



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

### *NOTICE OF OPEN MEETING*

**DATE:** WEDNESDAY, 2018 APRIL 18

**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 2018 March 21	1
<b>3.</b>	<b><u>DELEGATIONS</u></b>	
	a) Speaker: Mr. Darcy Olson Re: Cherry Blossom Festival, Migratory Bird Month and Park Dedication	12
<b>4.</b>	<b><u>DIRECTOR'S REPORTS</u></b>	
	a) Director's Report No. 4 2018 April 18	13
	i) Burnaby New West Walk30 Challenge Draw Prizes	14
	ii) Eileen Dailly Leisure Pool and Fitness Centre's 25th Anniversary Celebration Change of Date	16
	iii) Theatre Projects - Parks, Recreation and Cultural Services Capital Funding Bylaw	18
	iv) 2018/2019 Facility Use, Program and Services Fee Schedule	20
<b>5.</b>	<b><u>NEW BUSINESS</u></b>	

6. **INQUIRIES**

7. **ADJOURNMENT**



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

**Wednesday, 2018 March 21**

An 'Open' meeting of the Parks, Recreation and Culture Commission was held in the Council Chambers, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, 2018 March 21 at 7:00 p.m.

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

PRESENT: Councillor Paul McDonell, Chair  
 Commissioner Karin Alzner  
 Commissioner Stace Dayment  
 Commissioner James Jang  
 Councillor Dan Johnston  
 Commissioner Barbara Larkin  
 Commissioner Lance Matricardi, Deputy Chair  
 Commissioner Dan Staschuk  
 School Trustee Larry Hayes

ABSENT: Commissioner Guyle Clark

STAFF: Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
 Mr. Craig Collis, Assistant Director - Recreation  
 Mr. Don Hunter, Assistant Director - Parks  
 Mr. David O'Connor, Assistant Director - Golf Operations  
 Ms. Heather Edwards, Manager – Parks Planning, Design & Dev.  
 Ms. Kathryn Matts, Commission Secretary  
 Ms. Theresa Cheng, Recording Secretary

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

**MOVED BY COUNCILLOR JOHNSTON**  
**SECONDED BY COMMISSIONER LARKIN**

"THAT the Open Commission meeting do now convene."

**CARRIED UNANIMOUSLY**

The Open Commission meeting convened in the Council Chambers.

**2. MINUTES****a) Open Minutes of 2018 February 28**MOVED BY COUNCILLOR JOHNSTONSECONDED BY COMMISSIONER STASCHUK

“THAT the minutes of the Open Commission meeting held on 2018 February 28 be now adopted.”

CARRIED UNANIMOUSLY

**3. DELEGATIONS**MOVED BY COMMISSIONER LARKINSECONDED BY COUNCILLOR JOHNSTON

“THAT the delegations be heard.”

CARRIED UNANIMOUSLY

**a) Ms. Susie Chang, Roberto and David  
Padel Association of B.C.  
Re: Padel Tennis**

Ms. Susie Chang advised that their objective is to introduce Padel to Burnaby with support from the Parks, Recreation and Culture Commission. Roberto and David explained how Padel is played. Padel is a racquet ball game on a court surrounded by four walls or panels. A Padel court is about one half the size of a tennis court. Padel is suitable for players of all ages and is played all around the world. It was proposed that Padel be fully integrated into Parks and Recreation. If provided with discounted lease of City courts, the Association can run the program as a very affordable community activity. Burnaby is centrally located in the Lower Mainland and close to many Padel players in Vancouver. The Association feels that Burnaby Lake Sports Complex will be a suitable site. In temperate regions Padel is played on covered courts. The Padel Association membership fee is \$60 to \$70 a month for unlimited play. Public drop-in is available when the courts are not being used by Padel members.

MOVED BY COUNCILLOR JOHNSTONSECONDED BY COMMISSIONER MATRICARDI

“THAT the proposal from the delegation be referred to staff for a report.”

CARRIED UNANIMOUSLY

**b) Ms. Cathy Griffin and Ms. Debbie Reid**  
**Re: Urban Trails and Central Valley Greenway**

Ms. Cathy Griffin advised that the Burnaby Mountain Urban Trail from Duthie Street to Underhill Street is bisected with cracks and tree roots especially on the right side because there are many trees close by. The patched path is uneven as the patches have not been shored up and the tree roots keep growing above the ground. The uneven surface is a challenge to pedestrians, strollers and cyclists. The western section of the Central Valley Greenway away from the Kensington footbridge is full of dips, puddles, pot holes, and ruts. The section that has been topped with gravel is eroded by rain and runoffs, creating an uneven surface. The section near Douglas Road has been paved again but there are a lot of potholes and cracks which are challenging to navigate for cyclists, rollerbladers, pedestrians and small children. It was requested that the Burnaby Mountain Urban Trail and the Central Valley Greenway be fixed for a smooth ride and walk.

The Commission commented that tree roots grow naturally to ground surface which is addressed repeatedly. The Central Valley Greenway is topped with gravel to allow water to seep through and to alleviate flooding.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER DAYMENT

“THAT the comments from the delegation be referred to staff for a report.”

CARRIED UNANIMOUSLY

**c) Mr. Darcy Olson**  
**Re: Cherry Blossom Festival, Migratory Bird Month and Park**  
**Dedication**

Mr. Darcy Olson did not appear before the Commission.

**4. CORRESPONDENCE**

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER STASCHUK

“THAT the following items of correspondence be received.”

CARRIED UNANIMOUSLY

**a) Administrative Officer**  
**Re: Burnaby Festival of Learning**

The Administrative Officer advised that Council received a report re: Burnaby Festival of Learning and sent a copy to the Parks, Recreation and Culture Commission for information.

**b) City Clerk**  
**Re: Implementation of a Bike Patrol Unit to Operate in City Parks and Public Spaces**

The City Clerk advised that Council received a report re: Implementation of a Bike Patrol Unit to Operate in City Parks and Public Spaces and sent a copy of the report to the Parks, Recreation and Culture Commission for information.

**c) City Clerk**  
**Re: Consent to Metro Vancouver Regional Parks Service Amendment Bylaw No. 1260**

The City Clerk advised that Council has adopted motions related to Metro Vancouver Regional Parks Service Amendment Bylaw No. 1260 and sent a copy of the Bylaw and related reports to the Parks, Recreation and Culture Commission for information.

**5. REPORTS**

**a) Revised 2018 Committee and Liaison Member Appointments**

The Chair submitted his revised report re: 2018 Committee and Liaison Member Appointments for the approval of the Commission.

It was recommended:

1. THAT the revised 2018 Committee and Liaison Member Appointments be approved.

MOVED BY COMMISSIONER LARKIN  
SECONDED BY COUNCILLOR JOHNSTON

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

**6. DIRECTOR'S REPORT****a) Director's Report No. 3  
2018 March 21**

The Director Parks, Recreation and Cultural Services submitted his Report No. 3, dated 2018 March 21, covering the following items.

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COMMISSIONER STASCHUK

"THAT the Director's Report be received."

CARRIED UNANIMOUSLY

**i) Move for Health Day**

Move for Health Day was launched by the World Health Organization to encourage people to adopt physically active lifestyles as part of maintaining health and well-being. Move for Health Day events have been held in Burnaby since its inception in 2002. The events planned on May 10 vary from year to year to encourage participation. Offering free activities removes a major barrier to participation.

It was recommended:

1. THAT approval be given to waive the fee for select swim sessions during Move for Health Day on Thursday, 2018 May 10 as outlined in this report.

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

**ii) Giro di Burnaby**

Giro di Burnaby 2018 comprises a single cycling event, the criterium. It is open to male and female cyclists competing for a total prize purse of over \$15,000, which is paid to the racers from monies collected from sponsorship.

It was recommended:

1. THAT Commission recommend Council authorize the road closure for the Giro di Burnaby as identified in this report.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the recommendation be approved.”

CARRIED UNANIMOUSLY

**iii) Eileen Dailly Leisure Pool and Fitness Centre's 25th Anniversary Celebration**

Eileen Dailly Leisure Pool and Fitness Centre will be celebrating its 25th anniversary on 2018 May 16. On display will be an archived photo gallery of the construction of Eileen Dailly Pool and Fitness Centre. Cake and beverages will be served at the event and staff will be handing out 25th anniversary chocolate coins as well as ballots for a draw prize. It is suggested that the City offer a free Family Swim session at Eileen Dailly Leisure Pool.

It was recommended:

1. THAT approval be given to provide a bActive Annual pass as a draw prize for Eileen Dailly Leisure Pool and Fitness Centre's 25th Anniversary celebration on Wednesday, 2018 May 16.
2. THAT approval be given to waive the fee for Family Swim from 7:00 p.m. – 9:00 p.m. on Wednesday, 2018 May 16 in celebration of Eileen Dailly Leisure Pool and Fitness Centre's 25th Anniversary.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the two recommendations be approved.”

- amended

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

“THAT Recommendation #1 be **AMENDED** - “THAT approval be given to provide a draw prize equivalent to the value of an annual bActive pass (\$401.05) for Eileen Dailly Leisure Pool and Fitness Centre's 25th Anniversary celebration on Wednesday, 2018 May 16”.”



MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

“THAT the motion, as **AMENDED**, be approved.”

CARRIED UNANIMOUSLY

**iv) Burnaby Firefighters Charitable Society - Request for Tournament Green Fee Waiver**

The Burnaby Firefighters Charitable Society requested approval to co-sponsor a charitable golf tournament with the Parks, Recreation and Culture Commission at the Riverway Golf Course on 2018 September 19. The Burnaby Firefighters have held annual golf tournaments at Burnaby facilities and have consistently demonstrated their ability to organize the event.

It was recommended:

1. THAT approval be given to the Burnaby Firefighters Charitable Society to co-sponsor the 2018 Charity Golf Tournament with the Burnaby Parks, Recreation and Culture Commission at the Riverway Golf Course on Wednesday, September 19.
2. THAT the Burnaby Firefighters Charitable Society be granted a fee waiver for all green fees.
3. THAT the proceeds of the 2018 charity golf tournament be contributed to a Commission sponsored program to benefit this community.
4. THAT a copy of this report be sent to Miles Ritchie, Secretary Local 323 of the Burnaby Firefighters Charitable Society.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER ALZNER

“THAT the four recommendations be approved.”

CARRIED UNANIMOUSLY

**v) South Burnaby Lawn Bowls Club Licence Agreement Renewal**

The City has had an agreement with the Trustees of the South Burnaby Lawn Bowls Club dating back as far as 1972. The Club continues to provide a valuable service to the community and to operate within the terms and conditions of their licence.

It was recommended:

1. THAT approval be granted to renew a licence agreement with the South Burnaby Lawn Bowls Club, for an additional five year term beginning 2018 April 15 and ending on 2023 April 14 under the terms and conditions as outlined in this report.
2. THAT Council be requested to approve the renewal of the licence agreement with the South Burnaby Lawn Bowls Club as outlined in this report.
3. THAT the City Solicitor be authorized to execute a licence agreement with the South Burnaby Lawn Bowls Club as outlined in this report.
4. THAT a copy of this report be sent to Diana Newton, President of the South Burnaby Lawn Bowls Club.

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER MATRICARDI

"THAT the four recommendations be approved."

CARRIED UNANIMOUSLY

#### **vi) Burnaby North Lawn Bowling Club Licence Renewal**

The City has had an agreement with the Trustees of the Burnaby North Lawn Bowling Club for many years. The Club provides a valuable service to the community and continues to operate within the terms and conditions of their licence.

It was recommended:

1. THAT approval be granted to renew the licence agreement with the Burnaby North Lawn Bowling Club, for an additional five year term beginning 2018 April 15, and ending on 2023 April 14 under the terms and conditions as outlined in this report.
2. THAT Council be requested to approve the renewal of the licence agreement with the Burnaby North Lawn Bowling Club as outlined in this report.
3. THAT the City Solicitor be authorized to execute a licence agreement with the Burnaby North Lawn Bowling Club as outlined in this report.
4. THAT a copy of this report be sent to Mr. Russ Banning, President of the Burnaby North Lawn Bowling Club.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the four recommendations be approved.”

CARRIED UNANIMOUSLY

**vii) Community Participation in Environmental Programs**

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

It was recommended:

1. THAT this report be received for information purposes.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER LARKIN

“THAT the recommendation be approved.”

CARRIED UNANIMOUSLY

**viii) Central Park Perimeter Trail: Patterson Section**

Central Park is one of the most visited parks in the City with over one-half of Burnaby's 250,000 residents visiting the park and attractions. The proposed multi-use trail will create an accessible and safe access into the park as well as a recreational route for people to enjoy for walking and biking. The Central Park perimeter project along Patterson will provide the second section of the multi-use trail segment that will eventually circumnavigate the perimeter of Central Park in Burnaby.

It was recommended:

1. THAT the Parks Recreation and Culture Commission recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$1,800,000 to finance the project outlined in this report.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER MATRICARDI

“THAT the recommendation be approved.”

CARRIED UNANIMOUSLY

**ix) 2018 March - Parks, Recreation and Cultural Services Capital Funding Bylaw**

The 2018-2022 Provisional Financial Plan for Parks, Recreation and Cultural Services contains 11 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. The expenditure is planned for 2018.

It was recommended:

1. THAT the Parks, Recreation and Culture Commission recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$1,455,000 to finance the projects outlined in this report.

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

**x) 2018 March - Parks, Recreation and Cultural Services Gaming Fund Project**

The report requested that Gaming Reserves be approved to finance a project. The expenditure for this project will be included in the 2018-2022 Provisional Financial Plan.

It was recommended:

1. THAT the Parks, Recreation and Culture Commission recommend the Financial Management Committee authorize the use of Gaming Reserves in the amount of \$192,000 to finance the project outlined in this report.

MOVED BY COMMISSIONER STASCHUK  
SECONDED BY COMMISSIONER MATRICARDI

"THAT the recommendation be approved."

CARRIED UNANIMOUSLY

**7. TABLED MATTER**

- a) **Parks, Recreation and Culture Commission**  
**Re: Election of Deputy Chair for 2018**  
(Deferred 2018 February 28)

MOVED BY COUNCILLOR JOHNSTON  
SECONDED BY COMMISSIONER DAYMENT

“THAT the Election of Deputy Chair for 2018 be now **LIFTED** from the table.”

CARRIED UNANIMOUSLY

The Chair called for nominations for the Office of Deputy Chair for 2018.

Commissioner Jang nominated Commissioner Matricardi.

Commissioner Dayment seconded the nomination.

Commissioner Matricardi accepted the nomination.

There being no further nominations, Commissioner Matricardi was elected Deputy Chair for 2018 by acclamation.

The Deputy Chair thanked the Commission for his nomination.

**8. NEW BUSINESS**

There were no items raised under New Business.

**9. INQUIRIES**

There were no items raised under Inquiries.

**10. ADJOURNMENT**

MOVED BY COMMISSIONER MATRICARDI  
SECONDED BY COUNCILLOR JOHNSTON

“THAT the Open Commission meeting do now adjourn.”

CARRIED UNANIMOUSLY

The Open Commission meeting adjourned at 7:56 p.m.

Kathryn Matts  
COMMISSION SECRETARY

Councillor Paul McDonell  
CHAIR

tc

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<b>Commission Agenda</b> <b>Date..... 2018 Apr 18</b> <b>Delegations ..... (a)</b>
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**From:** darcy olson [<mailto:darcyontheroad@hotmail.com>]  
**Sent:** February-22-18 3:46 PM  
**To:** Parks - City of Burnaby  
**Subject:** Follow up to last year's presentation to Parks Committee.

Dear Parks Recreation and Culture Commission.

Please note that I would like to present as a delegation at your next meeting. I would like to discuss the progress you have made on the following issues.

1. Cherry Blossom Festival Month in Burnaby.
2. Migratory Bird Month in Burnaby.
3. Progress on park dedication  
 ( S.E. corner of Delta and Halifax Streets)for Mr. James Barrington, Freeman of Burnaby.

Please advise date and time.

Sincerely,  
 Darcy Olson

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

## CITY OF BURNABY

**PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT**

DIRECTOR'S REPORT NO. 4, 2018

2018 APRIL 18

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.	Burnaby New West Walk30 Challenge Draw Prizes
2.	Eileen Dailly Leisure Pool and Fitness Centre's 25th Anniversary Celebration Change of Date
3.	Theatre Projects - Parks, Recreation and Cultural Services Capital Funding Bylaw
4.	2018/2019 Facility Use, Program and Services Fee Schedule

Respectfully submitted,

DAVE ELLENWOOD  
Director Parks, Recreation and Cultural Services



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## COMMISSION REPORT

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

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES      **FILE:** 66000-20

**SUBJECT: BURNABY NEW WEST WALK30 CHALLENGE DRAW PRIZES**

**PURPOSE:** To request the provision of four one month bActive passes as draw prizes for the Burnaby New West Walk30 Challenge wrap up event.

**RECOMMENDATION:**

1. **THAT** approval be given to provide four one month bActive passes as draw prizes for the Burnaby New West Walk30 Challenge wrap-up event to be held at Edmonds Community Centre 2018 May 12.

**REPORT****INTRODUCTION**

Every minute counts and research shows that walking 30 minutes per day improves health and well-being - even if you reach a total of 30 minutes by doing a few short walks.

City of Burnaby Recreation & Planning staff have partnered with City of New Westminster, Burnaby School District 41, New Westminster School District 40, Fraser Health, New Westminster Walkers' Caucus, ICBC and University of the Fraser Valley Kinesiology Program to create a free walking challenge. The WALK30 Challenge is intended to inspire those who live, work, shop or play in Burnaby to walk at least 30 minutes a day for better health and to re-think how we get around our community. Funding is provided in part by an Active Communities Grant from the Ministry of Health.

From 2018 April 09 to May 11, registered participants can track and share their daily walking minutes online. Participants can walk on their own, or with a team for friendly competition, and each participant can track minutes using a watch, phone or fitness device. Once registered, participants can visit Bonsor, Cameron, Edmonds or Eileen Dailly centres to pick up a free WALK30 safety reflector strap.

*"The **WALK30** Burnaby New West Walking Challenge reminds us all that walking is healthy," said Burnaby Mayor, Derek Corrigan. "Taking a walk is also a great way to connect with neighbours and to enjoy Burnaby's beautiful parks and trails."*



To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Burnaby New West Walk30 Challenge Draw  
Prizes

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## POLICY SECTION

Supporting the Walk30 Burnaby New West Walking Challenge is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following Goals:

### **A Connected Community**

Social connection

Enhance social connections throughout Burnaby

### **A Healthy Community**

Healthy Life

Encourage opportunities for healthy living and well being

## RECOMMENDATION

A wrap-up celebration will be held on Saturday, May 12, 10 a.m. to 12 p.m. at Edmonds Community Centre Plaza. Participants can connect with other walkers; enjoy entertainment, displays and games. Prize draws are planned to encourage participants to expand or extend their healthy habits by participating in new healthy physical activities. Therefore, approval is requested to provide four one month bActive passes as draw prizes. The estimated value of these prizes is \$222.80.



Dave Ellenwood

DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

RJ:km:tc

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## COMMISSION REPORT

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

**DATE:** 2018 April 09

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

**FILE:** 54000-30

**SUBJECT: EILEEN DAILLY LEISURE POOL AND FITNESS CENTRE'S 25<sup>TH</sup>  
ANNIVERSARY CELEBRATION CHANGE OF DATE**

**PURPOSE:** To request approval to change the date of the Eileen Dailly Leisure Pool and Fitness Centre's 25<sup>th</sup> Anniversary Celebration to 2018 May 12.

**RECOMMENDATIONS:**

1. **THAT** approval be given to change the day of the Eileen Dailly 25<sup>th</sup> Anniversary Celebration to Saturday, 2018 May 12.
2. **THAT** approval be given for a fee waiver for the Family Swim on Saturday, May 12<sup>th</sup> from 12:30pm-3:00pm.

**REPORT****INTRODUCTION**

At the Parks, Recreation and Culture Commission meeting of 2018 March 28th a report was received regarding Eileen Dailly Leisure Pool and Fitness Centre's 25<sup>th</sup> Anniversary Celebration. After approval of the report, staff received additional feedback and plans for the event now necessitate a request to change the date for the event as well as the date and time for the fee waiver.

To truly celebrate the 25<sup>th</sup> anniversary of Eileen Dailly Leisure Pool and Fitness Centre, the event will be held on Saturday, 2018 May 12<sup>th</sup>. The change to the weekend date will encourage greater attendance by citizens and will allow for a variety of activities to be planned in and out of the pool

Staff had previously suggested the waiving of the admission fee for the Family Swim on Wednesday, May 16<sup>th</sup>. The new request is for a free Family Swim from 12:30 – 3:00pm on Saturday, May 12<sup>th</sup>.

To: Parks, Recreation and Culture Commission  
From: Director Parks, Recreation and Cultural Services  
Re: Eileen Dailly 25<sup>th</sup> Anniversary Celebration  
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Activities planned will include the free family swim, an archival photo display, a video remembering Eileen Dailly herself and a photo opportunity with Gator, the original Eileen Dailly Leisure Pool and Fitness Centre mascot.

## **POLICY SECTION**

Celebrating Eileen Dailly Leisure Pool and Fitness Centre's 25<sup>th</sup> anniversary is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following Goals:

### **A Connected Community**

Social connection

Enhance social connections throughout Burnaby

### **A Healthy Community**

Healthy Life

Encourage opportunities for healthy living and well being

## **RECOMMENDATION**

Approval is requested to change the date of the Eileen Dailly 25<sup>th</sup> Anniversary Celebration to Saturday, 2018 May 12 and to change the fee waiver to apply to the Family Swim on Saturday, 2018 May 12 from 12:30pm – 3:00pm.



Dave Ellenwood

DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

EB:km:tc

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## COMMISSION REPORT

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

**DATE:** 2018 April 18

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

**FILE:** 62500-01

**SUBJECT: THEATRE PROJECTS - PARKS, RECREATION AND CULTURAL  
SERVICES CAPITAL FUNDING BYLAW**

**PURPOSE:** To request a Capital Reserve Fund Bylaw to finance the projects outlined  
in this report.

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**RECOMMENDATION:**

1. **THAT** the Parks, Recreation and Culture Commission recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$95,500 to finance the projects as outlined in this report.

**REPORT****INTRODUCTION**

Bylaw funding approval is being requested to enable work to go ahead on the projects listed below. Expenditure for all projects is planned for 2018, subject to operating conditions.

**POLICY SECTION**

The projects identified in this report contribute to the Corporate Strategic Plan by providing:

- A Connected Community – Social connection
- A Safe Community – Community amenity safety
- A Dynamic Community – City facilities and infrastructure.

To: Parks, Recreation and Culture Commission  
From: Director Parks, Recreation and Cultural Services  
Re: Theatre Projects- Parks, Recreation and Cultural  
Services Capital Funding Bylaw

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**1. Theatre Manager (DPY.0098) \$75,000 (estimated)**

This project will provide upgrades and enhancement to the current theatre ticketing system to ensure efficient and streamlined entry to off-site events and improved online customer experience.

**2. Theatre Lighting, Sound and Flooring (DPX.0207) \$20,500 (estimated)**

Continued upgrades to both the Studio and James Cowan Theatres to keep up with changing technologies and artist demands, and to improve overall customer experience.

These expenditures are included in the 2018 – 2022 Provisional Financial Plan and sufficient Capital Reserve Funds are available to finance the capital projects outlined in this report.

## **RECOMMENDATION**

It is recommended that the Parks, Recreation and Culture Commission recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$95,500 to finance the 2 projects as outlined in this report.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION and CULTURAL SERVICES

DH:km

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Copied to Director of Finance  
City Solicitor



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## COMMISSION REPORT

**TO:** CHAIR AND MEMBERS PARKS, RECREATION AND CULTURE COMMISSION      **DATE:** 2018 Apr 10

**FROM:** DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES      **FILE:** 7000-01

**SUBJECT:** 2018/2019 FACILITY USE, PROGRAM AND SERVICES FEE SCHEDULE

**PURPOSE:** To request approval of the 2018/2019 Facility Use Fee Schedule Bylaw Fees and the 2018/2019 Non-Bylaw Program and Service Fees.

**RECOMMENDATIONS:**

1. **THAT** the 2018/2019 Facility Use Fee Schedule Bylaw Fees (Attachment #1) be recommended to Council for approval, as outlined in this report.
2. **THAT** the 2018/2019 Non-Bylaw Program and Service Fees (Attachment #2) be approved, as outlined in this report.
3. **THAT** Council be requested to authorize the City Solicitor to bring forward the necessary amendments to the following bylaws for consideration:
  - Burnaby Recreation Fees and Admissions Bylaw 2018
  - Burnaby Shadbolt Centre and Burnaby Art Gallery Rental Fee Bylaw 2018
  - Burnaby Village Museum Fees Bylaw 2018

**REPORT**

Each spring, Commission receives a report outlining the recommended fee structure for the upcoming year's Recreation and Cultural services, effective September 01 of that year. The fees are established at this time to enable staff to program for the fall session and prepare the Provisional budget for the upcoming year using the appropriate fees. The 2018/2019 fees will be advertised in the Fall/Winter Leisure Guide which is distributed 2018 August.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation & Cultural Services  
 Re: 2018/2019 FACILITY USE, PROGRAM AND  
 SERVICES FEE SCHEDULE

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## **POLICY**

The 2018/2019 Facility Use Program and Service Bylaw is in alignment with the Corporate Strategic Plan in the following ways:

### **An Inclusive Community**

- Ensure City services fully meet the needs of our dynamic community
- Provide opportunities that encourage and welcome all community members and procreate a sense of belonging

### **A Healthy Community**

- Promote and encourage opportunities for healthy living and well being

### **A Dynamic Community**

- Manage change by balancing economic development with environmental protection and maintaining a sense of belonging

### **A Thriving Organization**

- Ensure that our core values are reflected in our policies, programs and service delivery
- Maintain a financially sustainable City for the provision, renewal and enhancement of services

## **The Fee Process**

Each spring, two documents are produced as part of the fees and charges process. The Facility Use Fee Schedule Bylaw Fees establishes amounts for admissions and allotments: Council approval is required (Attachment #1) (distributed under separate cover). The Non-Bylaw Program and Service Fee document establishes amounts for programs and services: Commission approval is required (Attachment #2) (distributed under separate cover).

A thorough market survey comparing Burnaby's admission rates, allotment rates and program fees to those of other local cities takes place every second year, the most recent was completed in Fall 2016. The surveys are undertaken to ensure that Burnaby's rates are reasonable and competitive with comparable programs and services in nearby municipalities. The survey findings are analyzed in conjunction with projected rates of inflation and a recommended rate of increase for fees is proposed. As warranted, exceptions to the recommended increase are proposed when the market research shows that Burnaby's fees are no longer mid-market range. An adjustment above or below the recommended rate of increase may be indicated, or a new fee is required to meet user interests. In some cases adjustments are scheduled to be implemented over a multi-year period (Attachment #3).

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: 2018/2019 FACILITY USE, PROGRAM AND  
SERVICES FEE SCHEDULE

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## **Proposed Fees**

For 2018/2019 it is recommended that a 2.0% overall increase be applied to the majority of the 550 Bylaw and Non-Bylaw fees. Any exceptions to the recommended increase occur when the market research shows that Burnaby's fees are no longer mid-market range indicating an adjustment above or below the recommended rate of increase, or a new fee is required to meet user interests (Attachment #3).

- There are 27 fees for a range of service areas including sport and arena allotments, child and adult sports and social programs, and outdoor programs recommended for increase over the rate of inflation.
- There are 69 fees from a range of service areas recommended to be maintained at their current level.
- There are 13 new fees for a range of cultural events and adult visual arts programs recommended.

## **RECOMMENDATION**

In summary, the majority of fees are recommended to increase by 2.0% to keep up with the cost of providing services. The recommended adjustments will continue our practice of providing convenient, quality services at fair and competitive pricing.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

TS:lw

Attachments (3)

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## Bylaw Fee Changes 2018-2019

### Increase Above Inflation

#### Outdoors

	Current Fee	2018-2019	% Increase	Explanation of Variances
(pg 11) Sport Field Allotment b) Preferred Allotment Youth Tournament – per artificial field Tournament (8 Hours)	\$132.96/day	\$146.26/day	10.0%	Year 2 of a 2 year plan
(pg 11) Sport Field Allotment b) Preferred Allotment Youth Tournament – per artificial field Additional hour	\$22.15 /hr	\$24.37/hr	10.0%	Year 2 of a 2 year plan

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#### Arenas

	Current Fee	2018/2019	% Increase	Explanation of Variance
(pg 26) Arena Ice Rental Private/ Commercial Rentals Non-Prime Time (All Arenas)	\$167.52	\$175.90	5.0%	Year 2 of a 3 year plan
(pg 27) Arena Special Events (ice in or out) Burnaby Lake & Kensington Per hour cost Private	\$213.15	\$225.94	6.0%	Year 2 of a 2 year plan
(pg 27) Arena Special Events (ice in or out) Burnaby Lake & Kensington Per hour cost Non profit	\$121.53	\$125.18	3.0%	Year 2 of a 2 year plan

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## Bylaw Fee Changes 2018-2019

### New Fees

#### Culture Facility Rentals

	Current Fee	2018-2019	% Increase	Explanation of Variance
(Page 32)Shadbolt Centre for the Arts / Burnaby Art Gallery f) Cultural Event Participation Fee Attendance Under 5000 • Community Organizations • Artisans • Vendors	\$6.00/hr \$11.00/hr \$15.00/hr	NEW NEW NEW		Moved from Non Bylaw document
(Page 32)Shadbolt Centre for the Arts / Burnaby Art Gallery f) Cultural Event Participation Fee Attendance Over 5000 • Community Organizations • Artisans • Vendors	\$12.00/hr \$22.00/hr \$30.00/hr	NEW NEW NEW		Moved from Non Bylaw document
(Page 36) Burnaby Village Museum g) Cultural Event Participation Fee Attendance Under 5000 • Community Organizations • Artisans • Vendors	\$6.00/hr \$11.00/hr \$15.00/hr	NEW NEW NEW		Moved from Non Bylaw document
(Page 36) Burnaby Village Museum g) Cultural Event Participation Fee Attendance Over 5000 • Community Organizations • Artisans • Vendors	\$12.00/hr \$22.00/hr \$30.00/hr	NEW NEW NEW		Moved from Non Bylaw document

## Non-Bylaw Fee Changes 2018-2019

### Increase Above Inflation

#### Preschool

	Current Fee	2018/2019	% Increase	Explanation of Variance
(pg 1) Preschool Level 1 Parent & Tot Programs	\$5.09	\$5.33	4.7%	Year 2 of a 2 year plan
(Pg 1) Preschool Level 1 Parent & Tot Programs Each additional sibling (50%)	\$2.52	\$2.67	6.0%	Year 2 of a 2 year plan

#### Children/Youth Sports & Social

	Current Fee	2018/2019	% Increase	Explanation of Variance
(Pg 3) Contract Level 2 Gymnastics	\$6.70	\$7.35	9.7%	Year 2 of a 5 year plan
(Pg 3) Contract Level 3 Martial Arts	\$6.25	\$6.55	4.8%	Year 2 of a 2 year plan
(pg 3) Union Level 2 General Sports	\$4.70	\$5.15	9.6%	Year 4 of a 5 year plan
(Pg 3) Youth Social Level 2 General Programs – moderate costs	\$5.55	\$6.10	9.9%	Year 4 of a 4 year plan
(Pg 4) Summer Services Level 3 Before/After Camp Services	\$2.85	\$3.00	5.3%	Year 2 of a 2 year plan

## Non-Bylaw Fee Changes 2018-2019

### Increase Above Inflation

#### Adult Sports

	Current Fee	2018/2019	% Increase	Explanation of Variance
(pg 6) Level 2 Tai Chi	\$6.60	\$7.20	9.1%	Year 2 of 3 year plan
(Pg 6) Level 3 Gymnastics	\$6.95	\$7.60	9.4%	Year 4 of 5 year plan
(Pg 6) Level 4 Iga	\$7.20	\$7.80	8.3%	Year 2 of 3 year plan

#### Table Tennis

	Current Fee	2018/2019	% Increase	Explanation of Variance
(pg 7) Adult Drop-In Adult Punchcard Adult 1 month pass Adult 4 month pass Adult Annual pass	\$4.19 \$37.80 \$37.80 \$113.40 \$272.15	\$4.48 \$40.30 \$40.30 \$120.90 \$290.15	6.9% 6.6% 6.6% 6.6% 6.6%	Year 3 of a 5 year plan Year 3 of a 5 year plan Year 3 of a 5 year plan Year 3 of a 5 year plan Year 3 of a 5 year plan
Senior/Student Drop-In Senior/Student Punchcard Senior/Student 1 month pass Senior/Student 4 month pass Senior/Student Annual pass	\$3.14 \$28.40 \$28.40 \$85.20 \$204.50	\$3.38 \$30.40 \$30.40 \$91.20 \$218.90	7.6% 7.0% 7.0% 7.0% 7.0%	Year 3 of a 5 year plan Year 3 of a 5 year plan Year 3 of a 5 year plan Year 3 of a 5 year plan Year 3 of a 5 year plan

## Non-Bylaw Fee Changes 2018-2019

### Increase Above Inflation

#### Seniors - Contract

	Current Fee	2018/2019	% Increase	Explanation of Variance
(pg 08) Seniors Fitness Yoga	\$4.70	\$5.20	10.6%	Year 2 of a 2 year plan

#### Outdoor Programs

	Current Fee	2018/2019	% Increase	Explanation of Variance
(pg 11) School Canoe Lessons	\$4.90	\$5.15	5.0%	Year 2 of a 2 year plan

### New Fees

#### Fine Arts

	Current Fee	2018/2019	% Increase	Explanation of Variance
(pg 14) Adult Visual Arts (Drop-in)	N/A	\$3.81	100.0%	NEW

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