

PARKS &
RECREATION

DISTRICT OF COQUITLAM

Parks & Recreation
633 Poirier Street
Coquitlam, B.C. V3J 6A9

Phone: (604) 936-3481
Fax: (604) 936-3975



Mayor: L. Sekora

PARK & RECREATION COMMITTEE REGULAR MEETING MINUTES

A Regular Meeting of the Parks & Recreation Committee of Council was held at 3:30 p.m., on Monday, January 6, 1992 in the Council Committee Room, 1111 Brunette Avenue, with the following persons present:

COMMITTEE MEMBERS PRESENT: Alderman Eunice Parker, Chairman
Alderman Jon Kingsbury

STAFF: Norm Cook, Municipal Manager
D.L. Cunnings, Parks & Recreation Director
B. Elliott, Parks Administrator
M. Nihls, Park Superintendent

ITEM I - MINUTES OF NOVEMBER 12, 1991

COUNCIL

ACTION: "That the Minutes of the meeting held on November 12, 1991, 3:30 p.m. be approved as submitted."

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Fraser River Boat Launch - User Fee Options

COUNCIL

ACTION: "That staff be authorized to implement a \$4.00 per day launching fee for use of the Fraser River Boat Launch; and, further that staff be authorized to call for public tender for a one year parking lot management lease contract; and, that the Director of Finance be and is hereby directed to include in the 1992 Operating Budget: (a) as revenue, the sum of \$15,000; and, (b) as expenditures, the sum of \$6,000."

502-2 Garden of Hope - Canadian Search Centre (Missing Children)

COUNCIL

ACTION: "That the Parks Administrator's report dealing with the Garden of Hope dated 1991 December 13 be received for information purposes."

502-3 Development Cost Charge Interest Fund Program Bylaw #2386/92

COUNCIL

ACTION: "That Council give consideration to three readings of the Parkland Development Cost Charge Reserve Fund Bylaw #2386, 1992, in the amount of \$177,000 to facilitate the following projects:

- A. Brookmere Park - Fencing and landscaping;
- B. Electric hand dryers - various;
- C. Fence mowing strips - various;
- D. Sports field supplementary drainage program - various fields, phase I;
- E. Como Lake - shoreline landscaping and stabilization;
- F. Hickey Reservoir - court lighting;
- G. Mundy #4 - infield lighting;
- H. Main arena - new dressing room showers;
- I. Main arena washrooms - new toilet;
- J. Hoy Creek - Lasalle Trail and Bridge."

"That Council approve the modified 1992 DCC Interest Fund Capital Development Program and that staff be directed to modify the 1992 Provisional Budget to reflect the modified program."

502-4 Land Sale Reserve Fund Development Program Bylaw #2385/92

COUNCIL

ACTION: "That Council give consideration to three readings of the Municipal Lands Reserve Fund, Bylaw #2385, 1992 in the amount of \$692,500 to facilitate the implementation of the Parks and Recreation Department's 1992 Land Sale Reserve Capital Development Program, as provided for in the 1992 Provisional Budget."

ITEM IV - OTHER BUSINESS

Nil

ITEM V - TABLED ITEMS

- T-1 Thank you letter from the Simon Fraser Region Swim Club Organization
- T-2 Correspondence regarding "Bussing the Bard" in 1992-93

Parks & Recreation Committee Regular Meeting Minutes
1992 January 6

ITEM VI - NEXT MEETING DATE

The next regular meeting of the Parks and Recreation Committee will be held at 3:30 p.m. on Monday, January 13, 1992.

ITEM V - ADJOURNMENT

The meeting was adjourned at p.m.

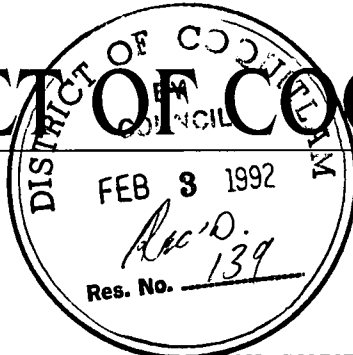
DON CUNNINGS
Director
Parks & Recreation

MINUTES CERTIFIED CORRECT

Chairman

DISTRICT OF COQUITLAM

Parks & Recreation
633 Poirier Street
Coquitlam, B.C. V3J 6A9



Phone: (604) 936-3481
Fax: (604) 936-3975



PARK & RECREATION COMMITTEE REGULAR MEETING MINUTES

Mayor: L. Sekora

A Regular Meeting of the Parks & Recreation Committee of Council was held at 11:30 a.m., on Monday, January 27, 1992 in the Council Chambers of the Municipal Hall, 1111 Brunette Avenue, with the following persons present:

COMMITTEE MEMBERS PRESENT: Alderman Eunice Parker, Chairman
Alderman Mae Reid, Deputy Chairman

STAFF: D.L. Cunnings, Parks & Recreation Director
R. Richardson, Deputy-Director,
Parks & Recreation
B. Elliott, Parks Administrator
W. Jones, Deputy Municipal Clerk

ITEM I - MINUTES OF JANUARY 06, 1992

**COUNCIL
ACTION:**

"That the Minutes of the meeting held on January 06, 1992 be approved as submitted."

Carried Unanimously

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

III - NEW BUSINESS

502-1 Coquitlam 1991 Summer Games Society Legacy Fund - Project Nominations

**COUNCIL
ACTION:**

"That Council on February 3rd, 1992 review the following Legacy project nominations and provide staff with direction as to what project(s) Council wishes to formally nominate:

- Como Lake Perimeter Pathway and Lighting Improvements;
- Hickey St. Roller Hockey Court and Outdoor Basketball Court Upgrade including some lighting;
- Chimo Pool Dressing Room Changing Tables for Handicapped Citizens;
- Furniture for Place Maillard Senior Centre Wing;
- Hall of Fame Room - Trophies;
- Fifteen-Passenger Van for Use by Recreation Program Division;
- Boat Storage Building - Como Lake Park.

Carried Unanimously

*S.P.A.
R.A.S. 1410*

Parks & Recreation Committee Regular Meeting Minutes
1992 January 27

502-2 Fraser Valley Park Parks & Recreation Development Seminar - Maximizing out Resources (Saturday, February 8, 1992)

The meeting was advised that neither Ald. Parker or Ald. Reid were available for February 8, 1992.

Committee Action: That staff from the Parks & Recreation Department represent the municipality at the February 8, 1992 Parks & Recreation Workshop in Langley, B.C

502-3 Outdoor Archery Course (Upper Coquitlam River Park)

The Parks & Recreation Director advised the meeting that senior staff had met with Mr. Bruce Simmons, President of the Coquitlam Archery Club, and had satisfied themselves that safety would not be an issue.

**COUNCIL
ACTION:**

*App'd
RAS 1/41*

"That the Parks & Recreation Committee authorize the use of the Upper Coquitlam River Park by the Coquitlam Archery Club as a field archery course, subject to the preparation of a joint use agreement between the District and the Coquitlam Archery Club; and, further, that staff be authorized to pursue the preparation of capital development plans jointly with the Coquitlam Archery Club and bring forward the plan - together with the proposed agreement - for consideration by the Committee prior to construction of minor improvements by the Parks & Recreation Department for the Coquitlam Archery Club."

Carried Unanimously

502-4 Aviva Gymnastic Club

The Chairman advised that she had met with a representative of the Aviva Gymnastic Club and suggested that the Parks & Recreation Committee hear the group as a delegation at the next Committee meeting with a view to better understanding the Aviva Club's program plans for 1992 and beyond. This was agreed to unanimously.

Committee Action: That the Aviva Gymnastics Club President be invited to appear as a delegation at the next meeting of the Parks & Recreation Committee.

ITEM IV - OTHER BUSINESS

Nil

ITEM V - TABLED ITEMS

T-1 Coquitlam Cheetahs - 1992 Canadian Senior Outdoor Track & Field Championships

Parks & Recreation Committee Regular Meeting Minutes
1992 January 27

ITEM VI - NEXT MEETING DATE

The next regular meeting of the Parks and Recreation Committee will be held at 3:30 p.m. on Monday, February 10, 1992.

ITEM V - ADJOURNMENT

The meeting was adjourned at 12:10 p.m.



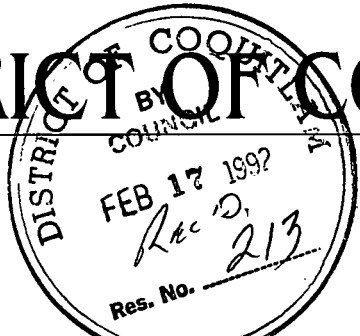
DON CUNNINGS
Director
Parks & Recreation

MINUTES CERTIFIED CORRECT

Chairman

#502

DISTRICT OF COQUITLAM



Parks & Recreation
633 Poirier Street
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Mayor: L. Sekora

PARK & RECREATION COMMITTEE REGULAR MEETING MINUTES

A Regular Meeting of the Parks & Recreation Committee of Council was held at 3:30 p.m., on Monday, February 10, 1992 in the Council Committee Room, 1111 Brunette Avenue, with the following persons present:

COMMITTEE MEMBERS PRESENT: Alderman Eunice Parker, Chairman
Alderman Mae Reid, Deputy-Chairman
Alderman Jon Kingsbury
Mayor L. Sekora

STAFF: R. Richardson, Deputy-Director, Parks & Recreation
B. Elliott, Parks Administrator
T. Klassen, Director of Administrative Services
W. Jones, Deputy Municipal Clerk

ITEM I - MINUTES OF JANUARY 27, 1992

COUNCIL ACTION: "That the Minutes of the meeting held on January 27, 1992, 3:30 p.m. be approved as submitted."
Carried Unanimously

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Coquitlam Minor Football - Mundy I and II Field Lighting

The Deputy-Director provided Committee with an overview to this report and its recommendation. Lengthy discussion followed.

COUNCIL ACTION: "That Council approve the initiative by Coquitlam Minor Football to install temporary sports field lights at Mundy Park Fields I and II, subject to the preparation of plans and specifications to the approval of District staff; and, further, subject to the purchase, installation and the 1992 operational costs of said sports fields lights being at no cost to the District; and, further, that the above recommendation is not be seen as an endorsement of this project for Summer Games Legacy Funding."
Carried Unanimously

*Approved
Res 214/92*

Parks & Recreation Committee Regular Meeting Minutes
1992 February 11

502-2 Concession Lease Request - Coquitlam Jr. Adanac Lacrosse Club

The Deputy-Director presented the report to Committee along with a brief verbal history of the concession in question.

COUNCIL

ACTION:

*Approved
RHS 2/15/92*

"That the Coquitlam Junior Adanac Lacrosse Club be permitted to lease Concession Outlet No. 2, including any surplus concession equipment not required by the Parks & Recreation Department from May 1, 1992 to September 15, 1992 at a cost of \$300 per month, plus GST, payable monthly; and that the club obtain the necessary liability insurance coverage; and, further, that the club comply with all Provincial health regulations relating to the service of food."

Carried Unanimously

502-3 Item Withdrawn

502-4 Item Withdrawn

502-5 1991 Credit Card Business Report

Committee Action: That the 1991 Credit Card Business Report dated January 29, 1992 be received as information.

502-6 B.C. Summer Games Legacy Fund Nominations

Both the Parks Administrator and the Deputy-Director re-capped the report for Committee, highlighting the projects recommended for funding. Lengthy discussion followed regarding the rationale behind the selection of the recommended projects and the wide variety of other projects coming forward from various community groups.

COUNCIL

ACTION:

*RHS 2/16
DELEGATED*

"That Council approve the following projects for nomination for funding by the 1991 Summer Games Society Legacy Fund; and, further, that staff be directed to prepare nomination forms and support material for each of the said projects to meet the February 17, 1992, 4:30 p.m. deadline:

- (1) Hall of Fame Trophy Case - Chimo Pool (\$2,500)
- (2) Mundy Park Trail Signage (\$12,700)
- (3) Mundy Park Interpretive Signage (\$6,000)
- (4) Portable Display Panel Unit (\$1,500)"

Carried

Opposed - Ald. Reid

502-7 Delegation: Aviva Gymnastic Club/Aviva Youth Enhancement Society

The Deputy-Director informed Committee that this delegation was unable to attend the meeting on such short notice and have requested to appear before Committee at their next meeting scheduled for Monday, February 24, 1992.

502-8 Rotary Cycle Path Program

The Chairman informed Committee that the Rotary Clubs of Coquitlam have requested a letter from the District confirming that their Bicycle Path Program for Mundy Park and for Town Centre Park has been officially approved by the District of Coquitlam in order that they may use this letter to meet the criteria for a Summer Games Legacy Fund application.

Committee Action: That staff be directed to provide the Rotary Clubs of Coquitlam with a letter re-confirming the District's approval of their bicycle path program; and, further, that this letter clearly state that it is not an endorsement of this project for a Summer Games Legacy Fund grant.

502-9 Proposal to Establish Glen Park Citizens Forum

The Chairman distributed to Committee a letter received from the Playground Committee of the Glen Home and School Association regarding the establishment of a Citizens Forum to address the future development of Glen Park and, specifically, to upgrade and expand the playgrounds of Glen School and Glen Park. General discussion followed.

Committee Action: That staff be directed to place this item on the agenda for the next Municipal/School District Liaison Committee Meeting.

ITEM IV - OTHER BUSINESS

Nil

ITEM V - NEXT MEETING DATE

The next regular meeting of the Parks and Recreation Committee will be held at 3:30 p.m. on Monday, February 24, 1992.

ITEM VI - ADJOURNMENT

The meeting was adjourned at 4:30 p.m.



ROSS RICHARDSON
Deputy-Director,
Parks & Recreation

MINUTES CERTIFIED CORRECT

Chairman

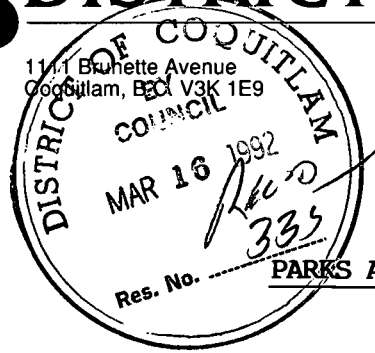
DISTRICT OF COQUITLAM

1111 Brunette Avenue
Coquitlam, B.C. V3K 1E9

Phone: (604) 526-3611
Fax: (604) 526-6014



Mayor: L. Sekora



PARKS AND RECREATION COMMITTEE REGULAR MINUTES

A Regular Meeting of the Parks and Recreation Committee of Council was held at 4:00 p.m., on Monday, March 9, 1992 in the Committee Room, 1111 Brunette Avenue, with the following persons present:

- Committee Members present: Alderman E. Parker, Chairman
 Alderman J. Kingsbury
- Staff present: N. Cook, Municipal Manager
 D. Cunnings, Director Parks and Recreation
 R. Richardson, Deputy Director Parks and Recreation
 W. Jones, Deputy Municipal Clerk
 T. Klassen, Director of Administrative Services
 B. Elliot, Parks Administrator

ITEM I - MINUTES OF February 10, 1992

Moved by Alderman Kingsbury
Seconded by Alderman Parker

COUNCIL ACTION: That the Minutes of the Parks and Recreation Committee Meeting held on February 10, 1992 be approved.

Carried Unanimously

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Blue Mountain Park Concession - Lease Request

Moved by Alderman Kingsbury
Seconded by Alderman Parker

COUNCIL ACTION: That B.J. Foods be granted permission to operate the Blue Mountain Park concession outlet at no cost for the 1992 Spring and Summer season, and further, that they must comply with all Provincial and Municipal health, fire and licence requirements and obtain the necessary liability insurance coverage.

*APP'D
RES 336*

Carried Unanimously

502-2 Special Occasion Liquor License - United Scottish Cultural Society

Moved by Alderman Kingsbury
Seconded by Alderman Parker

COUNCIL ACTION: That the request from the United Scottish Cultural Society for a Special Occasion Liquor License be approved on June 27, 1992 at Town Centre Park; and, further that this event be declared a public function in accordance with the regulations of the Liquor Control and Licensing Branch, this approval being subject to suitable site arrangements being made with the Coquitlam RCMP with respect to security and control and confirmation from the applicant that the necessary liability insurance has been obtained.

*APP'D
RES. 337*

Carried Unanimously

502-3 Fun Run/Walk Festival - Public Event Application

Moved by Alderman Kingsbury
Seconded by Alderman Parker

*App'd
RES. 338*

COUNCIL ACTION: That the Application to Hold a Public Event received from Ms. Judy Donaghey dated January 24, 1992 requesting to conduct a Fun Run/Walk and Fitness Festival in Mundy Park on April 5, 1992, be approved.

Carried Unanimously

502-4 Concept Golf

Moved by Alderman Kingsbury
Seconded by Alderman Parker

*App'd
RES. 339*

COUNCIL ACTION: That representatives from Concept Golf Inc., be requested to appear before the Parks and Recreation Committee at a future meeting to make a presentation related to "Concept Golf" and the manner in which this concept meets the need for public golf facilities in Coquitlam.

Carried Unanimously

ITEM IV - OTHER BUSINESS

Nil

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, March 23, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

Moved by Alderman Kingsbury
Seconded by Alderman Parker

That the Parks and Recreation Regular Meeting adjourn - 4:15 p.m.

Carried Unanimously

CHAIRMAN

Warren Jones
Deputy Municipal Clerk



DISTRICT OF COQUITLAM

Inter-Office Communication

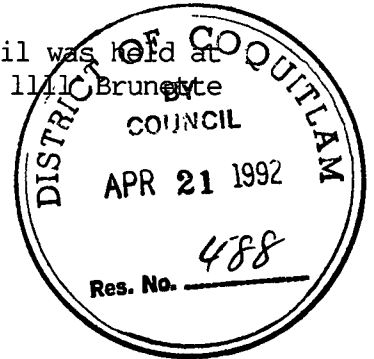
PARKS AND RECREATION COMMITTEE REGULAR MINUTES APRIL 13, 1992

A Regular Meeting of the Parks and Recreation Committee of Council was held at 3:30 p.m., on Monday, April 13, 1992 in the Committee Room, 11110 Brunette Avenue, with the following persons present:

Committee Members present: Alderman E. Parker, Chairman
Alderman J. Kingsbury

Committee Members absent: Alderman M. Reid

Staff present: N. Cook, Municipal Manager
D. Cunnings, Director Parks and Recreation
B. Elliot, Parks Administrator
R. Richardson, Deputy Director, Parks and Recreation
W. Jones, Deputy Municipal Clerk



ITEM I - MINUTES OF MARCH 9, 1992

Moved by Alderman Kingsbury
Seconded by Alderman Parker

COUNCIL ACTION: That the Minutes of the Parks and Recreation Committee Meeting held on March 9, 1992 be approved.

Carried Unanimously

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Delegation - Concept Golf

Mr. Lorne Benson, President, Mr. Derek Bawn, Co-ordinator, Mr. Bill Watson, Manager, and Mr. Randy Ireisen, Advertising of "Concept Golf" appeared as a delegation to describe and discuss "Concept Golf".

Moved by Alderman Kingsbury
Seconded by Alderman Parker

COUNCIL ACTION: That Council direct staff to investigate whether or not there are sites in Coquitlam suitable for accommodating a "Concept Golf" development.

Approved Res 489

Carried Unanimously

502-2 Special Occasion Liquor Licence - Coquitlam Senior Men's
Fastball League

Moved by Alderman Kingsbury
Seconded by Alderman Parker

COUNCIL ACTION: That the request from the Coquitlam Senior Men's Fastball League for a Special Occasion Liquor License be approved on April 25 and 26, 1992 at Mundy Park #1 and #2 Fields; and, further that these events be declared public functions in accordance with the regulations of the Liquor Control and Licensing Branch, this approval being subject to suitable site arrangements being made with the Coquitlam RCMP with respect to security and control and confirmation from the applicant that the necessary liability insurance has been obtained.

*App'd
RCS 490*

Carried Unanimously

502-3 Parks and Recreation Department 1992 Fees and Charges

Moved by Alderman Kingsbury
Seconded by Alderman Parker

COUNCIL ACTION: That the rates for the Parks and Recreation Department programs and services contained in the 1992 Fees and Charges Report be approved; and, further, that the implementation date for the new rates be May 01, 1992 except for: (1) the arena dry floor rate change (April 01, 1992); (2) the indoor pool admission rates (July 01, 1992); (3) the outdoor pool rental rates (July 01, 1992); and (4) the Blue Mountain Scout Hall Preschool rental contract (September 01, 1992); and, further, that the Parks and Recreation Department's Fees and Charges report for 1993 coincide with the provisional budget date with all increases coming into effect on the first day of January of each year thereafter.

*RCS 491
App'd*

Carried Unanimously

ITEM IV - OTHER BUSINESS

502-4 1992 Architectural Institute of British Columbia Design Award

The Parks and Recreation Director informed Committee members that the Town Centre Park Stadium won an honourable mention for its unique roof design at the 1992 Architectural Institute of British Columbia awards (see attached News Release).

502-5 Blue Mountain Water Spray Park Tenders

The Parks Administrator informed the Committee that tenders for the construction of Blue Mountain Water Spray Park have come in within budgeted figures.

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, April 27, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

Moved by Alderman Kingsbury
Seconded by Alderman Parker

That the Parks and Recreation Regular Meeting adjourn - 4:00 p.m.

Carried Unanimously

CHAIRMAN

Warren Jones
Deputy Municipal Clerk



DISTRICT OF COQUITLAM

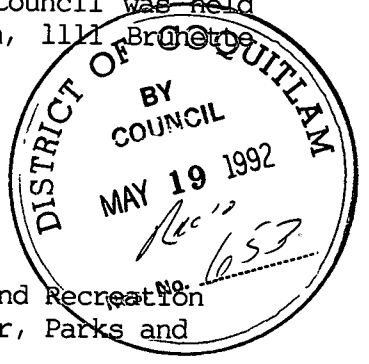
Inter-Office Communication

PARKS AND RECREATION COMMITTEE REGULAR MINUTES MAY 11, 1992

A Regular Meeting of the Parks and Recreation Committee of Council was held on Monday, May 11, 1992 at 4:15 p.m. in the Committee Room, 1111 Brockton Avenue, with the following persons present:

Committee Members present: Alderman E. Parker, Chairman
Alderman M. Reid
Alderman J. Kingsbury

Staff present: N. Cook, Municipal Manager
D. Cunnings, Director Parks and Recreation
R. Richardson, Deputy Director, Parks and Recreation
M. Nihls, Superintendent - Parks Operations
W. Jones, Deputy Municipal Clerk



ITEM I - MINUTES OF APRIL 13, 1992

Moved by Alderman Kingsbury
Seconded by Alderman Reid

That the Minutes of the Parks and Recreation Committee Regular Meeting held on April 13, 1992 be approved.

Carried Unanimously

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Special Occasion Liquor Licence - July 11-12, 1992 - Coquitlam Firefighters Benevolent Association

Moved by Alderman Kingsbury
Seconded by Alderman Reid

COUNCIL ACTION:

That the request from the Coquitlam Firefighters Benevolent Association for a Special Occasion Liquor Licence be approved on July 11 and 12, 1992 at Town Centre Park; and, further that these events be declared public functions in accordance with the regulations of the Liquor Control and Licensing Branch, this approval being subject to suitable site arrangements being made with the Coquitlam RCMP with respect to security and control and confirmation from the applicant that the necessary liability insurance has been obtained.

*App'd
Rec'd 654*

Carried Unanimously

Ur

ITEM IV - OTHER BUSINESS

502-2 Special Occasion Liquor Licence - May 16 & 17, 1992 - Coquitlam Men's Fastball League

Moved by Alderman Kingsbury
Seconded by Alderman Reid

COUNCIL ACTION: That the request from the Coquitlam Men's Fastball League for a Special Occasion Liquor License on May 16 and 17, 1992 at Mundy Park Diamond #1 and #2 be approved; and, further that this event be declared a public function in accordance with the regulations of the Liquor Control and Licensing Branch, this approval being subject to suitable site arrangements being made with the Coquitlam RCMP with respect to security and control and confirmation from the applicant that the necessary liability insurance has been obtained.

*App'd
Res 597*

Carried Unanimously

502-3 Application to Hold a Public Event - Centennial School Alumni Reunion

Moved by Alderman Kingsbury
Seconded by Alderman Reid

COUNCIL ACTION: That the Application to Hold a Public Event submitted by the Centennial School Alumni Society to hold a Festival Social in the Poirier Street Sports Centre on Friday, May 15, 1992, a parade, "The Trek", from Como Lake Jr. Secondary to Centennial Secondary School on Sunday, May 17, 1992 and a Family Picnic at the Town Centre Park fields also on Sunday, May 17, 1992 be approved.

*App'd
Res. 598*

Carried Unanimously

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, May 25, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

Moved by Alderman Kingsbury
Seconded by Alderman Reid

That the Parks and Recreation Regular Meeting adjourn - 4:30 p.m.

Carried Unanimously

CHAIRMAN

Warren Jones
Deputy Municipal Clerk



DISTRICT OF COQUITLAM

Inter-Office Communication

PARKS AND RECREATION COMMITTEE REGULAR MINUTES
JUNE 8, 1992

A Regular Meeting of the Parks and Recreation Committee of Council held on Monday, June 8, 1992 at 3:30 p.m. in the Committee Room, 1111 Brunette Avenue, with the following persons present:

Committee Members present: Alderman E. Parker, Chairman
Alderman M. Reid
Alderman J. Kingsbury

Staff Present: D. Cunnings, Director, Parks and Recreation
R. Richardson, Deputy Director, Parks and Recreation
W. Jones, Deputy Municipal Clerk

ITEM I - MINUTES OF MAY 11, 1992

Moved by Alderman Reid
Seconded by Alderman Kingsbury

That the Minutes of the Parks and Recreation Committee Regular Meeting held on May 11, 1992 be approved.

Carried Unanimously

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Delegation - Diane Dupuis - Celebrate Canada

Ms. D. Dupuis, Ms. M. Holmes and Mr. F. Savard appeared to request assistance in promoting "Celebrate Canada" and the District of Coquitlam during the group's summer tour.

Moved by Alderman Reid
Seconded by Alderman Kingsbury

COUNCIL ACTION: That the District of Coquitlam donate 30 "Coquitlam 100 Years" books, 50 District of Coquitlam pins and a banner depicting the name of the band and the District of Coquitlam; and further, that the total contribution not exceed \$1,000 and that the funding source be the District of Coquitlam Public Relations budget.

Carried Unanimously

*Approved
Res 760*

M

502-2 Proposed Barrier Fence - Como Lake Park

The Parks and Recreation Director informed the Committee of the barrier fence proposed for Como Lake Park, adjacent to Gatensbury Street. The Committee requested that staff investigate and report back to the Committee regarding fence construction costs.

502-3 Teens Issue Forum

The Deputy Director, Parks and Recreation, informed the Committee of the "Teen Issues Forum" to be held at 7:00 p.m. on June 11, 1992 at the Social Recreation Centre. The purpose of the forum is to determine what is currently being done for youth in the Tri-City area, and in light of the failed referendum, what is being planned for the near future.

502-4 Fraser River Boat Launching/Parking Contract

Moved by Alderman Kingsbury
Seconded by Alderman Reid

COUNCIL ACTION: That the Park and Recreation Department be authorized to initiate a Purchase Order to Metro Parking Ltd. of #1 - 1070 West Pender Street, Vancouver, B.C., V6E 2N7 to operate the Fraser River Boat Launch parking lot for a one year period commencing June 29, 1992 in concert with the terms and conditions set out in the District of Coquitlam's proposal call #92-4-1.

*App'd
Reid 761*

Carried Unanimously

502-5 Appointment of Park and Recreation Director as "Authorized Public Official" for the Issuance of Special Occasion Liquor Licences

Moved by Alderman Kingsbury
Seconded by Alderman Reid

COUNCIL ACTION: That the Park and Recreation Director be designated by Council Resolution as the "authorized public official" for the issuance of Special Occasion Liquor Licences within the District of Coquitlam, upon the expressed understanding that the holder of such a position would have the authority to grant permission to allow a Special Occasion Liquor Licence to be issued for events held on municipally owned or operated lands.

*App'd
Reid 762*

Carried Unanimously

The Committee requested that staff include Special Occasion Licences granted in Parks and Recreation Weekly Special Event Reports.

502-6 Special Occasion Liquor Licence - August 13-16, 1992 - Dewdney
Women's Softball League Re: Canadian Senior Outdoor Track and
Field Championships

Moved by Alderman Kingsbury
Seconded by Alderman Reid

WITHDRAWN

COUNCIL ACTION: That the request from the Dewdney Women's Softball League for a Special Occasion Liquor Licence on August 13 to 16, 1992 at Town Centre Park Stadium be approved; and, further that this event be declared a public function in accordance with the regulations of the Liquor Control and Licensing Branch, this approval being subject to suitable site arrangements being made with the Coquitlam RCMP with respect to security and control and confirmation from the applicant that the necessary liability insurance has been obtained.

Carried Unanimously

502-7 Special Occasion Liquor Licence - July 1, 1992 - Royal Canadian
Legion

Moved by Alderman Reid
Seconded by Alderman Kingsbury

*Approved
Res 763*

COUNCIL ACTION: That the request from the Royal Canadian Legion, Coquitlam Branch No. 263 for a Special Occasion Liquor Licence be approved on July 1st, 1992 at Blue Mountain Park; and, further, that this event be declared a public function in accordance with the regulations of the Liquor Control and Licensing Branch, this approval being subject to suitable site arrangements being made with the Coquitlam RCMP with respect to security and control and confirmation from the applicant that the necessary liability insurance has been obtained.

Carried Unanimously

502-8 1992 Parks and Recreation Program Statistics Report

Moved by Alderman Kingsbury
Seconded by Alderman Reid

That the 1991 Parks and Recreation Department Program Statistics Report dated June 1, 1992 be received.

Carried Unanimously

502-9 Chimo Pool Changeroom Control Point Lobby and Restroom Project -
Bylaw No. 2458, 1992

Moved by Alderman Kingsbury
Seconded by Alderman Reid

COUNCIL ACTION: That Council give consideration to three readings of the District of Coquitlam Park Land Development Cost Charge Interest Reserve Fund Expenditure Bylaw No. 2458, 1992 to facilitate renovations to the Chimo Pool dressing room control point and dressing room lobby, together with an architectural feasibility study on the Chimo Pool lobby restrooms, in the aggregate amount of \$96,000 as currently reflected in the 1992 Approved Municipal Budget; and, further, that the Parks and Recreation Director be authorized to commence work on this project prior to fourth and final reading, funding same through current Parks and Recreation Budget funds; and further, that the Permits and Licences Department be authorized to prepare a Client/Architect Agreement with the firm of Hewitt Tan Kwasnicky for execution by the signing officers of the District of Coquitlam to undertake the aforementioned works providing that the District maintains a term and condition to terminate the contract without prior notice should Bylaw No. 2458, 1992 fail to receive fourth and final reading.

*B 2065
M.S. 764, 765
or 766
App'n 767*

Carried Unanimously

ITEM IV - OTHER BUSINESS

Alderman Parker tabled a letter from the Miller Park Parents Group outlining plans and progress for the Miller Park Playground. The Committee is in the process of trying to raise additional funds for park development.

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, June 22, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

Moved by Alderman Reid
Seconded by Alderman Kingsbury

That the Parks and Recreation Regular Meeting adjourn - 5:00 p.m.

Carried Unanimously

CHAIRMAN

Warren Jones
Deputy Municipal Clerk

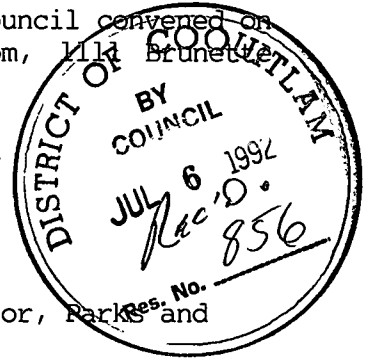


DISTRICT OF COQUITLAM

Inter-Office Communication

PARKS AND RECREATION COMMITTEE REGULAR MINUTES JUNE 22, 1992

A Regular Meeting of the Parks and Recreation Committee of Council convened on Monday, June 22, 1992 at 3:30 p.m. in the Committee Room, 1114 Brunette Avenue, with the following persons present:



- Committee Members present: Alderman E. Parker, Chairman
- Committee Members absent: Alderman M. Reid
Alderman J. Kingsbury
- Staff present: R. Richardson, Deputy Director, Parks and Recreation
W. Jones, Deputy Municipal Clerk
B. Munro, Recreation Program Manager, Community Programs
S. Borthwick, Recreation Program Manager, Aquatics
S. Shigehiro, Recreation Manager, Sports Centre

ITEM I - MINUTES OF JUNE 8, 1992

The Committee recommends that the Minutes of the Parks and Recreation Committee Regular Meeting held on June 8, 1992 be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Fees and Charges Comparison Report

COUNCIL ACTION:

Handwritten signature/initials

The Committee recommends that the Parks and Recreation Committee receive the report of the Deputy Director, Parks and Recreation, dated June 16, 1992 and titled "Fees and Charges Comparison Report" as information; and, further, that no changes be made at this time to the 1992 Fees and Charges; and, further, that food and beverage prices at the District-operated concessions continue to be adjusted as the market requires; and, further, that staff be directed to prepare reports on fees for meeting space and for the use of athletic fields by adult groups for inclusion in the proposed 1993 fees and charges.

Handwritten initials

502-2 Status Report - Parks and Recreation Gift Program

The Committee recommends that the Report of the Superintendent - Parks Operations dated June 2, 1992 be received.

502-3 Alouette Park - Tot Swing

The Committee recommends that the Report of the Parks Administrator dated June 17, 1992 be received.

502-4 Miscellaneous Items - Staff Report

The Committee recommends that the Report of the Parks Administrator dated June 17, 1992 be received.

502-5 Town Centre Concession - Request for Proposals

**COUNCIL
ACTION:**

The Committee recommends that the Request for Proposals #92-6-1 Food Concession at Town Centre Park, prepared by the Purchasing Agent, be discussed at the next Regular Meeting of Council, and further, that staff prepare a report outlining various operation options.

Res. 858

ITEM IV - OTHER BUSINESS

Nil

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, July 13, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

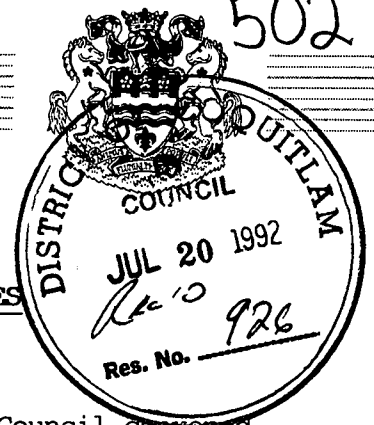
Alderman Parker declared the meeting adjourned - 4:15 p.m.

CHAIRMAN

Warren Jones
Deputy Municipal Clerk

DISTRICT OF COQUITLAM

Inter-Office Communication



PARKS AND RECREATION COMMITTEE REGULAR MINUTES

JULY 13, 1992

A regular Meeting of the Parks and Recreation Committee of Council convened on Monday, July 13, 1992 at 3:45 p.m. in the Committee Room, Municipal Hall, 1111 Brunette Avenue, Coquitlam, B. C. with the following persons present:

COMMITTEE MEMBERS PRESENT: Councillor E. Parker, Chairman
Councillor M. Reid
Councillor J. Kingsbury

STAFF PRESENT: N. Cook, Municipal Manager
D. Buchanan, Planning Director
R. Richardson, Deputy Director, Parks and Recreation
B. Elliott, Parks Administrator
W. Jones, Deputy Municipal Clerk

ITEM I - MINUTES OF JUNE 22, 1992

The Committee recommends that the Minutes of the June 22, 1992 Parks and Recreation Committee Regular Meeting be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

ITEM III - NEW BUSINESS

502 - 1 Delegation: Westwood Karting Association

The Parks Administrator informed the Committee that the Westwood Karting Association was unable to attend.

502 - 2 Westwood Karting - request for Use of Portion of Upper Coquitlam River Park

COUNCIL ACTION

The Committee recommends that the request from the Westwood Karting Association to use a portion of the Upper Coquitlam River Park be denied and that they be advised that no suitable municipal park land exists in Coquitlam for kart track development and further that the karting association continue to lobby the Greater Vancouver Regional District for a regional facility to accommodate karting and other noisy recreational activities.

*App. D
Res 927*

Mr

502 - 3 Parkland Inventory

The Committee recommends that the Report of the Parks Administrator titled "Parkland Inventory, May, 1992" be received for information.

502 - 4 Glen Minaker - Appointment to Maintenance Management School Board of Regents

The Deputy Director, Parks and Recreation informed the Committee that Glen Minaker, Parks Maintenance Foreman has been appointed for a three year term to the Pacific Northwest Parks and Recreation Maintenance Management School Board of Regents.

ITEM IV - OTHER BUSINESS

Nil.

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, July 27, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ADJOURNMENT

The Chairman declared the meeting adjourned - 4:05 p.m.

Chairman

Warren Jones
Deputy Municipal Clerk

DISTRICT OF COQUITLAM

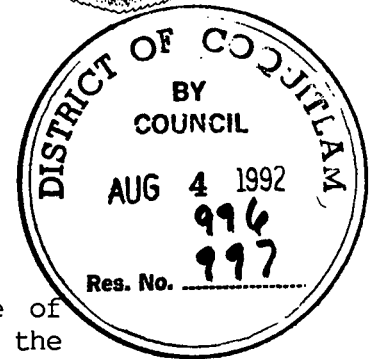
Inter-Office Communication



502

PARKS AND RECREATION COMMITTEE REGULAR MINUTES

JULY 27, 1992



A regular meeting of the Parks and Recreation Committee of Council convened on Monday, July 27, 1992 at 4:00 p.m. in the Committee Room, Municipal Hall, 1111 Brunette Avenue, Coquitlam, B. C. with the following persons present:

COMMITTEE MEMBERS PRESENT: Councillor E. Parker, Chairman
Councillor M. Reid

COMMITTEE MEMBERS ABSENT: Councillor J. Kingsbury

STAFF PRESENT: N. Cook, Municipal Manager
B. Elliott, Parks Administrator
W. Jones, Deputy Municipal Clerk
R. Munro, Recreation Manager

ITEM I - MINUTES OF JULY 13, 1992

The Committee recommends that the Minutes of the July 13, 1992 Parks and Recreation Committee Regular Meeting be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

ITEM III - NEW BUSINESS

502-1 1992 Winter Activity Statistics Report

The Committee recommends that the 1992 Winter Activity Statistics Report be received as information.

502-2 Foster Avenue Tennis Courts

The Committee recommends that the Report of the Parks Administrator dated July 17, 1992 be received as information.

Ur

**502-3 Parks and Recreation Department/Social Development Council
- Youth Services Report**

The Committee recommends that the Report of the Recreation Manager - Community Recreation/Community Facilities Coordinator dated July 17, 1992 be received as information.

502-4 Town Centre Stadium - Pay Parking

COUNCIL ACTION: The Committee recommends that the request from the organizing committee for the 1992 Canadian Senior Outdoor Track and Field Championships to charge for parking at the Town Centre Park/Stadium during the Canadian National Championships on August 14 through 16, 1992 be denied.

ITEM IV - OTHER BUSINESS

Nil.

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, August 10, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

The Chairman declared the Meeting adjourned - 4:30 p.m.

CHAIRMAN

WARREN JONES
DEPUTY MUNICIPAL CLERK



502-1

DISTRICT OF COQUITLAM

Inter-Office Communication

1992 July 14
Our File:

MEMO TO: Municipal Manager
FROM: Deputy Director, Parks and Recreation
SUBJECT: 1992 WINTER ACTIVITY STATISTICS REPORT

FOR PARKS AND RECREATION COMMITTEE

RECOMMENDATION:

That the 1992 Winter Activity Statistics Report be received as information.

DISCUSSION:

The attached report is part of the Recreation Division's ongoing documentation of the program services provided to the Community. The reader's attention is directed to the significant increase in attendance and corresponding revenue from Winter 1991 to 1992.

Ross Richardson

/lh

COQUITLAM PARKS & RECREATION DEPARTMENT

1992 WINTER ACTIVITY STATISTICS REPORT

1.0 GENERAL

- 1.1 The number of programs planned for the 1992 winter semester was 516, an increase of 51 or 11% over the 1991 winter season of 465.
- 1.2 The success rate was also an improvement with a 96% or 494 out of the 516 planned programs. The success rate for the same period in 1991 was 74% or 408 out of 465 planned programs. Attendance at programs was 42,646 (compared to 33,072 in 1991) and general admission activities brought in 63,492 participants (compared to 54,920 in 1991).

2.0 SPECIFIC DIVISIONS

2.1 Aquatics

Programs planned were up 9% over Winter 1991 and general admission attendance rose 6.8% over the same period last year.

Two special events took place in January while the children were out of school and both were very well attended.

2.2 Community Recreation - Poirier Street

During the winter session, 69 programs and two special events recorded 759 registrants. The success rate was 97% (67 programs ran out of 69 planned). The Birthday Parties were again in demand with 11 out of a possible 13 dates booked; these involved approximately 150 participants.

2.3 Community Recreation - Town Centre

The program success rate was 92% with 56 programs completed out of 61 planned for a total attendance of 6,418. An increase of 35% in total attendance occurred over last year due primarily to increased registration for preschool and adult programs.

2.4 Dogwood Pavilion

The program success rate of 87% for the 113 programs planned translated into an attendance of 11,462.

Dogwood's highest usage time is Winter and they operated at maximum capacity during the mild winter. They successfully completed 20 more programs (a 25% increase) than in 1991 and drew a 7% increase in the level of program participation. New programs such as Weight Training, Western Dance, Philosophy, Shakespeare's Hamlet and numerous workshops and seminars were introduced.

Staff are incorporating ethnic themes into special events at Dogwood to try and increase seniors' understanding and acceptance of different cultures. Approximately 60 Chinese new Canadians from S.U.C.C.E.S.S. were hosted with the help of a translator to an Orientation Tea and Tour.

2.5 Sports Centre

Public skating continued to attract large numbers with an increase of 89% over the same period last year (8,760 in 1991 vs. 16,575 in 1992). The registration program success rate was 100% with all 30 of the planned programs attracting 5,280 participants.

Various hockey tournaments - Atom, Midget and Oldtimers - were a huge success and this was reflected in increased food and beverage sales.

Four curling bonspiels were held: Jr. Novice, Guys & Dolls, Valentine's and the Mixed Spring, attracting 376 participants.

2.6 Special Events

Although the Festival du Bois was not a Department event, staff did assist with the planning and coordination. Approximately 3000 people enjoyed the 'down-scaled' version of the festival. Most activities were held in Fatima Centre over a two-day weekend.

A Mundy Park Fun Run had poor attendance (60+) due to inclement weather and the organizers may decide, in the future, to schedule the event on a later date in the spring or early summer for a better chance of good weather.

2.7 Special Services

1. Committee Updates

- a) Mayor's Committee on the Disabled
 - emphasis placed on their goals and objectives
 - implemented "Award for Outstanding Accessibility" in recognition of a developer or owner who initiates a change that exceeds the building requirements for people with disabilities
- b) Independence - That's Living
 - raise awareness about disability issues throughout the year
 - committee renamed "Municipal Advisory Committee on Disability"
 - preparing brochure that profiles different disability groups, outlining the challenges that are faced and what kind of support can be given.

2. Program Development

- a) Sit & Fit - seven participants registered in a fitness class for individuals who would benefit from exercising from a chair.
- b) Just for Us - is a program for children, ages 8 to 12, who have siblings with disabilities. Eight children are registered.
- c) Friends Are Fabulous - is a program for children, ages 8 to 10, who have learning disabilities. The class is full with six children registered.

3. Workshop

- a) BCRPA/RIB Educational Evening - workshop focused on how to bridge the gap between those who work in the institutions and those who work in the community with respect to the provision of recreation services for people with disabilities. Forty-seven people attended the one evening workshop.
- b) Orientation for New Volunteers - A training session for volunteers who provide support to individuals with disabilities. Twelve volunteers attended the workshop.
- c) Advocacy Workshop - In collaboration with the Simon Fraser Society for Community Living, a workshop on the advocacy process. Twenty-one people attended the one day workshop.

2.8 Field Areas

Field usage during the winter season is traditionally very low. There were a total of 2,998 individuals using the fields, with minor soccer with the largest number of participants.

COQUITLAM PARKS AND RECREATION
SPREADSHEET - WINTER '92 ACTIVITY STATISTICS REPORT

PROGRAMS	AQUATICS		SOCIAL REC CENTRE		DOGWOOD PAVILION		TOWN CENTRE		SPORTS CENTRE		SPECIAL EVENTS		SPECIAL SERVICES		FIELDS AREAS		TOTAL		
		REV. \$		REV. \$		REV. \$		REV. \$		REV. \$		REV. \$		REV. \$		REV. \$		REV. \$	
• Planned	240		69		113		61		30				3				516		
• Completed	240		67		98		56		30				3				494		
• % Success	100%		97%		87%		92%		100%				100%				96%		
• Attendance	14,888		4,454		11,462		6,418		5,280				144				42,666		
• Registrants	1,259	\$ 40,339	603	\$ 35,488		\$ 26,385	717	\$ 26,187	528	\$15,195			21				3,158	\$143,594	
• Admissions	46,895	77,321					22		16,575	23,402							63,492	100,723	
TOTAL ATTENDANCE	61,783	\$117,660	4,454	\$ 35,488	11,462	\$ 26,385	6,440	\$ 26,187	21,855	\$38,597	0	\$ 0	144	0	0	0	106,138	\$244,317	
SPECIAL EVENTS																			
• Planned	2		2	\$ 489	15	\$ 14,771		\$ 422	4		1						24	\$ 15,682	
• Facilitated											2						2		
TOTAL ATTENDANCE	200		713	\$ 489	1,505	\$ 14,771	0	\$ 422	376		3,300	0	0	0	0	0	6,094	\$ 15,682	
SPECIAL SERVICES																			
• Planned					6	\$ 538							80				86	\$ 538	
• Contacts													135				135		
• Volunteer Svc													960				960		
TOTAL ATTENDANCE	0		0		839	\$ 538	0		0		0		1,175	0	0	0	2,014	\$ 538	
FIELD AREAS																			
• Bookings (Stadium**)															0		0		
• Attendance (Stadium)															0		0		
• Child (under 12)																1,500	1,500		
• Youth (12-17)																1,049	1,049		
• Adult																449	449		
TOTAL ATTENDANCE	0		0		0		0		0		0		0		2,998		2,998		
MISC. EVENTS																			
• Rentals	4,030	\$ 14,988	2,890	\$ 8,929*	760		40			\$114,995							\$ 1,003	7,720	\$139,915
• Meetings			20,163		314		695											21,172	
• Other	75	10,856		1,219	8,810	\$ 389	540	\$ 142	98,969	17,725								108,394	30,331
TOTAL ATTENDANCE	4,105	\$ 25,844	23,053	\$10,148	9,884	\$ 389	1,275	\$ 142	98,969	\$132,720	0	0	0	0	\$ 1,003	137,286	\$170,246		
GRAND TOTAL	66,088	\$143,504	28,220	\$46,125	23,690	\$42,083	7,715	\$26,751	121,200	\$171,317	3,300	0	1,319	0	2,998	\$ 1,003	254,530	\$430,783	

* Social Recreation Centre and Dogwood Rental Revenue Combined

** Stadium closed November to April

**COQUITLAM PARKS AND RECREATION
1992 ACTIVITY STATISTICS REPORT**

ACTIVITY AREA TITLE	TOTAL ATTENDANCE FIGURES					TOTAL REVENUE				
	WINTER	SPRING	SUMMER	FALL	YEAR TO-DATE	WINTER	SPRING	SUMMER	FALL	YEAR TO-DATE
1. PROGRAMS										
Planned	516				516					
Successfully Completed	494				494					
Success Rate %	96%				96%					
Attendance	42,646				42,646					
Registrants	3,158				3,158	\$143,594				\$143,594
General Admission	63,492				63,492	100,723				100,723
TOTAL	106,138				106,138	\$244,317				\$244,317
2. SPECIAL EVENTS										
Events Planned	24				24	\$ 15,682				\$ 15,682
Events Facilitated	2				2					
TOTAL	6,094				6,094	\$ 15,682				\$ 15,682
3. SPECIAL SERVICES										
Activities Planned	86				86					
Contacts	135				135					
Volunteer Services	960				960					
TOTAL	2,014				2,014	\$ 538				\$ 538
4. FIELD USAGE										
Children (6-12)	1,500				1,500					
Youth (13-17)	1,049				1,049					
Adult (18+)	449				449					
Stadium Rentals	0				0					
Stadium Attendance	0				0					
TOTAL	2,998				2,998					
5. MISCELLANEOUS EVENTS										
Rentals	7,720				7,720	\$139,915				\$139,915
Meetings	21,172				21,172					
Other	108,394				108,394	30,331				30,331
TOTAL	137,286				137,286	\$170,246				\$170,246
GRAND TOTAL:	254,530				254,530 (130,269 - 1991)	\$430,783				\$430,783* (\$385,633 - 1991)

* Revenue figure does not include Food and Beverage and Country Kitchen

#502-2



DISTRICT OF COQUITLAM

Inter-Office Communication

1992 July 17
Our File: 102.10.1

MEMO TO: Parks and Recreation Director
FROM: Parks Administrator
SUBJECT: FOSTER AVENUE TENNIS COURTS

FOR PARKS AND RECREATION COMMITTEE

RECOMMENDATION:

That the Parks and Recreation Committee receive this report as information.

BACKGROUND:

The Engineering Department intends to proceed with repairs to the Foster Avenue reservoir in the fall of 1992. This work will be in keeping with a report prepared by Associated Engineering, which concludes that the deterioration in evidence on the tennis court surface is not the result of structural distress but rather is due to the freezing of migratory condensate moisture penetrating up through shrinkage cracks in the slab.

The engineering consultant considered five (5) options for resolution of the problem and prepared cost estimates for each option as follows:

1A.	Temporary Repair - Slab Soffit	\$ 25,000
1B.	Temporary Repair - Asphalt Topping	15,000
2.	Repair Asphalt Topping	95,000
3.	Seal Cracks Exceeding 0.2 mm	150,000
4.	Combination of 2 & 3 above	245,000
5.	New Membrane & Surface plus #3 above	500,000

The Coquitlam Engineering Department advises that they will be proceeding with Options 1A and 1B. Refer to attached report from Associated Engineering Ltd., dated January 13, 1992 pages 5, 6 & 7 for detailed summary of each option.

Parks and Recreation Director
1992 July 17

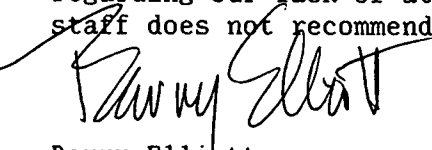
This repair strategy addresses the Engineering concerns related to the roof slab and membrane but it does not address the deteriorating condition of the asphalt playing surface. In fact, the consulting engineer states that there will be "continued deterioration" of the playing surface "due to blistering of asphalt".

Therefore, the work to be undertaken by the Engineering Department in the fall of 1992 will not result in rectification of the Foster Avenue Tennis Court surface problems. According to Associated Engineering, in order to create an acceptable tennis playing surface we must proceed with option 4 at a cost of \$245,000 (10 year life expectancy) or option 5 at a cost of \$500,000 (15 year life expectancy).

On June 25, 1992 Parks and Recreation Department staff met with members of the Engineering Department to discuss the possibility of undertaking option #4 at a cost of \$245,000 rather than proceeding with option #1A and #1B at a cost of \$40,000 as currently provided for in the Engineer's capital budget. A subsequent review of the water utility fund by Engineering staff indicates that this additional \$205,000 expenditure will have a severe impact on the ability of the fund to provide adequate funds for future projects. The Engineering is not prepared to recommend use of the water utility fund for more extensive repairs at the Foster Reservoir.

Since moisture will continue to penetrate up through shrinkage cracks in the slab, we can be certain that random cracks and surface failures will continue to occur on the tennis court surface on an annual basis. It will be necessary to allow for crack repair in the Parks and Recreation Department's operating budget in the amount of \$10,000 per annum if we hope to keep the tennis courts in play. This strategy will not result in an ideal playing surface but it will allow us to put the courts back in play.

This report is to advise Parks and Recreation Committee that rather than spend an additional \$205,000 now from the water utility fund in order to create an acceptable tennis playing surface with a 10 year life expectancy, it will be necessary to allow a \$10,000 per annum expenditure from the operating fund in order to undertake crack repair and patching on an annual basis. Of course, a third option is to do nothing and leave the tennis courts unavailable for tennis play. Since the original development of the reservoir was intended as a joint reservoir/tennis court site and in light of the current public criticism regarding our lack of attention to recreation facilities in central Coquitlam, staff does not recommend the 'no action' approach.


Barry Ellibtt

/lh

c - Ross Richardson - Deputy Director, Parks & Recreation
Michael Nihls - Superintendent, Parks Operations
Ken Wright - Deputy Municipal Engineer

ASSOCIATED
ENGINEERING (B.C.) LTD.



January 13, 1992
File: VT37

4940 Canada Way
Burnaby, B.C.
V5G 4M5
Tel: (604) 293-1411
Telex: 04-354757
Facs: (604) 291-6163

District of Coquitlam
1111 Brunette Avenue
COQUITLAM, B.C.
V3K 1E9

Attention: Frank Quinn, P.Eng.
Engineer Design and Services


Dear Sirs:

Re: Foster Avenue Reservoir Improvements and
Seismic Analyses of Foster Avenue and
Coast Meridian Reservoirs

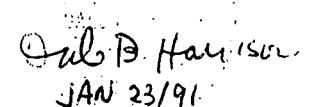
Enclosed please find three copies of the above-mentioned final report. The revisions to the draft report in your letter of November 28, 1991 have been incorporated into the final report. We have also included a recommendation for seismic upgrading of the Foster Avenue Reservoir. We would be pleased to discuss the contents of the report with you at your convenience.

Respectfully submitted,

ASSOCIATED ENGINEERING (B.C.) LTD.


A. Black, P.Eng.
Vice President and General Manager

AB/DBH/amw/re.2


JAN 23/91
Dale B. Harrison, P.Eng.
Senior Structural Engineer

1.0 FOSTER AVENUE RESERVOIR ROOF INVESTIGATION

1.1 INTRODUCTION

.1 Objectives

Associated Engineering (B.C.) Ltd. has been retained by the District of Coquitlam to review the structural capacity of the Foster Avenue Reservoir roof slab. The objectives of the review are to:

- .1 Conduct a detailed survey of roof slab soffit cracks to assess corrosion of existing reinforcing and potential for future corrosion.
- .2 Examine the performance of the existing roof membrane.
- .3 Provide recommendations and cost estimates for remedial work required to protect slab reinforcing from further corrosion.
- .4 Examine alternatives for roof slab use including continued use as a tennis court or no use.
- .5 Establish cost estimates for upgrading roof surface if continued use as a tennis court is feasible.

.2 Project Background

The Foster Avenue reservoir was constructed in 1973 and included provision for five tennis courts on the roof. The reinforced concrete roof slab was covered with a waterproof membrane and overlaid with 1½" of asphalt topping to provide a playing surface. The District became concerned about the structural capacity of the slab when a recent inspection identified a large number of roof slab soffit cracks.

Associated Engineering prepared an initial letter report to the District dated May 29, 1991 responding to the concerns and identifying probable causes for the cracking. This preliminary report recommended that a detailed crack and corrosion survey be conducted to assess the present structural capacity of the slab and recommend upgrading to prevent future corrosion.

The District of Coquitlam subsequently engaged Associated Engineering and their subconsultant, HBT Agra Ltd. to prepare this detailed report on the Foster Avenue Reservoir.

.3 Project Personnel

The inspection of the roof slab soffit and walls was conducted by Mr. Martin Jobke, P.Eng. of Associated Engineering and Mr. Neil McAskil, A.Sc.T., of HBT Agra Ltd., assisted by District of Coquitlam staff. Mr. Dale B. Harrison, P.Eng., of Associated Engineering, conducted the structural analysis and prepared the report. HBT Agra personnel also prepared the roof crack mapping, conducted the half cell potentials, pachometer survey, and roof membrane cut tests.

.4 Available Data

The report is based on the following information:

- .1 HBT Agra Ltd. report "Materials Evaluation of the Foster Avenue Reservoir (see Appendix A).
- .2 Associated Engineering design drawings #4009-30-W-402 to 405.
- .3 Associated Engineering construction photos and work files.

1.2 DISCUSSION

.1 Description

The Foster Avenue reservoir is a 3 million gallon buried rectangular concrete tank which has five tennis courts located on the roof. The roof structure consists of a 7 inch reinforced concrete flat slab supported by circular concrete columns with capitals at 18 feet on centre each way. The structural slab was cast monolithically with the walls and the reinforcing is continuous through all construction joints. A waterproof membrane keeps contaminants out of the reservoir. The membrane is protected by an asphalt topping which also provides a playing surface for the tennis court.

.2 Structural Condition

The reservoir roof slab is generally in good condition. However, there are a number of large shrinkage and temperature cracks at the midspan of the slabs (see HBT Agra Crack Survey, Appendix A). Many of the large cracks occur at construction joints and some of these have spalled concrete with reinforcement visible. Hardy Agra conducted a half cell corrosion potential survey on this reinforcement and determined that minimal corrosion has occurred with low potential for future corrosion. HBT Agra also concluded that the structural slab and reinforcing is in good condition with minimal loss of section properties due to corrosion.

.3 Roof Slab Load Capacity

Associated Engineering's initial report concluded that the reservoir roof slab was originally designed for a live load

capacity of 40 PSF plus the deadload from a 7 inch slab and 1.5 inch asphalt topping.

The roof slab load capacity was analyzed based on the current Canadian Reinforced Concrete Design Code CAN3-A23.3-M84. The following assumptions were made in this analysis:

- The reinforcing size, spacing and cover are in accordance with the design drawings. (The pachometer survey confirmed that the construction was substantially in accordance with the design drawings in those locations tested).
- The reinforcing has negligible section loss due to corrosion in accordance with HBT Agra findings.
- The midspan cracks will transfer flexural moments at ultimate condition.

This analysis calculated that the roof slab has a live load capacity of 40 PSF plus a superimposed dead load capacity of 18 PSF. Therefore, the roof slab capacity has not decreased from the original design capacity.

.3 Corrosion Control

The current concrete code addresses the protection of reinforcing steel by limiting the crack width. As previously noted in Associated Engineering's letter report dated May 29, 1991 the slab design was generally in accordance with the code at that time. However, the commentary to the current code notes that "The amount of shrinkage and temperature reinforcement given in previous standards has found to be inadequate in preventing wide shrinkage and temperature cracks in slabs." Therefore, the lack of temperature reinforcement has permitted the growth of a number of relatively large cracks which has resulted in some localized corrosion of the reinforcement steel.

The corrosion to date has been minimal, and as noted in the HBT Agra report, it is predicted to continue at a slow rate. In normally aggressive environments, the design crack width is limited to 0.2 mm to protect the reinforcement from corrosion. However the reservoir is not an excessively corrosive environment and cracks much greater than 0.2 mm in width show no or minimal evidence of corrosion.

Two options for controlling the corrosion of the reinforcing in the Foster Avenue Reservoir roof slab have been considered. The first option is a Temporary Repair (Option 1) which includes patching the areas where reinforcing has been exposed by concrete spalls and monitoring the corrosion rate of reinforcing at cracks exceeding 0.2 mm by conducting a detailed corrosion survey at five year intervals. This will provide sufficient warning for remedial

action to be taken prior to the onset of structurally significant corrosion.

The second option is a permanent repair (Option 3) which involves epoxy injection from the underside of all cracks which exceed an established width. As previously noted the standard design criteria for reinforced concrete exposed to a wet environment is a 0.2 mm crack. However, the performance of the reservoir over the past 18 years would indicate that this is an excessively conservative criteria for this situation which could result in unnecessarily costly and time consuming repairs. Therefore it is recommended that a minimum crack width criteria be established by exposing the reinforcing at progressively larger cracks to establish the threshold for onset of corrosion.

The exact extent of the work for this option cannot be determined until this investigation is done. However, for budget purposes we have conservatively estimated that all of the recorded cracks exceeding 0.2 mm will have to be epoxy injected which will take approximately 4-6 weeks. As noted, we expect the threshold crack will be considerably larger than 0.2 mm which should result in a significant reduction in repair time, and cost for this option.

.4 Waterproof Membrane and Asphalt Topping

The waterproof membrane has the primary function of preventing contaminants from entering the reservoir.

The minor leakage observed and the lack of efflorescence at the existing slab cracks is in our opinion evidence that the membrane is in good condition and is continuing to function as an effective barrier to contaminants. The HBT Agra report notes that the membrane has debonded from the slab but in those areas investigated continues to span cracks in the asphalt topping.

The asphalt topping serves to protect the waterproof membrane from physical damage and to provide a playing surface for the five tennis courts. The asphalt topping is in fair condition with approximate 10-15% of the area in need of patching and another 10% of the area with significant "bird baths". HBT Agra have identified the debonding of the membrane from the concrete combined with the moisture migration from below as the major cause for deterioration in the asphalt playing surface.

Three options for dealing with the playing surface have been reviewed.

- .1 Repair only the "tripping hazards" (Option 1). This is the minimum repair which the District should consider to mitigate their public liability. It is a temporary repair and the playing surface will continue to require maintenance on an on-going basis.

.2 Repair all areas of cracked and deteriorated asphalt (Option 2). This is a significant repair which will restore the integrity of the membrane and asphalt topping. The existing membrane and topping would be removed in the areas to be patched, the concrete surface cleaned by sand blasting, and a new bonded rubberized asphalt membrane installed with a protection board and overlay of asphalt topping. The court would be repainted with a three colour system.

.3 Replace existing asphalt topping and membrane with a light weight traffic grade membrane (Option 5). This option would require removing the existing asphalt and membrane, levelling and cleaning the concrete surface and installing a new light weight membrane which would be bonded to the existing concrete and provide both a wearing surface and watertight seal.

.5 Cost Estimates

Cost estimates have been developed for each of the options identified for corrosion protection and asphalt topping repair.

The cost estimates for repair work inside the Foster Avenue Reservoir (Options 1, 3, 4, 5) do not include the cost of disinfection or reservoir drawdown. It is assumed that this work will be scheduled in conjunction with the planned Cleaning and Disinfection detailed in Appendix C.

OPTION 1A - TEMPORARY REPAIR OPTION - SLAB SOFFIT

.1 Repair spalled reinforcing on slab soffit		
Labour - 50 locations @ 2 hrs x 2 men @ \$50/hr		\$ 10,000
Materials and Rental	Allow	<u>3,000</u>
		13,000
Contingency		4,000
Engineering Allowance		6,000
7% GST		<u>≈2,000</u>
		\$25,000

OPTION 1B - TEMPORARY REPAIR OPTION - ASPHALT TOPPING

.1 Repair "Trip Hazards" in asphalt topping including allowance for repairing membrane damaged by asphalt removal - 5 @ 100 sq.ft. = 50 sq.ft.		
50 sq.ft. @ \$16/sq.ft. (See Option 2)		\$ 8,000
Contingency		2,000
Engineering Allowance		4,000
7% GST		<u>≈1,000</u>
		<u>\$15,000</u>

TOTAL OPTION 1A + 1B = \$40,000

OPTION 2 - REPAIR ASPHALT TOPPING

(Assume 15% of area require repairs based on HBT Agra and BA Blacktop estimate: approximately 5,000 sf)

.1	Sawcut asphalt (4,000 Lf based on double cut)	\$ 1,500
.2	Removal of 5,000 sf @ \$2.00/sf	10,000
.3	Disposal of 5,000 sf (18cm) (BA Blacktop)	3,000
.4	Surface preparation 5,000 sf x \$0.40	2,000
.5	Seal large cracks 500 Lf @ \$5.00	2,500
.6	New membrane and protection 5,000 sf x \$3.00 (Trory)	15,000
.7	Asphalt patching 5,000 sf x \$1.50 (BA Blacktop)	7,500
.8	Paint courts (Tomko Sport) 31,000 sf x \$0.55	17,000
.9	Level worst "bird baths"	<u>4,500</u>
		\$63,000
	25% Contingency	16,000
	Engineering Allowance	10,000
	7% GST	<u>≈ 6,000</u>
		<u>\$95,000</u>

OPTION 3 - SEAL CRACKS EXCEEDING 0.2 MM

(Based on HBT Agra survey approximately 3,100 Lf of cracks are 0.2 mm and over).

.1	Epoxy injection (Polycrete Restorations) 3,100 x 30/Lf	\$ 93,000
.2	Allowance for lighting/ventilation/scaffold rental	<u>10,000</u>
		\$103,000
	25% Contingency	26,000
	Engineering Allowance	10,000
	7% GST	<u>≈10,000</u>
		\$149,000

SAY \$150,000.¹

OPTION 4 - ADD OPTION 2 AND 3

Option 2	\$ 95,000
Option 3	<u>150,000</u>
	<u>\$245,000</u>

¹ This figure is conservatively based on sealing all cracks exceeding 0.2 mm. It should reduce substantially with the result of a corrosion threshold study.

OPTION 5 - NEW MEMBRANE PLUS SEAL SLAB CRACKS

.1 Dismantle 750' of fence (and reinstate)	\$ 5,000
.2 Remove existing asphalt and membrane	31,000
.3 Temporary access ramp	1,000
.4 Disposal of asphalt 31,000 x \$0.30	9,000
.5 Surface preparation 31,000 x \$1.00	31,000
.6 New combined membrane/wearing surface 31,000 x \$5.50	171,000
.7 Painting courts 31,000 x \$0.55	<u>17,000</u>
	\$265,000
15% Contingency	40,000
Engineering Allowance	20,000
7% GST	<u>23,000</u>
	\$348,000
Say \$350,000 plus Option 3	<u>\$500,000</u>

.6 Summary of Retrofit Options

The following table summarizes the various options for upgrading the Foster Avenue Reservoir Roof with expected results and associated costs.

OPTIONS	PREDICTED EFFECTS ON FOLLOWING ELEMENTS			
	ROOF SLAB	WATERPROOF MEMBRANE	ASPHALT PLAYING SURFACE	COST ESTIMATE
1. Temporary Repair Option ²	No significant corrosion or reduction in structural capacity in next 10 years	No significant deterioration for 10 to 20 years (minor risk of physical damage due to deterioration of asphalt surface)	Continued deterioration due to blistering of asphalt.	40,000
2. Repair Asphalt Surface but do not Seal Slab Cracks	No significant corrosion or reduction in structural capacity in next 10 years	Minimize risk of physical damage to membrane	Correct deficiencies in playing surface. Repair surface life expectancy of 5+ years	95,000
3. Seal Slab Cracks exceeding 0.2 mm	No corrosion expected for lifetime of structure	Reduce risk of damage to membrane due to deterioration of asphalt	Reduce rate of deterioration of asphalt surface due to blistering	150,000
4. Seal Cracks and Repair Asphalt Surface	No corrosion expected for lifetime of structure	Minimize risk of future physical damage	Correct deficiencies in playing surface. Repaired surface life expectancy of 10+ years	245,000
5. Seal Cracks, Replace Asphalt with Light Weight Traffic Grade Membrane	No corrosion expected for lifetime of structure - increase live load capacity to 50 psf	New membrane with 15+ years life expectancy	New playing surface with 15+ years life expectancy	500,000

1.3 CONCLUSIONS AND RECOMMENDATIONS

The Foster Avenue reservoir roof slab has not lost any significant strength due to corrosion of the reinforcing steel. The slab has a live load capacity of 40 PSF based on analysis to the current concrete code and, in our opinion, can continue to safely support the live loads from typical tennis court use. The slab does not have adequate design capacity to install bleachers or other uses where crowd loading could occur.

The waterproof membrane, although currently functioning effectively to keep contaminants and moisture out of the reservoir, has debonded from the concrete roof resulting in deterioration of the asphalt playing surface.

The asphalt playing surface has deteriorated with a significant percentage of the area requiring repairs.

Because the observed corrosion rate of the slab soffit reinforcing is minimal and the measured potential for future corrosion is low it is not necessary that the permanent repairs (Option 3) be carried out at this time. However, as a minimum it is recommended that the slab soffit reinforcing spalls be repaired and that the corrosion rate be monitored in accordance with Option 1.

It is recommended that the asphalt playing surface be repaired in accordance with Option 2. However if this repair work is deferred, the "trip hazards" in the playing surface should be repaired as soon as possible in accordance with Option 1.

#502-3



DISTRICT OF COQUITLAM

Inter-Office Communication

1992 July 17
Our File: 201

MEMO TO: Deputy Director Parks and Recreation
FROM: Recreation Manager - Community Recreation/
Community Facilities Coordinator
SUBJECT: "YOUTH SERVICES" - UPDATE

FOR PARKS AND RECREATION COMMITTEE

RECOMMENDATION

That this situational report be transmitted to the Parks and Recreation Committee for information.

BACKGROUND

The Teen Issues Committee of the Social Development Council presented a planning proposal re Teen Services to Council in April of 1991. The document is attached for reference purposes.

Council adopted resolution 471/91:

"That the submission made by the social development council of District #43 be referred to the Parks and Recreation Committee for further discussion and possible recommendation."

Recreation staff continued to meet with the Teen Issues Committee during the remainder of 1991 to gain some consensus regarding what services we could deliver and what outstanding issues still remained for their group. The goal of a drop-in centre exclusively for teens continued to elude the committee.

Several training workshops (September 1991-March 1992) were conducted to upgrade and enhance Parks and Recreation staff's qualifications in the area of youth programming. The workshops were conducted in conjunction with a concerted effort to provide youth programs at the Poirier Recreation Complex. A major contributor to these workshops was Jeff Carter from the Teen Issues Committee.

In early 1992 it became evident that the Teen Issues Committee was experiencing some decline in membership and limited commitments from parents and teens to address previous recommendations. At the June meeting, 30± teens, parents and staff met to redefine the current priorities of their committee.

In March 1992 the Teen Issues Committee and other youth groups were notified of Coquitlam Council's commitments to the Town Centre Referendum and the intention to include a Teen Component in the Leisure Complex.

The defeat of the Leisure and Recreation Financing Bylaw in May 1992, raises once again, the issue of designated program space for youth and teen services.

Deputy Director Parks and Recreation
1992 July 17

UPDATE ON PROGRAMMING FOR TEENS

Staff presented council with a 1992 supplemental budget proposal for the funding of youth programs and staffing. Additional funding for programs was granted and resulted in the commitment of resources to provide a more comprehensive youth program called "Friday Night Live". Staff developed this program to appeal to 11-14 year olds in an attempt to build future representation on a Youth program Committee. The 12 member committee presently assists staff in programming, evaluation, promotion, etc. for many of our youth programs.

Following the successes of the ongoing Friday Night Live program and with input from the Youth Committee staff expanded the variety and format of the summer "Ultimate Challenge" program. At the time of this report, the program has increased in participation and staff have noted a number of regular Friday Night Live youth enrolled in the program.

As a result of our efforts to expand partnerships with outside agencies, we became involved with the RCMP (Constable Donna Kaluza) and her efforts to start up the E.T.C.E.T.E.R.A. program, which is designed for "Youth at Risk". Constable Kaluza was attempting to involve Tri-City agencies in a joint effort to meet this programs goals and objectives. Our staff will continue this liaison into 1993 in the hopes of initiating a Coquitlam based program.

Leaders In Training (L.I.T.) is our development program for teens, consisting of 40 hours theory and an 80 hour practicum in our recreation programs. Volunteers in summer programs generally come from L.I.T.

A youth newspaper project which is now underway employs staff and volunteers to develop organizational, writing and publishing skills in the creation of a youth oriented publication. This project was identified as a priority during a Teen Forum held in April 1990. Coquitlam Parks and Recreation contributes to the project by providing weekly access to our Desktop publishing equipment and meeting rooms for training and production.

PLANS FOR 1993

Continue to offer our Leadership Development Program in the Spring and Fall.

Increased co-sponsorship of youth programs with SHARE Family and Community Services. Some of these programs include: Feeling Good About Myself, and Straight Talk From Teens.

Build on the success of our partnerships with the RCMP and School District #43. Specifically, Roy Stibbs "After school-stay in school" program due to start in the Fall of 1992. This neighbourhood has been identified by both of these agencies as a "high risk area".

Deputy Director Parks and Recreation
1992 July 17

Continue to meet with the Teen Issues Committee to develop programs, within our mandate, which will respond to the issues raised during TEEN FORUMS.

Develop a budget proposal for additional municipal funding in the form of Youth Workers and related program development expenses.



BOB MUNRO

BM/sak

att.

PLANNING PROPOSAL RE: SERVICES TO TEENS

Submitted to: The District of Coquitlam
From: Social Development Council of District 43
Teen Issues Committee
Date: April 4, 1991

SUMMARY

We would like to request that Council, in its budget deliberations, take into account the following report from the Teens Issues Committee of the Social Development Council. This committee has been investigating the needs of teens in our community since September, 1989. A process of community consultation and planning has resulted in the following recommendations to the municipal councils in District 43.

I. RECOMMENDATIONS:

1. THAT the delivery of teen services in our community should be based within the following philosophical approach:
 - a) teens are a valuable resource in our community
 - b) teens need opportunities to identify their needs and to plan with adults around decisions which affect them
 - c) teens need opportunities to work together and with adults to accomplish specific projects and goals
 - d) teens have social and recreational needs beyond organized activities
 - e) teens need a safe and comfortable environment in which to socialize and recreate.
2. THAT a facility be provided exclusively for a teen drop-in centre.
3. THAT Council investigate community funding partnerships for such a facility.
4. THAT a community committee be struck to advise on the delivery of services to teens targeted by this report. This committee should include teens.
5. THAT staffing decisions place priority on personnel with appropriate training and experience in leisure education, with specific skills working with and relating to teens. Emphasis should be placed on staff who can facilitate opportunities to work with and make use of other resources in the community.

II. BACKGROUND

1. SDC Teen Issues Committee

The Teen Issues Committee is the result of concerns raised at the first annual Community Conference in June of 1989. After the overall need for social planning in our community, conference participants gave teen issues the highest priority for future action. Following up from the conference, community members were invited to attend the first meeting of the Teen Issues Committee in September, 1989.

2. Community Involvement in Planning for Teen Needs

The first task of the Teen Issues Committee was to identify issues of concern to teens in District 43, and the committee believed that teens needed to be involved in this planning process. A Teen Forum was held in April, 1990; it was planned by a group of local teens and several committee members.

The Teen Forum, attended by eighty five local teens, identified and prioritized issues. These include: a gathering place for teens (drop-in centre), teen nightclub, community newspaper for teens, counselling and crisis support, and improved transportation.

A Community Workshop on Teen Issues, held in May of 1990 and attended by over 50 adults and teens, re-emphasised the need to work on the priorities identified by teens. Since that time, the committee's activities have focused on those issues prioritized by the teens; a drop-in centre was chosen as the first priority for action.

3. Teen Issues Committee Planning Process

A sub-committee of the Teen Issues Committee was struck in June of 1990, chaired by Shirle Dunning. Its task was to investigate teen centres in other communities, report on various models, identify potential sites, and recommend appropriate approaches for District 43.

III. THE SITUATION IN DISTRICT 43

1. Target Population

The Teen Issues Committee identified insufficient social and recreational opportunities for the following groups of teens:

- a) teens who want a safe place to meet with other teens
- b) teens who are not currently attracted to structured programs
- c) teens who would benefit from contact with experienced and easily accessible staff
- d) teens who currently choose to meet with friends in "less acceptable" venues i.e. malls, street corners
- e) teens who want to have a say in planning and developing their recreational and social activities

IV. WHAT'S HAPPENING IN OTHER COMMUNITIES?

Many communities are currently addressing the needs of teens in their communities. The committee investigated facilities and programs in North Vancouver (Seycove, Lynn Valley, North Shore Neighbourhood House), Surrey (Newton and Whalley), Vancouver, Delta, Maple Ridge, Burnaby and Coquitlam (Place Maillardville).

Since our community has identified the need to reach the above target populations of teens in our community, we evaluated programs in other communities in terms of appropriate approaches in District 43. The approaches in these communities can be described as fitting into a spectrum of models:

High Structure

- little or no unstructured social time (for teen to teen interaction or teen to staff interaction)
- largely activity oriented (everything in it's time and place)
- low comfort level for teens who want casual drop-in use
- little flexibility to deal with problems, issues as they arise

Who attends: teens who join programs.

Moderate Structure

- balance of unstructured time and teen planned activities
- opportunities for teens to make choices re: level of activity, types of programming
- opportunities to "turn kids on" to activity choices (both in a teen drop-in centre and other community facilities)
- some opportunities for informal interaction with staff

Who attends: teens who join currently offered programs, teens who do not join pre-registered programs.

Low Structure

- drop-in activities only i.e. pool, foosball, games etc.
- vast amount of unstructured time for socializing
- limited referral to other activities and facilities
- many informal opportunities for interaction with staff

Who attends: teens who do not join pre-registered programs.

V. Needs in District 43

Teens have said that they want "a safe space where teens are comfortable and welcome, where they have a lot of input into rules and activities, where "differences" between groups can be accommodated or minimized, and where teens can find assistance when needed" (Results from April, 1990 Teen Forum).

The needs of teens in District 43 include:

1. a teen centre which provides social and recreational opportunities for teens who do not take advantage of currently offered structured programs.
2. staff with skills and experience working with teens from a wide range of backgrounds.
3. a facility which is exclusively allocated to teens, and which is open to teens on a regular daily basis during hours most appropriate for maximum participation.
4. a process for ongoing planning and management of facilities and programs for the targeted population which includes participation from teens and other community members.

VI. RECOMMENDATIONS TO THE MUNICIPALITIES OF COQUITLAM, PORT COQUITLAM AND PORT MOODY

1. THAT the delivery of teen services in our community should be based within the following philosophical approach:
 - a) teens are a valuable resource in our community
 - b) teens need opportunities to identify their needs and to plan with adults around decisions which affect them
 - c) teens need opportunities to work together and with adults to accomplish specific projects and goals
 - d) teens have social and recreational needs beyond organized activities
 - e) teens need a safe and comfortable environment in which to socialize and recreate.
2. THAT a facility be provided exclusively for a teen drop-in centre.
3. THAT municipal councils investigate community funding partnerships for such a facility.
4. THAT a community committee be struck to advise on the delivery of services to teens targeted by this report.
5. THAT staffing decisions place priority on personnel with appropriate training and experience in leisure education, with specific skills working with and relating to teens, and who are aware of currently available community resources.

VII. CONCLUDING REMARKS

The planning process involving teens and adults in our community has resulted in some clear guidelines for decision makers. Teens are asking that services be delivered in a non-structured, teen-directed approach. The adults are asking that we listen to the teens, and find ways for our community to better meet the broad range of teen needs for both recreational and social opportunities in a safe, supportive environment.

The committee's research has essentially confirmed what the teens said in the beginning, that the key to success for teen services in an exclusive facility and well qualified staff. We suggest that an appropriate model for service delivery would combine elements of a low and moderately structured approach.

#502-4



DISTRICT OF COQUITLAM

Inter-Office Communication

1992 July 20
Our File: 135.1a

MEMO TO: Deputy Director, Parks and Recreation
FROM: Recreation Manager, Community Recreation
SUBJECT: **PARKING POLICY - TOWN CENTRE PARK**
FOR PARKS AND RECREATION COMMITTEE

RECOMMENDATION

That the request from the organizing committee for the 1992 Canadian Senior Outdoor Track and Field Championships to charge for parking at the Town Centre Park/Stadium during the Canadian National Championships on August 14 through 16, 1992, be approved, and further, that a pilot program be implemented for this event in concert with the following terms and conditions;

That the licensee be authorized to charge and collect a parking fee of three dollars per vehicle, per day, for parking in the Alpha lots A, B, C and D, and

That Coquitlam Parks and Recreation's charge to the licensee for parking be one dollar per vehicle, per day, and

That Coquitlam Parks and Recreation provide one staff member, at no charge, to act as the supervisor of parking, and

That the licensee be required to provide eight volunteers daily, to act as parking attendants, under the direction of the Parks/Recreation staff, and

That the licensee be required to provide portable two way radios for the volunteer parking attendants and supervisor, and

That the licensee be required to provide a financial statement which indicates parking revenue from the event, and

That staff evaluate this pilot program and prepare a report on a parking policy for the Town Centre Park/Stadium, for inclusion in the 1993 Fees & Charges Proposal.

BACKGROUND

The attached letter from the organizing committee for the 1992 Canadian Senior Outdoors Track & Field Championships, is requesting approval to charge for parking during their event.

The Parks and Recreation Department currently has no policy on a fee for parking at the Town Centre Park/Stadium.

Attached is a report from the Field Areas Coordinator, outlining various options to the issue of establishing a Parking Policy for the Town Centre Park/Stadium during major public events.

Deputy Director, Parks and Recreation
1992 July 20

Since there are numerous options to consider, in conjunction with other Municipal departments and the RCMP, staff propose to conduct a pilot program for this national event. The Engineering Department/Traffic and Transportation section will monitor the spread of on street parking to determine what effect, if any, there is on adjacent neighbourhoods. Once this pilot program is evaluated, a policy paper can be prepared for consideration by the Parks and Recreation Committee of Council.

As reference, attached is a site map which shows on site parking in lots A, B, C, D and overflow parking on lots #1, #2 and #3.

Staff propose to charge for the Alpha lots, which provide 550± spots and to retain the 67 asphalt spots in lot A as no charge parking for event officials, and the general public using the recreation centre and adjacent park areas.

The Numeric lots are available for no charge parking, as is Pinetree Way and Town Centre Boulevard.

This proposal will ensure that event parking is supervised; that Parks and Recreation will not incur additional event operational costs and that the event organizers will access another source of revenue.



BOB MUNRO

BM/sak

att.

c - Field Areas Coordinator

DISTRICT OF COQUITLAM

Inter-Office Communication



1992 July 14

MEMO TO: Recreation Manager, Community Recreation
FROM: Field Area Coordinator
SUBJECT: PAID PARKING - TOWN CENTRE STADIUM

You will find attached, a letter from Coquitlam Cheetahs Track and Field Club, requesting permission to charge a parking fee during the Canadian National Track and Field Championships held at Town Centre Stadium, August 14, 15, 16, 1992. Presently, we have no official parking fee policy.

As the Stadium Manager/Coordinator, I have had the opportunity to view first hand the logistics and impact of both small and large events held within the Town Centre complex; most recently, the annual Scottish Highland Games. At this event with approximately 8,000 ±, parking supervision and attendants were provided by Parks and Recreation staff. Both the north and south lots and the parks site overflow was filled with street parking on Pinetree extending south to Glen Drive. As well, the overflow gravel lot across from the firehall was used.

Discussion

1. During major events, such as the Highland Games, parking has the potential to become a major problem. Without supervision, control and direction, the situation can easily become unmanageable, creating public relations and safety issues.
2. During District sponsored major special events, such as Festival Coquitlam, the Recreation Division has assumed responsibility for and control of parking.
3. In a survey of stadium sites in Richmond, Burnaby and Abbotsford, only Abbotsford has allowed the leasee to assess a fee for parking during special events (S.F.U.). Burnaby Parks and Recreation is contemplating a parking fee for 1993 at Swangard Stadium while Richmond does not and will not assess a fee.
4. Town Centre parking lots are easily controlled with only one access road into each lot.
5. Town Centre Recreation Centre customer parking can be easily segregated from event parking at the point of entry.

6. Revenue from parking can assist community groups to offset event operational costs.
7. Parking fees assessed and controlled by the District can provide additional revenue.
8. Ownership and supervision of the parking lot must be addressed. Is it the responsibility of Parks and Recreation to supervise the parking lot during major special events, or is it a duty and responsibility of the leasee?

CONSIDERATION OF OPTIONS:

Listed below are some options for consideration, keeping in mind the District owns the property and manages the sites. Also the District should not have to pay for any extra costs incurred by the licensee.

1.0 For Private Events

- 1.1 Let status quo remain for minor events - no parking fee, no attendants; but the District will still maintain responsibility for major special events.
- 1.2 The Parks and Recreation Department can institute a parking fee with all revenue going to general revenue.
- 1.3 Allow the licensee to monitor and control the lot and to charge a parking fee and keep all revenue to offset costs.
- 1.4 Allow licensee to monitor and control the parking lot and to charge a parking fee with the District of Coquitlam taking a percentage.
- 1.5 Parks and Recreation will monitor and control the parking lots and charge all direct costs to the licensee.

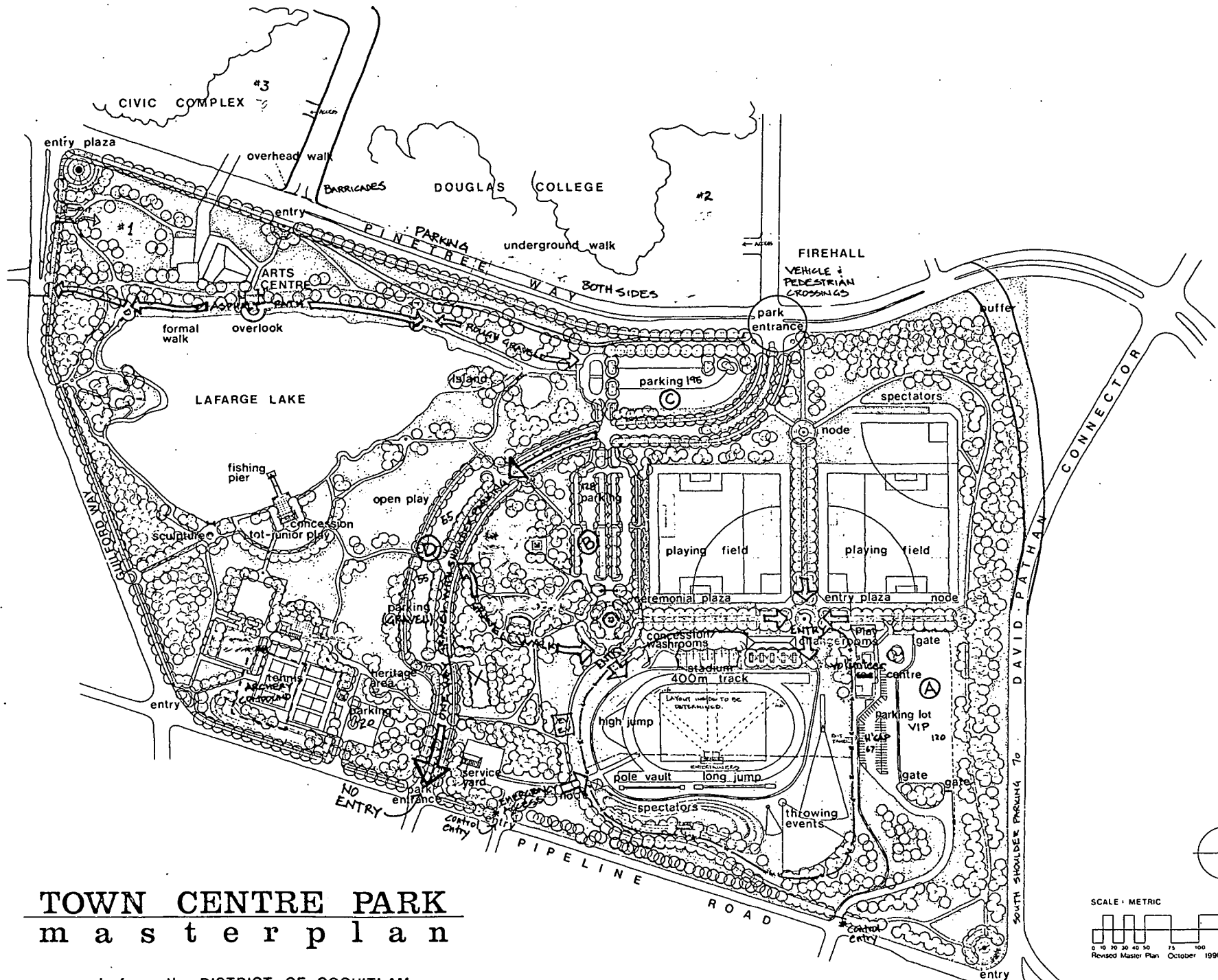
2.0 For District Sponsored Major Events

- 2.1 Parks and Recreation will maintain responsibility for and control of parking and charge a fee to offset costs.
- 2.2 Parks and Recreation will maintain responsibility for and control of parking and not charge a fee.

RIC GRAHAM

RG/jb

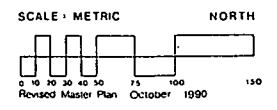
Attach - Letter from Cheetahs Track & Field Club
Map



TOWN CENTRE PARK

master plan

prepared for: the DISTRICT OF COQUITLAM
 prepared by: the PACIFIC LANDPLAN





THE NATIONALS



Canada's Olympic Heroes are coming to Coquitlam

1992 July 02
2963 Pasture Cir.
Coquitlam, B.C.
V3C 2C3

Mr. Rick Graham
Town Centre Park Stadium
1290 Pipeline Road
Coquitlam, B.C.

Dear Rick,

RE: Charging For Parking At Town Centre
Park Stadium During The 1992 Canadian
National Championships


The Organizing Committee for the 1992 Canadian Senior Outdoor Track and Field Championships is not receiving the anticipated responses to its requests for sponsors for the Championships. Further, we have been recently informed that the "Hosting Grant" of \$10,000.00 offered by the previous Provincial Government has been discontinued by the present Government. Consequently, the Organizing Committee has been searching for ways to overcome the shortfall.

One of the ideas brought forward is to charge patrons a small amount for parking during the Championships. However, to do so the Committee believes that it would require the approval of the District.

It would be appreciated if you would explore with the District the possibility of the Committee charging for parking and inform the undersigned what steps must be taken for the Committee to achieve its goal.

Looking forward to a positive response,

I am,
Yours respectfully,



Percy Perry
Technical Manager.

T-1



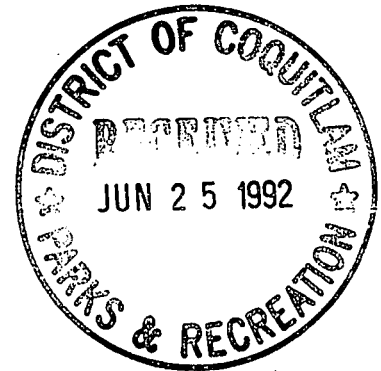
WINSLOW CENTRE

SCHOOL DISTRICT NO. 43 (COQUITLAM)

1100B Winslow Avenue
Coquitlam, B.C. V3J 2G3
Phone: 936-0491 Fax: 936-0292

MEMORANDUM

TO: Steve Borthwick
Aquatics Supervisor
Coquitlam Parks & Recreation
637 Poirier Street
Coquitlam, B. C.
V3J 6A9



FROM: George Longstaff
Physical Health and Environmental Education

DATE: June 23, 1992

I would like to thank you and your pool staff for providing a quality instructional aquatics program for our grade five students this spring.

The feedback on the program was very positive and both teachers and students appreciate the effort your staff put into providing an interesting and worthwhile experience for our students.

Have a great summer!

Sincerely,
George Longstaff

GL:cb

DISTRICT OF COQUITLAM

Parks & Recreation
633 Poirier Street
Coquitlam, B.C. V3J 6A9

Phone: (604) 936-3481
Fax: (604) 936-3975



Mayor: L. Sekora

DISTRICT OF COQUITLAM
 BY MANAGER APPROVED
 SEP 8 1992
 12 08 31
 Res. No. 1107

PARKS AND RECREATION REGULAR COMMITTEE MEETING MINUTES

AUGUST 24, 1992

A regular meeting of the Parks and Recreation Committee of Council convened on Monday, August 24, 1992 at 3:40 p.m. in the Committee Room, Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C., with the following persons present:

- COMMITTEE MEMBERS PRESENT:** Councillor E. Parker, Chairman
 Councillor M. Reid
 Councillor J. Kingsbury
- STAFF PRESENT:** T. Klassen, Acting Municipal Manager
 R. Innes, Planner 1
 D. Cunnings, Parks & Recreation Director
 R. Richardson, Deputy Director, Parks & Recreation
 B. Elliott, Parks Administrator
 S. Borthwick, Recreation Manager, Aquatics
- ALSO PRESENT:** Mrs. F. Bolton

ITEM I - MINUTES OF JULY 27, 1992

The Committee recommends that the Minutes of the July 27, 1992 Parks and Recreation Committee Regular Meeting be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

ITEM III - NEW BUSINESS

502-1 Delegation - Coquitlam Fine Arts Council

Presentation made by Ms. Deborah Solberg, Executive Director. Ms. Solberg presented a report to Committee summarizing the fact that the Fine Arts Council was experiencing a budget shortfall of \$10,000 for the 1992/93 fiscal year. She then requested that the District of Coquitlam grant to the Fine Arts Council the sum of \$5,200, which is equivalent to what the District's share of the \$10,000 shortfall would be according to the Simon Fraser cost sharing formula. As the District had previously granted a sum of \$4,000 to the Council, this additional request if approved would bring the total for 1992 to \$9,200. Discussion followed covering such items as the use to which the requested funds would be put, whether or not the other neighbouring municipalities had been approached with the same request, a bingo licence/facility request which the Council is a part of and which is coming before the next meeting of the Land Use Committee. Having completed her presentation, Ms. Solberg thanked the Committee and left the meeting.

The Committee following consideration of the request deferred the recommendation pending further discussion.

SK
107

502-2 Town Centre Concession 1992-1993 Operations Contract

The Deputy-Director gave a brief summary which supported the report's recommendation. General discussion followed.

COUNCIL
ACTION:

The Committee recommends that the operation of the Town Centre Park Food Concession from August 1992 to December 31, 1993 be awarded to MacIntyres Cafes and Concessions at 20% commission based on gross sales for the balance of the 1992 calendar year and a 25% commission based on gross sales from January 1, 1993 to December 31, 1993, and, further, that MacIntyres Cafes and Concessions provide yearly statements duly certified by a public accountant showing the revenues earned; and, further, that MacIntyres Cafes and Concessions meet the insurance requirements as specified in the District of Coquitlam's "Request for Proposal" Proposal 92-6-1.

*RES 1108
APPROVED
SAA 1109*

502-3 Dogwood Pavilion Constitutional Changes

COUNCIL
ACTION:

The Committee recommends that the following amendments to the Dogwood Pavilion Constitution be approved:

- A. 1. The Constitution of Dogwood Pavilion is hereby amended to allow for the creation of a Finance Committee of the Treasurer (appointed by the Dogwood Pavilion Advisory Board) and two members of Dogwood Pavilion to be named by the Dogwood Pavilion of Coquitlam Funding Society, and to take effect the day before dissolution of the Funding Society, 92 06 29. The Finance Committee will oversee the melding of accounts/finances of all of the funds of the Funding Society, with the accounts of the Dogwood Pavilion and will be responsible to advise and recommend to the Dogwood Pavilion Advisory Board on the total management of the separate and joint accounts in the best interests of Dogwood Pavilion and in keeping with Article 2 of the Funding Society Constitution.
2. The two Finance Committee members so named will hold office with full Advisory Board rights and privileges up to the Annual General Meeting of 1994 at which time their continuance of the Dogwood pavilion Advisory Board shall be decided. The Dogwood pavilion Advisory Board elected at that Annual General Meeting may decide to continue with such special Finance Committee as it (Dogwood Pavilion Advisory Board) sees necessary.
3. Should either or both of the Funding Society appointee's position become vacant before the 1994 Annual General Meeting, the Dogwood Pavilion Advisory Board will appoint replacements from Dogwood Pavilion members to complete the term(s) of office.
- B. WHEREAS, at present, certain representatives from non-member associations/organizations have been attending regular meetings quarterly of the Dogwood Pavilion Advisory Board, and

RES 1110

WHEREAS such presences have not served the general purposes of Dogwood Pavilion in its operations,

THEREFORE be it resolved that such attendances from this date be limited to representatives from selected associations/organizations on an invitational basis as the Dogwood Pavilion Advisory Board may deem necessary/useful to Dogwood Pavilion.

502-4 Fraser River Boat Launch - Revenue Report for July 1992

The Director elaborated on this item noting that the figures represented revenue for the month of July which annually is the busiest month for the boat launch facility.

The Committee recommends that the report of the Deputy-Director, Parks and Recreation dated 1992 August 19 be received as information.

502-5 Centennial Trails Trust

The Parks Administrator summarized the report for Committee highlighting the history behind the Centennial Trail project, the Centennial Trails Trust and the two proposed trail routes through the District of Coquitlam. Lengthy discussion followed centering around Councillor Reid's concern that passing the recommendation as worded might inadvertently force this Council and future Councils to acquire land for the purpose of constructing this trail.

COUNCIL
ACTION:

The Committee recommends that Council support the creation of the Centennial Trail and the efforts of public agencies, trail groups, private sector institutions and individuals who are working through the Centennial Trails Trust to create and enjoy the National Centennial Trail; and, further, that this endorsement not include the acquisition of land and that the decisions to acquire said lands be at the discretion of the Council-of-the-day; and, further, that a copy of this resolution be sent in letter form signed by the Mayor and Municipal Clerk to convey the District of Coquitlam's support to the National Centennial Trail organizers.

ITEM IV - OTHER BUSINESS

502-6 Rochester Pool Operating Season

The Director distributed copies of this report - and noted the public petition - to Committee and explained the reasons why it had been forwarded at this time. Lengthy discussion followed related to the operating budgets for the outdoor pools and their relation to the school summer vacation period.

COUNCIL
ACTION:

The Committee recommends that the operating season for the Rochester Pool remain at nine weeks, with a closing date of Sunday, August 30, 1992, as approved in the 1992 operating budget.

Councillor Reid opposed.

ITEM V - TABLED ITEMS

T-1 Letter to Councillor Parker re. swing at Alouette Park

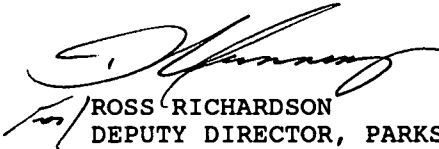
ITEM VI - NEXT MEETING

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, September 14, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VII - ADJOURNMENT

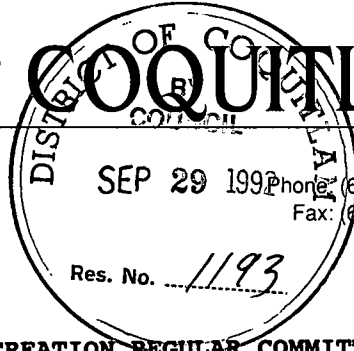
The Chairman declared the Meeting adjourned - 4:08 p.m.

CHAIRMAN


ROSS RICHARDSON
DEPUTY DIRECTOR, PARKS AND RECREATION

DISTRICT OF COQUITLAM

Parks & Recreation
633 Poirier Street
Coquitlam, B.C. V3J 6A9



Phone: (604) 936-3481
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PARKS AND RECREATION REGULAR COMMITTEE MEETING MINUTES

Mayor: L. Sekora

SEPTEMBER 14, 1992

A regular meeting of the Parks and Recreation Committee of Council convened on Monday, September 14, 1992 at 12:10 p.m. in the Committee Room, Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C., with the following persons present:

COMMITTEE MEMBERS PRESENT: Councillor E. Parker, Chairman
Councillor J. Kingsbury

COMMITTEE MEMBER ABSENT: Councillor M. Reid

STAFF PRESENT: N. Cook, Municipal Manager
D. Cunnings, Parks & Recreation Director
R. Richardson, Deputy Director, Parks & Recreation
J. Rowledge, Coordinator, Dogwood Pavilion

ITEM I - MINUTES OF AUGUST 24, 1992

The Committee recommends that the Minutes of the August 24, 1992 Parks and Recreation Committee Regular Meeting be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

ITEM III - NEW BUSINESS

502-1 Public Forums: Brookmere Park, October 20/92; Mundy Park, November 10/92

The Director provided Committee with an overview to this report, specifically highlighting its linkage to the department's 1992 goals and objectives. General discussion followed.

COUNCIL ACTION:

That the Parks & Recreation Committee approve of the Parks & Recreation Department organizing a Public Forum on October 20, 1992 to receive input from the public into the future re-development of Brookmere Park; and, further, that staff also be authorized to conduct a Public Forum on November 10, 1992 focusing on the future of Mundy Park.

1194

502-2 Proposed 'No Smoking' Regulations - Dogwood Pavilion

The Dogwood Pavilion Coordinator presented Committee with a verbal historical summary on the issue of smoking in the Dogwood Pavilion and the action jointly proposed by the Dogwood Advisory Board and the Parks & Recreation Department staff. General discussion followed.

Me

Approved 11/95
COUNCIL ACTION: That the motion passed at the July 30, 1992 Special Meeting of the Dogwood Pavilion Advisory Board which stated that Dogwood Pavilion be a totally smoke-free public building, including private, social functions (rentals) and special events, be approved.

502-3 Sports Centre Main Arena 'Mezzanine Level' Food Concession - Lease to Minor Hockey Association

The Director advised Committee of the background to this report and its recommendation.

Approved 11/96
COUNCIL ACTION: That the Coquitlam Parents' Hockey Auxiliary be permitted to lease Concession Outlet No. 2, including any surplus concession equipment not required by the Parks & Recreation Department, from September 1, 1992 to March 31, 1993, at a cost of \$300.00 per month, plus G.S.T., payable monthly; and, further, that the club comply with all Provincial health regulations relating to the serving of food.

ITEM IV - OTHER BUSINESS

502-4 Coquitlam-Moody Minor Baseball Association - Recognition Request

The Chairman brought forward a letter that she had received requesting a reception for the Coquitlam-Moody Minor Baseball Association Pee Wee All-Star team that had recently won the Provincial Championship. Discussion followed specific to this and other requests that have been recently received from various Coquitlam sporting association who had won provincial or national honours.

Committee Action: The Director is to provide the Municipal Manager with a report recommending how the District might recognize the major provincial, national or international achievements of Coquitlam-based recreation/sports groups or individuals.

ITEM V - TABLED ITEMS

T-1 BCRPA letter and attachments dated September 8, 1992


ITEM VI - NEXT MEETING

The next Regular Meeting of the Parks and Recreation Committee will be convened on Monday, September 28, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VII - ADJOURNMENT

The Chairman declared the Meeting adjourned - 12:30 p.m.

CHAIRMAN



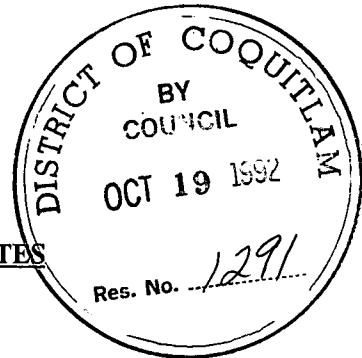
Ross Richardson
Deputy Director, Parks and Recreation

DISTRICT OF COQUITLAM

Inter-Office Communication



502



PARKS AND RECREATION REGULAR COMMITTEE MEETING MINUTES

OCTOBER 13, 1992

A Regular Meeting of the Parks and Recreation Committee of Council convened on Tuesday, October 13, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C., with the following persons present:

Committee Members Present: Councillor E. Parker, Chairman
Councillor J. Kingsbury
Councillor M. Reid

Staff present: N. Cook, Municipal Manager
D. Cunnings, Parks & Recreation Director
B. Elliott, Parks Administrator
W. Jones, Deputy Municipal Clerk

ITEM I - MINUTES OF SEPTEMBER 14, 1992

The Committee recommends that the Minutes of the September 14, 1992 Parks and Recreation Committee be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

ITEM III - NEW BUSINESS

502 - 1 Delegation: Mr. Brian Bull, Program Director, B.C. Special Olympics.

Mr. Bull appeared to submit a proposal to host the 1993 B.C. Special Olympic Summer Games in Coquitlam from July 8 - 11 1993. Mr. Bull noted that the Games would attract approximately 1,000 athletes and coaches. Mr. Bull stated that anything the District could do to assist with facility costs would be greatly appreciated.

The Committee requested that the Parks and Recreation Director further investigate the possibility of having the 1993 Special Olympic Summer Games hosted in Coquitlam.

502 - 2 Celebrating Our City Status - December 1, 1992

Council Action

RES 1297

The Committee recommends that a reception to celebrate Coquitlam's City Status be held in conjunction with a Special Council Meeting on Tuesday, December 1, 1992 at Dogwood Pavilion; and further, that staff prepare a program for the Parks and Recreation Committee's consideration.

502 - 3 Brookmere Park Public Meeting Date Change

The Parks and Recreation Director informed the Committee that a suitable date has not yet been selected for the Brookmere Park Public Forum.

ITEM IV - OTHER BUSINESS

Nil.

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, October 26, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

The Chairman declared the Meeting adjourned - 4:15 p.m.

CHAIRMAN

Warren Jones
Deputy Municipal Clerk

DISTRICT OF COQUITLAM

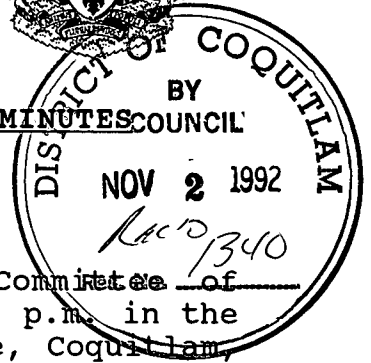
Inter-Office Communication



502

PARKS AND RECREATION REGULAR COMMITTEE MEETING MINUTES BY COUNCIL

OCTOBER 26, 1992



A Regular Meeting of the Parks and Recreation Committee of Council convened on Monday, October 26, 1992 at 5:15 p.m. in the Committee Room, Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C. with the following persons present:

Committee Members Present: Councillor E. Parker, Chairman
Councillor M. Reid
Councillor J. Kingsbury

Staff Present: N. Cook, Municipal Manager
D. Cunnings, Parks & Recreation Director
D. Buchanan, Planning Director
R. Richardson, Dep. Director, Parks and Recreation
W. Jones, Deputy Municipal Clerk

ITEM I - MINUTES OF OCTOBER 13, 1992

The Committee recommends that the Minutes of the October 13, 1992 Parks and Recreation Committee Regular Meeting be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 B.C. Special Olympics Summer Games

COUNCIL ACTION: The Committee recommends that the application from the B.C. Special Olympics to hold their 1993 Summer Games in Coquitlam from July 8 to 11, 1993 be approved; and that a maximum amount of \$15,000 to cover the costs of facility/equipment rentals and labour be included for consideration in the 1993 Grants Budget.

*S.H.A.
Rec'd 1341*

llr

ITEM IV - OTHER BUSINESS

The Committee recessed to Executive at this time - 5:35 p.m.

The Regular Meeting reconvened at this time - 5:45 p.m.

Brookmere Park Public Meeting

The Deputy Director, Parks and Recreation, informed the Committee that the Brookmere Park Public Meeting has been tentatively scheduled for Thursday, December 10, 1992.

ITEM V - NEXT MEETING DATE

The next Regular Meeting of the Parks and Recreation Committee will be on Monday, November 9, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VI - ADJOURNMENT

The Chairman declared the Meeting adjourned - 5:50 p.m.

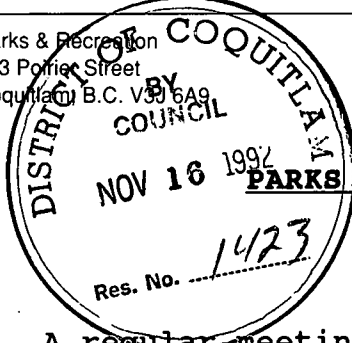
Chairman

Warren Jones
Deputy Municipal Clerk

DISTRICT OF COQUITLAM

Parks & Recreation
633 Portier Street
Coquitlam B.C. V3J 6A9

Phone: (604) 936-3481
Fax: (604) 936-3975



PARKS AND RECREATION REGULAR COMMITTEE MEETING MINUTES

NOVEMBER 09, 1992

Mayor: L. Sekora

A regular meeting of the Parks and Recreation Committee of Council convened on Monday, November 09, 1992 at 4:30 p.m. in the Committee Room, Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C., with the following persons present:

COMMITTEE MEMBERS PRESENT: Councillor E. Parker, Chairman
Councillor M. Reid

COMMITTEE MEMBER ABSENT: Councillor J. Kingsbury

STAFF PRESENT: D. Cunnings, Parks & Recreation Director
R. Richardson, Deputy Director, Parks & Recreation
B. Elliott, Parks Administrator

ITEM I - MINUTES OF OCTOBER 26, 1992

The Committee recommends that the Minutes of the October 26, 1992 Parks and Recreation Committee Regular Meeting be approved.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

ITEM III - NEW BUSINESS

502-1 Comparative Vandalism Report (1991 and Partial 1992)

The Director briefly reviewed this information report for Committee. The Parks Administrator elaborated on some of the information in the report. Discussion followed.

Committee Action: That staff, with the assistance of the Municipal Solicitor prepare a report for Committee detailing the bylaws currently in place regarding vandalism and what action the municipality may take against vandals; and, further, to determine if the jurisdiction of the Parks & Recreation Department staff who have been appointed special bylaw enforcement officers extends beyond the issuing of parking tickets.

llc

502-2 Municipal Parade Float Achievement for 1992

The Director presented the report to Committee as information. The Chairman remarked that winning sixteen awards in twenty parade appearances was a noteworthy achievement.

Committee Action: That the report be received for information.

502-3 Dogwood Pavilion Moveable Wall and Renovations

The Director gave Committee a brief background to this project and to the prohibitive cost factor related to removing the two support columns in question.

COUNCIL ACTION

REQUIRED:

*APP'D
LES 1424*
That the removal of the two structural columns located between the Dogwood and Cards Rooms of the Dogwood Pavilion not be undertaken in conjunction with the pre-approved installation of the moveable wall.

502-4 Provincial, National or International Recreation Achievement Recognition Award

The Director informed the Committee that this report came forward at the direction of the Municipal Manager in response to a number of requests for recognition of achievement. The Deputy-Director interjected at this point and suggested a couple of minor changes to the recommendation contained in his report. Discussion followed.

COUNCIL ACTION

REQUIRED:

*APP'D
LES 1425*
That all citizens of Coquitlam who win a Provincial, National or International competition in any form of recreation activity be personally recognized at a regular meeting of Council as soon as possible after their achievement; and, further, that they be presented with a certificate of recognition from the District; and, further, that achievements in athletics be also recognized by the posting of a supplied photograph of the individual or group on the Wall of Champions in the Sports Centre; and, further, that funding to cover the expenses for the certificates and the framing of the photographs be budgeted for by the Parks & Recreation Department.

502-5 Coquitlam Senior Amateur Radio Emergency Service Society Inc.

**COUNCIL ACTION
REQUIRED:**

*App'd
Res. 1926*
That Council refer the Coquitlam Senior Amateur Radio Emergency Service Society Inc.'s request for a permanent facility to the municipality's Emergency Programme Committee of Council for consideration in the '94 municipal budget.

502-6 Mundy Park Forest Resource Assessment

The Director presented the report to Committee. Brief discussion followed with the Parks Administrator providing support information.

Committee Action: That the report entitled "Mundy Park Forest Resource Assessment" be received for information.

ITEM IV - OTHER BUSINESS

Nil

ITEM V - TABLED ITEMS

Nil

ITEM VI - NEXT MEETING

The next Regular Meeting of the Parks and Recreation Committee will be convened on Monday, November 23, 1992 at 3:30 p.m. in the Committee Room, Municipal Hall.

ITEM VII - ADJOURNMENT

The Chairman declared the Meeting adjourned at 4:45 p.m.



CHAIRMAN

Ross Richardson
Deputy Director, Parks and Recreation

DISTRICT OF COQUITLAM

Inter-Office Communication



502

PARKS AND RECREATION REGULAR COMMITTEE MEETING MINUTES

DECEMBER 14, 1992

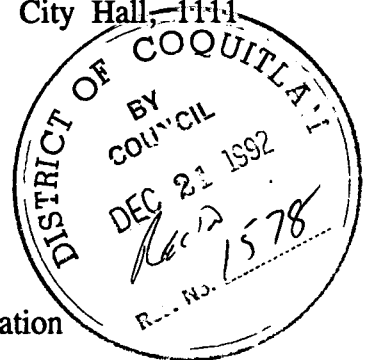
A Regular Meeting of the Parks and Recreation Committee of Council convened on Monday, December 14, 1992 at 4:00 p.m. in the Committee Room, City Hall, 1111 Brunette Avenue, Coquitlam, B.C. with the following persons present:

Committee Members Present:

Councillor M. Reid, Chairman
Councillor E. Parker

Staff Present:

N. Cook, City Manager
R. Richardson, Deputy Director,
Parks & Recreation
B. Elliott, Parks Administrator
M. Nihls, Supt., Parks Operations
W. Jones, Deputy City Clerk



ITEM I - MINUTES OF NOVEMBER 9, 1992

The Committee recommends that the Minutes of the Parks and Recreation Regular Committee Meeting held November 9, 1992 be received.

ITEM II - BUSINESS ARISING FROM MINUTES

Nil

ITEM III - NEW BUSINESS

502-1 Garden Award Program

COUNCIL ACTION:

The Committee recommends that Council endorse the implementation of a Garden Award Program to be administered by the Parks and Recreation Department using existing resources and with assistance from and participation by local garden clubs and community groups.

RES 1578

*REC'D
921214
K*

502-2 Tanglewood Tot Lot/Robson Park - Official Opening Dates

PLS 1580
COUNCIL ACTION: The Committee recommends that official openings for the two new parks be scheduled for between mid-January and mid-February, 1993.

ITEM IV - OTHER BUSINESS

502-3 Friends of Mundy Park - New Year's Day Nature Walk

The Committee discussed Mr. W. Ohirko's invitation to participate in the New Year's Day program. The Committee requested that staff correspond with Mr. Ohirko to wish them success for their event, notify them that they will receive free use of the picnic area and to inform them that invitations to attend the event have been distributed to all members of Council.

502-4 Michael Nihls - Certified Arborist

Councillor Parker congratulated M. Nihls, Superintendent, Parks Operations, on his successful completion of the Arborist Certification program as administered by the International Society of Arboriculture.

ITEM V - ADJOURNMENT

The Chair declared the Meeting adjourned - 4:40 p.m.

CHAIRMAN

Warren Jones
Deputy City Clerk

DISTRICT OF COQUITLAM

Inter-Office Communication



502-1

1992 December 09
Our file: 110.4

MEMO TO: City Manager
FROM: Parks & Recreation Director
SUBJECT: **PROPOSED GARDEN AWARD PROGRAM**

FOR PARKS & RECREATION COMMITTEE

RECOMMENDATION:

That the recommendation contained in the Parks Administrator's memorandum dated 1992 November 26 be approved.

A handwritten signature in cursive script, appearing to read 'D. Cunnings', written over the printed name.

D.L. CUNNINGS

DLC/js
Attach.