

**PARKS and RECREATION COMMITTEE – AGENDA**



Agenda for the Parks and Recreation Committee Meeting scheduled for Thursday, February 18, 2016 at 7:00 p.m. in the portable classroom at Anmore Elementary School, 30 Elementary Road, Anmore, BC

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1. **CALL TO ORDER**

2. **ADDITIONS AND DELETIONS TO THE AGENDA**

3. **APPROVAL OF THE AGENDA**

Recommendation: That the Agenda be approved.

4. **DELEGATIONS**

5. **MINUTES**

(a) **Minutes of the Parks and Recreation Committee held on December 17, 2015**

Recommendation: That the Minutes of the Parks and Recreation Committee Meeting held on December 17, 2015 be adopted as circulated.

6. **BUSINESS ARISING FROM THE MINUTES**

7. **UNFINISHED BUSINESS**

8. **NEW BUSINESS**

(a) **Mossom Creek Bridge Project**

Report dated January 18, 2016 from the Manager of Corporate Services is attached.  
Report dated October 13, 2015 from the Manager of Public Works is attached.

9. **ADJOURNMENT**



**VILLAGE OF ANMORE  
PARKS & RECREATION COMMITTEE  
MINUTES – DECEMBER 17, 2015**

Minutes of the Parks and Recreation Committee Meeting held on Thursday, December 17, 2015 in the portable located at Anmore Elementary School, 30 Elementary Road, Anmore, B.C.

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**MEMBERS PRESENT**

Councillor Paul Weverink (Chair)  
Mike Dykstra  
Susan Mueckel  
Bruce Wall

**MEMBERS ABSENT**

Bruce Scatchard

**1. CALL TO ORDER**

Chair Weverink called the meeting to order at 7:00 p.m.

**2. ADDITIONS AND DELETIONS TO THE AGENDA**

Members agreed to add item 8(b) – Bench Placement for Anmore Community Spirit Award Recipients along Trails in the Community

**3. APPROVAL OF THE AGENDA**

It was MOVED and SECONDED:

**“THAT THE AGENDA BE APPROVED, AS AMENDED.”**

**CARRIED UNANIMOUSLY**

**4. DELEGATIONS**

Nil

5. **MINUTES (CONTINUED)**

- (a) Minutes of the Parks and Recreation Committee held on  
June 11<sup>th</sup>, 2015 (Cont'd)

“THAT THE MINUTES OF THE PARKS AND RECREATION  
COMMITTEE MEETING HELD ON JUNE 11<sup>TH</sup>, 2015 BE ADOPTED  
AS CIRCULATED.”

CARRIED UNANIMOUSLY

6. **BUSINESS ARISING FROM THE MINUTES**

Nil

7. **UNFINISHED BUSINESS**

- (a) Replacement of Mossom Creek Bridge

Members reviewed the report from Kevin Dicken, Manager of Public Works and Acting Approving Officer dated October 13<sup>th</sup>, 2015 regarding the status of the bridge replacement project over Mossom Creek.

8. **NEW BUSINESS**

- (a) Comprehensive Development ~ Zoning Requirements

The Committee discussed the minimum requirements to be considered within future CD zoned development proposals with Chair Weverink suggesting a recommendation to Council on including a Village policy stating 10 feet must be maintained between top of bank and the back of lot line to ensure room for trails. He also suggested to recommend a “rule book” for Comprehensive Development. The Committee agreed to the following recommendation:

*“That the Parks and Recreation Committee unanimously supports having trails along riparian areas in future CD developments as a standard for the development and further; proposed that CD guidelines with recommendations from the Parks and Recreation Committee be incorporated in all CD developments.”*

**9. NEW BUSINESS (CONTINUED)**

**(b) Anmore Elementary School Joint Use Agreement**

Members reviewed the expired Anmore Elementary School Joint Use Agreement between School District No. 43 (Coquitlam) and the Village of Anmore and provided the following recommendations to further investigate in preparation for the renewal of the agreement:

- Clarify with the Village as to what constitutes the lower sports field
- The start time for use of the gym be amended from 6:00 p.m. to 5:00 p.m.
- Clarify the expiration date of the next agreement
- Review insurance coverage amount if applicable

**9. ADJOURNMENT**

It was MOVED and SECONDED:

**“THAT THE MEETING BE ADJOURNED.”**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:45 p.m.

Certified Correct:

Approved:

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Karen-Ann Cobb  
Manager of Corporate Services

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Paul Weverink  
Chair



## REPORT TO COMMITTEE

TO: ANMORE PARKS AND RECREATION COMMITTEE

FROM: CHRISTINE MILLOY, MANAGER OF CORPORATE SERVICES

DATE: JANUARY 18, 2016

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### **Mossom Creek Bridge Project**

#### **Background**

Project details can be found in the staff report dated October 13, 2015 from the Manager of Public Works.

Subsequent to the aforementioned report, this matter was discussed by Finance Committee in December 2015 and the following recommendation was considered by Council on January 5, 2016.

***"That Finance Committee recommends to Council to proceed with the Mossom Creek Bridge Project, with approval that the shortfall of \$75,000 be funded from the Parks Reserve."***

For reference, the most recent Parks and Recreation Committee recommendation to Council on this matter is from June 2015, as follows.

***"That the Parks and Recreation Committee recommends the replacement of an aluminum bridge over Mossom Creek using the grant money."***

#### **Discussion**

Council referred discussion and comment of this matter to Committee, by means of the following resolution, adopted at the Regular Council Meeting on January 5, 2016.

***"THAT THIS ITEM GET TABLED UNTIL THE PARKS COMMITTEE HAS A CHANCE TO DELIBERATE ON IT, WEIGH OUT THE PROS AND CONS, AND SHARE THEIR FINDINGS."***

Committee is hereby asked to consider whether to proceed with the project in light of the funding shortfall of \$75,000, with intention of being funded from the Parks Reserve.

Two options have been provided for consideration.

- Option 1: To proceed with replacement of the aluminum bridge over Mossom Creek using the grant money, with support for the funding shortfall of \$75,000 be funded from the Parks Reserve.
- Option 2: To cease further discussion on this matter; and to change the Committee's stance by withdrawing support for replacement of the aluminum bridge over Mossom Creek, due to the funding shortfall of \$75,000.



# REPORT TO COMMITTEE

TO: ANMORE PARKS AND RECREATION COMMITTEE  
FROM: KEVIN DICKEN, MANAGER OF PUBLIC WORKS

DATE: OCTOBER 13, 2015

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## **Fortis BC R.O.W Trail and Bridge Project**

### **Background**

The Village of Anmore received a grant from the BC Ministry of Community, Sport and Cultural Development in December 2011 for an outdoor recreation and fitness park.

The amount received from the Province was \$104,848.00 and the Village of Anmore's contribution towards this project was \$26,212.00 for a total cost of \$ 131,060.00.

The original scope of the project included the installation of a 13 unit fitness circuit, a Plexipave tennis court surfacing and a modular washroom and storage building.

To date, the only completed component from the original scope of work, is the Plexipave court surfacing in the amount of \$10,309.66.

Multiple discussions have been held by the Municipal Council, two of its committees, and staff regarding this project. At a Regular Council Meeting on July 29, 2014, Council gave consideration to feedback it has received since 2012 from staff, the Anmore Parks Committee, and the Anmore Social, Youth and Recreation Committee, resulting in uncertainty about the community's true desire for an outdoor fitness facility.

At a Special Council Meeting on October 7, 2014 Council was presented with a staff report that called for a scope change based on recommendations outlined in the new Parks Master Plan and that further public consultation was deemed unnecessary as the Village has received positive feedback and support from the public over the last two years through community engagement processes held for the Official Community Plan update and Parks Master Plan.

This scope change was formally proposed to the Ministry however it was determined not to be a good fit with the program.

The Village of Anmore is now proposing a new project in which to apply the original grant funding. Trail recommendation #38 in the Village of Anmore Parks Master Plan suggests working with Fortis BC to explore trail and bridge options within the R.O.W at Mountain Ayre Lane Park.

The new project scope consists of replacing the old wooden bridge with a new aluminum bridge and rehabilitation of the existing trail within the Mountain Ayre Lane Park dedication.

## **Project Update**

The Village's Engineering Consultant (ISL) has done an environmental feasibility study and is preparing a detailed Order of Magnitude report that will be ready the last week of October. Once received, the report will be presented to Council for a "check in" and a resolution to proceed. With a resolution to proceed, the report will be forwarded to the Ministry of Sport and Cultural Development for formal scope change approval and project deadline extension.

Once formal approval is received from the Ministry, work will commence on the project. It is anticipated that a 3-4 month window will be required to obtain all of the necessary environmental and Fortis BC permits, with design and installation to follow in the spring. An estimated project completion date of September 2016.