTLY to cancer research).

In order to assist us with organizing and hosting the 37<sup>th</sup> Annual Burnaby Terry Fox Run, the **Organizing Committee respectfully request the waiver of the fee for the use of the Central Park Trails on Sunday, September 17, 2017**. We will be using the Terry Fox Route for our Run and there should be no expense involved with this as we provide our own extra garbage containers and are diligent in trying to ensure that we leave the Park as we find it.

Additionally, the **Organizing Committee respectfully requests the waiver of the fee for the use of the two black pop up tents (10 x 10 and 10 x 15 canopies) on Sunday, September 17, 2017**.

Lastly, we respectfully request the **waiver of the fee for the one (1) additional hour above the base rate seven (7) hours with respect to our rent out of Swangard Stadium from 6:30 am to 1:30 pm on Sunday, September 17, 2017**.

We sincerely hope that you will look favorably upon our requests. Thank you very much for your time and consideration.

Sincerely,  
 Anna Solnickova  
 Run Organizer, 2016 Burnaby Terry Fox Run  
 Burnaby Terry Fox Run Organizing Committee

**NOTE**

Item 7 of the Director's Report refers to this matter



Sustainable City Advisory  
Committee  
c/o Office of the City Clerk

Commission Agenda	
Date .....	2017 Jun 21
Correspondence .....	(b)

D. Back, City Clerk  
K. O'Connell, Deputy City Clerk

## INTER-OFFICE MEMORANDUM

TO:	CHAIR AND MEMBERS PARKS, RECREATION AND CULTURE COMMISSION	DATE: 2017 JUNE 13
FROM:	ADMINISTRATIVE OFFICER	FILE: 2410-20
SUBJECT:	WORLD RIVERS DAY 2017 (ITEM 4(E), SCAC REPORT, COUNCIL 2017 JUNE 12)	

Burnaby City Council, at the Open Council meeting held on 2017 June 12, received the above noted report and adopted the following recommendations contained therein:

1. THAT Council approve the proposed program for World Rivers Day 2017 at the Burnaby Village Museum.
2. THAT Council authorize expenditures for World Rivers Day 2017 in the amount of \$4,000 for advertising and promotion, as outlined in this report.
3. THAT a copy of this report be forwarded to the Burnaby Parks, Recreation and Culture Commission; Mark Angelo, World Rivers Day Chair and Founder and representative of the International River Foundation; and the Outdoor Recreation Council of British Columbia for information purposes.

As directed in recommendation #3, a copy of the report is attached for your information.

*Nikolina Vracar*

Nikolina Vracar  
Administrative Officer

### NOTE

This is for the information of the Commission



Meeting 2017 June 12

COUNCIL REPORT

### **SUSTAINABLE CITY ADVISORY COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: WORLD RIVERS DAY 2017**

#### **RECOMMENDATIONS:**

1. THAT Council approve the proposed program for World Rivers Day 2017 at the Burnaby Village Museum.
2. THAT Council authorize expenditures for World Rivers Day 2017 in the amount of \$4,000 for advertising and promotion, as outlined in this report.
3. THAT a copy of this report be forwarded to the Burnaby Parks, Recreation and Culture Commission; Mark Angelo, World Rivers Day Chair and Founder and representative of the International River Foundation; and the Outdoor Recreation Council of British Columbia for information purposes.

#### **REPORT**

The Sustainable City Advisory Committee, at its meeting held on 2017 June 07, received and adopted the attached report seeking Council's approval of the proposed program for World Rivers Day 2017 at the Burnaby Village Museum, and expenditure authorization for advertising and promoting the program.

Respectfully submitted,

Councillor S. Dhaliwal  
Chair

Councillor A. Kang  
Vice Chair

Copy: City Manager Deputy City Manager Dir. Engineering Dir. Parks, Recreation & Cultural Services Dir. Finance Dir. Planning & Building OIC, RCMP Fire Chief Chief Librarian President, CUPE Local 23
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Meeting 2017 June 7  
COMMITTEE REPORT

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**TO:** CHAIR AND MEMBERS  
SUSTAINABLE CITY ADVISORY COMMITTEE

**DATE:** 2017 May 30

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 33000 01  
*Reference: World Rivers Day*

**SUBJECT:** WORLD RIVERS DAY 2017

**PURPOSE:** To seek approval of the proposed program for World Rivers Day 2017 at the Burnaby Village Museum.

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#### RECOMMENDATIONS:

1. **THAT** Council approve the proposed program for World Rivers Day 2017 at the Burnaby Village Museum.
2. **THAT** Council authorize expenditures for World Rivers Day 2017 in the amount of \$4,000 for advertising and promotion, as outlined in this report.
3. **THAT** a copy of this report be forwarded to the Burnaby Parks, Recreation and Culture Commission; Mark Angelo, World Rivers Day Chair and Founder and representative of the International River Foundation; and the Outdoor Recreation Council of British Columbia for information purposes.

#### REPORT

##### 1.0 BACKGROUND

World Rivers Day and BC Rivers Day is an annual event that occurs on the last Sunday in September. While each event is unique to the community within which it occurs, all such events aim to celebrate the environmental, socio-economic and cultural values of waterways in British Columbia and around the world. Each event helps raise awareness of the many threats and challenges faced by rivers and streams and the importance of community stewardship. World Rivers Day and BC Rivers Day in 2017 fall on Sunday, September 24.

The first BC Rivers Day was held in 1980 and was created by river advocate and Burnaby resident, Mark Angelo, the inaugural Chair of the BC Rivers Institute at the British Columbia Institute of Technology. In 1993, the City of Burnaby became the first municipality in BC to proclaim 'BC Rivers Day'. Based on the success of BC Rivers Day, World Rivers Day was launched in 2005 as part of the United Nations Water for Life Decade. World Rivers Day has its origin in BC Rivers Day and thus, in our province, the events are one in the same. Annual Rivers Day celebrations remain a fixture in many BC communities and on the same day, millions

To: Sustainable City Advisory Committee  
 From: Director Planning and Building  
 Re: World Rivers Day 2017  
 2017 May 30..... Page 2

of people in more than 60 countries now celebrate with events in their local communities. 2017 is the 37<sup>th</sup> anniversary of BC Rivers Day.

## 2.0 PARTNERSHIPS AND ROLES FOR 2017

The World Rivers Day event in Burnaby is organized by a planning committee consisting of staff from Burnaby Village Museum, the City of Burnaby Planning Department and Mark Angelo. 2017 will be the fifth year in a row that the Burnaby Village Museum has hosted World Rivers Day, over which time the museum has proven to be an ideal venue. The museum staff's capacity and organizational knowledge for hosting large public events is a significant benefit and the themes of World Rivers Day complement the museum's regular programming. The museum grounds are also bisected by Deer Lake Brook, which is crossed by a bridge when entering from the east entrance of the museum. The bridge and Deer Lake Brook provide a direct connection to Burnaby's waterways.

Typically closed for the season after Labour Day, the museum opens its doors specifically to host World Rivers Day. For the event, the museum is staffed to operate as it would for other community events. All exhibits and food concessions are open. Museum staff undertakes the promotion and marketing for the event.

## 3.0 PROPOSED WORLD RIVERS DAY PROGRAM

World Rivers Day is scheduled for Sunday, September 24, 2017, 11:00am to 4:30pm. Program planning for World Rivers Day is well underway. Key elements of the program are similar to previous years and are presented below.

### Activities

*Streamside Tour:* Guided tours of Deer Lake Brook on the Village Museum grounds led by a local ecology expert are planned. Ecological information about Deer Lake Brook will be displayed on the bridge crossing of this waterway.

*First Nations programming:* Last year, Coast Salish educators hosted an Aboriginal medicinal plant tour on the museum grounds for World Rivers Day. Programming options under consideration for this year include the same medicinal plant tour, a First Nations artisanal demonstration and interpretation by a First Nations educator using the museum's new First Nations education space. One or a combination of these options will be incorporated into the 2017 program.

*Film Screenings:* Short films created by the BCIT Rivers Institute will be shown on a loop at Central Park Theatre in the village along Main Street. In the past, the films have focused on Still Creek, the lower Fraser River and the reclamation of Britannia Creek at Britannia Mine.

To: Sustainable City Advisory Committee  
 From: Director Planning and Building  
 Re: World Rivers Day 2017  
 2017 May 30..... Page 3

**Waterways of Burnaby Map:** The City of Burnaby Planning Department will display the large aerial photo map of the City to show waterways where salmon spawn and will have free copies of the 'Waterways of Burnaby' map and information about the Streamkeepers Program available for the public.

**Children's Parade:** The Nylon Zoo allows children to participate in a real parade while dressed in animal costumes. It will be located in the field near the carousel.

### **Entertainment**

**Ginalina** ([www.ginalina.com](http://www.ginalina.com)) will be the new headlining musical performer this year. Her music features lively guitars, fiddles and a blend of entertaining folk and other instruments. She has been previously nominated for a Juno for children's artist of the year. **Ginalina** will be scheduled to perform two sets on Vorce stage.

The remainder of the entertainment program will be similar to previous years and will include interactive storytelling with Stories on Wheels and ventriloquist Kellie Haines.

### **Exhibitors**

Between 15 and 20 environmental exhibitors are expected to present their information with interactive and engaging displays beneath tents along the pedestrian pathways in the main village or on the east side of Deer Lake Brook near the main entrance. Several of Burnaby's active Streamkeeper groups are expected to attend the event.

### **Food**

In addition to the ice cream parlour and food concession on Main Street in the village, City of Burnaby Food Services plan to offer the public a salmon BBQ with food plates reasonably priced to recover costs.

In addition to the activities listed above, there will be time allotted in the day's schedule for official remarks by Mayor, Council members and Mark Angelo.

## **4.0 ADVERTISEMENT AND PROMOTION**

An expenditure of \$4,000 from the Boards, Committees and Commissions operating budget is requested for promoting the 2017 program for World Rivers Day at the Burnaby Village Museum. This request is the same as the amount approved in 2016, 2015 and 2014.

These funds will support a comprehensive program to advertise and promote the event, including but not limited to, print ads in local papers, outdoor bus shelter ads, creation of berm signs at the museum, overpass banners, placement in the CTV Community Calendar, bookmarks available at local public libraries, sponsored electronic media, and electronic display ads on one mobile



To: *Sustainable City Advisory Committee*  
 From: *Director Planning and Building*  
 Re: *World Rivers Day 2017*


2017 May 30..... Page 4

version of a regional newspaper. The City's website, social media channels and community networks will also be used to promote the event.

## 5.0 CONCLUSION

Celebrating World Rivers Day provides a meaningful opportunity for the public to learn about and celebrate rivers and waterways. This event has always had special meaning in our community because Burnaby was the first municipality to proclaim BC Rivers Day in 1993. It is again planned that World Rivers Day in Burnaby be hosted by the Burnaby Village Museum, located in the heart of the Brunette Basin and Deer Lake watersheds. This year's program will focus on environmental information presented in an engaging manner, First Nations interpretation, entertainment for children and families and connecting the public to waterways in Burnaby and around the world.

Burnaby's continued co-operation with Mark Angelo and the City's community partners is expected to contribute positively to the event's success. Typically one of the high profile events in the province, the celebration of World Rivers Day in Burnaby highlights the City's ongoing commitment to the sustainability of Burnaby's streams, rivers and watersheds.

  
 Lou Pelletier, Director  
 PLANNING AND BUILDING

MS/sla

cc: City Manager  
 Deputy City Manager  
 Director Engineering  
 Director Parks, Recreation and Cultural Services  
 Director Finance  
 OIC, RCMP  
 Fire Chief  
 Chief Librarian  
 President, CUPE Local 23  
 City Clerk

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D. Back, City Clerk  
K. O'Connell, Deputy City Clerk

## INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS  
PARKS, RECREATION AND CULTURE  
COMMISSION

DATE: 2017 JUNE 13

FROM: DEPUTY CITY CLERK

FILE: 02410-20

SUBJECT: **LAUNCH ACTIVITIES FOR THE ENVIRONMENTAL SUSTAINABILITY  
STRATEGY (ESS)**  
(ITEM NO. 5(3), MANAGER'S REPORTS, COUNCIL 2017 JUNE 12)

Burnaby City Council, at the Open Council meeting held on 2017 June 12, received the above noted report and adopted the following recommendations contained therein:

1. **THAT** this report be received for information purposes.
2. **THAT** Council send a copy of this report to the Parks, Recreation and Culture Commission, the Planning and Development Committee, the Public Safety Committee, and the Sustainable City Advisory Committee for their information.

A copy of the staff report is *attached* for your information.



Kate O'Connell  
Deputy City Clerk

KO:rj

### NOTE

This is for the information of the Commission



Item .....
Meeting ..... 2017 June 12

## COUNCIL REPORT

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**TO:** CITY MANAGER **DATE:** 2017 June 2

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 76500 20  
**Ref:** ESS

**SUBJECT:** LAUNCH ACTIVITIES FOR THE ENVIRONMENTAL SUSTAINABILITY STRATEGY (ESS)

**PURPOSE:** To update Council on the recent launch activities for the Environmental Sustainability Strategy (ESS).

---

**RECOMMENDATIONS:**

1. **THAT** Council receive this report for information.
2. **THAT** Council send a copy of this report to the Parks, Recreation and Culture Commission, the Planning and Development Committee, the Public Safety Committee, and the Sustainable City Advisory Committee for their information.

**REPORT****1.0 INTRODUCTION**

The *Burnaby Environmental Sustainability Strategy* (ESS) is a plan for Burnaby's "green" future. It completes the trilogy of sustainable city policies - environmental, social and economic<sup>1</sup>, and will help to define how the city can evolve and build on its strengths to become an even more vibrant, resilient and sustainable community, integrated with healthy ecosystems.

Burnaby Council adopted the ESS on November 7, 2016 as a city-wide policy that sets a long term vision for the City to become a leader in protecting and regenerating healthy ecosystems, and supporting a healthy and prosperous community. The process used to create the ESS engaged over 2,500 people and collected over 8,000 ideas to help shape the ESS. The ESS sets directions for environmental protection, stewardship, enhancement, and resilience in the city. As a city-wide strategy, the ESS will influence many other city-wide plans, community plans, development approvals, City programs, City bylaws, City regulations, and City operations.

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<sup>1</sup>The *Economic Development Strategy* was adopted by Council in 2007, and the *Social Sustainability Strategy* was adopted by Council in 2011.

To: City Manager  
 From: Director Planning and Building  
 Re: Launch Activities for the Environmental Sustainability  
 Strategy (ESS)  
 2017 June 2 .....Page 2

The ESS also supports regional environmental goals like compact and complete communities, green transportation, water conservation, reducing pollutants, reducing GHG's, and reducing solid waste; and provincial and national environmental goals like species at risk, improving aquatic ecosystems, green buildings, and electric vehicles.

The purpose of this report is to provide Council with an update on recent launch activities for the ESS since it was adopted by Council.

## 2.0 AN AWARD WINNING STRATEGY

On June 1, 2017, the Planning Institute of British Columbia (PIBC)<sup>2</sup> awarded the ESS an "Excellence in Policy Planning – City and Urban Areas" (Silver) award.

The ESS was developed with extensive participation and input from the community, it was found to be comprehensive when we compared it to other leading city-scale sustainability frameworks, and now PIBC has acknowledged the ESS as an outstanding plan that is a great example for both other communities in BC and others in the planning profession.

## 3.0 MY GREEN PLEDGE

The ESS includes over 100 ideas on how residents and businesses can help to support the 10 ESS goals, as shown in **Figure 1** (on the next page). These were based on over 1,600 ideas collected during the ESS process. The *My Green Pledge* was created by the City to encourage residents and businesses to take action alongside the City in support of the goals of the ESS.

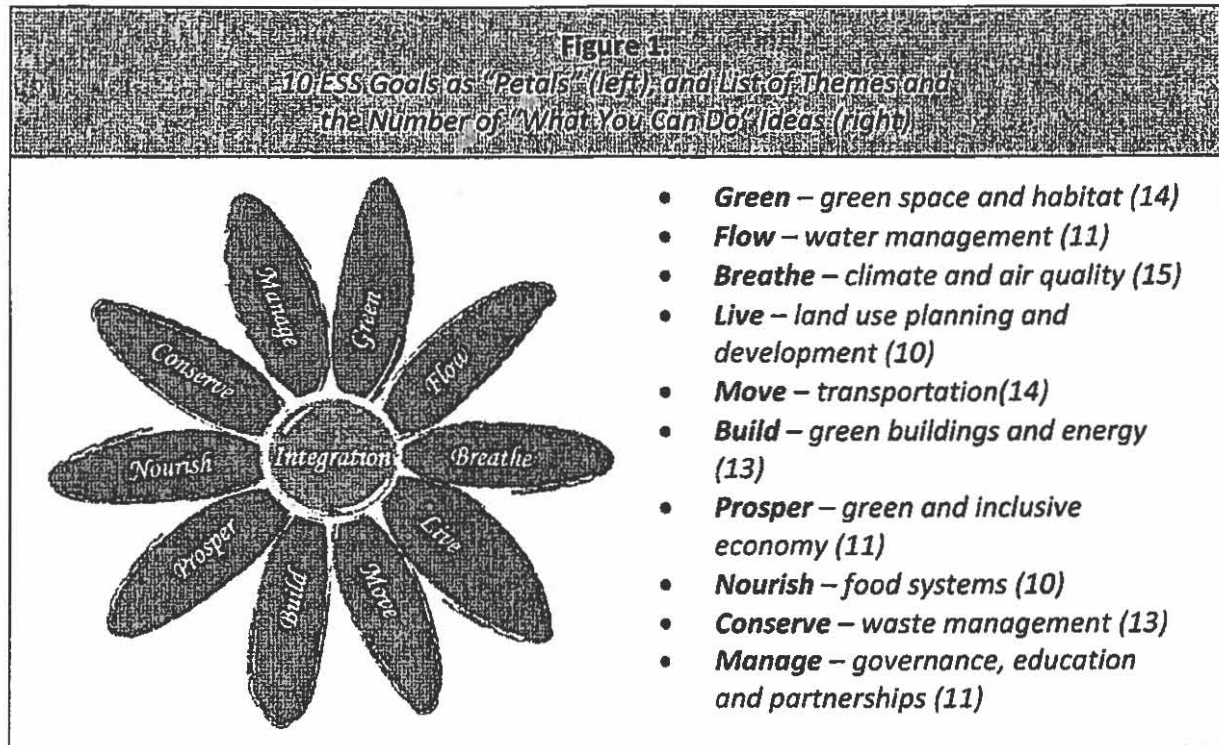


The primary objectives of the *My Green Pledge* are to:

- celebrate the launch of the ESS;
- inspire people and businesses to take action in support of the ESS; and
- spread the word by engaging residents with social media.

<sup>2</sup> PIBC is the professional association of planners in British Columbia and the Yukon. PIBC is the westernmost affiliate of the Canadian Institute of Planners (CIP) – the national association.

To: City Manager  
 From: Director Planning and Building  
 Re: Launch Activities for the Environmental Sustainability  
 Strategy (ESS)  
 2017 June 2.....Page 3



The secondary objective of the *My Green Pledge* is to:

- empower people by providing information about what people can do to get started ([www.burnaby.ca/ESS+you](http://www.burnaby.ca/ESS+you)).

The *My Green Pledge* encourages people to tell us about:

- what they are doing now; and
- what they will pledge to do to help the ESS.

When people click on the *My Green Pledge* button at [www.burnaby.ca/ess](http://www.burnaby.ca/ess) they can do a little or lot – the choice is theirs. To respond to one goal will take about five minutes; to respond to a few goals will take about 15 minutes; and to respond to all 10 goals will take about 40 minutes.

If businesses respond to the *My Green Pledge* they are directed to the Burnaby Board of Trade's award winning *Pledge for a Sustainable Community* and all of the business-oriented supporting material contained there on energy, water, travel, waste and purchasing.

The *My Green Pledge* was launched at the Environment Festival hosted at Burnaby City Hall on Saturday, May 27 to help kick-off Environment Week 2017. The adopted ESS and the *My Green Pledge* were both well received at this event.

To: City Manager  
 From: Director Planning and Building  
 Re: Launch Activities for the Environmental Sustainability  
 Strategy (ESS)  
 2017 June 2 .....Page 4

On 2017 June 5, Mayor Corrigan issued a 'call to action' to the residents and businesses of Burnaby to take the *My Green Pledge* in the press release included as **Attachment A**.

The *My Green Pledge* will also be promoted via social media and other upcoming events, as opportunities present, up to and including World Rivers Day on 2017 September 24.

#### 4.0 CONCLUSION

The ESS was developed with extensive participation and input from the community, it was found to be comprehensive when we compared it to other leading city-scale sustainability frameworks, and now PIBC has acknowledged the ESS as an outstanding plan that is a great example for both other communities in BC and others in the planning profession.

The *My Green Pledge* was created to celebrate the launch of the ESS, inspire people and businesses to take action in support of the ESS, and spread the word by engaging residents in social media.

As implementation of the ESS continues, staff will continue to promote the *My Green Pledge*, and investigate other ways to engage the public.

This report recommends that Council receive this report for information; and Council send a copy of this report to the Parks, Recreation and Culture Commission, the Planning and Development Committee, the Public Safety Committee, and the Sustainable City Advisory Committee for their information.

  
 Lou Pelletier, Director  
 PLANNING AND BUILDING

DAC:sla  
*Attachment*

cc: Deputy City Manager  
 Director Finance  
 Director Engineering  
 Director Parks, Recreation and Cultural Services  
 City Solicitor  
 City Clerk

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## Attachment A

### For Immediate Release

June 5, 2017

### Plan for Burnaby's Green Future wins Award of Excellence

#### Mayor Calls on Residents and Businesses to Take Green Pledge

The Planning Institute of British Columbia has awarded Burnaby's Environmental Sustainability Strategy (ESS) an Excellence in Policy Planning *award* in the City and Urban Areas category, recognizing it as an outstanding plan that is a great example for others in the planning profession

"We're so pleased to have received this award," says mayor, Derek Corrigan, "particularly because the plan was developed with extensive participation and input from the community."

Led by the Mayor's Environmental Sustainability Strategy Steering Committee, the ESS process that informed the Plan was one of the largest and most creative public consultation programs the City has ever undertaken. The three-phase process engaged more than 2,500 people and collected over 8,000 ideas. It was extensive, inclusive and creative and the response from the public and stakeholders has been overwhelmingly positive, setting a solid foundation of community support that will help to ensure the future success of the ESS.

The 16 "Big Moves" and 25 "Quick Starts" within the approved plan will be the City's focus for the first wave of implementation.

"Now that the City has committed to taking action on our award-winning Plan for Burnaby's Green Future, we are asking our residents and businesses to also take action in support of the Plan's 10 goals, by taking the *My Green Pledge* at [www.burnaby.ca/ess](http://www.burnaby.ca/ess)," says Mayor Corrigan. "Environment week is a great time to tell us about the things you are already doing and to commit to take even more action! I invite everyone to take up the challenge to be a leader – whether in your household, school, business or social network – and help us to show the world how a 'green' city flourishes and supports the health, well-being and prosperity of its people."

#### ESS Background

The Environmental Sustainability Strategy (ESS) is a plan for Burnaby's "green" future. It completes the trilogy of sustainable city policies - environmental, social and economic and will help to define how the city can evolve and build on its strengths to become an even more vibrant, resilient and sustainable community, integrated with healthy ecosystems.



Burnaby Council adopted the ESS on November 7, 2016 as a city-wide policy that sets a long term vision for the City to become a leader in protecting and regenerating healthy ecosystems, and supporting a healthy and prosperous community. The ESS is intended to set directions for environmental protection, stewardship, enhancement, and resilience in the city. As a city-wide strategy, it will influence many other city-wide plans, community plans, development approvals, City programs, City bylaws, City regulations, and City operations.

The ESS also supports regional environmental goals like compact and complete communities, green transportation, water conservation, reducing pollutants, reducing GHG's, and reducing solid waste; and provincial and national environmental goals like species at risk, improving aquatic ecosystems, green buildings, and electric vehicles.

### **What is PIBC?**

The Planning Institute of British Columbia (PIBC) is the professional association of planners in British Columbia and the Yukon. PIBC is the westernmost affiliate of the Canadian Institute of Planners (CIP) – the national association.

The "Excellence in Policy Planning – City and Urban Areas" (Silver) award was issued to the City of Burnaby by PIBC on June 1, 2017 at their annual conference, hosted this year in Prince George, BC.

### **More Information**

More information on the ESS and to take the *"My Green Pledge"*:

[www.burnaby.ca/ess](http://www.burnaby.ca/ess)

[www.burnaby.ca/ess+you](http://www.burnaby.ca/ess+you)

For further information, contact:

Office of the Mayor

[Mayor@burnaby.ca](mailto:Mayor@burnaby.ca)



## CITY OF BURNABY

**PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT**

DIRECTOR'S REPORT NO. 6, 2017

2017 JUNE 16

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.	125 Weekend of Fun
2.	Burnaby Fraser Foreshore Park Fitness Circuit - Dedication and Recognition Plaques
3.	Sponsorship of the 2017 Easter Seals Woman2Warrior Fundraising Event
4.	Recreation Credit and Adaptive Programs
5.	2017/2018 Community School Grant
6.	East Vancouver Newcomer Camp
7.	Burnaby Terry Fox Run Fee Waiver Request 2017
8.	Barnet Marine Park – Boat Rental Business Delegation
9.	Permissive Exemptions from Taxation – 2018
10.	2017 June - Parks, Recreation & Cultural Services Capital Funding Bylaw

Respectfully submitted,

DAVE ELLENWOOD  
Director Parks, Recreation and Cultural Services



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Director's Report No. ....	6
Meeting.....	2017 Jun 21

## COMMISSION REPORT

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

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES      *FILE:* 66000-01

**SUBJECT:** 125 WEEKEND OF FUN

**PURPOSE:** To request Commission's approval to charge \$1.25 for select drop-in sessions during the 125 Weekend of Fun.

**RECOMMENDATIONS:**

1. **THAT** approval be given to charge \$1.25 for select drop-in sessions during the 125 Weekend of Fun from Friday, 2017 September 22 to Sunday, 2017 September 24, in celebration of Burnaby's 125<sup>th</sup> birthday as outlined in this report.
2. **THAT** Council receive this report for information.

**REPORT****Background**

2017 is Canada's 150th anniversary of Confederation. Canada 150 is a time for all Canadians to connect, celebrate and show their pride from coast to coast. Communities across the country are planning special celebrations to mark this historic event.

2017 also marks the 125<sup>th</sup> anniversary of the City of Burnaby which was incorporated on 1892 September 22. Burnaby has held different festivities to mark its anniversary during milestone years such as the 25th anniversary in 1917, the year-long celebration of the Burnaby's centennial in 1992, and more recently, the 120<sup>th</sup> celebration in 2012.

To mark this historic occasion, the Parks, Recreation & Cultural Services Department applied for and received \$75,900 in federal funding from the Ministry of Canadian Heritage under the Building Communities through the Arts and Heritage Program. The primary objective of the grant is to celebrate the arts, heritage and culture by providing opportunities for local artists, artisans and heritage performers to participate in the anniversary celebration.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: 125 Weekend of Fun

.....Page 2

In the 2016 October 24 Council meeting, City Council approved the receipt of the grant along with an additional expenditure of \$205,000 for an expanded year-long program to celebrate both Burnaby's 125<sup>th</sup> and Canada's 150<sup>th</sup> birthdays.

A comprehensive plan is currently being executed to celebrate these two momentous occasions. This includes:

- developing a Local Artist database with an accessible and functional roster of artists to share between the City's event coordinators;
- enhancing signature events through programming local artists at 9 signature events in the City;
- engaging the community with a Celebration Activation Station at 20 community events
- providing volunteer support for these events;
- developing a comprehensive marketing and communications plan that promotes the events while imparting education on Burnaby's history;
- creating an online Community Photo Gallery.

## **125 Weekend of Fun**

This report outlines a proposal to culminate these summer events and activities with a Burnaby birthday party. **125 Weekend of Fun** is proposed to be held on the weekend of Burnaby's 125<sup>th</sup> birthday – 2017 September 22 – September 24.

One of the original principles in developing the 125 | 150 plan, is to optimize access for resident participation in the celebrations. Rather than having one "central" event, the goal was to enhance many of the City's already existing events, making the celebrations accessible to as many residents as possible.

The plan for **125 Weekend of Fun** keeps within this principle. The proposal is to host a number of smaller events at civic facilities throughout the community at various times throughout the weekend. The intent is to broaden access to participate in the celebration.

The activities planned are to be focused around a 125 theme. The hosting facilities will be decorated with Celebrate 125 balloons and banners creating a birthday party theme. At 1:25 p.m., a formal ceremony is being planned with speeches from dignitaries along with a birthday cake to be held at two core facilities. Staff are planning to incorporate the 125 theme into family-friendly activities and there will be entertainment from local artists and roving performers (under the federal grant) to create a festive atmosphere. This will also be an opportunity to celebrate and showcase the City's programs and services through a Mini-Open House. City departments will be invited to participate by providing an interactive booth/activation station showcasing their programs and services.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: 125 Weekend of Fun

.....Page 3

To further carry forward the 125 theme and celebration, staff would like to offer \$1.25 fees for drop-in programs as part of the **125 Weekend of Fun**. This special offer entices the community with incentive to come into the recreation facilities during the weekend and celebrate this historic event. The \$1.25 fee will include Be Active Pass activities such as usage of weights and cardio equipment, fitness classes, Zumba classes, Aquafit classes, indoor cycling, public swimming, half of the court fee for racquetball and squash, as well as drop-in gym fees for basketball, badminton, table tennis, pickleball and volleyball. In addition, the carousel at the Burnaby Village Museum is proposed to be \$1.25 during World Rivers Day on September 24. Council has authorized the Commission to issue fee waivers under certain conditions and, therefore, staff are recommending Commission approve these fee reductions for the celebratory weekend.

The logistics for the **125 Weekend of Fun** will be centralized and coordinated. This includes: overall programming of the weekend's events, coordination of other City department's activation stations with recreation facilities, promotional items such as giveaways and decorations, as well as marketing and communications. Estimated budget for this event is \$40,000 and will be covered using existing funding approved by Council for the 125 | 150 events as noted above.

Approval is being requested by Commission to charge reduced fees of \$1.25 for the various recreation fees and the carousel throughout the weekend, to encourage participation and to further celebrate Burnaby's 125<sup>th</sup> Birthday.



Dave Ellenwood  
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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Director's Report No. ....	6
Meeting.....	2017 Jun 21

## COMMISSION REPORT

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

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

**FILE:** 61100-20  
*Reference: Burnaby Fraser  
Foreshore Park*

**SUBJECT: BURNABY FRASER FORESHORE PARK FITNESS CIRCUIT -  
DEDICATION AND RECOGNITION PLAQUES**

**PURPOSE:** To present the layout and wording for the Burnaby Fraser Foreshore Park fitness circuit facility dedication and recognition plaques for review and approval.

**RECOMMENDATIONS:**

1. **THAT** the layout and wording for the Burnaby Fraser Foreshore Park fitness circuit dedication and recognition plaques be approved as outlined in this report.
2. **THAT** a copy of this report be sent to the three Rotary Clubs of Burnaby.

**REPORT**

At its meeting of 2015 February 18, Commission received a staff report regarding the development of a fitness circuit within Burnaby Fraser Foreshore Park, to commemorate Canada's 150<sup>th</sup> and Burnaby's 125<sup>th</sup> Birthdays, and adopted a recommendation that staff be directed to enter into an agreement with the Rotary Clubs of Burnaby to fund the development of a fitness circuit in Burnaby Fraser Foreshore Park. The agreement has been executed and the first installment of \$75,000 has been received by the City. The final installment will be received upon substantial completion of the project installation. The funding contribution will be used to replenish the Capital Works Financing Fund reserve.

The fitness circuit installation is underway and will be ready for dedication at an opening ceremony proposed for 2017 September 15. Two plaques are proposed to be mounted on concrete plinths at the pathway junction where the fitness circuit commences. The layout and wording for the two 12 x 20 inch bronze plaques are illustrated in Attachments #1 and #2. The facility dedication plaque includes a description of the project and the names of the Mayor and Council, the Parks Recreation and Culture

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Burnaby Fraser Foreshore Park Fitness Circuit  
- Dedication and Recognition Plaques

.....Page 2

Commission, and the three Rotary Clubs of Burnaby along with the City and Rotary Club International logos.

The recognition plaque identifies donors who have contributed to the project and includes the names of the donors under each of the four levels of giving, and the City of Burnaby and the Rotary Club International logos.

The estimated cost of the dedication and recognition plaques is \$3,973.90 (inclusive of taxes). Funding for the two plaques and concrete plinths is included in the project budget (DPX.0123).



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

ATS:HE:ats:tc

Attachments (2)

Commission REPORT Bby Fraser Foreshore Park Fitness Circuit Dedication and Recognition Plaques

THE CITY OF BURNABY AND THE ROTARY CLUBS OF BURNABY PRESENT  
THE BURNABY FRASER FORESHORE FITNESS CIRCUIT.  
A COMMUNITY PROJECT CELEBRATING CANADA'S 150 & BURNABY'S 125 BIRTHDAY IN 2017

CITY OF BURNABY MAYOR & COUNCIL  
MAYOR DEREK CORRIGAN AND COUNCILLORS; SAV DHALIWAL, PIETRO CALENDINO,  
DAN JOHNSTON, COLLEEN JORDAN, ANNE KANG, PAUL MCDONELL,  
NICK VOLKOW AND JAMES WANG.

PARKS, RECREATION & CULTURE COMMISSION  
PAUL MCDONELL (CHAIRPERSON & COUNCIL REPRESENTATIVE),  
DAN JOHNSTON (COUNCIL REPRESENTATIVE), LANCE MATRICARDI (DEPUTY CHAIRPERSON),  
KARIN ALZNER, GUYLE CLARK, JAMES JANG, BARB LARKIN, LEE LOFTUS AND DAN STASCHUK.



ROTARY CLUB OF BURNABY  
ROTARY CLUB OF BURNABY DEER LAKE  
ROTARY CLUB OF BURNABY METROTOWN



Attachment #1

4.a)ii)

THE CITY OF BURNABY AND THE ROTARY CLUBS OF BURNABY THANK THE FOLLOWING DONORS  
FOR THEIR SUPPORT IN THE DEVELOPMENT OF THE BURNABY FRASER FORESHORE FITNESS CIRCUIT.

PLATINUM

CANADIAN TIRE (MARKET CROSSING)      PROVINCE OF BRITISH COLUMBIA

GOLD

SCOTIABANK      BURNABY NOW      INVESTORS GROUP

SILVER

BEYNON FAMILY      HEMLOCK PRINTERS LTD.      LIDDLE FAMILY      ABC RECYCLING LTD.

BRONZE

CIBC METROTOWN      KAROL & VIVIAN GEYER      PAUL GEYER  
KINDER MORGAN CANADA      METROTOWN MAZDA      BALA & VASI NAIDOO      DOUG & LOUISE RENNIE



ROTARY CLUB OF BURNABY  
ROTARY CLUB OF BURNABY DEER LAKE  
ROTARY CLUB OF BURNABY METROTOWN







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## COMMISSION REPORT

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

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **FILE:** 7100-00

**SUBJECT: SPONSORSHIP OF THE 2017 EASTER SEALS WOMAN2WARRIOR FUNDRAISING EVENT**

**PURPOSE:** To request approval for the sponsorship of the Easter Seals Woman2Warrior fundraising event at Swangard Stadium on 2017 September 30, as outlined in this report.

**RECOMMENDATIONS:**

1. **THAT** approval be granted to sponsor the Easter Seals Woman2Warrior fundraising event at Swangard Stadium on 2017 September 30, under the terms and conditions outlined in this report.
2. **THAT** a copy of this report be forwarded to Mrs. Charlene Krepiakovich, President and CEO of Easter Seals.

**REPORT**

Easter Seals has submitted a letter dated 2017 May 17 (Attachment #1) requesting a fee waiver for the use of Swangard Stadium and Central Park for their fifth annual Woman2Warrior fundraising event in support of camps for children with disabilities. Woman2Warrior is a women's only team obstacle adventure race and is the primary fundraiser for Easter Seals Camps. This event was developed to replace the long running 24 Hour Relay that came to an end after a successful 35 year run. Easter Seals is part of the British Columbia Lions Society for Children with Disabilities which has provided transportation, housing, camp and support services to children for over 60 years.

This year's Woman2Warrior race is planned for Sunday, 2017 September 30 at Swangard Stadium and through the trails of Central Park between the hours of 10:00 a.m. and 4:00 p.m. This annual event has raised over \$500,000 for B.C.'s children with disabilities in its first four years. The event is also held in Victoria, B.C. and Calgary, Alberta.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: Woman2Warrior 2017

..... Page 2

Corporate sponsors underwrite Woman2Warrior's operating costs and all funds raised through donations and pledges go directly to the Easter Seals Camping program in B.C. Over 700 participants, volunteers and organizers contribute to the success of Woman2Warrior each year.

## **CITY OF BURNABY'S WOMAN2WARRIOR INVOLVEMENT**

For this event the City of Burnaby will provide the following:

- Event facilities and services
- Use of Swangard amenities
- Selected areas of Central Park trails as outlined (Attachment #2)
- Set up and cleanup of the facility
- Grounds maintenance and janitorial services throughout the event

Event concessions and beer gardens will be provided by Woman2Warrior organizers. All revenue will be retained by the group. A fee of \$762.11 will be paid to the Parks, Recreation and Cultural Services Department for de-licensing, beer garden and concession buy-out fees.

## **SPONSORSHIP**

If approved, the City of Burnaby's services and in-kind contribution of \$20,286.86 will be categorized as a platinum sponsor. The City of Burnaby logo will appear on all promotional marketing materials, event signage and the Woman2Warrior web page. In addition, the City of Burnaby will receive recognition on all media promotions.

## **CONCLUSION**

Easter Seals have proven to host very successful charitable community events and the City of Burnaby's contribution of the park site and in-kind services has been a major factor in their continued success.

It is recommended that approval be granted to sponsor the Easter Seals Woman2Warrior Fundraiser as outlined in this report.



Dave Ellenwood  
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

TK:km

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Paul McDonell  
Chairperson & Council Representative – Parks, Recreation & Culture Commission  
City of Burnaby  
101-4946 Canada Way  
Burnaby, BC, V5G 4H7

May 17, 2017

Dear Paul,

At Easter Seals BC/Yukon, we play an important role in supporting families and children with disabilities. Our services at Easter Seals House in Vancouver, and our programming at Easter Seals Camps, provide life-saving and life changing experiences. Over these last 39 years, we've sent over thousands of children with disabilities to one of our three Easter Seals camps. Located in Winfield, Shawnigan Lake, and Squamish, Easter Seals Camps are a place for children to focus on their abilities instead of their disabilities. Living with a disability can be complex, difficult, and expensive, placing tremendous strain and stress on a family. Through specialized services, programs, and facilities, Easter Seals BC/Yukon ensures children with disabilities grow and thrive. Giving children and youth with disabilities self-esteem, self-confidence, and a sense of independence is what we are all about. Easter Seals BCY is primarily supported by individual donors, sponsors, and fundraisers. It is with your help that we empower, engage, and bolster the abilities of each child.

We would like to request the City of Burnaby to continue to support our fundraising efforts by applying the fee waivers to Woman2Warrior. Over the last 38 years through 24 Hour Relay and Woman2Warrior, we've made ourselves at home at Swangard. This long term relationship has allowed us to deliver our messages to the community, while continuing to position both the City of Burnaby and our organization as leaders in giving children with disabilities abilities.

Thank you for taking the time to review our request. If you require any additional information regarding Woman2Warrior or Easter Seals, please do not hesitate to contact me at 604-873-1865 or email [ckrepiakevich@eastersealsbcy.ca](mailto:ckrepiakevich@eastersealsbcy.ca).

Kind Regards,

Charlene Krepiakevich  
President & CEO  
Easter Seals, British Columbia & Yukon / British Columbia Lions Society for Children with Disabilities

3981 Oak Street, Vancouver, BC | 604.873.1865  
\*Easter Seals BCY is a service of the BC Lions Society for Children with Disabilities.





Woman2Warrior  
Vancouver, September 30, 2017

### City of Burnaby Sponsorship Agreement Details

Throughout the 2017 sponsorship, City of Burnaby will provide for the Woman2Warrior:

- Use of Swangard Stadium, Hospitality Room and shared use of Central Park for Woman2Warrior on Saturday, September 30 from 10 AM to 2 PM
- Use of the following for installation and removal of tents on the concourse, south and north ends of the stadium, staging on the field and general set-up and tear-down:
  - Use of Swangard Stadium, VIP Parking Lot, concourse and Hospitality Room from Thursday, September 28, 8 AM to Sunday, October 1, 5 PM, 2017.
  - Shared use of Central Park trails from Thursday, September 28, 8 AM to Saturday, September, 10PM, 2017.
- Use of hospitality room for Volunteer Orientation (Date, TBD. 3 hours.)
- The use of venue washrooms, changing rooms and showers.
- The use of onsite equipment, including tents (6-20x20).
- Stadium maintenance to be provided by City of Burnaby staff.
- The closure of East parking lots from Saturday, September 30, 5 AM to 4 PM. During this time, event route will pass through and it will be assigned to participants and sponsor vehicles only.

In return, Woman2Warrior will adhere to the following guidelines & regulations:

- To have all trail and facility activity approved by City of Burnaby.
- To maintain trail cleanliness.
- To abide by all Fraser Health regulations for food services.
- To abide by generator guidelines & regulations.
- To work with the City of Burnaby on garbage and recycling programs, dog allowance regulations, parking, security and noise bylaws.
- To ensure that the trails in Central Park used from Woman2Warrior are left in the same condition as originally found
- To ensure signage and placement of signage along trail route is approved in advance by the City of Burnaby



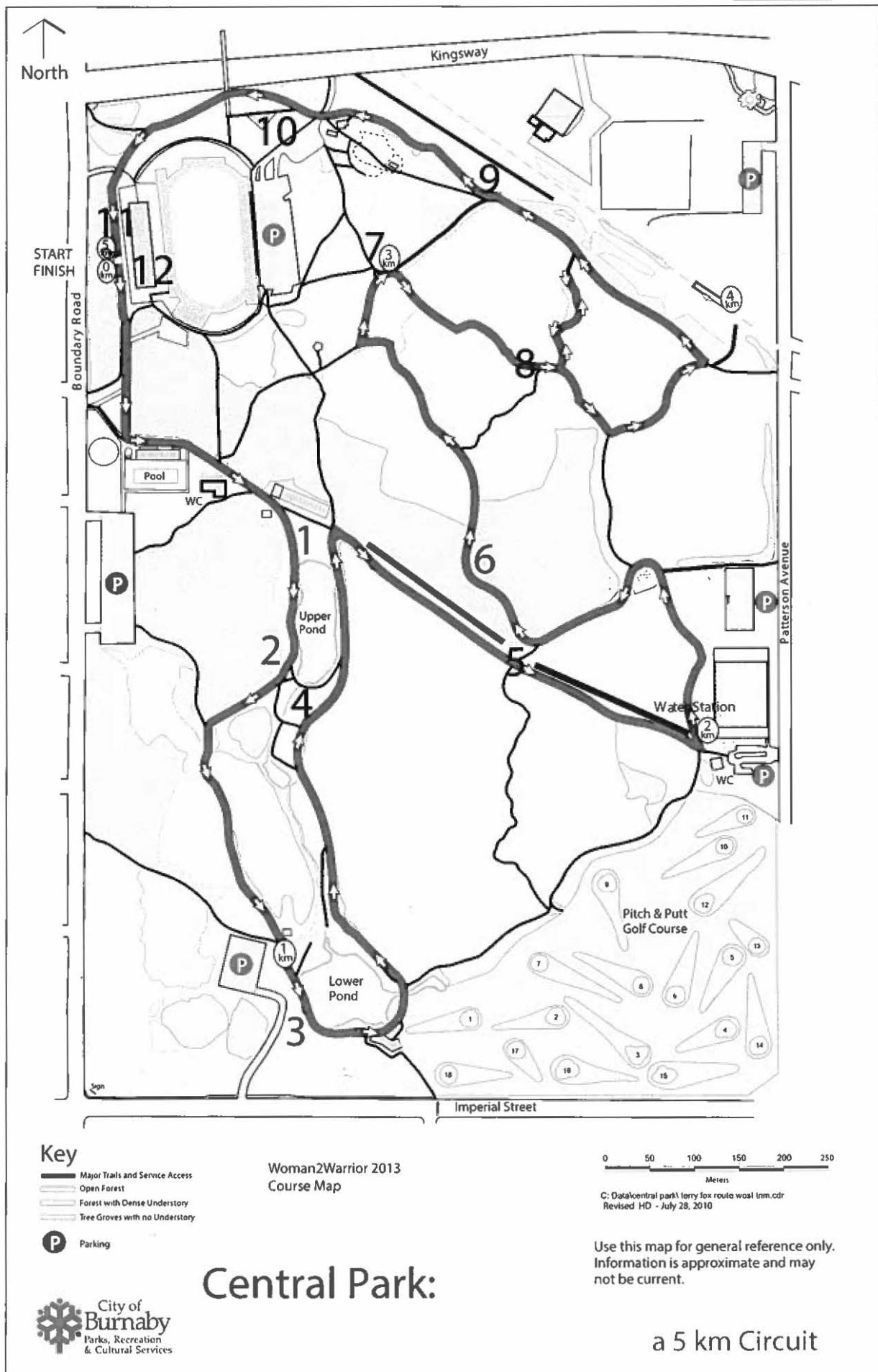


The following recognition opportunities also fall in line with the value of your sponsorship:

<b>Powerful Champion (\$10,000)</b>
Right to use the designation – Powerful Champion Right to use the Woman2Warrior logo in existing corporate advertising Corporate logo included on Woman2Warrior paid media advertising
<b>Promotional Benefits:</b> <ul style="list-style-type: none"> <li>- Recognition on all promotional marketing material (Prominent)</li> <li>- Social media sponsor mentions (Prominent)</li> <li>- Event Signage: Sponsor Venue Placement (Primary)</li> <li>- Obstacle sponsorship (sponsor to provide signage, swag to brand obstacle, opportunity for employee engagement)</li> <li>- Onsite activation and promotional tent at Finisher's Festival</li> <li>- Corporate mascot and/or on-site vehicle</li> <li>- Verbal recognition at all events (Prominent)</li> <li>- Complimentary team registration (4 spots)</li> </ul>









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## COMMISSION REPORT

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

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

**SUBJECT: RECREATION CREDIT AND ADAPTIVE PROGRAMS**

**PURPOSE:** To provide information to commission on recreation credit and adaptive programs.

**RECOMMENDATIONS:**

1. **THAT** Commission receive this report for information.
2. **THAT** Ms. N. Wong and Ms. R. Goddyn receive a copy of this report.

**REPORT**

During the Public Comments/Questions segment of the 2017 February 15 Commission meeting at Confederation Community Centre, Ms. N. Wong and Ms. R. Goddyn spoke to Commission regarding adaptive recreation programming and recreation service credit for persons with disabilities. Arising from consideration of the presentation, Commission adopted the following motion:

“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.”

This report provides Commission with the requested information.

**Recreation Credit**

The Burnaby Recreation Credit Program is a financial assistance program that provides a credit to Burnaby residents in financial need. The credit is represented as a dollar amount in the Parks and Recreation computer system under the name of the applicant patron. This credit is used to register for any Parks and Recreation program or to purchase a punch card or pass for admission to swimming pools, skating, fitness classes, indoor cycling, weight room use, open gyms, etc. There are some exceptions such as golf, private lessons and birthday parties. Credit is valid for one year and clients must reapply each year.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: Recreation Credit and Adaptive Programs  
 .....Page 2

In order to qualify, individuals must live in Burnaby, be a Canadian citizen or a permanent resident and;

- 1) meet the criteria for low income (income is in the range of Stats Canada Low Income Cut off - LICO), or
- 2) receive income assistance through one of the following agencies; Ministry of Social Development and Social Innovation (MSD), Ministry of Children and Families (MCF), Community Living BC (CLBC), and the Resettlement Assistance Program (RAP).

The program is promoted through the government agencies; MSD, MCF, CLBC, RAP as well as through the Leisure Guide, Community Centre newsletters, Burnaby Schools, outreach to community groups and organizations such as Burnaby Family Life, Burnaby Neighbourhood House, and MOSAIC, ESL classes and at many community events.

The 2017 recreation credit is \$184 for each eligible individual and in the case of an eligible family, each family member. In 2016, there were 3,228 applications approved for 7,276 individual credits for a total of \$1,319,636 worth of admissions and programs. The recreation credit amount is increased annually for inflation.

Burnaby recreation credit is available to persons with disabilities when they qualify based on financial need, residency and citizenship. Financial assistance related to a disability is a provincial responsibility and is available through the disability assistance program of the Ministry of Social Development & Social Innovation of the Provincial Government.

### **Adaptive Programs**

The City is committed to providing inclusive opportunities for people with various disabilities to get involved in the recreation activities of their choice. The adaptive programs for persons with disabilities include:

Swimming lessons	Fitness activities
Music exploration	Summer camps
Yoga	Social activities
Skating lessons	Art and crafts

Burnaby costs for these programs are competitive or lower to what is offered by other cities in the region. The following chart provides fee comparisons where similar programs are offered and shows Burnaby fees are the lowest. Based on these comparisons, a detailed review of our adaptive fees would likely result in a recommendation for an upward fee adjustment and therefore a reduction of adaptive program fees is not recommended.



To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: Recreation Credit and Adaptive Programs  
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Adaptive Program Fee Comparisons								
	Coquitlam	N.Vancouver	Richmond	Surrey	Vancouver	Whistler	Port Moody	Burnaby
Fitness challenge		\$10.00	\$5.60	\$10.61				\$3.85
Music Exploration				\$10.00				\$6.25
Yoga	\$10.00			\$10.00	\$5.67	\$7.50	\$7.35	\$5.35
Social activities			\$4.00	\$2.50				\$2.25
Cooking & crafts				\$8.67				\$4.35
Teen camps				\$7.50				\$4.40
Weight training			\$6.50		\$5.71			\$5.35

This report is presented in response to Commissions request for information. It is recommended that a copy of the report be forwarded to Ms. Wong and Ms. Goddyn.



Dave Ellenwood  
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

CMC:lw  
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## COMMISSION REPORT

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

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES      **FILE:** 9100-20

**SUBJECT:** 2017/2018 COMMUNITY SCHOOL GRANT

**PURPOSE:** To request approval and authorization of an agreement with the Burnaby School District # 41 for the support and operation of eight Community Schools.

**RECOMMENDATIONS:**

1. **THAT** approval be given for the expenditure of \$470,899 as the City of Burnaby's share of the operating funds for the 2017/2018 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 local communities and provide programs in the schools, in a warm and inviting environment, used during out of school times to provide services to Burnaby citizens. This relationship, supported by the funding, allows the following to be achieved:

- Optimise the use of school facilities
- Enrich the K-12 program by making the resources within the community more available
- Provide a delivery system for activities
- Become more responsive to citizen needs and desires

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: 2017/2018 Community School Grant

..... Page 2

Burnaby's eight Community Schools provide an additional layer of recreation and community services to the citizens of Burnaby.

Community schools welcome parents and the community into their facilities with: community rooms, extended hours, before, during and after school programing and special events.

- Lochdale, has Lego Club, Hang Time and more.
- Byrne Creek offers PEDAL-Bike Club, Friends of Simon and Stream of Dreams
- Stride-Community BarBQ, Family Education Workshops and Community dinners.
- Second Street offers after school programs such as Go Girls, Anime Art and Mind Blown.
- Maywood hosts Parent and Neighbor Meetings, education sessions for parents, clay works and cookies and crafts for children. .
- Stride has Big Buddies a teen mentoring program, Rec and Read, and lunch time sports.
- Stoney Creek enjoys Rec and Read, Coffee and Conversation for parents, the Great Salmon Send Off and the Sharing Cultures Community Dinner.
- Edmonds hosts movie nights, and many afterschool programs.
- Gilmore, celebrating 101 years, hosts afterschool programs such as Gym Time and Board Games, Lego Mania, Paint and Sketch and Kid's Club along with adult fitness classes.

With these extended hours and programs these schools have become hubs in their communities.

The District Community School Advisory and Coordinating Committee (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 2017 May 11, DCSACC approved the 2017/2018 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. This budget requests a \$5,976.00 increase to overall base contribution levels from the City to address projected increases for employee benefits and inflation for supplies and services for 2017/2018. The school district will be increasing its contribution by \$9,374. 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.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: 2017/2018 Community School Grant

.....Page 3

It is recommended that approval be given for the expenditure of \$470,899.00 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:km

Attachment

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cc: Director Planning and Building



Attachment #1  
(Page 1 of 3)

**RECEIVED**  
Parks, Recreation & Cultural Services

**MAY 15 2017**

May 12, 2017

Refer To	DE	Initials
	EB	

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

**Re: 2017-18 Budget for Community Schools**

Dear Mr. Ellenwood,

At its May 11, 2017 meeting, the District Community School Advisory and Coordinating Committee (DCSACC) approved the following recommendation:

THAT the proposed 2017/2018 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 2017/2018 school year.

Please consider this letter as the formal request to include in the City's operating budget, the sum of \$470,899 as its share of the funds required to support Burnaby's Community School Program for the 2017/2018 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 2017/2018 budget, process and guiding principles.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Wanda Mitchell".

Wanda Mitchell  
Assistant Superintendent

WM/dja

encl.

c: Eric Bientjes, City of Burnaby Recreation Services Manager  
James Wang, City of Burnaby Councillor  
Karin Alzner, Parks, Recreation & Cultural Commissioner

Margaret Manifold, City of Burnaby Senior Planner  
Ron Burton, Board of Education Chair  
Sheri Brattston, Burnaby School District

**2017/2018 COMMUNITY SCHOOL  
OPERATING BUDGET INFORMATION**

Attachment #1  
(Page 2 of 3)

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.

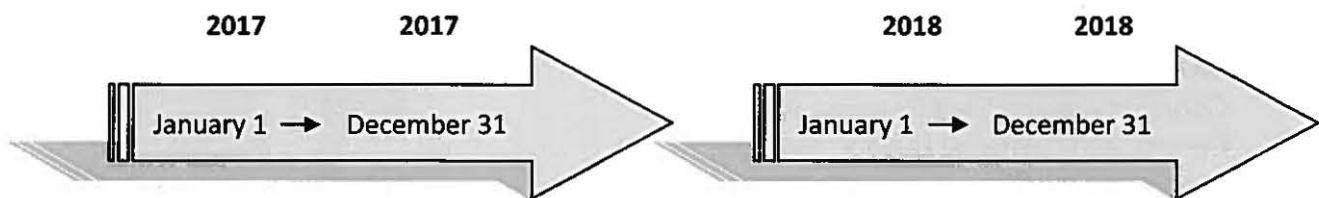
The community school budget merges the school district financial year (school year July 1 – June 30) with the city (calendar year January 1 – December 31) to produce an 18 month budget cycle. It is further complicated by the provincial government's budget year (April 1 – March 31). The budget that is being proposed is for the 2017/2018 school year (July 1, 2017 to June 30, 2018).

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

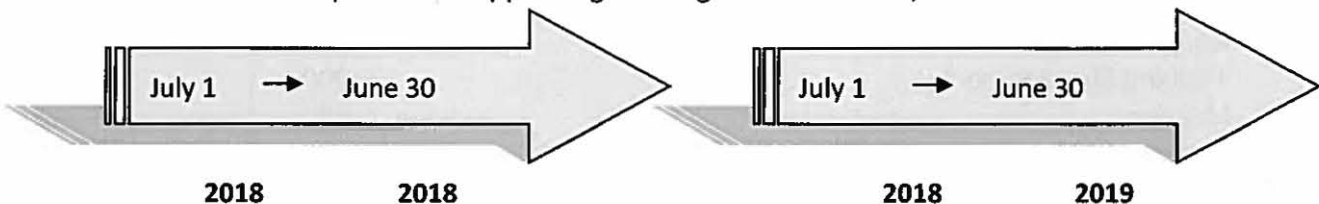


City provided funding

City in process of approving funding levels



School district in process of approving funding levels for 2017/2018



**2017/2018 Budget Preparation Guiding Principles**

- Budget includes provision for a \$15,324 increase to overall base contribution levels from the City and School District to address projected increases for employee wages and benefits for 2017/2018
- 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 2017/2018
- Requests the City increase its contribution by \$5,976 from \$464,923 to \$470,899 to cover its share of the overall cost of providing the existing community schools program in 2017/2018
- Requests the School District increase its contribution by \$9,347 from \$734,728 to \$744,075 to cover its share of the overall cost of providing the existing community schools program in 2017/2018

**PROPOSED OPERATING BUDGET FOR EIGHT COMMUNITY SCHOOLS**  
**JULY 1, 2017 – JUNE 30, 2018**

	<b>Approved 2016/2017 Operations (8 Schools)</b>	<b>Proposed 2017/2018 Operations (8 schools)</b>
<b>REVENUE</b>		
City of Burnaby	464,923	470,899
School District (from School District Funding Sources)	734,728	744,075
	<b><u>1,199,651</u></b>	<b><u>1,214,975</u></b>
<b>EXPENDITURES</b>		
Coordinators and Staff Program Assistants	908,700	922,962
Clerical and Custodial Support Services		
Employee Benefits	212,451	213,513
	<b><u>1,121,151</u></b>	<b><u>1,136,475</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	11,000	11,000
Training Development	6,000	6,000
Mileage	6,000	6,000
Telephone	7,500	7,500
	<b><u>78,500</u></b>	<b><u>78,500</u></b>
<b>TOTAL</b>	<b><u>1,199,651</u></b>	<b><u>1,214,975</u></b>





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## COMMISSION REPORT

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

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

**FILE:** 7100-00

**SUBJECT: EAST VANCOUVER NEWCOMER CAMP**

**PURPOSE:** To provide information on the request from the East Vancouver Newcomer Camp.

**RECOMMENDATIONS:**

1. **THAT** Commission receive this report as information.
2. **THAT** a copy of this report be sent to Mr. Dakota Koch of the East Vancouver Newcomer Camp.

**REPORT**

Appearing as a delegation on 2017 April 19, Dakota Koch represented the East Vancouver Newcomer Camp. The organization is a non-profit initiative organized by a group of university students and operates a free educational and recreational camp for recently arrived refugee children in Vancouver. In 2016 the camp helped 22 children, 9 of whom were from Burnaby. The organization plans to expand to Burnaby so they can accommodate a larger number of children.

The camp requires two days per week in a multi-use room for 8 weeks in July and August. Staff reached out to all recreation facilities to inquire about space availability. With existing programs and services already in place and planned, unfortunately there is no available space to accommodate the Newcomer Camp.

Staff have been in contact with Mr. Koch and have suggested that he contacts some of the many social service agencies operating in Burnaby, as well as the School Board to inquire about space for the camp. Mr. Koch advised that since his presentation to Commission, he has become aware that there is a greater need for their services in Surrey and he is currently looking for a location in that City.

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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## COMMISSION REPORT

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

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

**FILE:** 7000-01

**SUBJECT: BURNABY TERRY FOX RUN FEE WAIVER REQUEST 2017**

**PURPOSE:** To provide support to the Burnaby Terry Fox Run Organizing Committee in the form of a fee waiver for the use of Central Park trails and tents, and to deny the fee waiver for the one hour rental of Swangard Stadium for the event.

**RECOMMENDATIONS:**

1. **THAT** a fee waiver for the use of Central Park trails be approved and use of the tents be an in-kind donation.
2. **THAT** a fee waiver of one rental hour at Swangard Stadium be denied.
3. **THAT** a copy of this report be sent to Ms. Anna Solnickova, 2017 Run Organizer for the Burnaby Terry Fox Run Organizing Committee.

**REPORT**

Appearing on the agenda is correspondence from Ms. Anna Solnickova, 2017 Run Organizer for the Burnaby Terry Fox Run Organizing Committee. Ms. Anna Solnickova has submitted a letter requesting a fee waiver for the use of Central Park trails, one hour of stadium rental and two tents. The Burnaby Terry Fox fundraising event is planned for 2017 September 17.

The rental fees for the trails in Central Park are \$176.30 (plus GST). The cost of one hour of stadium rental is \$98.89 (plus GST). The pop-up tents do not have a fee associated with them as staff time is not required for their set up. Each year, 25-30 fundraising walks and runs take place in City of Burnaby parks and facilities. Although they are all worthy causes, there are only a few exceptions where the fees are waived.

It is recommended that the request to waive the fees for the use of the trails and pop-up tents be approved as there is no direct staff costs associated with these items. It is recommended that the request to waive one hour of stadium rental be denied.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Burnaby Terry Fox Run Fee Waiver Request  
2017

.....Page 2

The contents of this report have been shared with Ms. Anna Solnickova, 2017 Run Organizer for the Burnaby Terry Fox Run Organizing Committee.

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

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## COMMISSION REPORT

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

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

**FILE:** 61100-20  
*Reference: Barnet Marine Park*

**SUBJECT: BARNET MARINE PARK - BOAT RENTAL BUSINESS DELEGATION**

## RECOMMENDATIONS:

1. **THAT** this report be received for information purposes.
2. **THAT** a copy of this report be sent to Mr. Leon Li.

## REPORT

At its meeting of 2017 March 23 Commission received a Delegation from Mr. Leon Li regarding a proposal to set up a marine boat rental business at Barnet Marine Park. Mr. Li's proposal involves the rental of small motorized boats to provide Burnaby residents and visitors access to the scenic amenities of Burrard Inlet and the Port Moody and Indian Arms.

Barnet Marine Park is situated along 4.6 kilometres of Burnaby's eastern foreshore at the third narrows of Burrard Inlet. This places the core area of the park in close proximity to an active shipping lane, as illustrated in the attached overview plan (Attachment #1). The third narrows does open to the west of the park core, however, the majority of this western foreshore area of the park is leased from Port Metro Vancouver and the lease terms prohibit commercial activity within the lease area.

This proximity to an active shipping lane has implications for all boating, including small boat rentals. Current recreational amenities in the core area of the park are extremely popular and well used, with overcrowding problems experienced during peak summer weekends. In addition to picnicking, swimming, paddle and small non-motorized boating activities fishing and crabbing is also a popular activity at the park. In recent years Port Metro Vancouver has raised the issue of small vessels launching from the core area of the park entering the active shipping lane to set crab traps in the navigable channel. This type of activity is considered a hazard to navigation by the Port and the Harbour Master.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Barnet Marine Park - Delegation on Setting up  
a Marine Boat Rental Business

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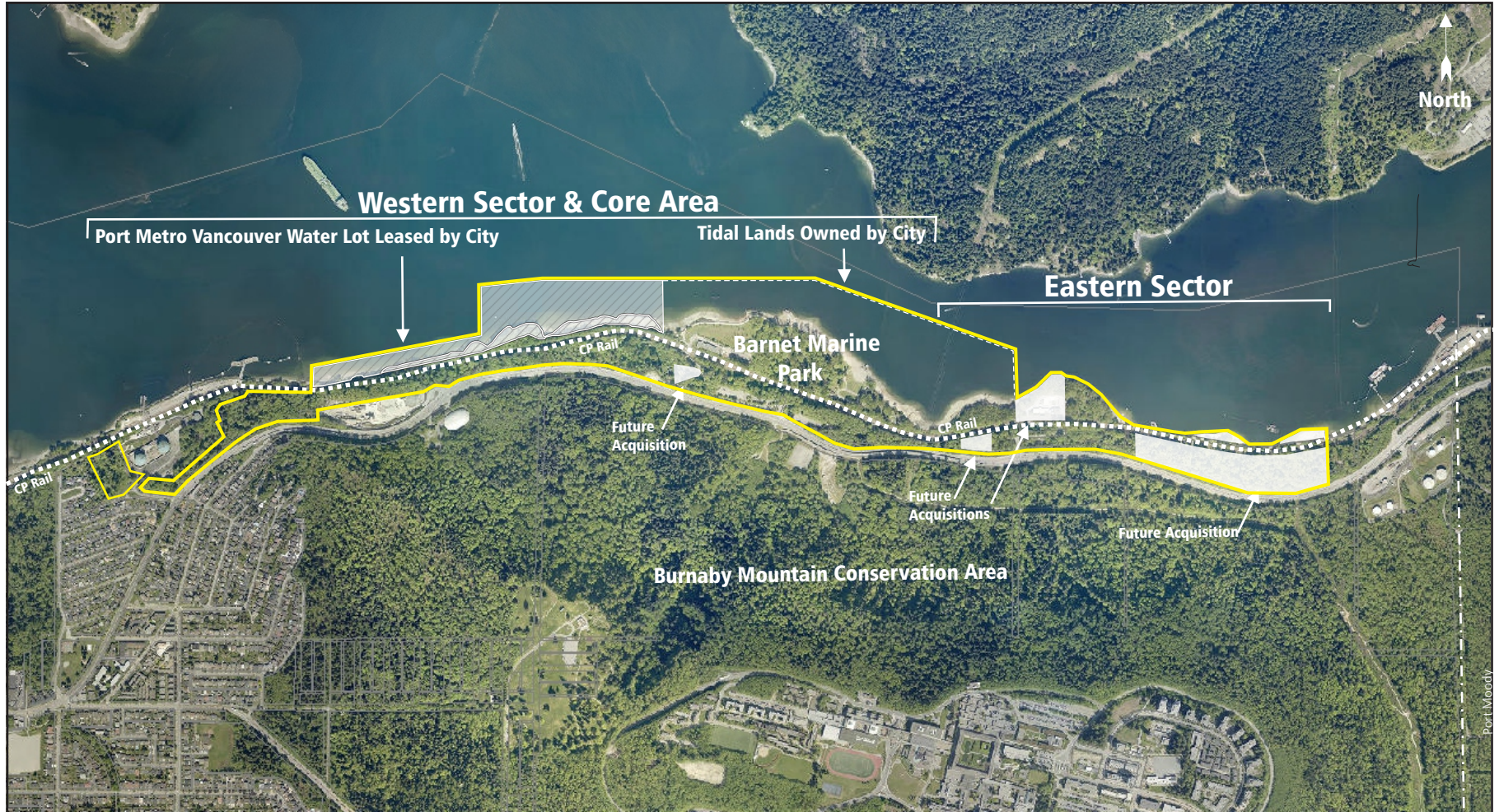
The 2004 plan for the development of Barnet Marine Park, prepared over many years with input from the public, stake holders and approval agencies, considered the needs of recreational boaters and provides for improved facilities for the car top launch of non-motorized vessels in the core area of the park. The provision of facilities for motorized vessels, including the potential rental of small motor boats, is a vision for the longer term to be considered in future for the eastern sector of the park which is still in the land assembly phase.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

ATS:km  
Attachment

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# Barnet Marine Park

Drawn by: ATS

Date: 2007/11/15  
Rev2010/07/15  
Rev2017/06/14

Scale: NTS





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## COMMISSION REPORT

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

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES      **FILE:** 07820-02

**SUBJECT:** PERMISSIVE EXEMPTIONS FROM TAXATION - 2018

**PURPOSE:** To request Commission approve permissive tax exemptions to the organizations identified in this report.

**RECOMMENDATION:**

1. **THAT** approval be given for permissive tax exemptions to the organizations identified in this report, and that these are included in the Burnaby Tax Exemption Bylaw - 2018 to be presented to City Council for approval.

**REPORT**

Each year the Director of Finance prepares a Tax Exemption Bylaw which includes properties that warrant exemption from taxation. The properties listed below are owned or occupied by community associations which facilitate athletic and/or recreational services to the public, and as such, are initially reviewed by Parks, Recreation & Cultural Services staff and forwarded to the Commission for approval.

**SUBJECT PROPERTIES****PROPERTY IDENTIFIER - PID**

- |  |                |
|--|----------------|
| 1. B.C. Volleyball<br>Harry Jerome Sports Centre<br>7564 Barnet Road | 0690-7564-0000 |
| 2. Boys and Girls Clubs of South Coast BC<br>518 Howard Avenue       | 6185-0518-0000 |
| 3. Burnaby Horsemen's Association<br>9080 Avalon Avenue              | 3128-9080-0000 |

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: PERMISSIVE EXEMPTIONS FROM  
 TAXATION - 2018

..... Page 2

#### **SUBJECT PROPERTIES**

#### **PROPERTY IDENTIFIER – PID**

4.	Burnaby Winter Club 4990 Canada Way (Apportionment)	1770-4990-0000
5.	Burnaby Tennis Club 3890 Kensington Avenue	6545-3890-0000
6.	Lotus Club 8059 Texaco Drive (Apportionment)	0294-8059-0002

#### **ASSESSMENT FOR EXEMPTION**

Part 7, Division 7 of the *Community Charter* provides municipalities with authority to exempt certain lands and/or improvements from municipal property taxation.

Section 224 provides the general authority for permissive exemptions. Under this section, Council may offer exemptions to a wide range of properties including:

- property owned by a not-for-profit corporation;
- property owned by a local authority; and
- property owned by a public authority and occupied by another authority or not-for-profit.

The authority to grant permissive exemptions is a policy tool available to municipalities to promote or achieve specific goals. The City of Burnaby has utilized this policy tool to extend permissive exemptions to recreation and athletic clubs that encourage the clubs to make available their facilities to the general public and to meet other specific guidelines.

Guidelines for permissive tax exemptions from taxation (Attachment #1) were adopted by Council 1986 June 23.

Staff conducts an annual review of each organization, based on the approved criteria outlined in said guidelines, and a supplementary questionnaire which requests more detailed information regarding membership, services and usage. The results of the review are summarized in Attachment #2, and include definitions of “users”, “members”, and “participant visits”.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: PERMISSIVE EXEMPTIONS FROM  
TAXATION - 2018

..... Page 3

Comparative residency and use percentages are not easily defined, due to variations in program and membership structures. Use profiles and types of service vary within each organization, and range from drop in programs, allotments, special events, and lessons to specialized courses attracting more regional participation. Groups are subsequently advised where services may be seen to border on recommended standards.

### **CONCLUSION**

It is recommended that the Commission approve the tax exemptions for the organizations identified for the year 2018, and that a copy of this report be forwarded to the Director of Finance for inclusion in Council's annual Bylaw process.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DP:tc

#### **Attachments (2)**

p:\admin\tc\data\wp\dp\reports\2018 permissive tax exemptions

Copied to: Director Finance





### **DETAILED GUIDELINES FOR PERMISSIVE EXEMPTIONS FROM TAXATION**

Council, on 1986 May 26, received a progress report from the Director Finance outlining general guidelines for determining permissive exemptions from taxation. At that time, Council was advised that detailed guidelines would be presented for their consideration and adoption in 1986 July. This section outlines the detailed guidelines.

Guidelines by definition are indications of policy or conduct. In this case they will ensure that the broad range of community organizations in Burnaby are dealt with consistently and receive equal treatment and consideration for tax exemption.

The guidelines provide structure and assist staff with assessment of applications for permissive exemption from taxation.

The spirit in using the guidelines is one of identifying the services and organizations which are the most complementary extensions of City services; and for which the burden resulting from the exemption is a justifiable expense to the taxpayers of Burnaby.

To be eligible for exemption a service or an organization must conform to all of the guidelines. Given that many of the organizations are one of a kind and provide specialized, often unique services it is difficult to measure precisely whether a use conforms to the guidelines. For this reason each application for permissive exemption will be evaluated on its own merits, using the guidelines to indicate where the City should consider granting support.

The following detailed guidelines are statements of intent with outlines of how they will be applied and measured.

#### **A. Consistent with City Policies, Plans, Bylaws, Codes and Regulations**

**Before an exemption is considered, the use must be consistent with and in support of all applicable City legislation.**

The intent of this guideline is to ensure that organizations receiving City support (permissive exemption) reflect the goals, policies and general operating principles of the City. For example, it would be inappropriate for the City to support an organization whose charter or practices encouraged discrimination on the basis of age, sex, ethnic origin or religion. It would also be inappropriate to support organizations in situations where the use would be non-conforming to zoning or an incompatible land use.

**B. Non-Profit**

**Organizations and individuals providing services should have no profit motive. The intent of this guideline is to ensure that City support is not used for commercial or private gain.**

Organizations can demonstrate that they are non-profit by being a registered charitable institution or society. The Society Act defines societies with a charitable purpose as those concerned with the relief of poverty, the advancement of education, the advancement of religion or any other purpose beneficial to the community. In the Act a society "shall not distribute any gain, profit or dividend or otherwise dispose of its assets without receiving full and valuable consideration". The act also stipulates that a society shall have at least three directors overseeing the operation and that proper accounting records be kept and made available to its members and the Provincial registrar.

Another indicator of non-profit is where a business licence is not required. Non-profit organizations do not require a business licence since they are not operating for the purpose of gain or profit.

**C. Complementary Extensions to City Services and Programs**

**Services and organizations should fulfill some basic needs or otherwise improve the quality of life for Burnaby residents.**

The intent of this guideline is to ensure that support is directed toward services the City would consider providing given adequate resources.

As with all of the guidelines, the responsibility is with the applicant to demonstrate how the service complements City services.

Given the diverse nature of the services, the input of appropriate City departments will be sought in determining when services are complementary. This assessment will also consider whether the service is needed or wanted by Burnaby residents.

**D. Accessible to the Public**

**Services and activities should be equally available to all residents of Burnaby.**

The intent of this guideline is to ensure that the organizations' regulations governing use do not prohibit the public from participation.

It is recognized that geographic location and financial means make some services and activities less accessible to residents. This guideline does not consider these influences to be exclusionary by intent.

Where special knowledge or developed skills are required as a prerequisite to participation, the knowledge would be available to the public from the organization receiving City support.

**E. Used Primarily by Burnaby Residents**

**While services need not be maintained exclusively for the use of Burnaby residents, they should be majority users of the service.**

The intent behind this guideline is to recognize that the taxpayers of Burnaby should not become overburdened by the increasing number of regional and broader organizations locating in Burnaby and receiving exemptions from taxation.

Where the stated purpose or client group is clearly regional or broader in nature it is proposed that Burnaby accept a share, as opposed to all, of the burden resulting from permissive exemptions.

We have considered pro-rating uses and recommending exemptions accordingly, however, we feel this approach would prove unimplementable. Therefore, we propose to simply share the "regional" burden by granting 50% permissive exemptions on affected applications. To minimize the impact this change may have on some organizations we propose that the 50% exemptions be implemented for the 1988 assessment roll. Affected organizations would remain 100% exempt for 1987. This will then give them time to adjust their budgets or make representation to the City for reconsideration.

This approach is possible under Section 401(1) of the Municipal Act wherein Council may exempt from taxation all or part of the taxable assessed value of land, improvements or both. As with all permissive exemptions Council must deal annually with each application in order to be seen as exercising their discretionary powers.

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**YEAR 2018 PERMISSIVE TAX EXEMPTIONS  
RECREATION GROUPS PROFILE**

**Definitions**

**Users:** Number of individuals - members and non-members - estimated to be using services in the facility.

**Members:** Number of users identified as members of the organization operating the facility.

***Participant***

**Visits or Hours:** Calculation of the number of times, that users participate annually, or during service operation.

SUBJECT PROPERTIES	MEMBERSHIP, USE & PARTICIPATION PROFILE	TAX ESTIMATE ON EXEMPTION
<b>Volleyball BC - Harry Jerome Sports Centre</b>	<ul style="list-style-type: none"> <li>• 58,967 Annual participants (61% estimated Burnaby residents).</li> <li>• 23,035 unique participants (57% estimated Burnaby residents).</li> <li>• Membership is not required for many services.</li> <li>• 621 unique Burnaby VBC members (2,534 provincially).</li> <li>• Volleyball leagues, programs, clinics, tournaments.</li> <li>• Allotments: Burnaby Velodrome Club/Youth Club Volleyball/schools/youth soccer/individual and group court rentals, drop-ins.</li> <li>• Serves Children, Youth, Adults, Seniors - (both genders).</li> </ul>	\$181,308.56
<b>Boys and Girls Clubs of South Coast BC - Howard Avenue</b>	<ul style="list-style-type: none"> <li>• 521 users (Over 90% are Burnaby residents).</li> <li>• 62,135 participant/volunteer hours (52 weeks service).</li> <li>• Membership (negotiable \$100 annual membership fee for 6-12 year olds; youth membership for 13-18 year olds is \$10; never deny access due to inability to pay).</li> <li>• Child, Youth, Adult programs/Odyssey substance misuse.</li> <li>• Allotments: Church groups/birthday parties/sports groups, etc.</li> <li>• Serves Children, Youth, Adults - (both genders).</li> </ul>	\$ 34,898.40
<b>Burnaby Horsemen's Association - Avalon Avenue * Blended rate - business/recreation</b>	<ul style="list-style-type: none"> <li>• 220 members - 46% Burnaby residents.</li> <li>• 59 members board horses (78% Burnaby residents).</li> <li>• 49,559 annual participant visits -54% Burnaby residents.</li> <li>• Membership required for many services. Burnaby priority for boarding and lesson program price.</li> <li>• 61 Associate Members (66% Burnaby residents).</li> <li>• Public lessons, horse boarding, riding clinics, shows and open houses, barn tours, community outreach.</li> </ul>	\$ 46,025.25

SUBJECT PROPERTIES	MEMBERSHIP, USE & PARTICIPATION PROFILE	TAX ESTIMATE ON EXEMPTION
<b>Burnaby Winter Club</b> <b>- Main Building Portion only</b> , excludes new arena portion, plus 25% of parking area	<ul style="list-style-type: none"> <li>• 294 Active Members (46% Hockey Program – school age).</li> <li>• 37,950 annual participant visits to <u>main rink</u> (55% estimated Burnaby residents).</li> <li>• 36 Sustaining Members (24 with Burnaby residence i.e. 66.7%).</li> <li>• 15 Honorary Life Members (11 with Burnaby residence i.e. 73.3%).</li> <li>• Approximately 294 children play hockey (46% children Burnaby residents).</li> <li>• 172 Rascals, Preschool/Hockey 3-6 program (approx. 63% Burnaby residents).</li> <li>• 20 Social Members (100% Burnaby residents).</li> <li>• Membership priority for some services, most programs open to non-member, social membership.</li> <li>• Hockey - drop-in, Skill Development groups, Goalie School, Hockey Academy, Allotments.</li> <li>• 64 Burnaby Figure Skating Non-Members (34% from Burnaby).</li> <li>• All programs serve Children, Youth, Adult, Senior – (both genders).</li> </ul>	\$ 36,603.31
<b>Burnaby Tennis Club</b>  * Blended rate - business/recreation	<ul style="list-style-type: none"> <li>• 304 members (50% Burnaby residents).</li> <li>• Free initiation for Burnaby residents.</li> <li>• 52% of the regular users are from Burnaby.</li> <li>• 12,011 hours (52% Burnaby residents) (Indoor Bubble: Oct.-Apr.; Outdoor Season: May-Sept.).</li> <li>• Membership not required for some services.</li> <li>• Club is a feeder system with Parks and Recreation lessons. It works collaboratively to provide this service.</li> <li>• Lessons as well as court time to play are all accessible to the general public and a membership is not necessary to access these services.</li> <li>• Funding sources are membership dues, court usage fees and tournament income.</li> </ul>	\$ 2,455.36

SUBJECT PROPERTIES	MEMBERSHIP, USE & PARTICIPATION PROFILE	TAX ESTIMATE ON EXEMPTION
<b>Lotus Sports Club</b> <b>Outrigger/Dragon Boat</b> <b>&amp; Voyageur Paddling</b> <b>Club</b> <b>- Barnet</b> <b>Texaco building 1/3</b> <b>portion</b>	<ul style="list-style-type: none"> <li>• 112 members (70% Burnaby residents).</li> <li>• 45 drop-ins (84% Burnaby residents).</li> <li>• 1,023 users (67% estimated Burnaby residents).</li> <li>• 16,780 participant visits (26 weeks - high season; 26 weeks - low season).</li> <li>• Membership or drop-in option for most services.</li> <li>• Age 14+ dragon boat programs, school programs, boating clinics, outrigger canoe programs and races; stand up paddle boarding, shoreline, club and park cleanups.</li> <li>• 15 members (13 from SFU, 2 from BCIT) in SFU Paddling Program.</li> </ul>	\$ 10,761.88
	<b>Tax Estimate on Exemption Total</b>	<b>\$312,052.76</b>



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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 JUNE - PARKS, RECREATION & CULTURAL SERVICES  
CAPITAL FUNDING BYLAW

**PURPOSE:** To request approval of the expenditure from the 2017-2021 Annual Financial Plan for four projects and to request Council to bring forward a Capital Reserves Bylaw to finance the projects.

**RECOMMENDATIONS:**

1. **THAT** the expenditure of \$629,000 from the 2017-2021 Annual Financial Plan for the projects outlined in this report be approved.
2. **THAT** Council be requested to bring down a bylaw to appropriate \$658,393 (inclusive of GST) from Capital Reserves to finance these projects.

**REPORT**

The 2017-2021 Annual Financial Plan for Parks, Recreation and Cultural Services contains the following four 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 Mountain and Riverway Golf Courses (DPY.0071) \$70,000**  
This GPS Control management system will monitor exact location of carts during play enhancing pace of play by identifying carts out of sequence and provide the ability to rebook additional rentals that day. Enviro-fencing power control will only allow carts to operate in approved areas of playing area on course and parking lots offering improved safety, security and asset protection. System offers improved customer service with GPS yardage calculator, electronic score card, hole route mapping and play tips, snack bar promo details, to enhance demand for increased rentals.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: 2017 JUNE - PARKS, RECREATION & CULTURAL  
 SERVICES CAPITAL FUNDING BYLAW

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|---|-------------------|------------------|
| <b>2. Deer Lake Park</b>  | <b>(DPW.0234)</b> | <b>\$125,000</b> |
| Boardwalk replacement, trail additions, safety upgrades and culvert replacement within Deer Lake Park. Additional native planting to restore habitat.   |                   |                  |
| <b>3. Parks Minor Development</b>   | <b>(DPW.0259)</b> | <b>\$150,000</b> |
| Minor Capital replacement work at various park locations due to breakdowns, vandalism or unanticipated capital repairs. Projects done in the past include irrigation systems and turf replacement.  |                   |                  |
| <b>4. Vehicle Purchase</b>  | <b>(DPZ.0022)</b> | <b>\$284,000</b> |
| These units are additions to the fleet and are required to reduce response time and improve maintenance standards. These vehicles will replace rental units and older equipment that has been kept in service well beyond their usual replacement schedule. Fleet vehicles usually take as long as 6-8 months to arrive after the Purchase Order has been awarded. The funding must be in place prior to ordering the vehicle from the successful supplier. In order to receive these vehicles in time for the 2018 summer season, funding approval is required in advance. These vehicles will be ordered in 2017 for delivery in 2018. The units required include a truckster and small pickup for Horticulture work, a truckster and small pickup for trail and park maintenance, a cargo van for Food Services and a 2 ton dump truck for sports field maintenance. |                   |                  |

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 \$658,393 (inclusive of GST) from Capital Reserves to finance these projects.



Dave Ellenwood  
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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P:\Admin\Clerical\Staff\tc\dh\2017 June - Parks, Recreation & Cultural Services Capital Funding Bylaw

Copied to: Director Finance  
 City Solicitor