



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

### *NOTICE OF OPEN MEETING*

**DATE: TUESDAY, 2020 FEBRUARY 11**

**TIME: 6:00 PM**

**PLACE: Bill Copeland Sports Centre**

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

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|---|--------------------|
| <b>1. <u>CALL TO ORDER</u></b>  |                    |
| <b>2. <u>CONFIRMATION OF CHAIR</u></b>  |                    |
| a) Confirmation of Chair 2020   |                    |
| <b>3. <u>ELECTION OF DEPUTY CHAIR</u></b>   |                    |
| a) Election of Deputy Chair 2020  |                    |
| <b>4. <u>APPOINTMENT OF COMMISSION SECRETARY FOR 2020</u></b>                         |                    |
| a) Appointment of Kathryn Matts as Commission Secretary 2020                          |                    |
| <b>5. <u>MINUTES</u></b>  |                    |
| a) Minutes of the Parks, Recreation and Culture Commission Open meeting of 2020 01 21 | 1                  |
| <b>6. <u>DELEGATIONS</u></b>  |                    |
| a) Resident Re: Yoga and Be Active Pass<br><u>Speaker:</u> Katy Alkins-Jang           | 7                  |
| <b>7. <u>CORRESPONDENCE</u></b>   |                    |
| a) Correspondence from C.Harding<br>Re: Lane Swimming at C.G. Brown Pool              | 8                  |

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<b>10.</b>	<b><u>NEW BUSINESS</u></b>	
<b>11.</b>	<b><u>INQUIRIES</u></b>	
<b>12.</b>	<b><u>PUBLIC COMMENT / QUESTION PERIOD</u></b>	
a)	Public Comment/Question Period	
<b>13.</b>	<b><u>ADJOURNMENT</u></b>	



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

**Tuesday, 2020 January 21**

An Open meeting of the Parks, Recreation and Culture Commission was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on Tuesday, 2020 January 21 at 6:00 p.m.

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

**PRESENT:** Councillor Paul McDonell  
Councillor Sav Dhaliwal  
Commissioner Karin Alzner  
Commissioner Stace Dayment  
Commissioner James Jang  
Commissioner Barbara Larkin  
Commissioner Claire Preston  
Mr. Bill Brassington, School Trustee

**ABSENT:** Commissioner Dan Staschuk

**STAFF:** Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Mr. Eric Bientjes, Acting Asst. Director Recreation  
Mr. Denis Nokony, Assistant Director - Cultural Services  
Mr. David O'Connor, Assistant Director - Golf Operations  
Ms. Karin Hung, Senior Planner - Planning and Building  
Mrs. Kathryn Matts – Administration Officer  
Ms. Theresa Cheng – Recording Secretary

The Chair Called the meeting to order at 6:04 p.m.

The Chair recognized the ancestral and unceded homelands of the hən̓q̓əmiṇəm 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 December 03**

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COMMISSIONER LARKIN

THAT the minutes of the Parks, Recreation and Culture Commission Open meeting held on 2019 December 03 be adopted.

CARRIED UNANIMOUSLY

### 3. DELEGATIONS

#### a) **Burnaby Mountain Biking Association** **Speaker: George Fedosov**

Mr. George Fedosov and Mr. Brent Wilson of the Burnaby Mountain Biking Association (BMBA) appeared before Commission to provide an update regarding the BMBA's volunteer efforts to maintain multi-use trails with material approved by the city on Burnaby Mountain. Their mission is to promote the establishment of a mountain bike trail network on Burnaby Mountain that caters to users of different skill levels. They concentrate their efforts on the 7 trails connecting Simon Fraser University lands. Since 2005, they have contributed 5,200 volunteer hours and completed 174 trail repairs, maintenance and build projects with an excellent safety record. About 100,000 visitors use the trails annually. Hikers and cyclists of different levels use the trails. The intent of the BMBA is to continue trail maintenance. Mr. Fedosov noted that while the number of people utilizing the trails has increased the hours spent repairing the trails has not. The BMBA would like to increase their volunteer days and numbers and would like to know if this is a possibility.

MOVED BY COMMISSIONER DHALIWAL  
SECONDED BY COMMISSIONER PRESTON

THAT staff provide a report outlining the feasibility of increasing the volunteer days and volunteer numbers for Burnaby Mountain Biking Association.

CARRIED UNANIMOUSLY

### 4. CORRESPONDENCE

#### a) **Correspondence from Burnaby Lacrosse** **Re: Jack Crosby Tournament Waiver**

Correspondence was received from Ms. Susan Kirkby, Vice President, Burnaby Minor Lacrosse Club, requesting a fee waiver for the Jack Crosby Novice All Star Tournament scheduled to take place 2020 July 09 to July 12 at Bill Copeland Sports Complex, Burnaby Lake Arena and Kensington Arena.

*Item 1(i) of the Director's Reports refers to this matter.*

**b) Correspondence from Burnaby Neighbourhood House  
Re: Diamond Ball Gala**

Correspondence was received from Antonia Beck - Executive Director, Burnaby Neighbourhood House, regarding the Diamond Ball Gala on Saturday, March 7 2020. Ms. Beck requested Parks, Recreation and Culture Commission support the event by providing a donation of passes for Golf and the Burnaby Blues Festival. A motion was raised under the New Business section of this agenda.

**c) Correspondence from Dylan Kennard  
Re: Confederation Skate Park**

Correspondence was received from Mr. Dylan Kennard, in regards to the Confederation Skate Park. Mr. Kennard, is a frequent user of the skate park and inquired as to whether there are plans to upgrade or rebuild the skate park as the last renovation was 14 years ago. Staff contacted the writer and undertook to prepare a report for the February agenda.

**4. DIRECTOR'S REPORTS**

**a) Director's Report No.01  
2020 January 21**

The Director Parks, Recreation and Cultural Services submitted his Report No. 01, dated 2020 January 21, covering the following items listed as i-iv:

MOVED BY COMMISSIONER LARKIN  
SECONDED BY COMMISSIONER DAYMENT

THAT the Director's Report be received.

CARRIED UNANIMOUSLY

**i) 2020 JACK CROSBY TOURNAMENT**

The Director Parks, Recreation and Cultural Services submitted a report in response to correspondence received from Burnaby Minor Lacrosse regarding a fee waiver request for the Jack Crosby Novice All Star Tournament scheduled to take place 2020 July 09 to July 12 at Bill Copeland Sports Complex, Burnaby Lake Arena and Kensington Arena. 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, estimated to be \$5,505.52, which represents community group rates for both prime and non-prime times. The staff cost estimate at this time is \$1,392.91, which will be covered by the BMLC.

It was recommended:

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 2020 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.

MOVED BY COMMISSIONER ALZNER  
SECONDED BY COMMISSIONER JANG

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

CARRIED UNANIMOUSLY

**ii) 2020 Recognition Night**

The Director Parks, Recreation and Cultural Services submitted a report requesting approval to host the 2020 Recognition Night on Friday 2020 April 18 at the Riverway Golf Course Clubhouse. Recognition Night is an annual event hosted by the Parks, Recreation and Culture Commission 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. Staff will be working on the arrangements in the coming months. Estimated expenses for the 2020 Recognition Night are \$14,000.00

It was recommended:

1. THAT approval be given to host Recognition Night on Friday, 2020 April 17, at the Riverway Golf Course Clubhouse

MOVED BY COMMISSIONER JANG  
SECONDED BY COMMISSIONER DAYMENT

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

CARRIED UNANIMOUSLY

**iii) 2020 January – Covered Sports Boxes –  
Community Benefit Reserve Funds Request**

The Director Parks, Recreation and Cultural Services submitted a report requesting the use of Community Benefit Reserves to finance a Covered Sports Boxes Project. The report advised that funding is for the design and construction of covered sports boxes (located at Riverway Sports Complex and Confederation Park) as well as the addition of lights at select existing lacrosse boxes.

It was recommended:

1. THAT the Parks, Recreation and Culture Commission recommend that Council authorize the use of Community Benefit Reserves in the amount of \$4,000,000 to finance the project outlined in this report.

MOVED BY COMMISSIONER DAYMENT  
SECONDED BY COMMISSIONER ALZNER

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

CARRIED UNANIMOUSLY

iv) **2020 January – 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 36 projects in 2020 as outlined in the report. The report advised that the 2020-2024 Provisional Financial Plan would provide funding for various capital improvement projects. Once approved the expenditures will be included in the 2020-2024 Financial Plan (Parks Section). Expenditure for all projects is planned for 2020

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 \$6,435,000 to finance the projects outlined in this report.

MOVED BY COMMISSIONER DAYMENT  
SECONDED BY COMMISSIONER JANG

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

CARRIED UNANIMOUSLY

**6. NEW BUSINESS**

MOVED BY COMMISSIONER LARKIN  
SECONDED BY COMMISSIONER DAYMENT

THAT 4 golf passes to the Burnaby Mountain Golf Course, 4 golf passes to the Riverway Golf Course and 4 tickets to the Burnaby Blues Festival be given to the Burnaby Neighbourhood House for their Premier Annual Fundraising Event, the 16<sup>th</sup> Annual Diamond Ball Gala scheduled to take place on 2020 March 07.

CARRIED UNANIMOUSLY

MOVED BY COMMISSIONER LARKIN  
SECONDED BY COMMISSIONER ALZNER

THAT all Parks, Recreation and Culture Commissioners be nominated to attend the British Columbia Recreation and Parks Association's 2020 Symposium in Victoria from April 29 to May 01.

CARRIED UNANIMOUSLY

**7. INQUIRIES**

There were no inquiries brought forward.

**8. ADJOURNMENT**

MOVED BY COMMISSIONER JANG  
SECONDED BY COMMISSIONER PRESTON

THAT the Open Commission meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Commission meeting adjourned at 6:39 p.m.

Kathryn Matts  
COMMISSION SECRETARY

Councillor Paul McDonell  
CHAIR



**From:** Katy Alkins-Jang [REDACTED]  
**Sent:** January-20-20 2:59 PM  
**To:** Parks - City of Burnaby <[Parks@burnaby.ca](mailto:Parks@burnaby.ca)>  
**Cc:** Ellenwood, Dave <[Dave.Ellenwood@burnaby.ca](mailto:Dave.Ellenwood@burnaby.ca)>  
**Subject:** Request to Appear as a Delegation - Parks Recreation and Cultural Commission - ATTN Kathryn Matts

Hello Kathryn

As a follow-up to our conversation today, I would like to make a request to appear as a delegation at the Parks, Recreation and Cultural Commission. I will be making a short presentation and requesting review of some of the fee schedules and usage for our community centres. If you have any questions regarding my request, I may be contacted by either of the telephone numbers listed below, or via email.

Regards  
Katy Alkins-Jang

Katy Alkins-Jang

[REDACTED]

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**From:** Carrie

**Date:** January 28, 2020 at 9:06:14 PM PST

**To:** Mayor <[Mayor@burnaby.ca](mailto:Mayor@burnaby.ca)>

**Subject:** Summer Swimming Schedules Impact Seniors

**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. If you feel this email is malicious or a scam, please forward it to [phishing@burnaby.ca](mailto:phishing@burnaby.ca)

Dear Mayor Hurley,

I live in North Burnaby and have been a Burnaby tax payer for 34 years. I have been retired for several years and swim laps regularly at CG Brown pool during the day. There are usually several hours each day where there are 3 or 4 lanes open for lap swimming. In the summer the schedule naturally changes to accomodate the children being out of school. In the past, the schedule would allow for an hour or an hour and a half of 3 or 4 lanes of lap swimming around lunch time every week day. It's not the best but we could work around it. Last year however, in 2019, they changed the summer schedule at CG Brown pool to only 1 hour of lap swimming with only 2 lanes open and half of the pool was used for swim lessons for 10 children. One of the lap lanes is used for water running (walking) so even the very slow swimmers ended up in the only other available lane. That meant that the slow, medium and fast swimmers were all crammed into 1 lane! Now maybe people think that all seniors are slow swimmers so it doesn't matter but that's not correct. We have all speeds - I know some seniors that swim faster than young adults. As a result, it made for a very negative swimming experience so I stopped going for the summer and I know of at least one other regular that did the same.

I asked one of the lifeguards about the lack of swim lanes at CG Brown and he said that management gave the okay for swim lessons to take up 1/2 the pool. He said that they made more money from swimming lessons than from regular swimming so that's why they made the decision.

The only other Burnaby indoor pool that is close enough for me to go to is Eileen Dailly and it's swim schedule doesn't commit to any more than 1 swim lane for lap swimming after 9am any day of the week any time of the year! So, even though it's closer to me I don't even try to go there because I don't want to waste time travelling there to find out 10 people are crammed into 1 lane. It is common knowledge around the regular swimmers that Eileen Dailly is horrible for lap swimming because of the schedule. When

Referred to:

[Parks, Recreation and Culture Commission \(2020.02.11\)](#)

Copied to:

[City Manager](#)

[Dir. Corporate Services](#)

[Dir. Parks, Recreation and Cultural Services](#)

[Dir. Finance](#)

**Note:** Staff will contact the writer and prepare a report on aquatic space and program review for summer lap swimming at C.G. Brown Memorial Pool.

I asked Eileen Dailly about the lack of swim lanes for laps during the day I was told that there was more revenue to have more kids (for example a birthday party) than 3 adults....I can honestly say that the times I've ever been to Eileen Dailly pool I've never seen fewer than 10 adults at a time so I'm not sure where that came from.

In the summer there is Kensington outdoor pool but it's not even available to the public until 1pm and from what I can tell there is maybe one swim lane...definitely not great for lap swimming.

The people that are mostly impacted by this lack of available swim lanes during the day are seniors. This is because most seniors avoid the early morning swims either because they aren't up that early (that's why we retire - so we can sleep in! :-)) and/or because there tends to be more aggressive swimmers and also they don't appreciate seniors taking up swim lanes when they think we can swim anytime during the day. Little do they know! The same goes for the evening swims. It's either too late or we avoid it to allow people that work during the day to have more room to swim.

I've been to the New Brighton Pool in Vancouver during the summer and they always have swimming lessons but they take up 1 of the 3 wide swim lanes. They divide that lane into 2 so they have 2 classes with a total of 12 to 16 children. That leaves the other 2 lanes for lap swimming. They've been doing this for years so I don't understand why CG Brown had to take up 1/2 the pool for 10 kids. They could do the same thing - take 1 of the 4 wide lanes and divide it into 2 and leave 3 lanes for lap swimming.

I thought that the purpose of the pools was to provide a service to the community not to make money. If all Burnaby cares about is how much money they can bring in then perhaps we should consider selling the pools off and reducing our taxes accordingly. It might not get me more lap swimming but at least my taxes wouldn't be paying for facilities I can't use.

This summer (and going forward) can the schedule at CG Brown please allow for at least 1 hour during the day (after 9am) of 3 or 4 lanes of lap swimming? Surely Burnaby can afford to lose a bit of swimming lesson revenue to accomodate the seniors.

In addition, I heard comments that CG Brown was going to be torn down soon and I was shocked. I hope that the plan is to keep the CG Brown pool open to the public until after the new pool is built. The new pool could be built on a different site - perhaps across from the Burnaby Lake soccer fields.

I'm sure that you can tell that swimming is very important to me. It's one of the best activities to do that is gentle on the body and is a great stress reducer. The only other pool in the North Burnaby area is Eileen Dailly and as mentioned, the schedule doesn't really accomodate lap swimming during the day. Even if it did, it can't possibly accomodate everyone that swims at CG Brown as well as the higher density from the towers being built at Brentwood.

Bonsor and Edmonds are too far away for me to travel to so I'm very concerned that I might have to go for 3 or 4 years without swimming while CG Brown is torn down and a new pool rebuilt. I know CG Brown is aging but if it's properly maintained there shouldn't be any reason why it can't last until the new pool is built. My house is much older than the CG Brown pool and it could last for decades more.

Thanks for taking the time to consider my concerns.

Carrie Harding



Financial Management Committee  
c/o 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: 2020 JANUARY 28

FROM: ADMINISTRATIVE OFFICER

FILE: 2410-20

**SUBJECT: COMPREHENSIVE AND INCLUSIVE CIVIC SIGNAGE PROGRAM**  
(ITEM 6(J), REPORTS, COUNCIL MEETING 2020 JANUARY 27)

Burnaby City Council, at the Open Council meeting held on 2020 January 27, received the above noted report and adopted the following recommendations contained therein:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$150,000 to finance the comprehensive and inclusive signage program, as outlined in Section 3.1 of the report.
2. THAT a copy of the report be forwarded to the Parks, Recreation and Culture Commission and to the Social Planning Committee for information.

As directed, a copy of the report is attached for your information.

A handwritten signature in blue ink that reads "Monica Macdonald".

Monica Macdonald  
Administrative Officer

### **FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: COMPREHENSIVE AND INCLUSIVE CIVIC SIGNAGE PROGRAM**

### **RECOMMENDATIONS:**

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$150,000 to finance the comprehensive and inclusive signage program, as outlined in Section 3.1 of the report.
2. THAT a copy of the report be forwarded to the Parks, Recreation and Culture Commission and to the Social Planning Committee for information.

### **REPORT**

The Financial Management Committee, at its meeting held on 2020 January 15, received and adopted the attached report seeking Council authorization for the use of a Capital Reserve Fund Bylaw to finance the comprehensive and inclusive civic signage program.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

<p>Copied to: City Manager Director Engineering Director Planning and Building Director Parks, Recreation and Cultural Services Director Corporate Services Director Finance Director Public Safety and Community Services Chief Librarian City Solicitor</p>
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2020 January 15

## COMMITTEE REPORT

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**TO:** CHAIR AND MEMBERS  
FINANCIAL MANAGEMENT COMMITTEE

**DATE:** 2020 January 13

**FROM:** DIRECTOR ENGINEERING  
DIRECTOR PLANNING AND BUILDING  
DIRECTOR PARKS, RECREATION AND  
CULTURAL SERVICES

**FILE:** 1750-20  
*Reference:* LGBTQIA2S+

**SUBJECT:** COMPREHENSIVE AND INCLUSIVE CIVIC SIGNAGE PROGRAM

**PURPOSE:** To request a Capital Reserve Fund Bylaw to finance the comprehensive and inclusive civic signage program.

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**RECOMMENDATIONS:**

1. **THAT** the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$150,000 to finance the comprehensive and inclusive signage program, as outlined in *Section 3.1* of this report.
2. **THAT** a copy of this report be forwarded to the Parks, Recreation and Culture Commission and to the Social Planning Committee for information.

**REPORT****1.0 INTRODUCTION**

The Canadian Human Rights Act and Criminal Code were updated by the Federal Government in 2017 (Bill C-16), clarifying the right of individuals to use a washroom or change room that corresponds to their gender identity. Inclusive public building signage clearly communicates that all community members are welcome in such spaces, including persons who are transgender or transitioning, non-binary individuals, persons with disabilities, and patrons of all ages who require assistance with toileting or changing by persons of another gender.

This report outlines an approach to developing an inclusive interior and wayfinding civic signage program which also aligns with the City's recently developed visual identity.

**2.0 POLICY SECTION**

The suggested approach is supported by the following policy context:

- Multi-Cultural Policy, approved by Council in 1986 (updated 1990), which articulates the "equality and the rights of all citizens to access Municipal services";



To: Financial Management Committee  
 From: Director Planning and Building; Director Engineering; and,  
 Director Parks, Recreation and Cultural Services  
 Re: Comprehensive and Inclusive Civic Signage Program  
 2020 January 13.....Page 2

- Equity Policy, approved by Council in 1994, which commits the City to provide “equitable access to City services for all members of the community”;
- Burnaby Social Sustainability Strategy, approved by Council in 2011, includes a primary goal of ‘Community Inclusion’. This goal is particularly concerned with ensuring the City is “welcoming of all cultures, identities and abilities”, and focuses on “principles of economic and social security and justice”; and the
- Goals and sub-goals of the Corporate Strategic Plan through:
  - An Inclusive Community
    - Celebrate diversity –  
Create more opportunities for the community to celebrate diversity
    - Serve a diverse community –  
Ensure City services fully meet the needs of our dynamic 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 –  
Encourage opportunities for healthy living and well-being
  - A Thriving Organization
    - Organizational culture –  
Ensure that our core values are reflected in our policies, programs and service delivery

### 3.0 COMPREHENSIVE AND INCLUSIVE CIVIC SIGNAGE PROGRAM

A wide variety of inclusive signage approaches are undertaken by other local governments in Canada with no one ‘standard’ present. However, emerging signage options increasingly focus on functional symbols (e.g. toilet, change-table, urinal), rather than on defining user groups (e.g. men’s washroom, women’s washroom). English phrases are generally avoided in order to remain understandable to persons who have English as an additional language or who have low literacy.

With the exception of McGill Library where functional directional signage has recently been installed in the library foyer, interior and wayfinding signage currently present at civic facilities defines user groups. Given this context, it is recommended that a City-wide inclusive and wayfinding signage replacement program be undertaken, with the intent to provide maximum information and to convey a sense of inclusion for patrons of civic facilities. This project would replace all civic signage with a particular focus on replacing washroom and change room signage with ‘functional’ signage, while at the same time maintaining user specific signage where required. The developed signage would also conform to the colours and style of the City’s visual identity.

#### 3.1 Inclusive Signage and Wayfinding Initiative Funding – BAX.0027 (\$150,000)

To facilitate the creation of an inclusive civic signage program, design consultants will be engaged, who in partnership with City Staff will create a comprehensive interior and wayfinding signage package for use across civic facilities. The allocated funding will also support the printing and



To: Financial Management Committee  
 From: Director Planning and Building; Director Engineering; and,  
 Director Parks, Recreation and Cultural Services  
 Re: Comprehensive and Inclusive Civic Signage Program  
 2020 January 13.....Page 3

manufacturing of updated signage for two City facilities, and an initial implementation of the work. Further implementation of the updated signage will be installed across all civic facilities over a number of years, with associated costs included in the particular facility's annual budget.

This report seeks Council approval of fund allocation for this project in advance of Council adoption of the 2020-2024 Provisional Financial Plan. Early funding is being requested to facilitate a Request for Proposals, and award of a design contract early in 2020, in order for the development of this signage package to align with the construction schedule of upcoming civic facilities (i.e. South Burnaby Arena).

These expenditures will be included in the 2020 – 2024 Provisional Financial Plan and sufficient Capital Reserve Funds are available to finance the capital project outlined in this report.

#### 4.0 INCLUSIVE DESIGN AND BUILDING RENOVATION

In addition to the signage work discussion above, staff have completed research and scoping regarding improving the inclusive design of new buildings and renovation of existing buildings.

The construction of new civic and community buildings in North America have begun to shift towards a greater allocation of space given to Universal Single-User Washrooms, Universal Multi-Stall Washrooms, and Universal Change-Rooms while maintaining a certain proportion of designated 'male' and 'female' washrooms/change-rooms. For example, the University of Victoria is working towards a ratio of 60% universal washroom and change-room spaces and 40% gender-designated washrooms.

Universal Multi-Stall Washrooms are non-gendered and available for all users with full height enclosures for each stall and shared sink areas. Universal Change-Rooms are shared spaces for all users with single-and/or multi-user change and shower stalls provided. Clothing or swimsuits are required in all areas outside of these stalls. Universal options are prioritized in the building design to be in the most prominent areas of the structure. The new South Burnaby Arena is organized around this design perspective. Following this example, new and upcoming civic facilities will place a greater emphasis on universal spaces and design.

In Burnaby, most existing major civic facilities have at least one single-user washroom (as a separate room) available, with the notable exceptions of Bonsor Recreation Complex (excluding the 55+ Centre) and the City Hall Main Building. These are usually primarily designated as the facility's 'accessible' washroom for persons with disabilities, though used by a wide range of patrons. Universal change-rooms are present at Eileen Dailly Leisure Pool and Fitness Centre and Edmonds Community Centre.

Inclusive renovations in existing buildings are complex and unique to each situation. Accordingly, staff will work to develop site specific renovation plans with an initial focus on Bonsor Recreation Complex and the City Hall Main Building. As needed, further reports will be forwarded to Council on the details of these proposed renovations, including financial details as required, once initial scoping work has been completed.

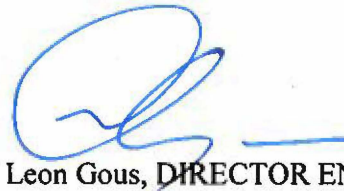
To: Financial Management Committee  
 From: Director Planning and Building; Director Engineering; and,  
 Director Parks, Recreation and Cultural Services  
 Re: Comprehensive and Inclusive Civic Signage Program  
 2020 January 13.....Page 4

## 5.0 RECOMMENDATIONS

In order to enable a more inclusive and welcoming experience for patrons of all genders and identifications at civic facilities, it is recommended that the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves Fund Bylaw in the amount of \$150,000 to finance the comprehensive and inclusive signage program, as outlined in *Section 3.1* of this report. As well, it is recommended that a copy of this report be forwarded to the Parks, Recreation and Culture Commission and to the Social Planning Committee for information.



E.W. Kozak, Director  
 PLANNING AND BUILDING



Leon Gous, DIRECTOR ENGINEERING



Dave Ellenwood, Director  
 PARKS, RECREATION AND CULTURAL SERVICES

RM/sa

cc: City Manager  
 Director Corporate Services  
 Chief Librarian  
 City Clerk

Director Public Safety and Community Services  
 Director Finance  
 City Solicitor

R:\Long Range Clerical\DOCS\RM\Reports\2020\Comprehensive and Inclusive Civic Signage Program (2020.01.15).docx

<b>Commission Agenda</b>
<b>Date.....2020 Feb 11</b>
<b>Reports .....(a)</b>

**TO:** MEMBERS OF THE PARKS, RECREATION AND CULTURE COMMISSION

**FROM:** CHAIR - PARKS, RECREATION AND CULTURE COMMISSION

**RE:** 2020 COMMITTEE AND LIAISON MEMBER APPOINTMENTS

**RECOMMENDATION:**

1. **THAT** the 2020 Committee and Liaison Member Appointments be approved as submitted.

<b>COMMITTEE</b>	<b>DATE OF MEETING</b>	<b>MEMBERS APPOINTED</b>
Burnaby Art Gallery Advisory Committee	- Six Tuesdays a year - Evening (2 hrs.)	1. <b>Vacant</b> (Alternate) Barb Larkin
Burnaby Village Museum Advisory Committee	At the call of the Chair	1. Paul McDonell 2. Sav Dhaliwal 3. Dan Staschuk 4. Stace Dayment
Burnaby Arts Council and Other Arts and Cultural Groups	2 <sup>nd</sup> Tuesday every month - Evening	1. James Jang (Alternate) <b>Vacant</b>
Parks Names and Signs Committee	At the call of the Chair	1. Paul McDonell 2. Sav Dhaliwal 3. Karin Alzner
School Board Buildings and Grounds Committee	Meetings held on 3 <sup>rd</sup> Wednesday of each month at 5:30 p.m.	Commission as a Whole when required.
District Community School Advisory and Coordinating Committee	Meetings to be decided by the Committee	1. Claire Preston (Alternate) <b>Vacant</b>
Community Heritage Commission	- 1 <sup>st</sup> Thursday every other month (except in summer) - 6:00 p.m. in Council Committee Room	1. Karin Alzner (Alternate) Stace Dayment
Senior Citizens' Centres	Seniors Advisory Committee - 9:30 a.m. – 11:30 a.m.: Jan.14 Bonsor Main Building April 14 Edmonds June 09 Bonsor Main Building Oct 13 Cameron	1. Barb Larkin (Alternate) Karin Alzner

**CITY OF BURNABY**  
**PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT**

DIRECTOR'S REPORT NO. 2, 2020

2020 February 11

BURNABY PARKS, RECREATION AND CULTURE COMMISSION

Ladies and Gentlemen:

Your Director reports as follows:

**ITEM**

**DESCRIPTION**

1. Burnaby Mountain Biking Association Trail Building Volunteers
2. Confederation Skate Park

Respectfully submitted,



**DAVE ELLENWOOD**  
Director Parks, Recreation and Cultural Services

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## COMMISSION REPORT

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

**DATE:** 2020 Jan 30

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

**SUBJECT: BURNABY MOUNTAIN BIKING ASSOCIATION TRAIL BUILDING  
VOLUNTEERS**

**PURPOSE:** To provide information to the Parks, Recreation and Culture Commission regarding Burnaby Mountain Biking Association trail building days.

### **RECOMMENDATIONS:**

1. **THAT** the report be received for information purposes.
2. **THAT** a copy of this report be sent to the Burnaby Mountain Biking Association.

## **REPORT**

### **1.0 INTRODUCTION**

At the Parks, Recreation and Culture Commission meeting held on 2020 January 21, a delegation from the Burnaby Mountain Biking Association (BMBA) inquired about increasing the number of volunteer days for the trail building events that take place on Burnaby Mountain each year. Arising from discussion the following motion was adopted:

THAT the presentation be referred to staff for a report.

### **2.0 POLICY SECTION**

Community participation in environmental programs is aligned with the City of Burnaby's Corporate Strategic plan by supporting the following goals and sub-goals:

- A Connected Community
  - Partnership
  - Social connection
- An Inclusive Community
  - Create a sense of community
- A Healthy Community
  - Healthy life
  - Community involvement

To: Parks, Recreation & Culture Commission  
 From: Director - Parks, Recreation & Cultural Services  
 Re: BURNABY MOUNTAIN BIKING ASSOCIATION  
 TRAIL BUILDING VOLUNTEERS

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### 3.0 BACKGROUND

The BMBA has four trail-building days on Burnaby Mountain each year. The BMBA promotes attendance at these events through their regular communications with members and to the public by posting on their website and social media. The number of participants fluctuates depending on volunteer availability, the weather and time of year. The number of volunteers per trail day ranges from 10 to 25 participants. The City does not limit the number of volunteers, however, we do work with the BMBA to estimate the group size so we can ensure we have enough work project areas and refreshments for the day.

With a multitude of volunteer events occurring each season throughout various areas of the Parks, Recreation and Culture Services Department, staff take a holistic approach in the review and approval of scheduled events. This ensures proper distribution of events to allow for staff support as required. The current practice of capping BMBA trail building events to four days provides staff with the ability to secure personnel and materials for construction well in advance. Trail building events typically take place on a weekend. The four events are pre-scheduled, enabling better opportunity to encourage volunteers and manage financial resources. This system has worked well for both the volunteers and staff who attend, support and supervise the work.

The complete list of volunteer activities managed by parks is brought to Commission on an annual basis. Commission approved the 2019 schedule at the 2019 March 05 meeting. Staff currently provide support for a wide variety of events. The addition and inclusion of additional event days is reviewed on a yearly basis with direct communication between individual associations and clubs, however, in most cases expansion is not recommended.

### 4.0 SUMMARY

Community volunteer activities in Burnaby Parks are supported in principle. The timing and makeup of each event is balanced within the yearly operational work plan. The ability to expand any one program is limited; however, the expansion of the number of volunteers that can participate in the events is not. Staff will continue to work with all volunteer groups to enable volunteer day events to continue. This report is for the information of Commission.



Dave Ellenwood  
 DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

HE:tc:km  
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## COMMISSION REPORT

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

**DATE:** 2020 Jan 22

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

**FILE:** 2410-20

**SUBJECT: CONFEDERATION SKATE PARK**

**PURPOSE:** To respond to an information request regarding Confederation Skate Park.

### **RECOMMENDATIONS:**

1. **THAT** the report be received for information purposes.
2. **THAT** a copy of this report be sent to Dylan Kennard.

## **REPORT**

### **1.0 INTRODUCTION**

At the Parks, Recreation and Culture Commission Open meeting held on 2020 January 21, correspondence was received from Dylan Kennard, requesting an upgrade to Confederation Skate Park (Attachment #1). In response to the correspondence, this report provides a brief history of the skate park development and the process for reviewing the facility and future upgrades to the facility.

### **2.0 POLICY SECTION**

The proposed Confederation Skate Park redevelopment is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub goals of the plan.

#### **Goal**

- A Connected Community
  - Social connection
- A Healthy Community
  - A healthy life
- A Dynamic Community
  - Civic facilities and infrastructure

To: Parks, Recreation & Culture Commission  
From: Director - Parks, Recreation & Cultural Services  
Re: Confederation Skate Park

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### **3.0 BACKGROUND**

Confederation Park is a 41.8 hectare/103.35 acre park located along the north-western foot of Capitol Hill. Confederation Skate Park sits on a high point within the eastern portion of the park and is bordered on the east by forest and to the west by open lawn park space.

The Confederation Skate Park was developed in 1996. It has been in operation for 24 years with significant upgrades in 2006. The latest refurbishment included minor repairs to the bowl in 2018.

Over time, the needs and interests of the skate community have evolved as has skate facility design. To refurbish and or rebuild the skate facility at Confederation Park staff would work with a consulting team to develop the preliminary design ideas that would be refined through a series of hands-on workshops. The workshop information would eventually be developed into a redesign concept and brought back to the public and Commission for review. Pending capital budget approval, construction could begin within one year of the final design and development of the construction tender package.

### **4.0 SUMMARY**

Confederation Park and the skate facility in particular are well used by the public. The request by Dylan Kennard, highlights the need to redesign and refurbish the facility in a timely manner. We appreciate Dylan's effort in bringing this request to the attention of the Parks, Recreation and Culture Commission and will endeavor to work with Mr. Kennard and the skate community as the process for design unfolds.

If approved, within the 2021–2026 Capital Budget, the public consultation on the design would be scheduled in 2021, with notification of proposed dates and times for public consultation brought forward to Commission for approval.

### **5.0 RECOMMENDATION**

It is recommended that the Parks, Recreation and Culture Commission receive this report for information purposes and that Dylan Kennard be sent a copy of this report.



Dave Ellenwood  
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

HE:tc  
Attachment



ATTACHMENT #1

January 15, 2020

By email: parks@burnaby.ca

Burnaby Parks, Recreation & Culture Commission  
Parks Administration Department  
#101 - 4946 Canada Way Burnaby, BC V5G 4H7

Attention: Kathryn Matts, Commission Secretary

Dear Ms. Matts,

I am writing about the Confederation Skatepark. I am 13 years old and I love to scooter. The Confederation Skatepark is the closest skatepark to me and I have been going to this skatepark since I learned to scooter about six years ago. It has been a great place to learn, however, I was wondering if there were any plans to rebuild or upgrade the skatepark. There are many features that are very run down and the last renovation was 14 years ago, in February 2006 when the bowl was rebuilt. The bowl has many problems such as the drainage doesn't seem to work because there is usually a puddle beside the drainage grate, there is a hole/break in the middle of the bowl that if you hit it you will most likely fall, and the floor of the skatepark is asphalt and if you fall it is basically sandpaper on your body. Most new skateparks are made of smooth concrete. In addition, there is a lot of graffiti and inappropriate language inside and around the bowl.

The skatepark is a great place to learn however it would be improved by an expansion with more challenging, skill testing features and terrain for more advanced skaters. The most challenging feature is the bowl and on a busy day there is a long line up and not enough room for everyone. The skatepark would also be improved if it had lighting and better security. My friends and I regularly go to the skatepark and they too would like to see a renovation or upgrade.

Thank you for your consideration and I look forward to your response.

Sincerely,  
Dylan Kennard

Burnaby Heights  
[REDACTED]

Staff will contact the writer and report back to Commission at a future meeting.
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