

PARKS AND RECREATION COMMITTEE

#506.1

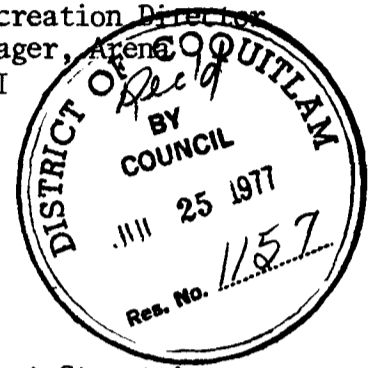
MINUTES

A meeting of the Park and Recreation Committee and its Advisory Board was held in the MacDonald-Cartier Room of the Social Recreation Centre, 630 Poirier Street, Coquitlam, on Wednesday, July 13, 1977 at 7:00 p.m., with the following members present:

Committee: Ald. L. Garrison, Chairman
Ald. J. Parks, Deputy Chairman
Ald. L. Bewley, Member

Advisory Board: Mrs. A. Woollam
Mr. B. Sullivan
Mr. H. Peake

Staff: D. L. Cunnings, Park & Recreation Director
S. Shigehiro, Program Manager, Arena
J. Robertson, Secretary II



ITEM 1 - DELEGATIONS

No delegations appeared before the meeting.

ITEM 2 - CORRESPONDENCE

- 2.1 J. & T. Gordon - Dust & Noise Problem on Hillcrest Street Across from Mundy Park - The meeting discussed the possibility of black-topping the gravel entrance road to Mundy Park directly across from 642 Hillcrest Street to a distance of 30 feet in from Hillcrest as well as the other unpaved entrances leading into the park in conjunction with the re-paving of Hillcrest Street scheduled for early this fall. The meeting recommended that this proposal be referred to Council's Public Works Committee for its consideration.
- 2.2 V. Burdett - East Coquitlam Area Recreation Programme Lack of Opportunity - The Committee discussed at some length Mrs. Burdett's suggestion that the Farmers' Institute Hall might be used by the residents to operate a pre-school program. While it was noted that the building is under lease to the Meridian Heights Farmers' Institute until March 31st, 1981, arrangements might possibly be made to use the said building in the mornings or early afternoons for a pre-school type program. The meeting instructed the Director to be in touch with Mrs. Burdett to ascertain how many children might take advantage of such a program, what equipment might be required and, more importantly, what role are the residents prepared to assume in the operation of such a program.

THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

"That a request be forwarded to Statistics Canada for the provision of demographic information to facilitate the planning of recreation programmes in various areas within the District of Coquitlam."

APP'D BY
CO. RES
#112-8/77

ITEM 3 - DIRECTOR'S REPORT

3.1 Hartley Park Security and Floodlighting Proposal - THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

- "That no action be taken on this matter in as much as:
 - (1) The RCMP advise that the problem has dissipated;
 - (2) To install lighting in a park principally to arrest a social problem would be a dangerous precedent; and
 - (3) The proposed lighting would not solve the problem but, rather, shift the problem."

APP'D AS
COMMENDED BY
CO. RES
#112-9/77

ITEM 3 - DIRECTOR'S REPORT (Continued)

- 3.2 Mackin Park Client/Architect Agreement - The meeting reviewed the Client/Architect Agreement between the District of Coquitlam and Justice & Webb Landscape Architects Ltd. for the Mackin Park Referendum Project and, prior to execution of the said document by the signing officers of the District of Coquitlam, the Director was requested to take the following actions:
- (1) Have the agreement amended to include a clause stating that the total architectural fee is not to exceed 10% of the total monies allocated by referendum to this project;
 - (2) With reference to clause (b) on page 3 of the agreement, specify to the architect a limitation on trips from their office to the site, ie. employees living in Coquitlam to be assigned Mackin Park work to economize on travelling expenses; and,
 - (3) Determine, through consultation with the Municipal Solicitor, our chances of obtaining document ownership in this case.
- 3.3 Arena Annex Brine Leak - This report was received for information.
- 3.4 1977 Summer Programme - This report was received for information.
- 3.5 Upper Coquitlam River Park Re-Development - This report as well as the consultant's re-development plan were received for information.
- 3.6 Lafarge Park Lease - The receipt of this duly executed lease by the Clerk's Office was noted by the meeting.
- 3.7 Proposed Bus Stop on Winslow Avenue - A plan showing the proposed bus stop on the northern side of Winslow Avenue immediately below Chimo Pool was circulated to the meeting for comments. Alderman Parks advised that Mr. G. Crews would be in contact with the Director shortly to inform the department of the Rotary Club's donation of a shelter to be erected at this bus stop. Concern was also expressed over the lack of lighting in this area as well as at the bus stop itself. The Director advised the meeting that lights would be installed along the driveway from the said bus stop up to the Chimo Pool front entrance and suggested that the installation of lights at the bus stop proper should be considered.

ITEM 4 - STAFF REPORTS

No staff reports were received.

ITEM 5 - OTHER BUSINESS

- 5.1 Sub-Committee Report re Use of Public Land for Day Care Centres - The meeting reviewed this said report presented by Mr. Howard Peake, Sub-Committee Chairman, and after considerable discussion on the matter, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

- "1. That buildings exclusively for the use of day care centres not be permitted on public land more commonly known as Parkland.
2. That where day care services are needed, such services be carried out in existing or proposed recreational and/or community centres situated on municipal property, provided day care services are only a minor purpose for proposed centres.
3. That recognizing a need for day care services specifically in the Burquitlam area, the District of Coquitlam should send a questionnaire to every household in the Burquitlam area to quantify the need, provided Council can obtain an immediate facility from which to carry out such day care service. In quantifying the need, the questionnaire would pay particular attention to:
 - (a) Transportation needs;
 - (b) Ages of children;
 - (c) Marital status of parent or guardian; and
 - (d) Projected years of day care required for each child."

APPROVED BY
CO RES #1160/77

ITEM 5 - OTHER BUSINESS (Continued)

- 5.2 Coquitlam/Port Coquitlam Border Programs and Facilities Meeting - The Chairman read a memorandum received from the Director stating that he was advised by Ms. Janna Taylor, Recreation Director, City of Port Coquitlam, that it would be the later part of August before a joint meeting could be convened on border programming.
- 5.3 Bonfire Problem - Poirier and Laurentian Area - The Chairman read a memorandum from Mayor J.L. Tonn dated June 23rd, 1977 stating that a resident had advised him of problems with bonfires in the wooded area between Poirier and Laurentian, south of the Coquitlam Sports Centre, and the meeting instructed staff to have increased park and police patrols of the said area and, further, that the bush area in question be considered for development during the 1978 budget discussions.
- 5.4 Park Proposal and Park Needs - Dewdney Trunk Area - The Director recommended that this study be undertaken jointly by the Park and Recreation Committee and the Planning Department and the meeting agreed unanimously that this be the case.

ITEM 6 - TABLED ITEMS

- 6.1 Congratulatory Letter re Tennis Program Coordinator - This letter was received for information.
- 6.2 Dogwood Pavilion July Newsletter - This newsletter was received for information and the Chairman commented that this newsletter was a very good effort.
- 6.3 Lease re: Meridian Heights Farmers' Institute Hall - This item was received for information.
- 6.4 Ranch Park Community School, June 15th Meeting Minutes - These minutes were received for information. The meeting held a short discussion on the content of these minutes and THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

"That the Director be instructed to write to the Ranch Park Community School Advisory Committee and state the Department's view on the present status of the Ranch Park Community School in terms of the problems encountered by our staff in the operation of same."

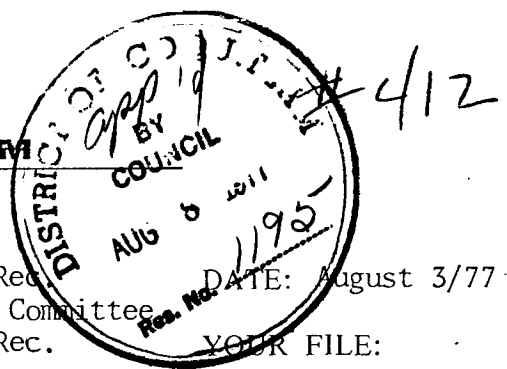
ITEM 7 - ADJOURNMENT: The meeting adjourned at 8:45 p.m.

Alderman L. Garrison
Chairman


D.L. Cummings
Executive Secretary

APP'D BY
RES
11 01/77

DISTRICT OF COQUITLAM



Inter-Office Communication

TO: Ald, L, Garrison, Chairman DEPARTMENT: Park & Rec. Committee
 FROM: S. Shigehiro, Acting Director DEPARTMENT: Park & Rec. YOUR FILE:
 SUBJECT: Tenders for Renovations and Extension to Chimo Pool Building OUR FILE: 102.6.5
 FOR ONWARD TRANSMITTAL TO THE REGULAR MEETING OF COUNCIL

Tenders for the Chimo Pool dressing room renovations and storage room extension closed at 3:00 p.m. on Wednesday, July 27, 1977, with the following bids being received:

- (1) Ratcliffe Construction \$42,999 - no completion time indicated
- (2) International Construction Company \$34,743 - 6 weeks for completion
- (3) Hartley Leslie Ltd. \$37,300 - 8 weeks for completion

The bids reflect a total cost which includes both the dressing room renovations and the storage room extension.

With all bids being over the allocated Park and Recreation Department capital budget of \$33,000 (\$21,000 for the dressing room renovations and \$12,000 for the storage room extension) - a sum which must include architectural fees - the writer had requested the firm of Carlberg Jackson Partners to contact the low tenderer, International Construction Company and ask them to provide a cost breakdown separating the dressing room renovations from the storage room extension cost.

The breakdown given by International Construction is as follows:

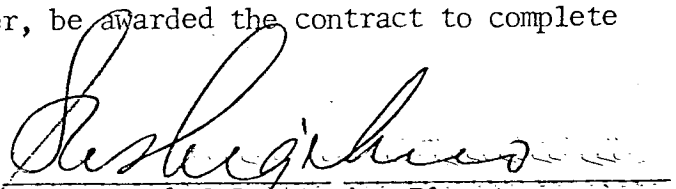
Chimo Pool Dressing Room Floor Renovations	\$21,294
Storage Room Extension	<u>13,449</u>
	\$34,743
Plus Architect fees (upset fee 13% of \$34,743)	<u>4,517</u>
Grand total:	<u>\$39,260</u>

This total reflects a difference of \$6,260.00 between the allocated capital budget and the lowest bid received.

The annual closure of Chimo Pool for maintenance purposes is expected to commence on Saturday, August 6, 1977, and is to last until Friday, September 2nd, 1977 - a period of four weeks. If it is deemed necessary, however, the closure may be extended up to and including September 11, 1977. The fall swim programme will commence on September 12, 1977.

RECOMMENDATION: The writer would recommend for Council's consideration:

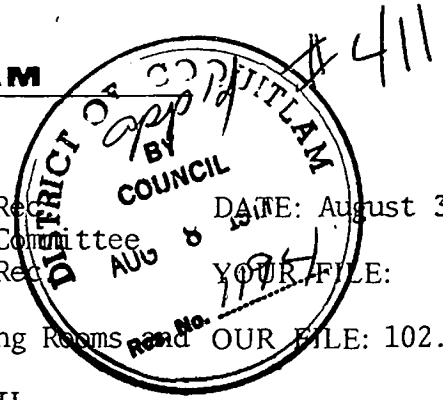
"That additional funds amounting to Six Thousand Two Hundred and Sixty Dollars (\$6,260.00) be provided from the General Provision for Operating Capital purposes as contained within the 1977 annual budget for total completion of the Chimo Pool floor renovations and the storage room extension and that International Construction Company; being the low tenderer, be awarded the contract to complete the renovations and extension."


 Acting Park & Recreation Director

DISTRICT OF COQUITLAM

Inter-Office Communication

TO: Ald. L. Garrison, Chairman DEPARTMENT: Park & Rec
FROM: S. Shigehiro, Acting DEPARTMENT: Park & Rec
Director
SUBJECT: Client/Architect Agreement - Alterations to Dressing Rooms
Storage Room Addition to Chimo Pool
FOR ONWARD TRANSMITTAL TO REGULAR MEETING OF COUNCIL



In light of comments contained in a memorandum dated July 28, 1977, from the Municipal Solicitor, the writer was in contact with Mr. Ken Webber of Carlbert Jackson Partners. According to Mr. Webber, the words "See Schedules 'A' and 'B'" under subsection (c) of Article VI on page 5 refers to subsection (d) of Article VI pertaining to fees for any "New Work and Additions". You will note on page 5 under the subsection "New Work and Additions", that the rates have not been filled in and the fees under this subsection, if required, would be the same as shown in Schedules 'A' and 'B'.

RECOMMENDATION: The writer would recommend for Council's consideration:

"That the District enter into a contract with Carlbert Jackson Partners, Architects, and that the fees whether for basic professional services, additional services, overtime and consulting services shall not in the aggregate amount to more than thirteen percent (13%) of the cost of the work of additions and alterations to the Chimo Pool building and such contract shall become binding upon the District when duly executed and delivered for and on behalf of the Corporation by the Mayor and the Municipal Clerk who are specifically authorized to sign the same and to affix the Corporate Seal thereto and to deliver the same and that all as the Act and Deed of the District of Coquitlam."


Acting Park & Recreation Director

SS/jr
Attach.

Mr. Stan Shigehiro,
Acting Director,
Mr. T. Klassen,

Parks and Recreation
Department,
Municipal Clerk.

August 11, 1977

Client/Architect Agreement - Alterations to Dressing Rooms
and Storage Room Addition to Chimo Pool.

Attached is one completed copy of the described Client/
Architect Agreement which should be forwarded on to Carlberg
Jackson Partners.

You may wish to make a copy of this agreement for your
own file with respect to the proposed addition.

The original copy of the Client/Architect Agreement has
been given to the Municipal Treasurer for his files.

T. Klassen,
Municipal Clerk.

TK/sa

c.c. to: Municipal Treasurer.

Att'd.

DISTRICT OF COQUITLAM

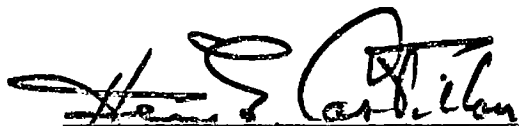
Inter-Office Communication

TO: Stan Shigehiro DEPARTMENT: Parks & Recreation DATE: July 28, 1977
FROM: Henry G. Castillou DEPARTMENT: Legal YOUR FILE:
SUBJECT: Client Architect Agreement - Chimo Pool - Carlberg Jackson OUR FILE: 25/4/2

In perusing this agreement in Article VI Fees and Disbursements under Schedule "A" - Maximum Fee the upset price is described as 13% of the cost of new work and renovation work. I take it there is renovation work. Schedule "B" - Hourly Fee Schedule read with Schedule "A" do not make sense. However, under Article VI, on the bottom of Page 4 it states "For specific description, where required, see Article IX". If you read Article IX on page 6 with Sections (a) and (b) of Article VI the two fit together and are, in my opinion, sufficient to show the proper intent.

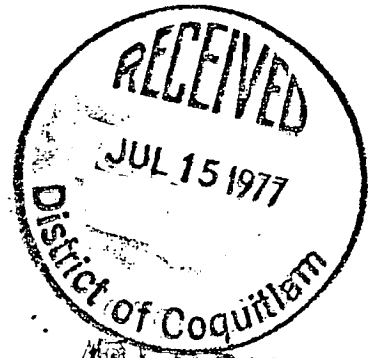
However, the words "See Schedules "A" and "B" above" are contained under subsection (c) of Article VI on page 5. This may not be correct. To me it means nothing if read in that manner. However it may mean that it refers to ss. (d) of Article VI. If that is the case I am still not clear where it fits in.

The rest of the contract is fine.

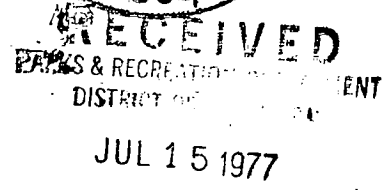

Henry G. Castillou
Municipal Solicitor

HGC/lm

July 14, 1977



Mr. D. L. Cunnings
Department of Parks & Recreation
District of Coquitlam
1111 Brunette Avenue
Coquitlam, B.C.
V3K 1E8



Dear Sir:

Re: Client/Architect Agreement Chimo Pool

Please find enclosed two copies of the Client/Architect Agreement which we are submitting for your approval.

As per our telephone conversation, we would draw your attention to the fee schedule. You will note that we have advocated an hourly schedule with an upset fee of 13% based on the cost of the work. We feel that this arrangement is to our mutual benefit.

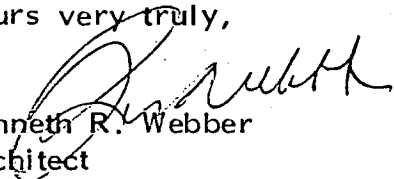
The project is very small and yet involves structural, mechanical and electrical engineering input. Engineers all charge on an hourly schedule for such small work.

We appreciate that the Client needs some protection and, therefore the maximum fee of 13%. We might add that this was the fee under the old schedule which has been in effect for some years for work in the alteration class.

As per our discussion, I would hope it could be done for less than the maximum. The efficiency of contractors, approvals, etc., are increasing architectural and engineering costs at an incredible rate and therefore the need for higher maximums.

After your perusal, we would appreciate receiving one copy duly signed and approved.

Yours very truly,


Kenneth R. Webber
Architect

KRW:rf

Enclosures

THE STANDARD FORM OF AGREEMENT BETWEEN CLIENT AND ARCHITECT

THIS AGREEMENT made in duplicate the 12th day of July in the year Nineteen Hundred and seventy-seven by and between The District of Coquitlam hereinafter called the "Client", and Carlberg Jackson Partners hereinafter called the "Architect".

WHEREAS the Client intends to erect alterations to the dressing rooms and a storage room addition to Chimo Pool, Poirier Street, Coquitlam, B.C.

NOW THEREFORE, The Client and the Architect for the considerations hereinafter named, agree as follows:

ARTICLE I. The Architect will perform for the above named work professional services as hereinafter set forth.

ARTICLE II. The Architect's Basic Services.

(a) General Professional Services. The Architect's professional services consist of taking the Client's instructions; preparing the architectural program based upon the written functional program furnished by the Client as set forth in Article IV hereof; preparing preliminary and design development drawings; making preliminary estimates when requested by the Client; preparing working drawings and specifications; assisting in the drafting of forms of tenders, proposals and contracts and advising on tenders and proposals; selecting and instructing engineering consultants when required; furnishing to the Contractor copies of the contract drawings and specifications and such large scale and full-size detail drawings as are necessary for the proper carrying out of the work; checking of shop drawings; issuing Certificates for Payments; examining and passing accounts; and the general administration of the Construction contract; providing all documents as required for the processing and incorporation into the building of all items covered by cash allowances included in the Contract Documents; conducting a construction progress review related to the date of substantial completion incorporating contract deficiencies and items to be corrected and inspecting as required on completion of deficiencies; receiving and transmitting to the Client written guarantees, and Owner's manuals provided by the contractor; recommending to the Client regarding holdback of funds; inspecting the work and reporting thereon during construction and at the end of one year construction contract guarantee period.

The Architectural Program aforesaid shall include:

- (i) A statement of the net areas of all rooms and additional areas normally included in the "gross area" of a building;
(ii) Basic standards for and performance requirements of the various systems such as mechanical, electrical, plumbing, refrigeration and others as may be required.
(iii) A statement of area requirements to accommodate the plans to any long term plans stated in the functional program.

(b) **Preliminary Estimates of Cost.** When requested to do so, the Architect will prepare or procure preliminary estimates of the cost of the work, but he does not guarantee the accuracy of such estimates and if requested he will review and if necessary revise such estimates from time to time, as the preparation of drawings and specifications proceeds. Exact costs will only be determined when contract tenders are received.

(c) **Administration of the Contract and Inspection of the Work.** To the extent provided by the contract between the Owner and the Contractor, the Architect shall make decisions on all claims of the Owner and the Contractor and on all other matters relating to the execution and progress of the work or the interpretation of the Contract Documents.

The Architect will make periodic visits to the site to familiarize himself generally with the progress and quality of the work, and to determine in general if the work is proceeding in accordance with the Contract Documents. During such visits he will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the work, and he will not be legally or contractually responsible for the Contractor's failure to carry out the construction work in accordance with the Contract Documents. On the basis of his observations while at the site, he will keep the Owner informed of the progress of the work and will endeavour to guard the Owner against defects and deficiencies in the work of Contractors, and he may condemn work as failing to conform to the Contract Documents.

(d) **Certificates for Payment.** Based on the Architect's observations on the site as noted above, and the Contractor's Application for Payment, he will determine the amount owing to the Contractor and will issue Certificates for Payment in such amounts. These Certificates will constitute a representation to the Owner, based on such observations and the data comprising the Application for Payment that the work has progressed to the point indicated. By issuing a Certificate for Payment, the Architect will also represent to the Owner that, to the best of his knowledge, opinion and belief, the quality of the work is in accordance with the Contract Documents. He will conduct inspections to determine the dates of substantial and final completion and will issue a final Certificate for Payment.

(e) **Resident Field Inspector.** If constant representation on the job by the Client during the progress of the work is desired by the Client, a Resident Field Inspector, acceptable to both the Client and the Architect, shall be engaged by the Architect. His salary shall be approved and paid by the Client. The Architect shall not be legally or contractually responsible for any neglect or default of such Resident Field Inspector.

ARTICLE III. Additional Architectural Services.

The following additional services may be provided by the Architect at the request in writing of the Client; and for which the Architect shall be paid as set out in Article VI (a) and VI (b).

- (a) Assistance in the preparation of functional program;
- (b) Preparation of reports relating to long range or other plans not included in the responsibilities of the Architect under general professional basic services;
- (c) Preparation of alternate building or systems designs when such are required by the Client to be developed and documented fully as, for example, would be required to obtain competitive tender prices;
- (d) Assistance in the preparation of detailed pre-construction operating cost budgets;
- (e) Revision of reports, estimates, preliminary studies and design development studies due to changes in the functional or architectural program for the project or changes in the design after completion of the design development studies and authorization to proceed further including, but not limited to, changes in size, planning relationships, complexity and/or character of construction;
- (f) Preparation of designs not included in the Construction Contract Documents but for future implementation;
- (g) Preparation of Construction Contract Documents for alternate prices requested by the Client for construction of work which is not awarded;
- (h) Provision of special analysis of Client's needs such as operational analysis, preparing operating or maintenance manuals, operating drawings and/or charts;
- (i) Provision of special inspections and testing material;
- (j) Preparation of bills of materials, measuring quantities of work performed during construction, preparation of shop drawings;
- (k) Provision of management and provision for purchasing and expediting and scheduling services during construction;

- (l) Preparation of drawings, specifications, change orders, prime cost items, etc., and administering same for additions and/or deletions to the Contract where such are initiated or requested by the Client where such are not in fact used in the implementation of the work, or where the utilization thereof results in a reduction in the Contract price;
- (m) Provision of sets of reproducible record prints of drawings showing variations to the Contract drawings, based upon data provided by the Contractor to the Architect including executed change orders. (The Architect does not guarantee the accuracy of the information provided him by the Contractor);
- (n) Provision of additional or extended services during construction made necessary by:
 - (i) Work damaged by fire or other causes during the term of the Contract;
 - (ii) Defective or neglected work of the Contractor;
 - (iii) Excessive prolongation of the construction period beyond the contract completion date;
 - (iv) Variation by the Client of the work schedule where variation is made after the work schedule has been approved by the Client and involves provisions for architectural services beyond established office working hours, i.e., overtime costs when approved by the Client;
 - (v) The Contractor's default under the Construction Contract due to delinquency or insolvency of himself or those engaged by him;
 - (vi) Defective or neglected work, information or operations by the Client;
 - (vii) Appearing in litigation, arbitration, or negotiation proceedings on behalf of the Client.
- (o) Additional instruction required to be given to the Client beyond the instructions provided for in the Construction Contract Documents;
- (p) Except as provided under Article VI(a) (i) and (ii), additional services arising out of separate contracts, cost plus contracts and pretended contracts.

ARTICLE IV. The Client's Responsibilities.

- (a) Briefing the Architect. The Client shall instruct the Architect fully with respect to the project and will provide him with a written functional program which shall:
 - (i) Contain a statement of the nature of the services to be provided by the building to be constructed;
 - (ii) Describe in detail the proposed functions of each department and the nature of the functions of all personnel;
 - (iii) A list of all rooms or spaces required and the functions intended to be performed in each and the special equipment necessary to each function;
 - (iv) Statement of the relationships of spaces to each other functionally and physically and an indication of their sizes, areas or occupant capacities, required by the Client;
 - (v) A statement of long term plans for the building such as might be pertinent to the present planning and design;
 - (vi) Budget limitations.
- (b) Surveys, Borings and Tests, etc. The Client shall furnish, or reimburse the Architect for obtaining an accurate survey of the building site, including all information and all surveyor's services required for the setting out of the structure, and giving the grades and lines of streets, pavements, adjoining properties, and structures thereon, the rights, restrictions, easements, boundaries and contours of or affecting the building site. He shall provide also, or reimburse the Architect on account of direct costs for procuring full information as to sewer, water, gas, electrical and other public utilities services. The Client shall pay also for borings or test pits and for chemical, mechanical and other tests which may be required. The Architect shall not be responsible for costs or damages arising from errors or omissions in the provision of any of this information supplied by the Owner.
- (c) The Client shall furnish, or reimburse the Architect for obtaining any necessary legal advice, and for any advertising incidental to obtaining tenders, and for any permits or licenses which may be required.
- (d) Client's Decisions. The Client shall give due consideration to all sketches, drawings, specifications, tenders, proposals, contracts and other documents laid before him by the Architect and, whenever prompt action is necessary, he shall inform the Architect of his decisions in such reasonable time as not to delay the work of the Architect nor to prevent him from giving drawings or instructions to Contractors in due season.

ARTICLE V. Provisions and Conditions.

- (a) **Definition of "Cost of the Work".** "Cost of the work", except as hereinafter provided, means the cost to the Client of the work and approved additions thereto including Contractor's profits and expenses but not including Architect's and Engineering Consultant's fees or the fees of other special consultants or reimbursements or the salary of a Resident Field Inspector. Should labour or material be furnished by the Client below its market cost or should old materials be reused, cost is to be interpreted as the cost of all materials and labour necessary to complete the work as such cost would have been if all materials had been new and if all labour had been paid for at market prices current when the work was ordered. Cost of the work should include the cost of all installation carried out by municipal or utility personnel where such work is designed by the Architect or Consulting Engineer.
- (b) **Sales Tax Exemption.** Where a refund or exemption of Sales Tax is granted to the Client on any materials and/or equipment, the amount of such Sales Tax shall be included in the "Cost of the Work".
- (c) **Abandoned or Suspended Work.** If any work undertaken by the Architect is abandoned or suspended in whole or in part, the Architect shall be paid on abandonment or suspension for the services rendered on account of such work, in accordance with and proportionate to the schedule of payments hereinafter stated.
- (d) **Consultants.** The Architect shall engage specialist engineering professional assistance for Structural, Mechanical, Heating and Ventilating (with or without Refrigeration as required), Plumbing and Drainage and Electrical work. The engineers engaged shall be as selected by the Architect but the Client shall have the right to approve or reject the selection prior to their engagement. The Client agrees to sharing in the fees for such engineers as is provided hereafter. If the Client wishes to bring in other Consultants on the work or any part of it the Architect has the right to approve or reject the other consultant(s) and once agreed to, the Architect will collaborate with him (them) and the fees of such consultant(s) shall be paid by the Client, and the Architect shall be paid by the Client a fee for time spent on co-ordination as for additional services hereunder. There shall be no additional co-ordination fee paid to the Architect where he is required to co-ordinate with a Quantity Surveyor engaged and paid by the Client for purposes of cost control.
- (e) **Constructional Emergencies.** While the work is in progress, the Architect may on behalf of, and as Agent of the Client, order and cause to be performed such conservatory or remedial work as in his discretion seems necessary or expedient in the Client's interest in case of constructional emergencies occurring. The cost of such work shall become part of the "Cost of the Work" (Article V (a)). No deduction shall be made from the moneys payable to the Architect because of penalties, liquidated damages or other sums withheld from payments to Contractors or other persons engaged on the work.
- (f) **Building Codes and By-Laws.** While the Architect shall to the best of his ability interpret codes and by-laws as they apply to the project, it is understood by the Client that as the project progresses, the interpretation of the codes and by-laws by the public authority may differ from the interpretation of the Architect and any extra cost necessary to conform to the interpretation placed upon the codes and by-laws by the public authority will be paid by the Client.
- (g) **Ownership of Documents.** All drawings, specifications and documents prepared by the Architect are instruments of service for the execution of the work and are the property of the Architect whether the work be executed or not, and he reserves the copyright therein and in the work executed therefrom, and they are not to be used on any other work without the written permission of the Architect.

ARTICLE VI. Fees and Disbursements.

The Client shall pay the Architect:

- Schedule 'A' - Maximum Fee**
- (a) **Basic Professional Services.** For the basic professional services set forth in Article II, a fee of **13%** of the cost of new work, ~~or a fee of 13% of the cost of alteration and renovation work,~~ provided that:
 - (i) **Cost Plus Work.** If the work or any part thereof is let on a cost-plus basis, the Architect's fee shall be increased because of the additional services required by an amount equal to **N/A%** of the basic fee;
 - (ii) **Separate Contracts.** If the work or any part thereof is let under separate contracts, the Architect's fee shall be increased because of the additional services required by an amount equal to **N/A%** of the basic fee.

(Generally, alteration and renovation work means work required to be done to existing structures and services and work done within existing structures to permit servicing of and connection to additions thereto or to new structures. For specific description, where required, see Article IX).

Schedule 'B' - Hourly Fee Schedule

(b) ~~Additional Services~~. For the ~~additional~~ services set forth in Article II, an amount based upon the time expended by the Architect and his staff as follows:

Architect: /Engineer per hour. **Partner - \$47.00, Project Arch/Eng. - \$35.00**

Staff: An amount per hour equal to the monthly staff salary multiplied by the factor ~~0.17~~ **.020**.

(c) **Overtime.** When overtime work is specifically requested in writing by the Client because of extraordinary requirements of the Client, the Client shall pay the Architect the cost to the Architect of such overtime payments;

See Schedules 'A' and 'B' above.

(d) **Consultant's Services.** A portion of the fee for Consultant's services described in Article V (d) as follows:

New Work and Additions. A portion of the charges for Consultants' services based upon the respective portions of the cost of the work in accordance with the scale of fees of the Consulting Engineers' Division of the Association of Professional Engineers of British Columbia as follows:

	Total Engineering Fee	Architect Pays	Client Pays
Mechanical (Heating & Ventilating & Refrigeration)	%	%	%
Plumbing & Drainage	%	%	%
Electrical	%	%	%
Structural	%	%	%

Alteration Work in accordance with the scale of charges above set forth as follows:

	Total Engineering Fee	Architect Pays	Client Pays
All Engineering	%	%	%

(e) **Disbursements.** The following disbursements made by the Architect which shall be increased to cover office services and handling by 5% where expenses are incurred by the Architect and 10% where incurred by the Consulting Engineers:

(i) The cost of blueprinting or reproduction of documents and binding thereof beyond the following:

Working Drawings	25 copies-
Specifications	25 copies
Detail Drawings	25 copies

(ii) The expense of transportation, subsistence and lodging when travelling in connection with a project beyond 20 miles of the Architect's office. Car expense shall be charged at **N/A** per mile and other means of travel at cost.

(iii) The expense of long distance telephone calls, telegrams and telex; **N/A**

(iv) The expense of reproduction of information, drawings, specifications and other documents necessary to and fees paid for securing approval of regulatory agencies having jurisdiction over the project; **N/A**

(v) The expense of any special consultants authorized by the Client;

(vi) Expense of providing and maintaining such site offices, telephones and telex as required for use by the Architect and Consultants, such arrangements to have prior approval by the Client.

ARTICLE VII. Payment of Fees.

(a) Basic Services. On completion of each of the itemized services, the Architect shall be entitled to the proportion of the total fee as shown:

(i)	Not Less Than	Cumulative Total
• Completion of Architectural Program and/or schematic Design Phase	10%	10%
• Design Development and Sketch Drawing	15%	25%
• On completion of approximately 75% of working drawings	35%	60%
• On completion of Contract Documents	10%	70%
• Tender period services to award of Contract	5%	75%
• Construction phase services	25%	100%

(ii) Notwithstanding the foregoing, the Architect may, if services are extensive, charge the Client monthly on an estimated basis but consistent with the foregoing schedule.

(iii) For the construction phase services, the Architect shall be paid as construction progresses on the basis of the Certificates for Payment.

(b) Additional services shall be paid for as the services are rendered.

(c) Accounts are due when presented. Accounts unpaid 30 days after presentation shall bear interest at.....
1%.

ARTICLE VIII. Assignment.

- (a) This Agreement shall enure to the benefit of and be binding upon the Parties hereto, and except as herein after otherwise provided, their executors, administrators, successors and assigns.
- (b) If the Architect party hereto is an individual and dies or becomes incapacitated before his services hereunder have been completed, this Agreement shall be cancelled as of the date of his death or incapacity, and the Client shall pay for the services rendered and disbursements made to the date of cancellation.
- (c) If a Party to the Agreement who is an individual should desire to bring in a partner or partners, or if a Party which is a partnership should desire to bring in a new partner or partners to share the benefit and burden of this Agreement, he or they may do so and he or they will promptly notify the other party of such action.
- (d) Except as aforesaid neither party may assign this Agreement without the consent in writing of the other.

ARTICLE IX. ~~Additional~~ Terms.

The following additional terms are added and shall become a part of this Agreement:

It is agreed that the Architect shall charge on an hourly fee basis

(Schedule 'B') for the required services to an upset fee of 13% (Schedule 'A').

The Architect is to retain engineering consultants and bill the Client accordingly.

Gross architectural and engineering fees are not to exceed 13% of the cost of the work.

ARTICLE X. Arbitration.

- (a) All matters in dispute under this Agreement shall be submitted to arbitration at the instance of either party.
- (b) No one shall be nominated or act as arbitrator who is in any way financially interested in the conduct of the work or in the business affairs of either party.
- (c) The laws of the Province of **British Columbia** shall govern the arbitration.
- (d) The award of the arbitrator or arbitrators shall be final and binding upon the Parties and this covenant to submit to arbitration is to be construed as an integral part of this Agreement between the parties.

IN WITNESS WHEREOF the Parties hereto have executed this Agreement.

.....)
.....)
.....)
.....)

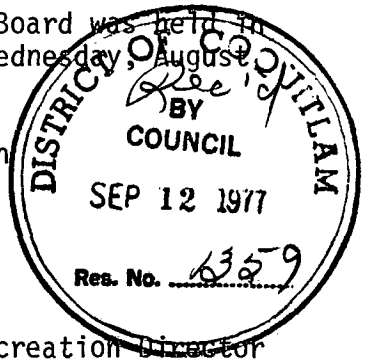
.....)
Client
CARLETON JACKSON PARTNERS
Ben H. Smith
Architect
[Signature]

DISTRICT OF COQUITLAM PARK & RECREATION COMMITTEE

#506

MINUTES

A meeting of the Park and Recreation Committee and its Advisory Board was held in the Chimo Pool Lounge, 620 Poirier Street, Coquitlam, B.C., on Wednesday, August 31st, 1977, at 7:30 p.m., with the following members present:



- Committee: Ald. L. Garrison, Chairman
- Advisory Board: Mrs. A. Woollam
Mr. H. Peake
Mr. G. Longstaff
- Staff: D. L. Cunnings, Park & Recreation Director
A. Saenger, Superintendent of Parks

ITEM 1 - DELEGATIONS

Como Lake Park - Mr. A. Raven of 660 Gatensbury Street, Coquitlam, B.C. appeared before the meeting and stated that 35 residents had attended an earlier meeting at his home together with Mayor J. Tonn, Ald. J. Parks, Ald. M. Gregory and Ald. B. Robinson; and, on behalf of these said residents, requested the Park and Recreation Committee to take action on the following matters:

1. Consider restricting parking on the west side of Gatensbury Street contiguous to the log fence structure;
2. Designate the intersection of Smith and Gatensbury as a primary crosswalk entrance into the park;
3. Entertain the construction of a sidewalk on the west side of Gatensbury Street between Foster Avenue and the southern park pedestrian entrance;
4. That the park's two major unpaved parking lots be properly maintained and that a dust abatement program be adhered to;
5. That all parking lot vehicular entrances and exits be chained off and locked each evening to coincide with the Park Closing By-law;
6. That an aquatic weed abatement program be initiated forthwith;
7. Review the possibility of closing to the public all municipal parks one hours after sundown rather than 10:30 p.m.;
8. Consider planting only shrubs and perennials rather than annuals in the planting beds within Como Lake Park; and,
9. Remove all coarse fish from the lake in order that the trout stock may survive.

At the request of the Chairman, staff made the following comments:

- A) That over 50% of the flowers along Gatensbury Street within the park are perennials and that it takes time to establish flower beds which require a minimum amount of weeding.
- B) No municipal vehicular parking lot ~~is~~ chained off each night and it would appear extremely doubtful that the local RCMP Detachment could secure sufficient volunteers - in the form of auxiliary police - to physically administer even a partial parking lot "lockup" program.

Committee Recommendation: The meeting requested the Park and Recreation Director to retain the services of a consultant on aquatic weed control programs for small shallow lakes and to report back to the Committee no later than October 14, 1977 on both a short term and long term weed abatement program for the Committee's consideration.

ITEM #2 - CORRESPONDENCE

2.1 B.C. Games (Summer and Winter) - Invitation to Bid to Host 1978 B.C. Summer Games - After a review of the scale of existing municipal facilities, the possible budget implications and the time line associated to the August 1978 B.C. Summer Games, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APP'D B.C. Co. RES #

ITEM 2 - Continued

"That the District of Coquitlam not bid to host the 1978 B.C. Summer Games; but, rather, entertain submitting a bid for either the Summer or Winter Games at some future date in time."

2.2 Mr. & Mrs. J. Craig - Letter of Congratulations on Power Skating Program - The meeting received this complimentary letter.

2.3 Port Coquitlam and District Hunting and Fishing Club - Re-Naming of Upper Coquitlam River Park - THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

"That until such time as the Upper Coquitlam River Park is developed, no name change be considered at this time."

2.4 Simon Fraser Health Unit - Report on Blue Mountain Pool Dated August 25, 1977 - The meeting was advised by the Parks Superintendent that many of the eight comments contained in the Chief Public Health Inspector's letter were a result of the fact that the inspection was done two weeks prior to the close of the outdoor swimming pool season.

The Director advised the meeting that he and the Superintendent of Parks would be meeting with Simon Fraser Health Unit officials to discuss the eight points as well as the general condition of the twenty-year old Centennial Pool as viewed by Simon Fraser Health Unit authorities.

Committee Action: The meeting received the report for information.

2.5 and

2.6 Post-Secondary Recreation Student Field Work Programs - After reviewing letters from both the University of British Columbia and the Vancouver Community College, Langara, regarding the placement of field work students with the Coquitlam Park and Recreation Department, the meeting instructed the Park and Recreation Director to meet with representatives of both institutions with a view to providing field work opportunities within the Department's 1977-78 recreation programme.

ITEM 3 - STATUS OF BLUE MOUNTAIN POOL STRUCTURE - A. Saenger

The meeting received Mr. Saenger's memorandum dated August 26, 1977 and was advised by the Director that a consulting engineering report would be placed before the Park and Recreation Committee in the latter part of September 1977 regarding the Blue Mountain Centennial Pool structural condition.

ITEM 4 - OTHER BUSINESS

4.1 Minutes - Ranch Park Community School Committee Meeting, July 27, 1977 - The meeting received these minutes for information and requested the Park and Recreation Director to arrange a special joint meeting of the Park and Recreation Committee and the Ranch Park Community School Committee to discuss the status of this special cooperative project.

4.2 Planning Department Report - Supply and Demand for Parkland (Lower Ranch Park, Scoot Creek Area) - THE COMMITTEE RECOMMENDS FOR CONSIDERATION BY THE LAND USE COMMITTEE the following:

1. That acquisition of a one (1) - acre tot lot within the study area east of Scott Creek be initiated and that the source of funds for such an acquisition be the subject of negotiations with the developer.
2. That the private properties falling within the Hydro Right-of-Way west of Irvine Street and immediately adjacent to the Lougheed Highway By-pass between Como Lake Avenue on the south and the CPR main line on the north be acquired for a linear park in order to meet the demand objective of 6.9 acres of parkland east of Scott Creek.

ITEM 4 - Continued

4.2 Continued

- 3. That the Engineering Department be requested to study the desirability of having the Department of Highways fence the edge of the Loughheed Highway By-pass between Como Lake Avenue on the south and the Dewdney Trunk pedestrian overpass on the north, with a view to encouraging pedestrian use of the overpass.
- 4. That the Dacre Avenue park be expanded to 7.4 acres (excluding B.C. Hydro Right-of-Way) and that the negotiations relating to the exchange of B.C. Hydro lands for municipal lands regarding this subject site be accelerated by municipal staff.
- 5. That the Meadowbrook School site be assigned the playing field function for the Lower Ranch Park population catchment area and that the Park and Recreation Department report back on the feasibility of soccer and softball being appropriately accommodated on this said sloping Meadowbrook School site.
- 6. That construction of a bark mulch pathway along the banks of Scott Creek between the Dacre Avenue park and the eastern end of the Dewdney Trunk pedestrian overpass be undertaken by the Parks Division in 1978.

4.3 Centennial High School Recreation 12 Student Fitness Track Project - THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

"That the Centennial High School Recreation 12 students, under the direction of Mr. G. Betcher - together with the Director of Parks and Recreation - be authorized to plan and construct a fitness circuit, containing a number of exercise stations, on the bench lands and wooded area immediately north and contiguous to the Centennial High School running track."

APP'D BY
Co. RES
1862/77


4.4 Coquitlam Minor Hockey Association - Request for Sections of Wire Screen - THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

"That the Coquitlam Minor Hockey Association be granted their request for two (2) 3'X6' sections of the wire screen which is being replaced with glass in the main Coquitlam Sports Centre arena; and, further, that the remaining wire screen fencing material be disposed of through public auction."

APP'D BY
Co. RES
1862/77

ITEM 5 - ADJOURNMENT - The meeting adjourned at 9:00 p.m.

Alderman L. Garrison
Chairman

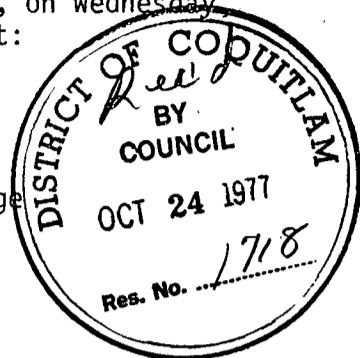

D. L. Cunnings
Executive Secretary

DISTRICT OF COQUITLAM PARK & RECREATION COMMITTEE

M I N U T E S

A meeting of the Park and Recreation Committee and its Advisory Board was held in the Municipal Council Chambers, 1111 Brunette Avenue, Coquitlam, B.C., on Wednesday, October 19, 1977, at 7:30 p.m., with the following members present:

Committee:	Ald. L. Garrison, Chairman Ald. J. Parks, Deputy Chairman Ald. L. Bewley, Member Mayor J.L. Tonn, Member at Large
Advisory Board:	Mrs. A. Woollam Mr. B. Sullivan Mr. H. Peake Mr. G. Longstaff
Staff:	D. L. Cunnings, Park & Recreation Director A. Saenger, Park Superintendent S. Shigehiro, Program Manager, Sports Centre



ITEM 1 - DELEGATIONS

1.1 Mr. R. Toevs, Past President of the Coquitlam Kinsmen Club, appeared before the meeting pursuant to Council Resolution #818/77 which reads:

"That Council agree in principle to the concept of a Participark being considered for Como Lake Park, and that the Director of Parks and Recreation be authorized to work out the details with the Coquitlam Kinsmen Club and report back to Council with a recommendation through the Park and Recreation Committee."

Mr. Toevs reviewed with the Committee the Participark layout plan and requested permission to construct such a Participark in Como Lake Park under the following conditions:

1. That the Municipality of Coquitlam have the Participark constructed in Como Lake Park;
2. That the Municipality of Coquitlam assume all the labour and equipment cost involved in the construction of the said Participark;
3. That the Kinsmen Club of Coquitlam will provide up to \$5,000.00 for the materials required for the construction of the Participark stations;
4. That the District of Coquitlam will provide day-to-day maintenance of the Participark;
5. That the continuous upkeep of sign replacement would be the responsibility of the Kinsmen Club of Coquitlam, while the upkeep of equipment would be the responsibility of the District of Coquitlam; and
6. That the Kinsmen Club of Coquitlam assume responsibility for ongoing promotion of this proposed Participark in cooperation with ParticipAction Canada and/or the National Kinsmen office.

Recommendation: Due to today's announcement from the Federal Government of its intention to provide a major transfusion of "make work" dollars, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

"That this proposed Participark project for Como Lake Park be referred to the 1978 Council for its consideration during Provisional Budget discussion and, further, that information be secured immediately on the 1977/78 Federal Government "Make Work" Program."

The Chairman thanked Mr. Toevs for his very informative presentation and asked him to convey to the membership of the Coquitlam Kinsmen Club the Park and Recreation Committee's sincere appreciation of this philanthropic club offer.

APP'D BY
CO. RES
1719/77

ITEM 1 - Continued

- 1.2 Mr. H. Ralph Kenkel, representing the Coquitlam's Principals and Vice-Principals Association, appeared before the Committee and requested its consideration in eliminating, as soon as possible, all rental charges for school ice time between the hours of 9:00 a.m. and 3:00 p.m., Mondays to Fridays inclusive.

Mr. Kenkel advised the meeting that there appeared to be some rather serious inequities occurring within the service boundaries of School District #43 (Coquitlam) in regard to the charging of rental fees for ice arena and swimming pool facilities. Mr. Kenkel went on to say that it was his Association's understanding that Port Coquitlam did not charge for school ice rentals, skate rentals or use of their swimming pools. Port Moody, on the other hand, provides schools with free ice time but charges 40¢ for each pair of ice skates rented. However, the meeting was advised that the District of Coquitlam's policy is to charge \$10.00/hour for ice and 25¢ per skate rental.

Mr. Kenkel went on to say that his Association would like to see a common policy established anent school ice arena and swimming pool rental charges with a view to correcting the present anomalous situation where two of the three major School District municipal components provide free use of ice arenas and the District of Coquitlam levies a \$10.00 per hour charge.

Recommendation: That the Park and Recreation Director express the meeting's appreciation to the Principals and Vice-Principals Association for bringing this matter to the attention of the Park and Recreation Committee, and further advising that the Park and Recreation Committee will be requesting a joint meeting with the Coquitlam School Board on the subject matter together with other inter-agency communication, coordination and cooperation matters.

ITEM 2 - CORRESPONDENCE

- 2.1 Mrs. Sherrill Weeks of 2063 Blantyre Avenue, Coquitlam, B.C. re: repaint the center line down Montgomery Street and development of the bench lands of Montgomery Park, cross streets Montgomery and Monterey Avenue.

Recommendation: That Mrs. Weeks' letter of October 3rd, 1977 be received and acknowledged and that the subject of repainting the center line down Montgomery Street be referred to the Public Works Committee for its consideration, and, further that the subject of developing the bench land area within Montgomery Park be placed before the next meeting of the Park and Recreation Committee.

- 2.2 C.U.P.E. Local 386 re: Park and Recreation Department facility rental waiver request.

Recommendation: That this matter be referred to the Executive Meeting of the Park and Recreation Committee.

- 2.3 Summit Seekers Snowmobile Club re: trail grooming sign.

Recommendation: That the Park and Recreation Director be authorized to install a trail grooming sign at the intersection of Harper Road and the Gun Club entrance driveway as requested in Summit Seekers' letter of October 5, 1977.

- 2.4 George H. Kerster, M.L.A. re: Recreational Facilities Act.

Recommendation: After receiving a verbal report on the benefits that could flow to the District of Coquitlam as a result of this new Recreational Facilities Act, the Committee recommended that the correspondence be received.

- 2.5 Mr. V. J. Swiatkiewicz, Regional Fisheries Biologist re: stocking of Como Lake, Lafarge Lake and funding of a creel census.

The Director informed the meeting that Lafarge Lake had apparently been stocked but, to-date, the Park and Recreation Department had not received notice as to when the said two lakes would be stocked with 2000-4000 rainbow trout. Subsequently, the program appears to be receiving very

APP'D ^{BP}
Co. RES
#1720/77

ITEM 2 - Continued

2.5 Continued

low profile rather than high profile as requested in the Fish and Wildlife's letter of September 26, 1977.

Turning to the creel census evaluation and its concomitant budget implications, the Director informed the meeting that no discussion had taken place between the District of Coquitlam's Park and Recreation Department and the Fish & Wildlife Branch on this polemical fiscal subject.

Recommendation: THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

TABLED - SEE
CO. RES
1723/77

"That the Fish & Wildlife Branch be advised that the District of Coquitlam has no objection to the Branch undertaking a creel census evaluation on both Como Lake and Lafarge Lake providing that that total cost of such a census is borne by the Ministry of Recreation and Conservation, Fish & Wildlife Branch."

X

2.6 Sadru Alibhai and Associates re: racquet ball and squash facility (commercial).

After reviewing S. Alibhai and Associates' letter of October 6, 1977 anent the captioned matter, the Committee instructed the Park and Recreation Director to invite S. Alibhai and Associates to appear before the Park and Recreation Committee to explain the firm's proposal in detail.

2.7 Coquitlam Curling Association re: curling rink renovations study.

The Park and Recreation Director reviewed with the Committee the preliminary sketch plans together with cost estimates, and the meeting was advised by the Director that the completed report would be before the next meeting of the Park and Recreation Committee for its consideration.

ITEM 3 - REPORT ON AQUATIC WEED MANAGEMENT IN COMO LAKE

The Committee reviewed International Environmental Consultants Ltd. report dated October 14, 1977, regarding the subject matter and requested the Park and Recreation Director to:

APP'D B'
CO. RES
1725/77

- a) Immediately undertake an experimental weed removal program using the Emergency Programme Zodiac boat and the Fire Department's grapnel equipment as suggested in the International Environmental Consultants Ltd. report, and that the experimental test area immediately south of the sailing and fishing float on the Gatensbury side of Como Lake be used as the first phase in this experimental program;
- b) That a copy of the International Environmental Consultants Ltd. report be transmitted to Mr. Arthur Raven of 660 Gatensbury Street for his information.

ITEM 4 - STRUCTURAL ENGINEERING REPORT ON THE BLUE MOUNTAIN PARK CENTENNIAL POOL

After reviewing both Mr. O.E. Guriby, P.Eng. report together with the Park and Recreation Director's report, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APP'D B'
CO. RES
1724/77

"That Council officially close the Blue Mountain Park 25-metre Centennial Swimming Pool, originally constructed in 1957, and that the Park and Recreation Director, together with members of the Park and Recreation Committee of Council, be authorized to immediately interview architects with a view to having the existing structure replaced with a new leisure pool facility in time for the 1978 swimming season; and, further, that a sum of money to cover architectural design cost be reflected in the Park and Recreation Department's Supplementary Amended Budget requests. Moreover, that assistance under the new Recreational Facilities Act be vigorously explored by the Director of Parks and Recreation."

ITEM 5 - MACKIN PARK REFERENDUM DEVELOPMENT - PRELIMINARY CONCEPT PROPOSALS AND PLANS

The Park and Recreation Director reviewed with the Committee the three scenarios prepared by Justice & Webb Landscape Architects and modifications, thereto, prepared by Coquitlam's Park and Recreation Department, and IT IS RECOMMENDED FOR COUNCIL'S CONSIDERATION:

APPROD BY
Co. RES
#1726/77

a) That the re-zoning of the subject Mackin Park extension property be referred to the Land Use Committee with a request that the recently acquired parkland contiguous to Mackin Park be re-zoned from Zone B Single Family 12,000 Square Foot Lot to P-1 status in concert with the existing Mackin Park zoning.

APPROD BY
Co. RES
#1728/77

b) That the existing Little League facilities be studied and upgraded in time for the 1978 Little League Baseball season with all funds coming from the 1973 Referendum appropriation for the development of Mackin Park.

ITEM 6 - LAFARGE PARK DRESSING ROOM FACILITY AND TENNIS COURTS COMPLEX

THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APPROD BY
Co. RES
#1729/77

"That a formal Client/Architect Agreement be negotiated with Carlberg & Jackson, Partners, for the immediate design of one dressing room/washroom facility together with a bank of four lighted tennis courts in concert with the \$132,000 budget under the 1973 Park and Recreation Referendum."

ITEM 7 - FLOOR RENOVATIONS - SOCIAL RECREATION CENTRE

THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APPROD BY
Co. RES
#1730/77

"That the Park and Recreation Director be authorized to immediately call for selective tenders to replace the existing flooring in the hallway areas of the Social Recreation Centre with quarry tile material at an estimated cost of \$6,252.00 which has been reflected in the 1977 Annual Budget Amendment."

ITEM 8 - LAFARGE PARK MASTER PLAN

THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

STEVE Co.
#1731/77

X "That the Park and Recreation Director be authorized to retain the services of Don Vaughn and Associates, Landscape Architects, to develop a master plan for the Lafarge Park or "Town Centre" Park with all costs being charged to the Lafarge Park Trust Account." X

ITEM 9 - COQUITLAM WOMEN'S SOFTBALL FIELD - LAFARGE PARK

The meeting instructed the Park and Recreation Director to reflect an appropriate sum of money in the 1978 Provisional Capital Budget to insure that a major women's softball field was in place in time for the 1978 softball season and, further, that its location be in concert with the master plan for Lafarge Park.

ITEM 10 - NEW BUSINESS

10.1 Inter-Municipal Border Program Arrangements

The meeting was advised that Mr. R. Munro, Program Manager, Community Recreation, is to table with the next meeting of the Park and Recreation Committee a proposal that may see the City of Port Coquitlam Park and Recreation Department assuming the responsibility for programming the Leigh School, cross streets Soball Street and Victoria Road, and the Hastings Junior Secondary School, while the District of Coquitlam Park and Recreation Department may assume total responsibility for programming the Glen Elementary School and the Meadowbrook Elementary School.

ITEM 10 - Continued

10.2 Recreation for the Handicapped

A Mr. Jack Collins, representing a specific handicapped group within the District of Coquitlam, is to appear before the next meeting of the Park and Recreation Committee as a delegation.

10.3 Ranch Park Community School

A report from R. Munro on the status of the Ranch Park Community School is to be before the next meeting of the Park and Recreation Committee.

10.4 Actual Per Hour Arena Cost Study

S. Shigehiro, Arena Manager, is to prepare a report on the actual per hour cost of operation of the Coquitlam Sports Centre for review by the Park and Recreation Committee at its next meeting.

ITEM 11 - ADJOURNMENT

The meeting adjourned at 10:45 p.m.

Alderman L. Garrison
Chairman


D. L. Cummings
Executive Secretary

DISTRICT OF COQUITLAM PARK & RECREATION COMMITTEE

#506

MINUTES

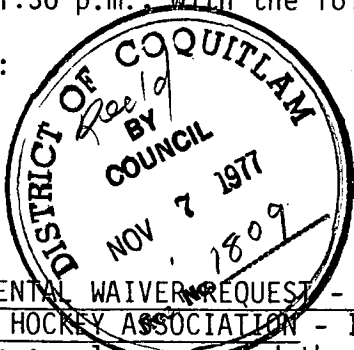
A meeting of the Park and Recreation Committee was held in the Poirier Street Sports Centre Complex, 633 Poirier Street, Coquitlam, B.C., on Wednesday, November 2nd, 1977, at 1:30 p.m. with the following members present:

Committee:

Ald. L. Garrison, Chairman
Ald. J. Parks, Deputy Chairman
Ald. L. Bewley, Member

Staff:

D. L. Cunnings, Park & Recreation Director



ITEM 1 - ICE RENTAL WAIVER REQUEST - KINSMEN CLUB OF COQUITLAM AND THE COQUITLAM MINOR HOCKEY ASSOCIATION - In recognition of the fact that Council in the past has always granted the Kinsmen Club of Coquitlam and the Coquitlam Minor Hockey Association free ice time to facilitate their co-sponsored Skate-a-thon at the Coquitlam Sports Centre, and whereas the said two organizations have jointly selected for this year's project, "The Jaws of Life", a highly specialized accident victim extricating device for use by the District of Coquitlam Fire Department, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APPRO'D BY
Co. RES #1810/77

"That the Kinsmen Club of Coquitlam and the Coquitlam Minor Hockey Association be granted the free use of the main arena within the Coquitlam Sports Centre on November 19, 1977, between the hours of 8:00 a.m. and 9:00 p.m. inclusive, to facilitate the 1977 Skate-a-thon."

ITEM 2 - RANCH PARK COMMUNITY SCHOOL PILOT PROJECT - After reviewing the program space constraints associated to the Ranch Park Elementary School together with the actual user hours of service generated by this community school pilot project, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APPRO'D BY
Co. RES #1811/77

"That the joint staff assessment team's unanimous recommendation to discontinue the Ranch Park Community School Pilot Project as of November 30, 1977, be approved, but that the Park and Recreation Director be authorized to offer to the Ranch Park Community School the services of the Park and Recreation Department in terms of high risk programs, such as gymnastics, in concert with Park and Recreation Department policies and practices."

ITEM 3 - TRANSFER OF BURKE MOUNTAIN LEASE LOT #67 - Having determined that both the current lease rental and the taxes have been paid in full on the above-mentioned Burke Mountain Ski Village lease lot, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APPRO'D BY
Co. RES #1812/77

"That Council authorize the transfer of Burke Mountain Ski Village Lease Lot #67, together with its improvements, FROM Donald Strom and Daryl Butler of 12633 - 88th Avenue, Surrey, B.C. TO Gary Faichuk of 7980 - 17th Avenue, Burnaby, B.C."

ITEM 4 - TRANSFER OF BURKE MOUNTAIN LEASE LOT #336 - Having determined that both the current lease rental and the taxes have been paid in full on the above-mentioned Burke Mountain Ski Village lease lot, THE COMMITTEE RECOMMENDS FOR COUNCIL'S CONSIDERATION:

APPRO'D BY
Co. RES #1813/77

"That Mrs. Isabel M. Presley be authorized to set over and assign on to John E. Presley of 1946 Austin Avenue, half of all her right, title and interest in and to Burke Mountain Ski Village Lease Lot #336."

ITEM 5 - DOGWOOD PAVILION MEMBERSHIP REPORT - Pursuant to a request by Council for a report on the number of non-residents having membership in the Dogwood Pavilion recreation facility, the Committee was advised by the Director that approximately 13% of the 700 members reside outside of the District of Coquitlam - see attached report.

Ald. L. Garrison, Chairman

D.L. Cunnings, Executive Secretary