



Item.....  
Meeting..... 2020 Jul 27

COUNCIL REPORT

---

**TO:** CITY MANAGER **DATE:** 2020 July 21  
**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **FILE:** 9100-22  
**SUBJECT: PLAYGROUND DEVELOPMENT GRANT REQUEST FROM EDMONDS COMMUNITY SCHOOL**  
**PURPOSE:** To request Council's authorization for the City to enter into an agreement for contribution to the cost of the playground upgrades at Edmonds Community School.

---

**RECOMMENDATION:**

1. **THAT** Council authorize the City enter into an agreement with Edmonds Community School for contribution to the cost of the playground upgrades as detailed in this report.

**REPORT**

At its Open meeting of 2020 July 21, the Parks, Recreation and Culture Commission received the attached report and adopted the recommendations contained therein.

A handwritten signature in black ink that reads "D. Ellenwood".

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:tc

**Attachment**

Playground Development Grant Request from Edmonds Community School (2020.07.27)

cc: City Solicitor  
Director of Finance



Item .....	2
Director's Report No.....	5
Meeting .....	2020 July 21

COMMISSION REPORT

---

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

**DATE:** 2020 JULY 22

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

**FILE:** 09100-22

**SUBJECT:** PLAYGROUND DEVELOPMENT GRANT REQUEST FROM  
EDMONDS COMMUNITY SCHOOL

**PURPOSE:** To request authorization for the City to enter into an agreement for contribution to the cost of playground upgrades at Edmonds Community School.

---

**RECOMMENDATIONS:**

1. **THAT** the Playground Development Grant request from Edmonds Community School be approved.
2. **THAT** Council be requested to authorize the City enter into an agreement with Edmonds Community School for contribution to the cost of the playground upgrades as detailed in this report.
3. **THAT** a copy of this report be forwarded to: Maria Gunner, Community Council Chair, Edmonds Community Council; Russell A. Horswill, Secretary Treasurer, Burnaby School District; Chris McAugley, Assistant Director of Facilities Services, Burnaby School District.

**REPORT**

**1.0 INTRODUCTION**

At the 2020 June 17 Parks, Recreation and Culture Commission Open meeting, correspondence was received from Maria Gunner, Community Council Chair, Edmonds Community Council, requesting a grant from the 2020 Annual Operating Playground Development Budget to assist with the redevelopment of their playground. (Attachment #1)

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Playground Development Funding Edmonds Community School

..... Page 3

## 2.0 POLICY SECTION

### Goal

- A Safe Community
  - Community amenity safety –  
Maintaining a high level of safety in City buildings and facilities for the public and City staff
  
- A Connected Community
  - Social connection –  
Enhance social connections throughout Burnaby
  - Partnership –  
Work collaboratively with businesses, educational institutions, associations, other communities and governments
  
- A Healthy Community
  - Healthy life –  
Encourages opportunities for healthy living and well-being
  - Healthy environment –  
Enhance our environmental health, resilience and sustainability
  - Community involvement –  
Encourage residents and businesses to give back to and invest in the community

## 3.0 BACKGROUND

There is \$12,000 budgeted annually in the Operating Budget and, with few exceptions, the fund is expended each year. The Playground Funding Requests criterion is attached (Attachment #2). Only two schools have requested a grant thus far in 2020.

Edmonds Community School has met the Playground Grant guidelines. Edmonds Community School has not received a grant within the last four years.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Playground Development Funding Edmonds Community School

Outlined below is the cost breakdown for the grant request:

<b>Edmonds Community School</b>	
Cost of outdoor classroom equipment	\$6,600
Installation and freight	\$1,156
Edmonds Community Council	<u>\$4,000</u>
Amount requested from Playground Development grant.	<b>\$ 3,756.00</b>

**4.0 RECOMMENDATION**

It is recommended that the request from Edmonds Community School be approved and that Council be requested to authorize the City enter into an agreement with the Burnaby School District for the contribution of the cost of the playground upgrades as detailed in this report.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

KD:km

Attachments (2)

P:\Admin\Clerical\Staff\ckd\Playground Commission Report July 2020

cc: City Solicitor  
Director Finance



7651- 18<sup>th</sup> Avenue Burnaby, B.C. V3N 1J1 Phone 604-296-9012 Fax 604-296-9058

2020 May 7, 2020

Attention: Luca Bjerke  
Community Centre Supervisor -Willington Heights  
Phone: 604-297-4523  
Email: [lucas.bjarke@burnaby.ca](mailto:lucas.bjarke@burnaby.ca)

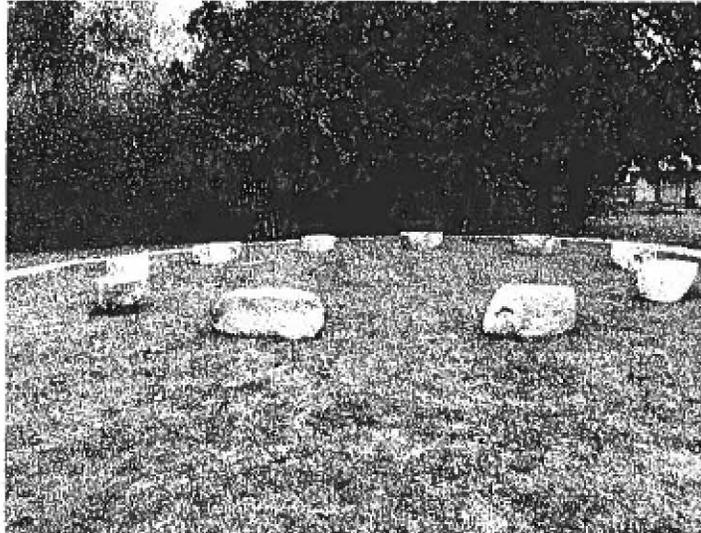
**Subject: City of Burnaby Parks, Recreation & Cultural Services Playground Grants**

Dear City of Burnaby,

I would like to take this opportunity to introduce myself to the City of Burnaby Parks, Recreation and Cultural Services. My name is Maria Gunner and I am the Chair Person for the Community Council (PAC) at Edmonds Community School. We are pleased to learn about the Playground Grants and we are submitting this grant proposal for an Outdoor Classroom at Edmonds. After careful consideration and a wide range of input from the Edmonds staff, students and families, we are submitting our application for an Outdoor Classroom based on the following criteria and budget:

Criteria:

- Edmonds Community Council has approved spending of \$4,000 for the playground development project, as a cost sharing venture. Please find proposed budget attached to this letter.
- Edmonds Community Council has the funds in our account. The funds are ready to be allocated upon approval of this grant application.
- The Outdoor Classroom will be accessible to public.
- We understand this grant can only be applied for once every four years.
- We will honor feedback from Parks, Recreation and Cultural Services staff
- Chris McAuley, SD41 Director of Facilities, has approved the project and its installation of the playground within 12 months of the grant approval. A letter of support is on its way from Russell Horswill, Secretary Treasure with the Burnaby School District.



**Budget:**

- 12 River Rock Granite Block Benches, Medium height = \$6,600  
3'-4' in length, 18" wide and 25" tall
- Taxes, freight and placement charges = \$1,156
- Total Estimated Cost: \$7,756.00
- Edmonds Community School Community Council has a budget of \$4000 so we would like to request \$3,756 from the City of Burnaby to support this project.

Thank you for your consideration and support.

Sincerely,

Maria Gunner  
Community Council Chair Person  
Edmonds Community School  
Phone: 778-714-8668  
Email: [imin2rocknroll@hotmail.com](mailto:imin2rocknroll@hotmail.com)

**CRITERIA FOR PLAYGROUND DEVELOPMENT FUNDING REQUESTS**

The purpose of the Playground Development Grant is to recognize the fundraising efforts of Burnaby parents and Parent Advisory Councils, as well as improve the play experience at school playgrounds for the community at large, as a valuable way to participate in physical activity and connect with neighbours who use these assets.

**CRITERIA:**

1. The project is initiated and cost shared by a parent group and the Burnaby School Board. The parent group must have 50% of the project cost raised at the time of the request. The Playground Development Grant will provide matching funds up to a maximum of \$4,000.
2. The facility will be accessible to the public and thus provide a public benefit beyond serving the schoolchildren during school hours.
3. The parent group may request a grant once every 4 years.
4. The remainder of the funding for the entire project needs to be either in place or very close to being finalized.
5. Parks, Recreation & Cultural Services staff will be allowed input into the design process.
6. The Burnaby School Board must approve the project and its installation of the playground within 12 months of the grant approval. Consequently, a letter from the School District must be included with the request. The parent group may contact Sandra Brunner ([Sandra.Brunner@sd41.bc.ca](mailto:Sandra.Brunner@sd41.bc.ca)) to arrange for a letter of support.
7. The grant can be used for equipment and/or for the purchase and planting of trees and/or shrubs for the playground area or garden projects.

**OPERATIONAL GUIDELINES:**

1. Projects are considered on a first come, first served basis. Requests will be received and time dated after the 3<sup>rd</sup> Monday of January of the year the grant is available.
2. Playground Development Grants are only available if approved in the City of Burnaby's Annual Capital Budget.
3. In the event the Playground Development Fund is completely allocated prior to year-end, staff will advise Commission of all subsequent requests for their consideration.

Revised 2011 December

P:/playground development grant criteria.docx