



PARKS, RECREATION AND CULTURE COMMISSION

NOTICE OF OPEN MEETING

DATE: TUESDAY, 2019 DECEMBER 03

TIME: 6:00 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 2019 November 12	1
3.	<u>DELEGATIONS</u>	
a)	Burnaby Mountain Biking Association <u>Speaker:</u> George Fedosov, Director and Member	7
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v) Burnaby Arts Council Operating Contribution

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6. **NEW BUSINESS**

7. **INQUIRIES**

8. **ADJOURNMENT**



PARKS, RECREATION AND CULTURE COMMISSION MINUTES

Tuesday, 2019 November 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 Tuesday, 2019 November 12 at 6:00 p.m.

1. CALL TO ORDER

PRESENT: Councillor Paul McDonell
Commissioner Karin Alzner
Commissioner Stace Dayment
Commissioner James Jang
Commissioner Barbara Larkin
Commissioner Dan Staschuk

ABSENT: Councillor Sav Dhaliwal
Commissioner Guyle Clark
Commissioner Claire Preston
Mr. Bill Brassington, School Board Trustee

STAFF: Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Mr. Steve Bruneau, Assistant Director - Parks
Mr. Craig Collis, Assistant Director – Recreation
Mr. Denis Nokony, Assistant Director - Cultural Services
Mr. David O'Connor, Assistant Director - Golf Operations
Mr. Dean Pelletier, Assistant Director - Business Operations
Ms. Karen Hung, Planner - Planning and Building
Mrs. Kathryn Matts – Commission Secretary
Ms. Theresa Pickford – Administration Clerk

The Chair Called the meeting to order at 6:04pm

The Chair recognized the ancestral and unceded homelands of the hən̓q̓əmin̓əm and Skwxwú7mesh speaking peoples, and extended appreciation for the opportunity to hold a meeting on this shared territory.

2. MINUTES**a) Minutes of the Parks, Recreation and Culture Commission
Open meeting held on 2019 October 15**MOVED BY COMMISSIONER LARKINSECONDED BY COMMISSIONER ALZNER

THAT the minutes of the Parks, Recreation and Culture Commission Open meeting held on 2019 October 15 be adopted.

CARRIED UNANIMOUSLY

3. DELEGATIONS**a) Burnaby Art Council
Speakers: Teena Martin, Maria Anna Parolin**

Ms. Teena Martin, Executive Director, Burnaby Arts Council (BAC) appeared before Commission and provided a synopsis of the 2019 year at the Deer Lake Art Gallery. Ms. Martin thanked Commission for their continued support and their understanding that arts have a larger impact than just experience. Ms. Martin spoke of the long history of working with the City of Burnaby. The City donated the space in which the Deer Lake Art Gallery and the BAC offices are located. The front and back yard of the gallery are extensively utilized for many community events. At the recent Blues & Roots Festival, the City provided the BAC with the opportunity to sell 50/50 tickets and helped raise \$3,500 for their events and programs.

Ms. Martin advised that the mandate of the BAC is to serve the community by creating a vibrant and diverse presence of the Arts in the City and actively advocate for the importance of the arts. Ms. Martin emphasized the importance of the arts in the City of Burnaby for both economic development and the well-being of the community.

Ms. Maria Anna Parolin, Co-Chair BAC Board of Directors, thanked the City of Burnaby for investing in the Gallery and advised that 2020 will highlight an expanded gallery, local artists and great live music. Ms. Parolin invited all the Commissioners to stop by the Gallery and see the current Artificial Intelligence exhibit on until December 14.

Ms. Parolin and Ms. Martin also extended future invitations to Commissioners for the following events:

- Luminescence Opening – Saturday, 2020 March 14 (7:00pm)
- 50th Retrospective Burnaby Festival of Learning – 2020 May 01 (7:00 pm)
- Gala Event – Saturday, 2020 May 09
- Youth Jam 2.0 feat. Mayor Hurley and Councillor Joe Keithley playing music with Burnaby High School students – Saturday, May 30 (6:30 pm)

b) Confederation Seniors' Association
Speaker: Peter Kauhausen, Beth McLaren

Mr. Peter Kauhausen, appeared before Commission in regards to the lunch program at Confederation Senior's Centre. This is the first time that the Association has come to Commission asking for financial assistance. The need to ask for support comes from the cost of the paid kitchen staff for the meal program. The arrangement made with the City is that the wages need to be paid back at the end of the fiscal year. Rising costs and wages make it increasingly difficult for the Association to continue this program.

Ms. Beth McLaren, advised that the hot lunch program is important to the centre providing a hot lunch at a low price to the seniors who drop in. For many seniors it is their one hot lunch of the day. There are close to 100 volunteers involved with the hot lunch program. Confederation is the only centre in Burnaby offering the lunch program, which provides a healthy nutritious full lunch with dessert and coffee. Seniors come every day making it their main meal, meeting with friends for lunch in a comfortable setting. Lunches are priced at \$8.00 for members and \$10.00 for non-members. Lunch offerings vary and some examples are pot roast, almond crusted sole and chicken cordon bleu. Volunteers mainly run the program with just the one staff member employed by the City of Burnaby. Confederation Seniors' Association needs the support of the Commission in order to make the program viable.

Staff undertook to provide information to Commission at the next Commission meeting on the ability to support the Confederation Seniors' Association hot lunch program.

c) Aquafit Programs
Speaker: Peter McGown, Richard Lee

Mr. Paul McGown and **Mr. Richard Lee**, both residents of Burnaby, appeared before Commission to discuss the current Aquafit programs offered at Burnaby pools. Mr. McGown spoke of the benefits of Aquafit as an exercise for people who want a low impact activity, have arthritis or are recovering from an injury. Mr. McGown noted that the number of instructors has declined over the years resulting in less classes being offered. Mr. McGown would like to see steps taken to address the staff shortage. Mr. McGown is concerned that the current staff allocation is not sufficient and wonders how the demand will be met when the new aquatic centres are added.

Mr. Richard Lee, advised that he has been a user of Burnaby pools for a long time and has been attending aquafit classes for approximately 30 years. Mr. Lee lives close to Bonsor pool but due to the lack of classes often has to drive to other Burnaby pools to participate in Aquafit.

Mr. Lee would like to see the City of Burnaby look at incentives for Aquafit instructors to encourage more interest in teaching the programs and thinks this should be addressed in union contract negotiations.

Arising from discussion the following motion was adopted.

MOVED BY COMMISSIONER LARKIN
SECONDED BY COMMISSIONER DAYMENT

THAT staff prepare a report for the next Commission meeting, outlining initiatives to retain instructors and provide a projected timeline of implementation.

CARRIED UNANIMOUSLY

4. **DIRECTOR'S REPORTS**

a) **Director's Report No.10**
2019 November 12

The Director Parks, Recreation and Cultural Services submitted his Report No. 10, dated 2019 November 12, covering the following items listed as i-iii:

MOVED BY COMMISSIONER STASCHUK
SECONDED BY COMMISSIONER ALZNER

THAT the Director's Report be received.

CARRIED UNANIMOUSLY

i) **SUMMER CONCERTS 2020**

The Director Parks, Recreation and Cultural Services submitted a report to secure preliminary approval for up to 12 outdoor events at Deer Lake Park Festival Lawn between 2020 May 01 and 2020 September 30, and up to 15 special events at Swangard Stadium between 2020 April 01 and 2020 November 01. The events include the City's annual Symphony in the Park, the Burnaby Blues and Roots Festival and up to ten ticketed concerts hosted by the City, outside organizers and/or community groups at the festival lawn. Swangard Stadium events will include the Burnaby Celebrates Canada Day and up to 14 other special events.

It was recommended:

THAT approval be granted for up to 12 outdoor events at Deer Lake Park Festival Lawn between 2020 May 01 and 2020 September 30, and up to 15 special events at Swangard Stadium between 2020 April 01 and 2020 November 01.

MOVED BY COMMISSIONER STASCHUK
SECONDED BY COMMISSIONER LARKIN

THAT the recommendation of the Director Parks, Recreation and Cultural Services be adopted.

CARRIED UNANIMOUSLY

ii) **2019 NOVEMBER CAPITAL FUNDING BYLAW**

The Director Parks, Recreation and Cultural Services submitted a report requesting a Capital Reserve Fund Bylaw, in the amount of \$3,205,000 to finance fourteen projects for 2020 as outlined in the report.

It was 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 \$3,205,000 to finance the projects outlined in this report.

MOVED BY COMMISSIONER STASCHUK
SECONDED BY COMMISSIONER DAYMENT

THAT the recommendation of the Director Parks, Recreation and Cultural Services be adopted.

CARRIED UNANIMOUSLY

iii) **REMEDIATION AND RESTORATION PLAN FOR CAPITOL HILL
CONSERVATION AREA**

The Director Parks, Recreation and Cultural Services submitted a report recommending staff undertake the remediation of Capitol Hill Conservation Area. The report discusses the history of Capitol Hill Conservation Area and the recent discovery of significant unauthorized BMX activity in Capitol Hill Conservation Area. The report provides a damage assessment and a remediation and restoration plan. It also discusses potential upgrades to Burnaby's Mountain Air Bike Skills Park to include BMX components as a way to channel this activity to places in Burnaby that are best suited to accommodate it.

It was recommended:

THAT staff undertake the remediation of Capitol Hill Conservation Area as outlined in this report.

MOVED BY COMMISSIONER LARKIN
SECONDED BY COMMISSIONER ALZNER

THAT the recommendation of the Director Parks, Recreation and Cultural Services be adopted.

CARRIED UNANIMOUSLY

6. **NEW BUSINESS**

There was no new business at this time.

7. **INQUIRIES**

There were no inquiries at this time.

8. **ADJOURNMENT**

MOVED BY COMMISSIONER JANG
SECONDED BY COMMISSIONER STASCHUK

THAT the Open Commission meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Commission meeting adjourned at 6:59 p.m.

Kathryn Matts
COMMISSION SECRETARY

Councillor Paul McDonell
CHAIR

From: BMBA Info <bmbainfo@gmail.com>
Sent: Tuesday, November 05, 2019 12:57 PM
To: Matts, Kathryn <Kathryn.Matts@burnaby.ca>
Cc: George Fedosov [REDACTED]
Subject: Request for Delegation-City of Burnaby Parks Commission

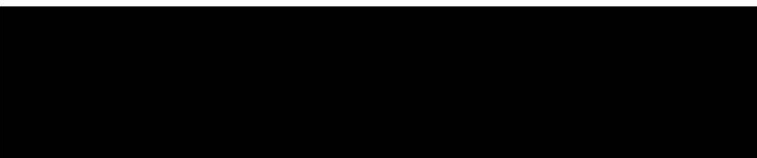
Hello Kathryn,

Burnaby Mountain Biking Association ("BMBA") is requesting to appear as a delegation before the Parks, Recreation, and Culture Commission on December 03, 2019. Our delegation will consist of 3 members.

The subject is Burnaby Mountain Trail Maintenance.

The speaker will be George Fedosov, Director and Member of BMBA, who will speak to a PowerPoint presentation (see attached). George's contact information is as follows:

George Fedosov



We look forward to updating the Commission on BMBA's activities, and following up on requests from the previous delegation in June.

Thank you and Regards,

Judy B. Garren

President, Burnaby Mountain Biking Association

Section 2 Council Correspondence 2019.11.14

From: Bobbi F. [REDACTED]
Sent: November-05-19 2:07 PM
To: Volkow, Nick; Dhaliwal, Satvinder; Johnston, Dan; cjordan@comsavings.com; Keithley, Joe; McDonell, Paul; Wang, James; Mayor; Calendino, Attilio Pietro
Subject: RE: Riverway Golf course - Municipal operation not accessible enough

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Day

After my email in July, I heard back from a few of you expressing concerns about lack of access to Riverway dining availability to the many Burnaby residents who pay for this facility. I hope it wasn't just political rhetoric because I have not heard anything since.

I am following up on this and hoping to hear there is hope of progress.

I just enquired about the Christmas buffet at Riverway and learned it is open to the public on Tues, Wed and Thur only thru December and even some of those 3 days of the week have been reserved for private parties, cutting that out to the public even more weekdays not to mention every weekend.

It's appears that little has changed.

If this is a revenue money pit for the city, then maybe with all that revenue they are getting, they should build or add on a dining area that is open to the public at all times since our taxes fund this facility but we seem to be shut out of using it most of the time.

I don't know if anyone is taking this serious, but surely with the collective think tank we have a city hall, someone could come up with a win/win solution.

Do we need to take this to Global TV, CBC and social media platforms to get everyone's attention and to see what the Burnaby public thinks and get everyone's attention.

Thanks

Bobbi

Note: Staff have contacted the writer regarding concerns.

Referred to:

Parks, Recreation and Culture Commission (2019.12.03)

Copied to:

City Manager

Dir. Corporate Services

Dir. Parks, Recreation and Cultural Services

From: Bobbi F.

Sent: Wednesday, June 12, 2019 11:26 AM

To: nick.volkow@burnaby.ca; sav.dhaliwal@burnaby.ca <sav.dhaliwal@burnaby.ca>; dan.johnston@burnaby.ca <dan.johnston@burnaby.ca>; cjordan@comsavings.com <cjordan@comsavings.com>; joe.keithley@burnaby.ca <joe.keithley@burnaby.ca>; paul.mcdonell@burnaby.ca <paul.mcdonell@burnaby.ca>; james.wang@burnaby.ca; mayor@burnaby.ca <mayor@burnaby.ca>; pietro.calendino@burnaby.ca

Subject: Riverway Golf course - Municipal operation not accessible enough

Hello Mayor and City Councillors:

I would like to bring to your attention a problem with the way the City of Burnaby allows the Riverway golf course to operate. This is a city operation and should be able to be enjoyed by all the residents of Burnaby equally at all times, the same as the Burnaby Mountain Golf Course, also operated by city of Burnaby.

Riverway's restaurant and facility is closed way too much of the time to the public. I was just advised that it is closed to the public on Friday, Saturday and Sunday nights (and likely Monday too) for the rest of the summer and that if I wanted too enjoy the featured menu (lobster fest or whatever other promotion) I should do so on either Tuesday, Wed or Thursday or go to north Burnaby. This happens every summer. Isn't that just lovely!!!!

This is appalling. I live near this golf course and love to take my guests there for a meal on weekend, but it seems like about 80% of the time I have gone there it has been closed for a private party. I have to also question whether the golf course restaurant is shut down because of the reservations and use by possibly non-burnaby residents??? Regardless, it doesn't seem right that a select few can have access, but the majority of tax paying residents do not.

Our taxes contribute to the operation of this facility in one way or another. We should not be shut out of such a beautiful facility in our neighbourhood to the extent that we are. Something is wrong with this picture and I implore council to do take action and remedy this, however that needs to be done. I hope it won't be necessary to start a social media campaign and petition to bring this in the public forum for debate if necessary.

I look forward to hearing back from you in a timely manner before we go through another summer without adequate access to our beautiful taxpayer-supported municipal facility.

Kind regards,

Roberta (Bobbi) Flint



CITY OF BURNABY
PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT

DIRECTOR'S REPORT NO. 11, 2019

2019 December 03

BURNABY PARKS, RECREATION AND CULTURE COMMISSION

Your Director reports as follows:

<u>ITEM</u>	<u>DESCRIPTION</u>
i.	Confederation Park Storm Water Management Plan
ii.	2019 Parks Transfer of Donations/Sponsorship Funds to Reserves
iii.	Aquafit Programming
iv.	2019 December – PRCS Capital Fund Bylaw
v.	Burnaby Arts Council Operating Contribution

Respectfully submitted,

A handwritten signature in black ink that reads "D. Ellenwood". The signature is written in a cursive, flowing style.

DAVE ELLENWOOD
Director Parks, Recreation and Cultural Services



Item	1
Director's Report No.	11
Meeting	2019 Dec 03

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2019 Nov 19

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

FILE: 62500-20

SUBJECT: CONFEDERATION PARK STORM WATER MANAGEMENT PLAN

PURPOSE: To obtain approval for the Storm Water Management Plan for Confederation Park as a green infrastructure project, and begin design and implementation of the sub projects within the plan.

RECOMMENDATIONS:

1. **THAT** approval be granted in principle for the Storm Water Management Plan for Confederation Park.
2. **THAT** staff be authorized to pursue the preparation of a public consultation for the Storm Water Management Plan and the proposed park improvements associated with the plan.

REPORT

1.0 INTRODUCTION

The existing storm sewer infrastructure In Confederation Park is comprised of ad hoc components which have been linked together over time as the park has developed over a 100 year period. Many of the existing storm sewers are near the end of their useful service life, while others have collapsed or are clogged with sediment. An extensive study of the storm sewer infrastructure capacity and condition was commissioned in 2016 to assess the condition of the assets and set out new operational targets of replacing old infrastructure with new "Green Infrastructure". This document provides a framework for replacing and upgrading the existing ad hoc systems with an integrated, whole park drainage system that is consistent with, and given direction by, the Environmental Sustainable Strategy (ESS) adopted by Council in 2016.

Burnaby Council adopted the ESS on 2016 November 07 as a city-wide policy that sets a long term vision for the City to become a leader in protecting and regenerating healthy ecosystems, and supporting a healthy and prosperous community. The Confederation Park Storm Water Management Plan (SWMP) proposes to bring to life these goals quoted from the ESS Strategy:

To: *Parks, Recreation & Culture Commission*
 From: *Director - Parks, Recreation & Cultural Services*
 Re: *CONFEDERATION PARK STORM WATER
 MANAGEMENT PLAN*

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(Section 2) Healthy and Resilient Watersheds.

2.1 Manage rainwater to restore and mimic natural flows and quality.

Look for opportunities to reduce the volume and clean the water flowing off roofs, roads and paved areas directly into storm sewers by using systems like rain gardens and permeable pavement.

2.2 Protect, restore and improve aquatic ecosystems like ponds, lakes, streams, wetlands and marine areas.

Consider opportunities to restore, enhance and daylight streams when public and private lands are being developed.

2.3 Protect and improve water quality in aquatic ecosystems like ponds, lakes, streams, wetlands and marine areas.

Consider opportunities to further avoid or reduce the use of chemicals such as pesticides and fertilizers on public and private lands.

2.4 Conserve water in the home, garden, workplace and community.

Look for opportunities to plant drought resistant landscaping in appropriate urban locations on private and public lands.

“Quick starts” identified in the ESS plan:

Create a high-profile demonstration project to showcase riparian/aquatic ecosystem restoration, including community involvement and education.

Flow (2.1) Manage rainwater to restore and mimic natural flows and quality.

Flow (2.2) Protect, restore and improve aquatic ecosystems like ponds, lakes, streams, wetlands and marine areas.

2.0 POLICY SECTION

The proposed Confederation Park Storm Water Management Plan is aligned with the City of Burnaby’s Corporate Strategic Plan by supporting the following goals and sub goals of the plan.

- A Connected Community
 - Geographic connection
 - Enhances our connection between aquatic and terrestrial landscapes

To: Parks, Recreation & Culture Commission
 From: Director - Parks, Recreation & Cultural Services
 Re: CONFEDERATION PARK STORM WATER
 MANAGEMENT PLAN

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- A Healthy Community
 - A healthy environment
Enhances our environmental health, resilience and sustainability
- A dynamic community
 - Civic facilities and infrastructure
Green initiatives using nature to inspire site drainage solutions

3.0 THE STORM WATER MANAGEMENT PLAN SYNOPSIS



Image: Rainbow Creek drainage proposed south of Penzance Drive

The drainage area for Confederation Park (south of Penzance Drive) historically was a single catchment area drained by Rainbow Creek. Over time (100 years), however, various ditches, swales, underdrains and area drains have been added, capturing storm water in more localized areas and channeling it either downstream and ultimately back to Rainbow Creek north of Penzance Drive or outside the park to the municipal storm sewers. Approximately one half of the study area still ultimately drains to Rainbow Creek while the civic complexes at the south-west corner, the all-weather field in the north-west corner, and a portion of the central area around the running track are drained into the municipal storm sewer.

The Goals of the SWMP in Confederation Park are to:

- Re-establish portions of Rainbow Creek, south of Penzance Drive and restore sustainable base flows.

To: Parks, Recreation & Culture Commission
 From: Director - Parks, Recreation & Cultural Services
 Re: CONFEDERATION PARK STORM WATER
 MANAGEMENT PLAN

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- Replace aging storm sewer infrastructure with green infrastructure which mimics natural drainage pathways.
- Enhance the Park's ecological value by integrating plantings, rain gardens and constructed wetlands into new green infrastructure.
- Create a strong Park identity through landscape design which reflects its historic natural characteristics (provide a sense of place).
- Ensure that the Park's storm water infrastructure is resilient to climate change.

Park Sub Areas

The SWMP divides the Park into several planning zones with distinct characteristics which inform the types of storm water that need to be managed. Implementation strategies are provided for each zone. Individual projects throughout the Park are identified in each of these zones which are described briefly below:

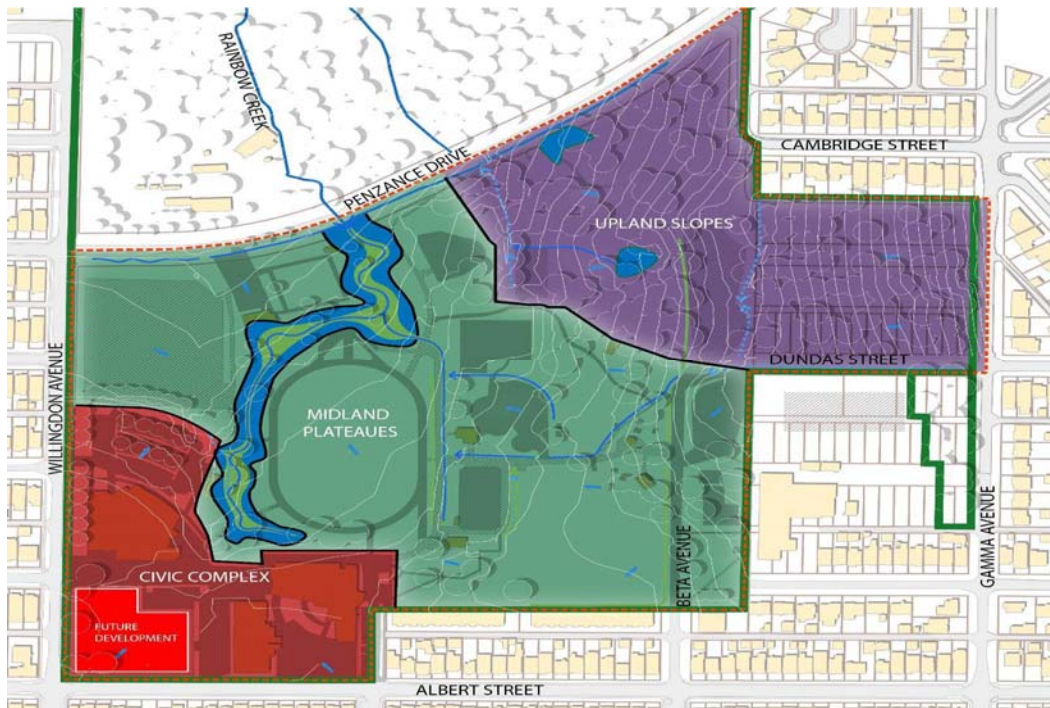


Image: Park Sub Areas

The Civic Complex Zone 1: Directions

1. Future facility expansion should feature green storm water infrastructure.
2. Parking run-off should be re-directed to a reconstructed Rainbow Creek.
3. Future facility improvements should be designed to collect and redirect roof run-off to the reconstructed Rainbow Creek.

To: Parks, Recreation & Culture Commission
 From: Director - Parks, Recreation & Cultural Services
 Re: CONFEDERATION PARK STORM WATER
 MANAGEMENT PLAN

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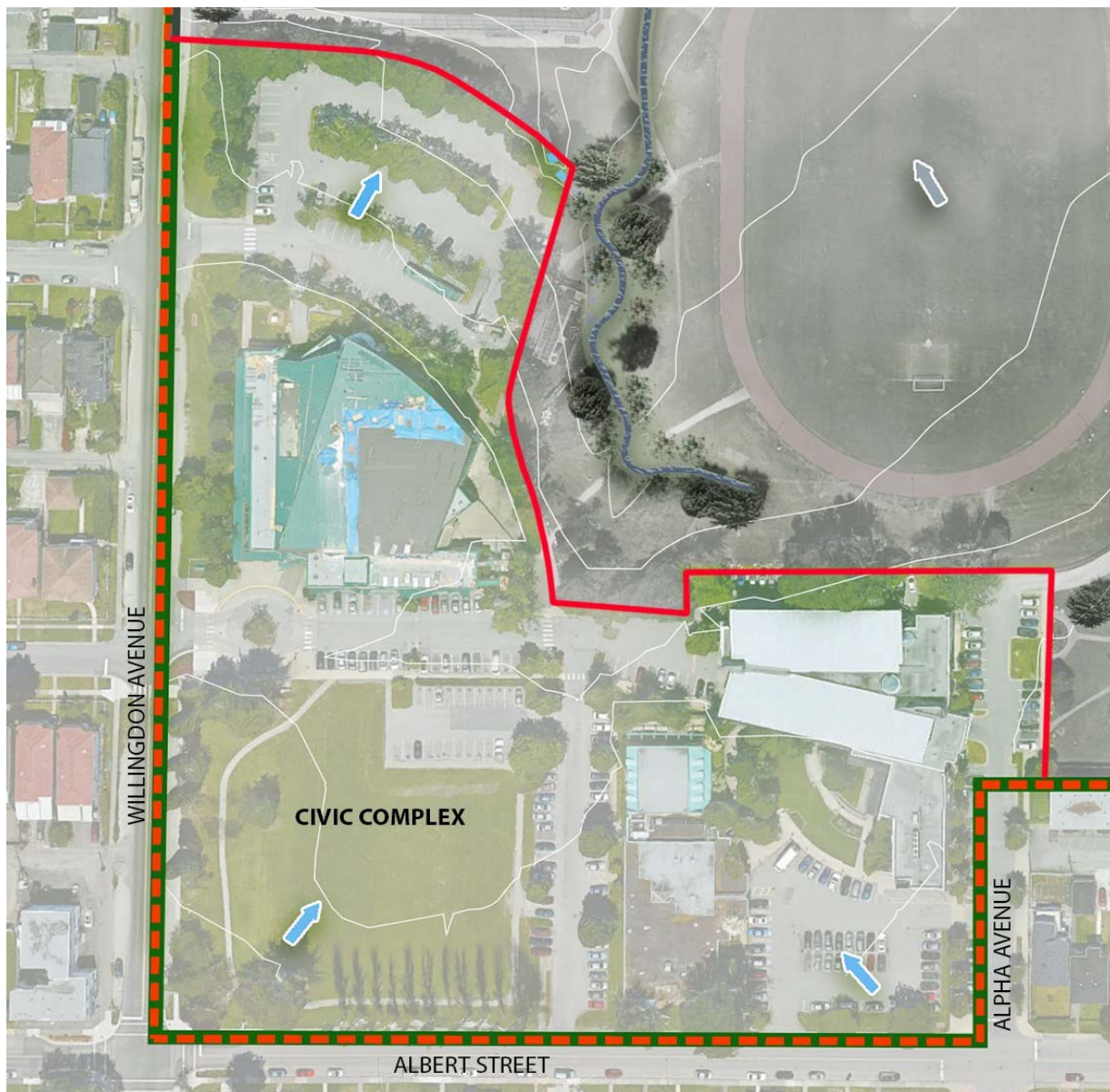


Image: Zone 1 Civic Complex

The Midland Plateau Zone 2: Directions

1. The existing gravel field should be converted to an artificial sports field to provide an absorbent landscape.
2. Reconstruction of the Cenotaph area in conjunction with the drainage improvement plan.
3. Playfield underdrainage should be re-directed to reconstructed Rainbow Creek.
4. Improve park path corridors with parallel bio-swales.
5. Proposed new bio-swales in low lying areas or water collection areas.

To: Parks, Recreation & Culture Commission
 From: Director - Parks, Recreation & Cultural Services
 Re: CONFEDERATION PARK STORM WATER
 MANAGEMENT PLAN

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Image: Zone 2 Midland Plateau

The Upland Slope Zone 3: Directions

1. The existing swale should be upgraded and naturalized.
2. Addition of a new bio-swale.
3. Addition of bio-retention ponds.
4. Addition of a proposed bio-swale.
5. Existing gravel parking lot should be upgraded with green infrastructure.
6. Existing ditch should be naturalized.
7. Existing woodland should be preserved and enhanced.

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural Services
Re: CONFEDERATION PARK STORM WATER
MANAGEMENT PLAN

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Image: Zone 3 Upland Slope

To: Parks, Recreation & Culture Commission
 From: Director - Parks, Recreation & Cultural Services
 Re: CONFEDERATION PARK STORM WATER
 MANAGEMENT PLAN

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The Penzance Drive Streetscape Zone 4: Directions



Image: Zone 4 Penzance Drive Streetscape

One of the opportunities for this zone is the creation of a new pedestrian gateway to the park as well as a better connection to the park north of Penzance Drive. One of the ways attention could be drawn to this new node would be to replace the creek culvert with a bridge or bridge-like crossing such as a box culvert which could be embellished to look like a bridge. This would draw attention to the presence of the creek and create a focal point to help anchor the new pedestrian node. The streetscape should imply that the street is passing through one contiguous park by incorporating landscape features which bridge the street. Additional improvements would include:

- Improvements to connect the Trans Canada Trail to the internal park pathways.
- New on-street parking within the park to provide peak-use over flow parking.
- Travel lanes and new on-street parking should be treated by infiltration bulges or roadside swales which convey run-off to Rainbow Creek.
- Infiltration bulges should mark the extent of the park, creating a traffic calming zone to ensure a safe pedestrian crossing.

4.0 CURRENT INITIATIVES

Within Zone 1 - the Civic Complex, plans are being formulated for a new recreation centre. The architects have been working with the City to provide green infrastructure options to ensure roof runoff and parking lot run off in new developments would be captured and redirected into a surface drain system eventually feeding Rainbow Creek. The plans for the new recreation centre and associated outdoor program space will be brought forward to Commission in a future report.

Within Zone 2 - the Midland Plateau, general siting of a reconstructed Rainbow Creek is being reviewed for fit within and around existing recreational program spaces (both formal and informal). Initial areas of drainage reconstruction will be done in conjunction with park redevelopment projects including but not limited to:

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural Services
Re: CONFEDERATION PARK STORM WATER
MANAGEMENT PLAN

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- The reconstruction of the Cenotaph area.
- The conversion of the rock dust sports field to artificial turf with the inclusion of storm water storage capacity below the field.
- The establishment of a central circulation spine with associated bio-swales to collect run-off.

Within Zone 3 - the Upland Slope, a general approach will be taken to naturalize and improve bio-swales and water retention areas to mimic natural absorbent landscapes. This will include monitoring below and above grade drainage patterns to make use of natural water flows existing on site, complexing of plant communities to create habitat zones, and enhancing the existing forest areas.

Within Zone 4 - the Penzance Drive Streetscape, initial projects will include complexing the drainage swale along the road and providing a new gateway and pedestrian entry into the park to link the north and south sides of the park.

5.0 RECOMMENDATION

With approval from Commission on the recommendation to adopt the Storm Water Management Plan staff would undertake the initial projects outlined above. The development of the storm water drainage system including the reconstruction of Rainbow Creek will be incrementally phased in. The balance of open space for recreational programs and water drainage routes will be re-assessed within each zone as projects proceed. Public consultation on the overall plan would be scheduled in 2020, and notification of proposed dates and times would be brought forward to Commission for approval. A re-visitation of the plan and proposed work projects would be brought forward in the capital work plan on a yearly basis. Sufficient funds have been identified in the five-year capital project to begin the works outlined in this report.



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

HE:tc

p:/admin/prcc/report/confederation park storm water management plan.docx

cc: Assistant Director - Recreation
Director Engineering
Director Planning & Building



Item	2
Director's Report No.....	11
Meeting	2019 Dec 03

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2018 Nov 26

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

SUBJECT: 2019 PARKS, RECREATION AND CULTURAL SERVICES
TRANSFER OF DONATIONS/SPONSORSHIP FUNDS TO
RESERVES

PURPOSE: To request a transfer to Parks, Recreation and Cultural Services operating reserves.

RECOMMENDATIONS:

1. **THAT** a transfer to Parks, Recreation and Cultural Services operating reserves of \$67,298 in donations be approved for use in future years.
2. **THAT** a transfer from Parks, Recreation and Cultural Services operating reserves of \$19,078 be approved for current year programs.

REPORT

1.0 INTRODUCTION

The donation program, officially known as the Presenting Burnaby Parks Gift Program, was approved at the 1990 November 07 Parks and Recreation Commission meeting. The program has been successful in providing new and replacement opportunities of benches, picnic tables, drinking fountains and trees throughout our park system. Donors are able to contribute to various programs or areas such as youth or seniors as well as make a donation as a memorial. The program provides citizens an opportunity to show their generosity and appreciation for the parks and recreation facilities that they utilize.

In addition to the donations program, Parks, Recreation and Cultural Services receive sponsorship amounts for various events such as Giro di Burnaby. In most cases, sponsorship agreements stipulate that funds in excess of current year expenditures may be used for future year events.

The Parks, Recreation and Cultural Services Department requests a transfer to Parks, Recreation and Cultural Services operating reserves for the following donations received in excess of current year expenditures. This is an annual administrative process.

To: Parks, Recreation & Culture Commission
 From: Director Parks, Recreation & Cultural Services
 Re: 2019 Transfer of Funds to Reserves

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Cultural Services	\$3,314
Recreation Services (Sponsorships)	\$5,209
Recreation Services (Donations)	\$8,604
Golf Services	\$471
Parks Services	<u>\$49,700</u>
Total Transfer to operating reserves	\$67,298

The Parks, Recreation and Cultural Services Department requests a transfer from Parks, Recreation and Cultural Services operating reserves for the following:

Parks Services	\$9,263
Recreation Services	<u>\$9,815</u>
Total Transfer from operating reserves	\$19,078

2.0 POLICY SECTION

The Presenting Burnaby Parks Donation Program is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the plan

An Inclusive Community

- Create a sense of community

A Healthy Community

- Community involvement

Thriving Organization

- Financial viability

3.0 RECOMMENDATION

It is recommended that the request for an internal transfer of \$67,298 to the operating reserves be approved so that funds can be utilized for future programs and projects in the specific areas. It is further recommended that the request to transfer \$19,078 from the operating reserves for current year programs in the specific areas be approved.



Dave Ellenwood
 DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

KM:tc
Attachment

cc: Director Finance
 Asst. Director Finance, Budgets and Reporting



Item	3
Director's Report No.....	11
Meeting	2019 Dec 03

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2019 Nov 26

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

FILE: 08800-20

SUBJECT: AQUAFIT PROGRAMMING

PURPOSE: To provide information on current and planned recruitment and retention practices for Aquafit instructors.

RECOMMENDATIONS:

1. **THAT** Commission receive this report for information.
2. **THAT** Mr. Paul McGown and Mr. Richard Lee be sent a copy of this report.

REPORT**1.0 INTRODUCTION**

At the 2019 November 12 Parks, Recreation and Culture Commission meeting, Mr. Paul McGown and Mr. Richard Lee, appeared as a delegation and spoke of a reduction in Aquafit classes offered by the City and the need for more Aquafit instructors. Arising from discussion, Commission passed the following motion:

THAT staff prepare a report for the next Commission meeting, outlining initiatives to retain instructors and provide a projected timeline of implementation.

This report provides the information requested by Commission.

2.0 POLICY SECTION**Goal**

- A Connected Community
 - Social connection –
Enhance social connections throughout Burnaby
- A Dynamic Community
 - Community development –
Manage change by balancing economic development with environmental protection and maintaining a sense of belonging

To: Parks, Recreation & Culture Commission
 From: Director - Parks, Recreation & Cultural Services
 Re: Aquatic Programming

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- A Thriving Organization
 - Financial viability –
 Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets

3.0 BACKGROUND

Aquafit classes are part of the City's aquatics programming and are offered at Bonsor, Fred Randall, CG Brown and Eileen Dailly pools. The following table provides statistical information for Aquafit.

	2017		2018		2019	
	Classes *	Attendees**	Classes*	Attendees **	Classes *	Attendees **
Bonsor	16	8,189	16	9,058	14	9,350
Fred Randall	22	22,319	21	25,696	15	11,153
CG Brown	19	9,379	19	8,368	16	7,765
Eileen Dailly	23	24,007	22	25,935	14	17,391
** annual	Total	63,894		69,057		45,659
* per fall week						
<i>Note: 2019 numbers reflect numbers to date</i>						
<i>Fred Randall Pool had an extended 3 month shutdown in 2019</i>						

Due to staffing challenges in the Aquafit program in recent years, adjustments have been made to optimize program delivery across the City. Classes with the lowest subscription have been deleted and efforts are made to balance classes at the pools at the most popular times. Although the number of classes have been reduced, attendance numbers appear to be stable for the past two years. This reflects that the City's clients who desire these programs are still attending the classes even though the times are no longer optimal. We thank our clients for this flexibility as we work through these challenges.

To retain Aquafit instructors the following initiatives have been in place for many years.

- In aquatics shift selection process, supervisors have attempted to make shifts that involve Aquafit attractive by making the shifts longer.
- Aquatic supervisors have created specific optional paid in-service training for Aquafit instructors. Should the Aquafit instructors participate in these in-services they would be able to maintain their Aquafit certifications. Nowhere else in aquatics are staff paid to maintain a qualification that can be used anywhere.

To: Parks, Recreation & Culture Commission
From: Director - Parks, Recreation & Cultural
Services
Re: Aquatic Programming

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4.0 PROPOSED ACTIONS

In addition to addressing immediate program challenges, work is underway to improve recruitment and retention of Aquafit staff. This work includes the following:

- Review of current market conditions and programming in other cities to determine best practices and innovative solutions in aquatics
- Explore wage premiums to provide incentives to Aquafit instructors
- Consider new scheduling adjustments to make shifts that involve Aquafit instruction more attractive
- Examine certification requirements for Aquafit instructors
- Consider alternative staffing models to provide Aquafit service.

In addition to these operational possibilities for improving Aquafit service, the collective bargaining process and a review of job class specifications will provide opportunities to secure and retain instructors.

5.0 CONCLUSION

The work to address the expressed concerns with our Aquafit service is underway. The goal of this work is to implement changes in the first quarter of next year. An update will be provided to Commission at the 2020 February meeting.



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

EB:km



Item	4
Director's Report No.....	11
Meeting	2019 Dec 3

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION AND CULTURE
COMMISSION

DATE: 2019 Nov 19

FROM: DIRECTOR PARKS, RECREATION AND
CULTURAL SERVICES

FILE: 62500-01

**SUBJECT: 2019 DECEMBER - PARKS, RECREATION AND CULTURAL
SERVICES CAPITAL FUND BYLAW**

PURPOSE: To request a Capital Reserve Fund Bylaw to finance 2020 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 \$1,185,000 to finance the projects outlined in this report.

REPORT**1.0 INTRODUCTION**

In order to proceed with the award of contracts for design, contract administration and construction, funding approval is requested for the projects listed below. Sufficient Capital Reserve Funds are available to fund the capital projects outlined in this report.

Early funding is being requested for the 2020 scope of work to enable the award of contracts in a timely manner.

2.0 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
- A Healthy Community – Healthy environment
- A Dynamic Community – City facilities and infrastructure
- A Connected Community – Social connection.

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 From: Director Parks, Recreation and Cultural Services
 Re: 2019 December - Parks, Recreation and Cultural
 Services Capital Funding Bylaw

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- 1. Barrier Gates and Bleachers** **\$70,000 (estimated)**
(DPW.0436)
 Replacement of barrier gates and bleachers at various park sites and sports fields in the park system. Locations and priorities are evaluated according to their current condition, usage, public concerns and City Staff knowledge of problem areas.
- 2. Footbridges, Retaining Walls, and Stairs** **\$150,000 (estimated)**
(DPW.0449)
 Continued development of the trail system including boardwalk replacement, trail additions, safety upgrades and culvert replacement within Deer Lake Park.
- 3. Fraser Foreshore Park – Utility/Washroom Building** **\$650,000 (estimated)**
(DPX.0218)
 Phase one work to include detail design, tender and construction of the washroom building. Site work to include excavations, removals, concrete work, asphalt work, service and utility connections such as electrical work, sewer and water hook-up.
- 4. Lighting Replacement** **\$90,000 (estimated)**
(DPW.0452)
 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.
- 5. Neighbourhood Park Landscape Improvements** **\$90,000 (estimated)**
(DPW.0454)
 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.
- 6. Docks and Piers** **\$100,000 (estimated)**
(DPW.0445)
 This is an annual replacement program of aging docks and piers throughout the parks system. Locations and priorities are evaluated according to their current condition and usage; and with City staff input.
- 7. Park Signage** **\$35,000 (estimated)**
(DPW.0458)
 There are 161 parks in the system (local, neighborhood, and district levels). Each park requires at least one sign and some sites require multiples signs. This is an annual replacement program to replace and upgrade signage where required.

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

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These expenditures are included in the 2020 portion of the 2019–2023 Financial Plan and sufficient Capital Reserve Funds are available to finance the capital projects outlined in this report.

3.0 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 \$1,185,000 to finance the projects outlined in this report.



Dave Ellenwood
DIRECTOR PARKS, RECREATION and CULTURAL SERVICES

JQ:km

P:/admin/prcc/reports/2019.12.03/December 2019 PRCS Capital Fund Bylaw.docx

Copied to Director of Finance
City Solicitor



Item	5
Director's Report No.....	11
Meeting	2019 Dec 03

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

Date: 2019 Nov 25

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

SUBJECT: BURNABY ARTS COUNCIL OPERATING CONTRIBUTION

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

RECOMMENDATIONS:

1. **THAT** an operating contribution of \$25,000 be awarded to the Burnaby Arts Council for the 2020 fiscal year.
2. **THAT** the Burnaby Arts Council be permitted to operate and profit from the proceeds of a properly licensed 50/50 draw or raffle at the 2020 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 2019 November 12, a report was received from the Burnaby Arts Council (BAC) sharing their achievements for the past year.

In its 49th year, the return on the investments made by the City of Burnaby to the BAC have been significant.

To: *Parks, Recreation & Culture Commission*
 From: *Director - Parks, Recreation & Cultural Services*
 Re: *Burnaby Arts Council Operating Contribution*
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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
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Community involvement –
Encourage residents and businesses to give back to and invest in the community.

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. The BAC has asked for consideration of running a 50/50 draw or raffle at the 2020 Burnaby Blues and Roots Festival as was successfully done in 2019.

Outside the annual support of the City of Burnaby, the BAC has traditionally received operating support from the province through the BC Arts Council (BCAC), a Federal Canada Summer Works Grant for the Summer Theatre program, gaming funds and Festivals Burnaby Grant in support for the Deer Lake Craft Festival (\$4,000). Other revenue is earned through individual contributions, memberships, donations and programs.

To: *Parks, Recreation & Culture Commission*
From: *Director - Parks, Recreation & Cultural
Services*
Re: *Burnaby Arts Council Operating Contribution*
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4.0 RECOMMENDATION

Commission approval is requested at this time for a 2020 contribution of \$25,000 and for the 50/50 draw. It is recommended that the Burnaby Arts Council be so informed.

A handwritten signature in black ink, appearing to read "D. Ellenwood". The signature is fluid and cursive, with the first letter "D" being large and prominent.

Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

DJ:km