



PARKS, RECREATION AND CULTURE COMMISSION

NOTICE OF OPEN MEETING

DATE: WEDNESDAY, 2019 JANUARY 23
TIME: 7:00 PM
PLACE: Council Chambers, Burnaby City Hall

A G E N D A

| 1. | <u>CALL TO ORDER</u> | <u>PAGE</u> |
|-----------|---|--------------------|
| 2. | <u>MINUTES</u> | |
| a) | Minutes of the Parks, Recreation and Culture Commission Open meeting held on 2018 December 12 | 1 |
| 3. | <u>CORRESPONDENCE</u> | |
| a) | Correspondence from Shane Hughes Requesting a Fee Waiver for Confederation Hall Rental | 6 |
| b) | Memorandum from Deputy City Clerk Re: Metro Vancouver 2nd Narrows Water Supply Tunnel Valve Chamber Location | 7 |
| c) | Memorandum from Deputy City Clerk Re: Parks and Public Spaces at University and Light Pollution from Developments Due to Building Design | 15 |
| 4. | <u>DIRECTOR'S REPORTS</u> | |
| a) | Director's Report No.01 2019 January 23 | 16 |
| i) | 2019 Recognition Night | 17 |
| ii) | Jack Crosby Novice All Star Tournament 2019 | 20 |

| | | |
|------|--|----|
| iii) | Fee Waiver Request for the Use of Confederation Banquet Room | 23 |
| iv) | 2019 January - Parks, Recreation and Cultural Services Gaming Fund Projects | 25 |
| v) | 2019 January - Parks, Recreation and Cultural Services Capital Funding Bylaw | 27 |
| vi) | Off Leash Dog Walking Facility Strategy | 31 |
| vii) | Burnaby Arts Council Operating Contribution | 35 |
| 5. | <u>NEW BUSINESS</u> | |
| 6. | <u>INQUIRIES</u> | |
| 7. | <u>ADJOURNMENT</u> | |



PARKS, RECREATION AND CULTURE COMMISSION MINUTES

Wednesday, 2018 December 12

An Open meeting of the Parks, Recreation and Culture Commission was held in the Council Chambers, City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, 2018 December 12 at 7:00 p.m.

1. CALL TO ORDER

PRESENT: Councillor Paul McDonell, Chair
Commissioner Karin Alzner
Commissioner Guyle Clark
Commissioner Stace Dayment
Commissioner James Jang
Councillor Dan Johnston
Commissioner Barbara Larkin
Commissioner Dan Staschuk

ABSENT: Commissioner Lance Matricardi
School Trustee Bill Brassington Jr.

STAFF: Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Mr. Craig Collis, Assistant Director - Recreation
Mr. Steve Bruneau, Assistant Director - Parks
Mr. David O'Connor, Assistant Director - Golf Operations
Mr. Denis Nokony, Assistant Director - Cultural Services
Mr. Dean Pelletier, Manager - Business Operations
Ms. Heather Edwards, Manager – Parks Planning, Design & Dev.
Mr. Johannes Schumann, Sr. Current Planner - Planning & Building
Ms. Kathryn Matts, Commission Secretary
Ms. Theresa Cheng, Recording Secretary

The Chair called the Open Commission Meeting to order at 7:05 p.m.

The Chair acknowledged the unceded, traditional, and ancestral lands of the hə́n̓qə́m̓iḥə́m̓ and sk̓wx̓wú7mesh speaking people, and extended appreciation for the opportunity to hold a meeting on this shared Coast Salish territory.

The Chair brought to the attention of the Commission that Kathryn Matts has returned from a temporary placement and introduced the following motion:

MOVED BY COMMISSIONER STASCHUK
SECONDED BY COMMISSIONER JANG

THAT Kathryn Matts be appointed Secretary to the Parks, Recreation and Culture Commission.

CARRIED UNANIMOUSLY

The Chair extended appreciation to Theresa Cheng for her work as Commission Secretary during Ms. Matts' absence.

2. MINUTES

a) **Open meeting of 2018 November 21**

MOVED BY COMMISSIONER LARKIN
SECONDED BY COMMISSIONER CLARK

THAT the minutes of the Open Commission meeting held on 2018 November 12 be now adopted.

CARRIED UNANIMOUSLY

3. CORRESPONDENCE

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COMMISSIONER DAYMENT

THAT the following items of correspondence be received.

CARRIED UNANIMOUSLY

a) **Correspondence from Ms. Susan Kirkby, Vice President Burnaby Minor Lacrosse Association** **Re: Jack Crosby Novice All-Star Tournament 2019**

Correspondence was received from Ms. Susan Kirkby, Vice-President Burnaby Minor Lacrosse Association regarding the Jack Crosby Novice All Star Tournament 2019.

The BMLA expressed appreciation for the City of Burnaby's continued support of the tournament. The 2019 Tournament will take place July 04 – July 07 at the Bill Copeland, Burnaby Lake and Kensington arenas. The association is requesting that the allotments fess for the 2019 event be waived.

b) Memorandum from Administrative Officer
Re: Proposed Priority Community Amenity Projects

A memorandum was received from the Administrative Officer advising that Council, at the Open Council meeting held on 2018 December 03, received and adopted the above noted report recommending the advancement of four community amenities as priority projects, and funding approval to undertake the first stage of work for these projects including program development, feasibility studies, and preliminary design development.

The projects are

- CG Brown Memorial Pool and Burnaby Lake Ice Rink Replacement
- Willingdon Heights Recreation Centre Replacement
- Additional Recreation Space at Confederation Park/ Eileen Dailly Leisure Pool
- Cameron Recreation Centre, Pool and Library

5. DIRECTOR'S REPORT

a) Director's Report No. 11
2018 December 12

The Director Parks, Recreation and Cultural Services submitted his Report No. 11, dated 2018 December 12, covering the following items listed as 1 – 2.

MOVED BY COMMISSIONER JANG
SECONDED BY COUNCILLOR LARKIN

THAT the Director's Report be received.

CARRIED UNANIMOUSLY

i) Bylaw to Fund Burnaby Lake Sports Complex Field #4 Artificial Sports Field Replacement

The Director Parks, Recreation and Cultural Services submitted a report requesting a Capital Reserve Fund Bylaw in the amount of \$1,550,000 to finance the Artificial Turf Replacement Project. The Burnaby Lake Sports Complex field #4 artificial sports field was installed in 2009. The carpet is now worn through and progressive compaction has created a very hard landing surface for players. In addition there have been improvements in the carpet fiber types and infills used in the industry. Through the reconstruction process, the old turf will be peeled off, the drainage substructure will be evaluated and replaced as required, a shock absorbing elastic layer will be installed and the new turf rolled out, stitched and glued in place.

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 \$1,550,000 to finance the Artificial Turf Replacement Project as outlined in this report.

MOVED BY COMMISSIONER STASCHUK
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation be adopted.

CARRIED UNANIMOUSLY

ii) **2018 December – Parks, Recreation and Cultural Services Capital Funding Bylaw**

The Director Parks, Recreation and Cultural Services submitted a report requesting a Capital Reserve Fund Bylaw to finance the projects in the above noted report. There were twenty-one projects put forward in the amount of \$4,335,000.

It was recommended:

1. THAT Parks, Recreation and Culture Commission recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$4,335,000 to finance the projects outlined in this report.

MOVED BY COMMISSIONER STASCHUK
SECONDED BY COMMISSIONER JANG

THAT the recommendation be adopted.

CARRIED UNANIMOUSLY

6. **NEW BUSINESS**

Commissioner Larkin – Burnaby Horsemen's Association Event

Commissioner Larkin provided information on the Burnaby Horsemen's Association 17th Annual Open House, which she attended on Sunday, December 02. The Open House saw a record number of visitors enjoy the events that ranged from horse performances by the BHA drill team to barn tours and more.

7. INQUIRIES**Commissioner Clark – Covered Sports Box**

Commissioner Clark inquired if there were any updates on the covered sports box.

Staff advised that a covered sports box was in the capital program for 2018 but was deferred to 2019. Staff experienced geotechnical problems with potential locations and are investigating covering some existing lacrosse boxes.

Director Dave Ellenwood – Best Wishes for the Holiday Season

Mr. Dave Ellenwood wished the Parks, Recreation and Culture Commission a wonderful holiday season.

Chair Paul McDonell – Year End Thank You

Chair McDonell thanked everyone for their work over the past year and wished everyone a wonderful holiday season.

8. ADJOURNMENT

MOVED BY COMMISSIONER ALZNER
SECONDED BY COMMISSIONER JANG

THAT the Open Commission meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Commission meeting adjourned at 7:29 p.m.

Kathryn Matts
COMMISSION SECRETARY

Councillor Paul McDonell
CHAIR

:km

From: SHANE HUGHES [REDACTED]
Sent: December-21-18 5:32 PM
To: Mayor
Subject: Request to wave fee rental fee for Confederation hall

Hello

I am organizing a " Cut-a-thon" fundraiser on Sunday February 3rd. This event is to raise money for Children's Wish Foundation, a Canadian non-profit that grants wishes to children with high risk, life threatening illnesses and their families. We are offering salon services such as,

- HAIRCUT
- BRAIDING
- HAND MASSAGE
- NAIL POLISH APPLICATION
- MAKEUP APPLICATION

As well, we will have,

- FOOD AND BEVERAGE
- DOOR PRIZES

100% of all funds collected will be donated to Children's Wish Foundation. The event is designed to be fun and family friendly.

We are aiming at involving the local media to reach as many people as possible and therefore bring more awareness to this cause and help us raise more money.

I am hoping you could help us by waving the rental fee for the Confederation hall where we are planning to hold the event.

I appreciate your attention to this matter.

Thank you

Report No. 3 on the agenda refers to this correspondence



Office of the City Clerk

K. O'Connell, City Clerk
B. Zeinabova, Deputy City Clerk

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
PARKS, RECREATION AND CULTURE
COMMISSION

DATE: 2018 DECEMBER 12

FROM: DEPUTY CITY CLERK


FILE: 09100-01

SUBJECT: **METRO VANCOUVER 2ND NARROWS WATER SUPPLY TUNNEL VALVE
CHAMBER LOCATION**
ITEM NO. 8(2), MANAGER'S REPORTS, COUNCIL 2018 DECEMBER 10

Burnaby City Council, at the Open Council meeting held on 2018 December 10, received the above noted report and adopted the following recommendations **AS AMENDED**:

1. THAT Council direct Staff to work with Metro Vancouver in preparing the Statutory Right of Way and construction access agreement consistent with Option 1 for the valve station location and pipe tie in configuration outlined in this report.
2. THAT Council approve inclusion of park benches, picnic tables, or other such interpretive park amenities on the crane pad adjacent to the valve station as a condition for approval of the SRW.
3. THAT Council direct staff to work with Metro Vancouver to identify a suitable temporary public trail detour around the construction zone as a condition for approval of the SRW.
4. THAT a copy of this report be sent to the Parks, Recreation and Culture Commission for information.

In accordance with recommendation # 4, a copy of the report is enclosed.


Blanka Zeinabova
Deputy City Clerk

BZ:rj



| |
|-------------------------|
| Item |
| Meeting.....2018 Dec 10 |

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2018 Nov 27

FROM: DIRECTOR ENGINEERING **FILE:** 9100-25
 DIRECTOR - PARKS, RECREATION &
 CULTURAL SERVICES

**SUBJECT: METRO VANCOUVER 2ND NARROWS WATER SUPPLY TUNNEL
 VALVE CHAMBER LOCATION**

PURPOSE: To provide a recommendation to Council on the preferred location and configuration for the 2nd Narrows water tunnel valve chamber.

RECOMMENDATIONS:

1. **THAT** Council direct Staff to work with Metro Vancouver in preparing the Statutory Right of Way and construction access agreement consistent with Option 3 for the valve station location and pipe tie in configuration outlined in this report.
2. **THAT** Council approve inclusion of park benches, picnic tables, or other such interpretive park amenities on the crane pad adjacent to the valve station as a condition for approval of the SRW.
3. **THAT** Council direct staff to work with Metro Vancouver to identify a suitable temporary public trail detour around the construction zone as a condition for approval of the SRW.
4. **THAT** a copy of this report be sent to the Parks, Recreation and Culture Commission for information.

REPORT**1.0 INTRODUCTION**

At a Council workshop on 2018 November 26, Metro Vancouver provided a project status update on the 2nd Narrows Water Supply Tunnel Project. In that workshop, Metro Vancouver also addressed the Council request to provide options for the location and configuration of the valve station.

To: CITY MANAGER
 From: DIRECTOR ENGINEERING
 Re: METRO VANCOUVER 2ND NARROWS
 WATER TUNNEL VALVE CHAMBER
 LOCATION

2018 November 27

Page 2

2.0 POLICY SECTION

The 2nd Narrows Water Supply Tunnel project is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan.

Goal

- A Healthy Community
 - Healthy life –
Encourages opportunities for healthy living and well-being
 - Healthy environment –
Enhance our environmental health, resilience and sustainability
- A Dynamic Community
 - Economic opportunity –
Foster an environment that attracts new and supports existing jobs, businesses and industries
 - Community development –
Manage change by balancing economic development with environmental protection and maintaining a sense of belonging
 - City facilities and infrastructure –
Build and maintain infrastructure that meets the needs of our growing community

3.0 BACKGROUND

Council approved the location of the tunnel and shaft on 2018 October 29. The Metro Vancouver Board subsequently awarded a construction contract for the tunnel and shafts on 2018 October 31. Because Burnaby raised questions around the siting of the valve chamber and connecting water mains on 2018 August 27, these items were removed from the construction contract and will be added later once the final location has been established.

In response to the questions raised, Metro Vancouver has provided three options. The options and relative merits of each of the options are described in the sections below.

To: CITY MANAGER
 From: DIRECTOR ENGINEERING
 Re: METRO VANCOUVER 2ND NARROWS
 WATER TUNNEL VALVE CHAMBER
 LOCATION

2018 November 27

Page 3

4.0 OPTIONS

4.1 Option 1 – Original Design

Option 1 is the original design proposed by Metro Vancouver (see Figure 1). The valve station is sited directly adjacent to the tunnel shaft.

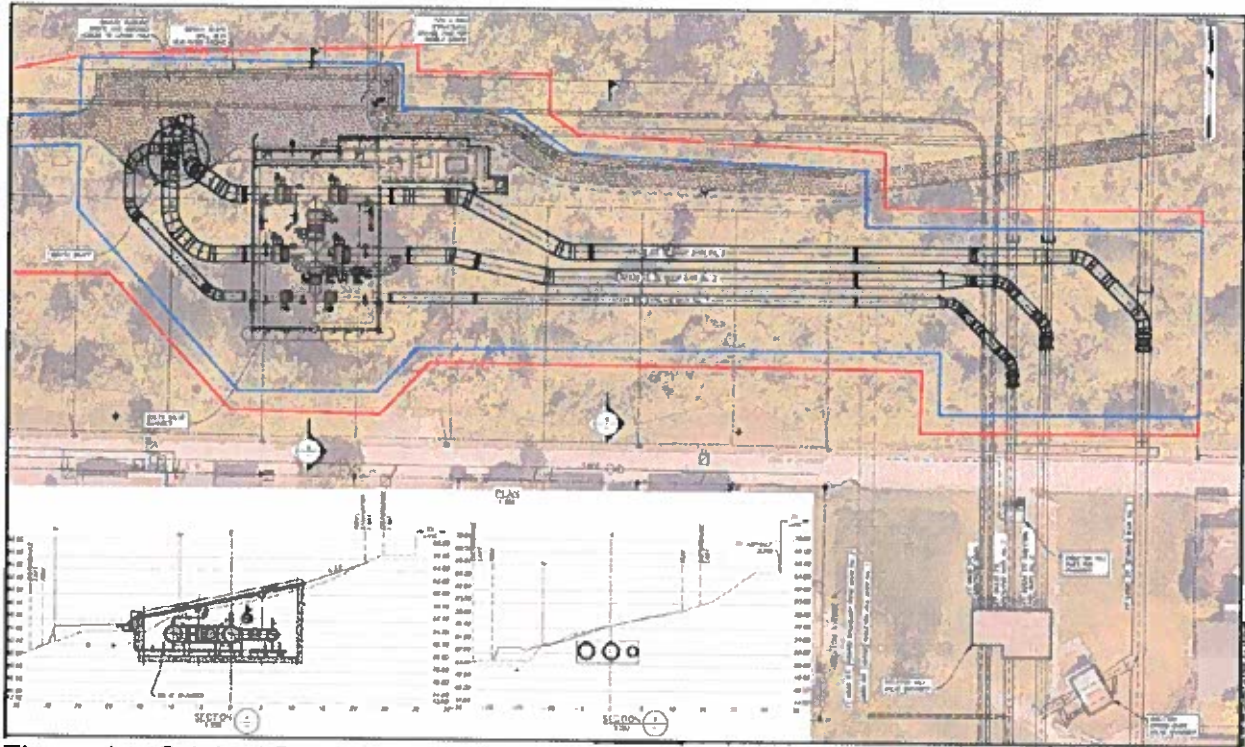


Figure 1 – Original Design

4.2 Option 2 – Valve Station in Ingleton Road Allowance

Option 2 has the valve station sited about 100m east of the original design in the Ingleton road allowance see (see Figure 2).

To: CITY MANAGER
 From: DIRECTOR ENGINEERING
 Re: METRO VANCOUVER 2ND NARROWS
 WATER TUNNEL VALVE CHAMBER
 LOCATION

2018 November 27

Page 4

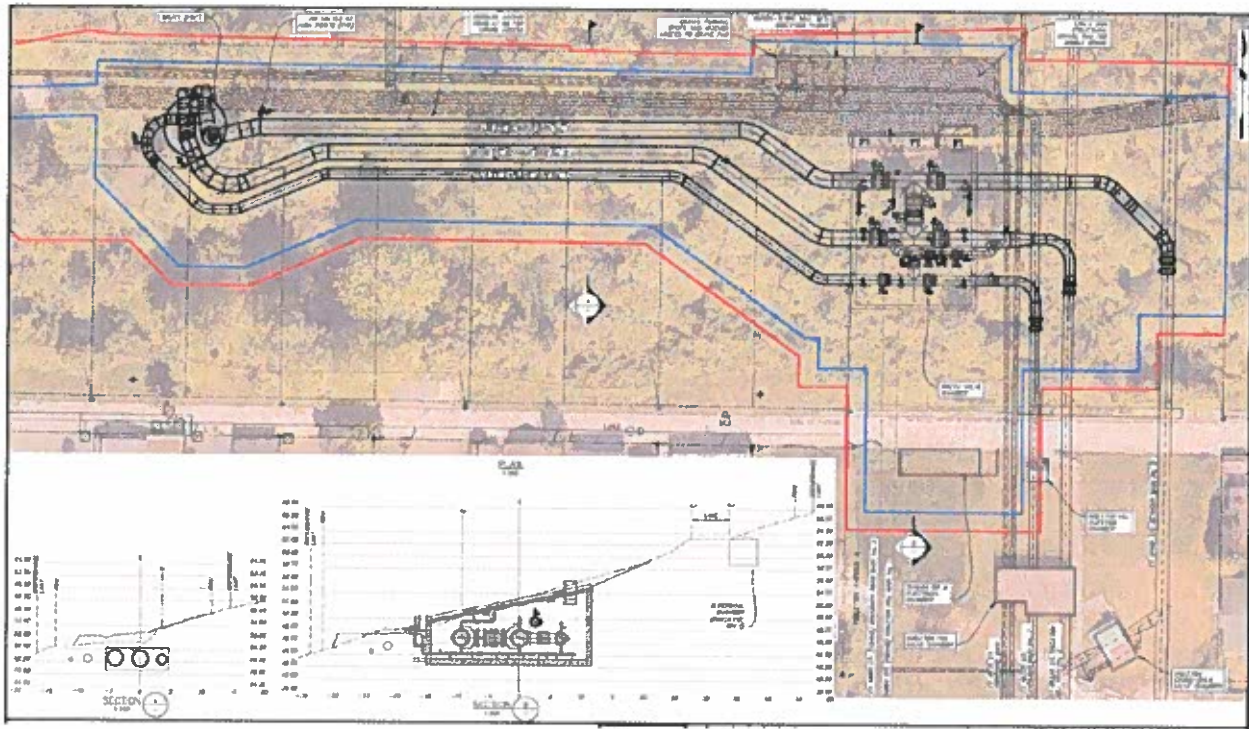


Figure 2 – Valve Station in Ingleton Road Allowance

4.3 Option 3 – Modified Original Design

In Option 3, the valve station is sited in the same place as the Option 1 original design. The difference in Option 3 is the connecting water mains have been shifted slightly north to reduce the area required for SRW and construction (see Figure 3).

To: CITY MANAGER
 From: DIRECTOR ENGINEERING
 Re: METRO VANCOUVER 2ND NARROWS
 WATER TUNNEL VALVE CHAMBER
 LOCATION

2018 November 27

Page 5

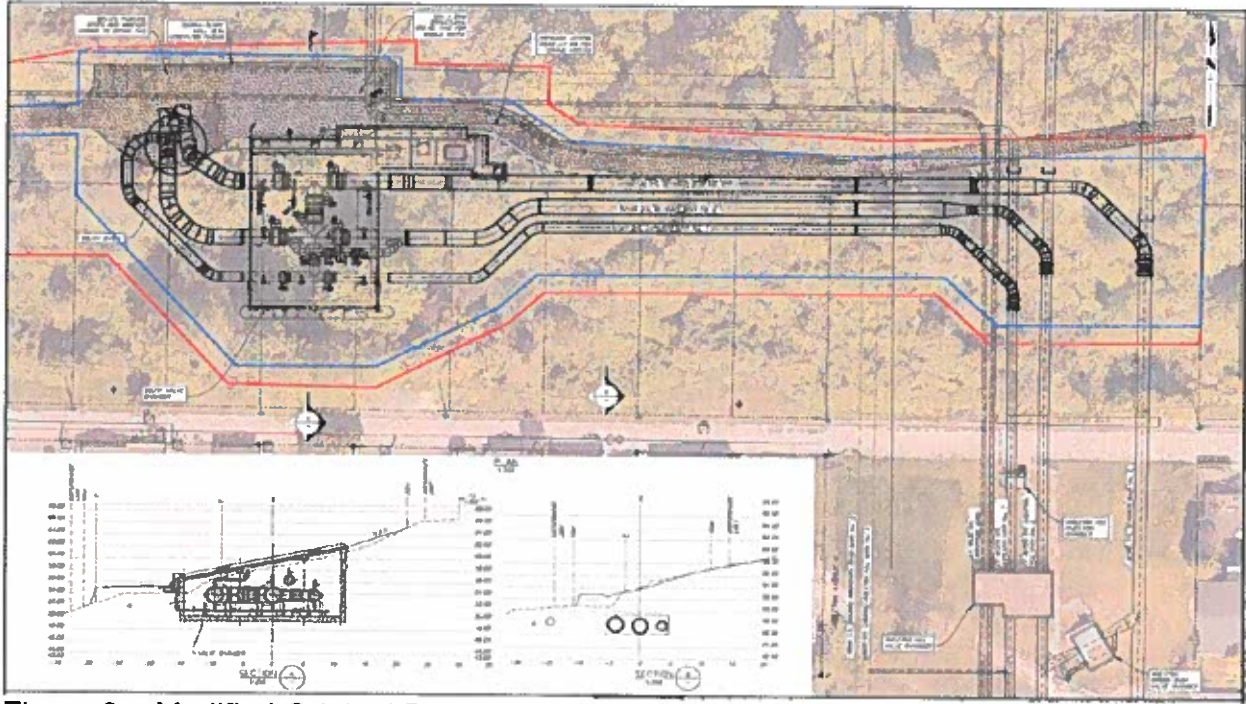


Figure 3 – Modified Original Design

5.0 OPTION ANALYSIS

Table 1 below summarizes the key impacts of each of the options.

| Impact | Option 1 - Original | Option 2 - Alternative | Option 3 - Modified Original |
|---|---------------------|------------------------|------------------------------|
| Tree Removals (willow, alder, cottonwood, maple) | 75 | 77 | 74 |
| Total Disturbance Area (m ²) | 10,010 | 11,030 | 9,449 |
| Permanent Right of Way (m ²) | 7,207 | 7,972 | 6,640 |

Table 1

To: CITY MANAGER
From: DIRECTOR ENGINEERING
Re: METRO VANCOUVER 2ND NARROWS
WATER TUNNEL VALVE CHAMBER
LOCATION

2018 November 27

Page 6

Option 3 has the least tree removal, the smallest area of disturbance, and the smallest permanent SRW. However, Option 3 carries a higher construction risk than Option 1 because the connecting water mains in Option 3 are closer to existing water mains that must remain in-service until the new water supply tunnel is put in service. As a result, Option 3 will cost more than Option 1 to address the extra excavation, shoring, and geotechnical investigation that is required to protect the existing water mains.

Option 2 has the highest cost, impacted area, and tree removal. It also has the highest construction risk of the three options because the valve station and connecting water mains are in close proximity to the existing water mains. The three major components of the works (the shaft, valve chamber and electrical room) are distributed over a larger area in Option 2 whereas these major components are consolidated in one area in the other two options.

Although Option 1 has a larger impacted area than Option 3, the area impacted is mostly populated by invasive species. So despite the larger permanent SRW, Metro Vancouver would remove the invasive vegetation and restore the area with native vegetation which would be a benefit to the park.

6.0 ADDITIONAL CONSIDERATIONS

Public use of the gravel service road along Montrose Street would be limited during construction. This gravel service road is often used as an alternate route or loop option by users of the Trans-Canada trail because the elevation changes are more gradual than the Boundary road access to the Trans-Canada trail. All options require use of the gravel service road for construction access, staging and as work area for the duration of the construction period. If continued public use of this alternate route is not feasible during the construction period, Metro Vancouver should work with staff to find a suitable detour for public use during construction. The detour must be aligned as to require no additional tree removal or fill, and result in no further impact to the adjacent forested park lands.

A pad area adjacent to the valve station needs to be built to accommodate a portable crane for times when the valves or electrical components need to be removed or serviced. Metro Vancouver has offered to work with Parks on the installation of park benches, picnic tables, or other such interpretive park features on this pad. The City might consider making this a condition of approval of the SRW.

To: CITY MANAGER
From: DIRECTOR ENGINEERING
Re: METRO VANCOUVER 2ND NARROWS
WATER TUNNEL VALVE CHAMBER
LOCATION

2018 November 27

Page 7

7.0 RECOMMENDATIONS

Weighing all the considerations, Staff believes Option 3 strikes the best balance between minimizing permanent impact on the park and mitigating cost and risk to the project. Staff recommends that Council approve the preparation of the statutory right of way and construction access agreement consistent with Option 3 for the valve station location and configuration as outlined in this report.

Staff also recommends that Council approve inclusion of park benches, picnic tables, or other such interpretive park amenities and the provision of a suitable detour during construction for trail users that currently use the gravel service road along the Montrose right-of-way as conditions of approval for the SRW.



Leon A. Gous, P.Eng., MBA
DIRECTOR ENGINEERING



Dave Ellenwood
DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

JL/ac

Copied to: City Manager
City Solicitor
Director Planning and Building
Director Public Safety & Community Services

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS DATE: 2018 DECEMBER 12
PARKS, RECREATION AND CULTURE
COMMISSION

FROM: DEPUTY CITY CLERK FILE: 61000-01

SUBJECT: **PARKS AND PUBLIC SPACES AT UNIVERCITY AND
LIGHT POLLUTION FROM DEVELOPMENTS DUE TO BUILDING
DESIGN**
(ITEM NO. 5(A), DELEGATION, COUNCIL 2018 DECEMBER 10)

Burnaby City Council, at the Open Council meeting held on 2018 December 10, heard from delegation Gary Wong regarding the need for a dog park at UniverCity. Mr. Wong also expressed concern with light pollution resulting from the existing building design of two structures at Parcel 18 and requested Council consider creating a bylaw to reduce light pollution and incorporate related measures in the City's Environmental Sustainability Strategy.

Arising from discussion, Council adopted the following motions:

1. THAT the request for a dog park in the UniverCity area be **REFERRED** to the Parks, Recreation and Culture Commission; and
2. THAT the issues raised regarding light pollution be **REFERRED** to staff for report.



Blanka Zeinabova
City Clerk

Copied to: City Manager
Director Corporate Services

CITY OF BURNABY
PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT

DIRECTOR'S REPORT NO. 1, 2019

2019 January 23

BURNABY PARKS, RECREATION AND CULTURE COMMISSION

Ladies and Gentlemen:

Your Director reports as follows:

| <u>ITEM</u> | <u>DESCRIPTION</u> |
|--------------------|--|
| 1. | 2019 Recognition Night |
| 2. | Jack Crosby Novice All Star Tournament 2019 |
| 3. | Fee Waiver Request for the Use of Confederation Banquet Room |
| 4. | 2019 January – Parks, Recreation and Cultural Services Gaming Fund Projects |
| 5. | 2019 January – Parks, Recreation and Cultural Services Capital Funding Bylaw |
| 6. | Off Leash Dog Walking Facility Strategy |
| 7. | Burnaby Arts Council Operating Contribution |

Respectfully submitted,



DAVE ELLENWOOD
 Director Parks, Recreation and Cultural Services

km



| | |
|----------------------------|-------------|
| Item..... | 1 |
| Director's Report No. | 1 |
| Meeting..... | 2019 Jan 23 |

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2019 Jan 03

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

FILE: 2410-20

SUBJECT: 2019 RECOGNITION NIGHT

PURPOSE: To request approval to host the 2019 Recognition Night on Friday, 2019 April 26.

RECOMMENDATION:

1. **THAT** approval be given to host Recognition Night on Friday, 2019 April 26 at the Riverway Golf Course Clubhouse.

REPORT**1.0 INTRODUCTION**

In 2018 the Commission hosted its annual Recognition Night on April 20 at the Clubhouse at Riverway Golf Course with approximately 160 people in attendance. The purpose of Recognition Night is to recognize the important contribution that the volunteer community groups add to the provision of parks, recreational and cultural programs and services in the city.

After hosting this annual dinner for more than 40 consecutive years, the event continues to be popular with Burnaby's community organizations and the Riverway Clubhouse has proven to be a very successful venue.

The invitation criteria reflect that the community organizations provide a service or partnership role which enhances the services provided by our department.

The invitation criteria are as follows:

1. The purpose of Recognition Night is to honour representatives from not-for-profit groups which provide a significant benefit to the community through the provision of parks, recreation and cultural services through either a partnership or as a service which enhances that offered by the department.

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural
Services
Re: Recognition Night 2019

.....Page 2

2. Representatives are invited from groups who offer open membership to all qualified and interested Burnaby residents.
3. Representatives are invited only from those sports associations which represent more than one team.

2.0 POLICY SECTION

Goal

- A Connected Community
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Healthy life –
Encourages opportunities for healthy living and well-being
 - Community involvement –

3.0 RECOMMENDATION

Staff will be working on the arrangements in the coming months and a draft program is attached for the Commission's information. Estimated expenses for the 2019 Recognition Night are \$14,000.



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

PS:km
Attachment

DRAFT

**2019 RECOGNITION NIGHT
THE CLUBHOUSE AT RIVERWAY GOLF COURSE
FRIDAY, 2019 APRIL 26**

APPROXIMATE TIME**6:00 - 7:00 pm GUEST SIGN-IN AND SOCIAL HOUR**

Chair and Commissioners will take turns greeting guests as they arrive.

- Sign-in of guests / Name tags will be available
- Cash Bar

7:00 - 7:15 pm INTRODUCTIONS

Chair requests guests to be seated.

- Welcome and Introductory remarks: Commission Chair
- Introduction of Mayor or Acting Mayor
Brief welcome from Mayor or Acting Mayor
- Remarks by Chair:
 - Introduction of Commissioners
 - Introduction of Special Guests
 - Introduction of Staff

Cash Bar remains open during dinner.

7:15 - 8:30 pm DINNER**8:30 pm PRESENTATIONS**

- Thank you to staff
- Presentation of gift to former Commissioner(s)
 - Recognition of all Volunteers - Digital Presentation (5 min.)
 - Flower arrangements presentation

8:45 pm CLOSING BY CHAIR

ps
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| | |
|----------------------------|-------------|
| Item..... | 2 |
| Director's Report No. | 1 |
| Meeting..... | 2019 Jan 23 |

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2019 Jan 03

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

FILE: 2410-20

SUBJECT: BURNABY MINOR LACROSSE CLUB FEE WAIVER REQUEST - JACK CROSBY NOVICE ALL STAR TOURNAMENT

PURPOSE: To respond to a fee waiver request for the Jack Crosby Novice All Star Tournament by the Burnaby Minor Lacrosse Club.

RECOMMENDATIONS:

1. **THAT** Burnaby Minor Lacrosse Club be granted a fee waiver for the use of Bill Copeland Sports Complex, Burnaby Lake Arena and Kensington Arena for the 2019 Jack Crosby Novice All Star Tournament.
2. **THAT** a copy of this report be sent to Susan Kirkby, Burnaby Minor Lacrosse Club (BMLC) Vice President and Registrar.

REPORT**1.0 INTRODUCTION**

At their meeting of 2018 December 12, Commission received correspondence from Ms. Susan Kirkby, Vice President and Registrar of the Burnaby Minor Lacrosse Club for the 2019 Jack Crosby Novice All Star Tournament (Attachment #1), requesting that the facility rental fees for the use of three City of Burnaby arenas for this event be waived. The tournament, in its 34th year, is taking place 2019 July 04 to July 07.

Staff works with BMLC to make the necessary facility schedule modifications in order to accommodate this event. The tournament has the support of the other sports organizations that utilize the arenas. The allotment cost, based on the club's request at this time, is estimated to be \$5,428.23 (GST excluded) which represents community group rates for both prime and non-prime times. Additional staff time is required to assist with the facilitation of the event. The staff cost estimate at this time is \$1,362.81 which will be covered by the BMLC.

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural Services
Re: BURNABY MINOR LACROSSE CLUB FEE
WAIVER REQUEST - JACK CROSBY
NOVICE ALL STAR TOURNAMENT

.....Page 2

2.0 POLICY SECTION

Goal

- A Connected Community
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Healthy life –
Encourages opportunities for healthy living and well-being
 - Community involvement –

3.0 BACKGROUND

The BMLC has provided a valuable service to the sport of lacrosse and have given a positive experience to the youth of Burnaby since 1963.

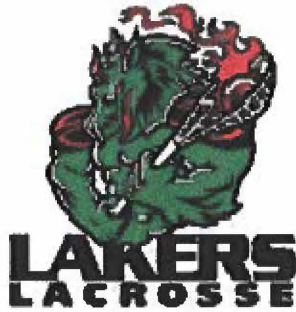
4.0 RECOMMENDATION

It is recommended that the facility rental fee be waived to support this historical event but that the direct costs for additional staff be paid by the club. Food Services revenue will assist in offsetting the impact of waiving the allotment fees.



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

TK:km
Attachment



RECEIVED
Parks, Recreation & Cultural Services

NOV 29 2018

Attachment

| | |
|-----------|-----------|
| Header To | Header To |
| | |
| | |

November 19, 2018

City of Burnaby - Parks, Recreation & Cultural Services
Attention: Mr. Dave Ellenwood
Suite 101 – 4946 Canada Way
Burnaby BC V5G 4H7

Dear Mr. Ellenwood,

Re: JACK CROSBY NOVICE ALL - STAR TOURNAMENT 2019

The Jack Crosby Novice All-Star Tournament Committee and the Burnaby Minor Lacrosse Club would like to thank the City of Burnaby for their continued support over the many years of this premiere minor lacrosse event.

This coming year marks the 34th Annual Jack Crosby All-Star Tournament and will take place July 4, 5, 6, and 7, 2019 at the Bill Copeland, Burnaby Lake and Kensington arenas. Teams from Vancouver Island and the BC Interior have already contacted us to reserve spots in our 2019 tournament.

We kindly request that Burnaby Parks and Recreation Cultural Services consider waving the Arena Time Allotment Fees for the 2019 event as you have so graciously done in previous years. As our tournament has grown in popularity over the past few years we will require floor time on Bill Copeland, Burnaby Lake and Kensington (minimal) to cover the number of games in the tournament.

We also would like to thank the concession for having chicken strips and fries on the menu for the past tournaments and hope that such can be done again for the 2019 Tournament as we believe they sold very well and made many kids happy.

Thank you for your time and consideration.

Sincerely,

Susan Kirkby
BMLC Vice President/Registrar
604-312-6181 (cell)
skirkby@telus.net



| | |
|----------------------------|-------------|
| Item..... | 3 |
| Director's Report No. | 1 |
| Meeting..... | 2019 Jan 23 |

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2019 Jan 02

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

FILE: 2410-20

**SUBJECT: FEE WAIVER REQUEST FOR THE USE OF CONFEDERATION
BANQUET ROOM**

PURPOSE: To provide a response to the fee waiver request for Confederation Seniors Centre.

RECOMMENDATIONS:

1. **THAT** a request from Mr. Shane Hughes for a fee waiver for a Cut-A-Thon, proposed to be held in the Confederation Banquet Hall at the Confederation Seniors Centre on Sunday 2019 February 03, be denied.
2. **THAT** a copy of this report be forwarded to Mr. Shane Hughes.

REPORT**1.0 INTRODUCTION**

Correspondence was received from Mr. Shane Hughes requesting a fee waiver for the use of the Confederation Banquet Hall to hold a Cut-A-Thon as a fundraiser for the Children's Wish Foundation.

The allotment fees for non-profit groups already reflect a reduced fee, compared to the market. Over the year, the Commission approves only a very few fee waivers. Mr. Hughes has been quoted the standard rate for non-profit groups for this rental.

The quote for the use of the Confederation Banquet Hall for this event was estimated to be \$599.43 based on the details provided.

2.0 POLICY SECTION

The Facility Use Fee Schedule is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan, while attempting to achieve a balance between two areas.

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

.....Page 2

Goals

- An Inclusive Community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Thriving Organization
 - Organizational culture –
Ensure that our core values are reflected in our policies, programs and service delivery
 - Financial viability –
Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets

3.0 BACKGROUND

Fees and charges are set by Council, through a fees and charges review process that occurs annually. All of the City's fees receive a degree of subsidization.

4.0 RECOMMENDATION

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



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

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|---------------------------|-------------|
| Item..... | 4 |
| Director's Report No..... | 1 |
| Meeting | 2019 Jan 23 |

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION AND CULTURE
COMMISSION

DATE: 2019 Jan 16

FROM: DIRECTOR PARKS, RECREATION AND
CULTURAL SERVICES

FILE: 62500-01

SUBJECT: 2019 JANUARY - PARKS, RECREATION AND CULTURAL SERVICES
GAMING FUND PROJECTS

PURPOSE: To request the use of Gaming Reserve to finance three Parks projects outlined in this report.

RECOMMENDATION:

1. **THAT** the Parks, Recreation and Culture Commission recommend the Financial Management Committee recommend that Council authorize the use of Gaming Reserves in the amount of \$325,000 to finance the projects outlined in this report.

REPORT**INTRODUCTION**

The 2019–2023 Provisional Financial Plan will provide funding for various Parks capital projects. Upon approval of this funding request by Council, these expenditures will be included in the 2019 – 2023 Financial Plan (Parks Section). Gaming funding expenditure approval is being requested to allow staff to proceed with the projects identified in this report. The project cost is estimated and the funds are planned to be expended in 2019 subject to operating conditions.

POLICY SECTION

The projects identified in this report are aligned with the Corporate Strategic Plan by supporting the following goals and sub-goals of the plan.

- A Safe Community – Community Amenity Safety
- A Healthy Community – Healthy Environment
- A Dynamic Community – City Facilities and Infrastructure

To: Parks, Recreation and Culture Commission
From: Director Parks, Recreation and Cultural
Services
Re: 2019 January – PRCS Gaming Fund Request
.....Page 2

This report requests that Gaming Reserves be approved to finance the following three projects:

- 1. Accessibility Improvements** **\$100,000 (estimated)**
(DPW.0391)
Improvement to connections between activity sites and parking to allow wheelchair and stroller mobility. The work includes curb cuts, path hardening, width of entry gates, accessible pads under benches, picnic tables and washroom access routes.
- 2. Water Conservation Devices** **\$175,000 (estimated)**
(DPW.0383)
This project is for the installation and improvements to irrigation systems on sports fields, drinking fountains and water features to reduce water consumption.
- 3. Safety and Security** **\$50,000 (estimated)**
(DPY.0104)
This project is for new and updated safety and security equipment, installations and building/property features at recreation facilities. Examples include replacing emergency doors and improving video quality to assist with investigating crime such as theft and assault.

These expenditures will be included in the 2019-2023 Financial Plan and sufficient Gaming Reserves are available to finance the capital projects outlined in this report.

RECOMMENDATION

It is requested that the Parks, Recreation and Culture Commission recommend the Financial Management Committee recommend that Council authorize the use of Gaming Reserves in the amount of \$325,000, to finance the three projects outlined in this report.



Dave Ellenwood
DIRECTOR PARKS, RECREATION and CULTURAL SERVICES

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| | |
|----------------------------|-------------|
| Item..... | 5 |
| Director's Report No. | 1 |
| Meeting..... | 2019 Jan 23 |

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION AND CULTURE
COMMISSION

DATE: 2019 Jan 16

FROM: DIRECTOR PARKS, RECREATION AND
CULTURAL SERVICES

FILE: 62500-01

SUBJECT: **2019 JANUARY - PARKS, RECREATION AND CULTURAL SERVICES
CAPITAL FUNDING BYLAW**

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

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 \$2,659,000 to finance the projects outlined in this report.

REPORT**INTRODUCTION**

The 2019–2023 Provisional Financial Plan will provide funding for various capital improvement projects. Upon approval of this funding request by Council, these expenditures will be included in the 2019 – 2023 Financial Plan (Parks Section). Expenditure for all projects is planned for 2019, subject to operating conditions.

This report is to seek Council approval of fund allocation for 2019 Parks projects in advance of council adoption of the 2019 financial plan and sufficient Capital Reserve Funds are available to finance the capital projects outlined in this report.

POLICY SECTION

The projects identified in this report align with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan:

- A Safe Community – Community amenity safety

To: Parks, Recreation and Culture Commission
 From: Director Parks, Recreation and Cultural Services
 Re: 2019 January - Parks, Recreation and Cultural
 Services Capital Funding Bylaw

.....Page 2

- A Healthy Community – Healthy environment
- A Dynamic Community – City facilities and infrastructure
- A Connected Community – Social connection.

1. Riverway Golf Course **\$630,000 (estimated)**
(DPW.0242) (DPW.0405) (DPW.0406) (DPX.0228) (DPW.0409) (DPW.0410)
(DPW.0408) (DPX.0229) (DPW.0407) (DPX.0232) (DPX.0230) (DPX.0231)

Upgrades to include:

- Increasing height of back fence line of both ranges.
- Enhancements to lighting and ball handling equipment.
- Replacement and upgrades to irrigation systems, adjustable head installation and field equipment.
- Upgrades and renovations to buildings include siding, window frames, door access, and landscaping.
- Redesign and development of playing areas to enhance safety and playability.
- Upgrade to entry gate.
- Replacements of and additional grid drainage piping to provide upgrades to existing irrigation systems.
- Upgrades to maintenance building including shop heating system and washroom locker facilities.
- Modification and improvements to soil profile and over seeding with drought tolerant turf varieties.
- Improvements to administration office work space including furniture and equipment.
- Expand storage for rental fleet carts to add additional parking spaces.
- Upgrades to retail display fixtures to enhance visibility of products for resale.

2. Burnaby Mountain Golf Course **\$445,000 (estimated)**
(DPW.0400) (DPW.0404) (DPY.0111) (DPW.0403) (DPX.0195) (DPW.0402)
(DPW.0242) (DPW.0401) (DPX.0227) (DPX.0226)

Upgrades to include:

- Redesign and development of playing areas to enhance safety and playability.
- Replacements and upgrades to irrigation systems and minor equipment.
- Improvements to administration office work space including furniture and equipment.
- Modification and improvements to soil profile and over seeding with drought tolerant turf varieties.
- Upgrades to driving range area including replacement of fence poles and netting panels.

To: Parks, Recreation and Culture Commission
 From: Director Parks, Recreation and Cultural Services
 Re: 2019 January - Parks, Recreation and Cultural
 Services Capital Funding Bylaw

.....Page 3

- Enhancements to lighting and ball handling equipment.
- Improvements to maintenance building heating system, locker room, and washroom facilities.
- Upgrades to retail display fixtures to enhance visibility of products for resale.

3. Barrier Gates and Bleachers \$70,000 (estimated)
(DPW.0390)

Replacement of barrier gates and bleachers at various park sites and sports fields in the park system. Installation of new gates and bleachers are based on public concerns and requests. Proposed installations will include Deer Lake Park, Burnaby Lake Sports Complex East and various other sites.

4. Footbridges, Retaining Walls, and Stairs \$150,000 (estimated)
(DPW.0386)

This project is for the replacement of footbridges, stairways, retaining walls and safety railings within 236 km of trails in City Parks such as Barnet Beach, Paterson Trail, and other park sites.

5. Fraser Foreshore Park Washroom Design \$380,000 (estimated)
(DPX.0218)

Work to include detail design, tender and construction of the washroom building. Site work include: excavations, removals, concrete work, asphalt work, electrical work, sewer and water hook-up.

6. Lighting Replacement \$90,000 (estimated)
(DPW.0388)

Replace and upgrade various park lights that are at the end of their useful life or to improve lighting at various sites. Examples include expanding the lighting footprint, focusing light to where it is needed, and reducing light pollution.

7. Neighbourhood Park Landscape Improvements \$90,000 (estimated)
(DPW.0387)

This project is to enhance and improve neighbourhood park landscaping including accessible path connection to facilities and parking areas and reconstruction of outdoor elements to meet current safety codes.

8. Spray Parks and Wading Pools \$400,000 (estimated)
(DPW.0397)

Work to include retrofit of spray park pad and drain system and addition of spray park features at Central Park, Keswick Park, and other locations as required.

To: Parks, Recreation and Culture Commission
 From: Director Parks, Recreation and Cultural Services
 Re: 2019 January - Parks, Recreation and Cultural
 Services Capital Funding Bylaw

.....Page 4

9. Cariboo Hill School Lacrosse Court Upgrade **\$70,000 (estimated)**
(DPW.0368)

This project continues the major maintenance work to Cariboo Hill School Lacrosse Court. Work in 2019 to include drainage and other site work including accessibility to the site.

10. Outdoor Pool Lockers **\$134,000 (estimated)**
(DPX.0220)

This project is for the replacement of outdoor pool lockers that are now well beyond their useful life and in need of replacement.

11. Swangard Stadium Improvements **\$75,000 (estimated)**
(DPX.0219)

Work to include installation of new bleachers in the first 8 rows of the fiberglass lower section from A to G, the wooden upper sections of A & G, and half of sections B & F.

12. Swangard Track Updates **\$125,000 (estimated)**
(DPW.0398)

This project includes work to remove and dispose of the existing track surface that has exceeded its lifespan in the pole vault/steeplechase areas and the replacement with a new full pour track surface; along with other minor upgrades.

These expenditures will be included in the 2019–2023 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 \$2,659,000 to finance the projects outlined in this report.



Dave Ellenwood
 DIRECTOR PARKS, RECREATION and CULTURAL SERVICES

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Copied to Director of Finance
 City Solicitor



| | |
|----------------------------|-------------|
| Item..... | 6 |
| Director's Report No. | 1 |
| Meeting..... | 2019 Jan 23 |

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2019 Jan 10

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

FILE: 61000-02

**SUBJECT: OFF-LEASH DOG WALKING FACILITY STRATEGY - NORTHEAST
BURNABY FACILITY PUBLIC CONSULTATION**

PURPOSE: To provide information regarding a public consultation process to assess support for, and obtain feedback on several potential sites for a local off-leash dog walking facility within the Lougheed Town Centre and Forest Grove areas of Northeast Burnaby.

RECOMMENDATION:

1. **THAT** this report be received as information.

REPORT**1.0 INTRODUCTION**

In 1984, the Burnaby Parks, Recreation and Culture Commission began exploring and testing facility models that would permit dog walking, both on and off-leash, in designated Burnaby parks, or within designated areas in certain parks. The first comprehensive facility master plan for off-leash dog walking was prepared in 1997 through a city wide public consultation process. The Commission adopted master plan provided for one facility in each of the four quadrants of the City; at Barnet Marine Park, Burnaby Fraser Foreshore Park, Confederation Park and Robert Burnaby Park. These four facilities proved to be popular with users, but did not fully address the matter of unauthorized off-leash dog activity in other city parks.

In an effort to better manage unauthorized off-leash dog activity and to address the additional expressed demand for off-leash facilities, the facility master plan was revisited in 2007. Site selection criteria were reviewed and revised to reflect current environmental policies, user safety and operational considerations and

To: *Parks, Recreation & Culture Commission*
From: *Director - Parks, Recreation & Cultural Services*
Re: *OFF-LEASH DOG WALKING FACILITY STRATEGY -
NORTHEAST BURNABY FACILITY PUBLIC
CONSULTATION*

.....Page 2

the criteria were used to aid in the identification of additional sites throughout the city.

The 2007 Strategy for Off-leash Dog Walking included a plan for expansion and/or improvements at the four existing sites, and introduction of new facilities. The sites were vetted through Commission and a comprehensive public consultation process. Additional off-leash facilities were installed at:

David Gray Park (built 2007);
Taylor Park (built 2007).
Malvern Park (built 2007);
Warner Loat Park (built 2008);
Confederation Park (built 2009);
Burnaby Heights Park (built 2012);

To date, the established facilities have been well used by the public. To extend hours of use and improve comfort for dog walkers, there have been requests for lighting, shade structures, and bench seating at the facilities. Each of the existing facilities will continue to be maintained and upgraded as budget allows.

2.0 NORTH-EAST BURNABY SITE SELECTION

Identification of a suitable site for an off-leash dog walking facility to serve the Lougheed Town Centre and Forest Grove neighbourhoods of Northeast Burnaby has not been realized to date. The potential sites investigated as part of the 2007 planning process were not found to be viable.

A site within Bell Park has now been identified for consideration. Bell Park is centrally located within the target service area at a hub on the Urban Trail network and provides opportunities for parking on East Lake Drive. Provided it is built as a fully fenced enclosure and set back 15 metres from top of bank from Stoney Creek and Tributary 1, this location meets the site selection criteria.

Also identified for consideration is the potential separation and distinction of a dog off leash zone at Keswick Park.

Before proceeding with selection of the most appropriate site for a facility for off-leash dog walking to serve the Lougheed Town Centre and Forest Grove Area of Northeast Burnaby, consultation with the local community to assess the level of support is recommended.

To: Parks, Recreation & Culture Commission
 From: Director - Parks, Recreation & Cultural Services
 Re: OFF-LEASH DOG WALKING FACILITY STRATEGY -
 NORTHEAST BURNABY FACILITY PUBLIC
 CONSULTATION

.....Page 3

Two public open house sessions are planned to be held at Cameron Recreation Centre on Sunday, April 07 from 3:30 p.m. to 6:30 pm. and on Wednesday, April 10 from 6:30 p.m. to 9:30 p.m. The open houses will be advertised in the local paper, on the City web site, and via the posting of information posters at local parks, recreation centres, library, and schools.

Public consultation/feedback will be collected through a survey process at the open houses and the display panels and survey questionnaire will be posted on the city website. A future report summarizing the results and staff recommendations will be brought forward to the Commission for review and consideration.

3.0 POLICY SECTION

The provision of facilities for walking dogs off-leash is aligned with the City of Burnaby Corporate Strategic Plan by supporting the following goals and sub-goals of the plan.

Goal

- A Safe Community
 - Transportation safety
 - Community amenity safety
- A Connected Community
 - Social connection
 - Geographic connection
- An Inclusive Community
 - Serve a diverse community
 - Create a sense of community
- A Healthy Community
 - Healthy life
 - Healthy environment
 - Community involvement
- A Dynamic Community
 - City facilities and infrastructure

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural Services
Re: OFF-LEASH DOG WALKING FACILITY STRATEGY -
NORTHEAST BURNABY FACILITY PUBLIC
CONSULTATION

.....Page 4

4.0 SUMMARY

A public consultation process to assess support for and obtain feedback on several potential sites for a local off-leash dog walking facility within the Lougheed Town Centre and Forest Grove areas of Northeast Burnaby is planned, as outlined in this report.

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

ATS:HE:km
Off-Leash Dog Walking Facility Strategy - Northeast Burnaby Facility Public Consultation



| | |
|----------------------------|-------------|
| Item..... | 7 |
| Director's Report No. | 01 |
| Meeting..... | 2019 Jan 23 |

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION **DATE:** 2018 Jan 23

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES **FILE:** 01400-20

SUBJECT: BURNABY ARTS COUNCIL OPERATING CONTRIBUTION

PURPOSE: To secure Council approval for Burnaby Arts Council funding.

RECOMMENDATIONS:

1. **THAT** an operating contribution of \$25,000 be awarded to the Burnaby Arts Council for the 2019 fiscal year.
2. **THAT** the Burnaby Arts Council be invited to operate and profit from the proceeds of a properly licensed 50/50 draw or raffle at the 2019 Burnaby Blues and Roots Festival.
3. **THAT** the Burnaby Arts Council be commended for their work and commitment to the arts in Burnaby.
4. **THAT** the Burnaby Arts Council be so informed.

REPORT**1.0 INTRODUCTION**

At the Parks, Recreation and Cultural Services Commission meeting of 2018 November 21, representatives of the Burnaby Arts Council (BAC) shared their achievements for the past year.

In its 48th year, the BAC has shown that the impacts the return on investments provided by the City of Burnaby is significant.

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural Services
Re: Burnaby Arts Council Operating Contribution
.....Page 2

2.0 POLICY SECTION

Goal

- A Connected Community
 - Social connection –
Enhance social connections throughout Burnaby
 - Partnership –
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
 - Celebrate diversity –
Create more opportunities for the community to celebrate diversity
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Healthy life –
Encourages opportunities for healthy living and well-being
 - Lifelong learning –
Improve upon and develop programs and services that enable ongoing learning
 - Community involvement –
Encourage residents and businesses to give back to and invest in the community
- A Dynamic Community
 - Economic opportunity –
Foster an environment that attracts new and supports existing jobs, businesses and industries
 - Community development –
Manage change by balancing economic development with environmental protection and maintaining a sense of belonging
- A Thriving Organization
 - Organizational culture –
Ensure that our core values are reflected in our policies, programs and service delivery
 - Communication –
Practice open and transparent communication among staff, Council and the community

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural
Services
Re: Burnaby Arts Council Operating Contribution
.....Page 3

3.0 BACKGROUND

The Burnaby Arts Council's mandate is to promote, support and expand the arts in the City of Burnaby. With a volunteer working board, one part-time administrator and a membership of 140 individual members and 20 member groups, the BAC operates their offices and the Deer Lake Gallery in Deer Lake Park. The BAC facilitates monthly community arts exhibitions, special events and programs in support of its mandate.

The BAC is requesting a contribution for operating assistance which Commission has supported annually at the \$25,000 level since 2000. In addition to the grant, the BAC also receives access to a City building at 6584 Deer Lake Avenue to use as their base and community art gallery along with custodial, gardening, maintenance, capital upgrades and utility support. They also receive \$4,000 from the Festivals Burnaby grant program to support the annual Deer Lake Craft Festival. The BAC has asked for consideration of running a 50/50 draw or raffle at the 2019 Burnaby Blues and Roots Festival. This request is compatible with the festival and can be accommodated, if approved, as a pilot project for 2019.

4.0 RECOMMENDATION

Commission approval is requested at this time for a 2019 contribution of \$25,000 and for the 50/50 draw. It is recommended that the Burnaby Arts Council be so informed.



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

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