

## **PARKS & RECREATION COMMITTEE**

A meeting of the Parks & Recreation Committee was held in the Parks & Recreation Office on September 9, 1983 at 8:30 a.m.

In attendance were Councilor Mike Thompson.

Also in attendance was Larry J. Wheeler, Recreation Manager/Deputy Director, Pat Greer, Recording Secretary and Bram Hoogendoorn, Parks Superintendent for item number 5 only.

### **Item No.      Link Camp**

The Committee discussed the report from the Recreation Manager/Deputy Director

#### **Recommendation:**

1.      That the Port Coquitlam City Council endorse the concept of the Boy Scouts of Canada, (Port Coquitlam District) hosting a "Link Camp" in Lions Park in May of 1994.
2.      That the event not be held on the May Day weekend.

Carried

### **Item No.2      Construction Management**

The Committee reviewed the information received from MacKenzie Murdy & McAllister on the Construction Management contract for Hyde Creek Centre.

#### **Recommendation:**

To approve the design fee portion of the Construction Management contract in principle.

Carried



SEP 09 1993

**Item No. 3 Street Play**

The Committee reviewed the information received from MacKenzie Murdy & McAllister on a proposed "street play" policy.

Recommendation:

To receive this report as information pending further study.

Carried

**Item No. 4 Field house & Service Building - Reeve Street**

The Committee discussed the information from Toby Russell Buckwell & partners.

Recommendation:

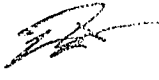
To award the field house & service building contract to the lowest bidder, Westport Construction Ltd.

Carried

**Item No. 5 Chelsea Park Footbridge**

The Parks Superintendent was in attendance to give a verbal report on the status of the Chelsea Park footbridge. The Committee discussed having funds transferred back out of the Park DCC's to cover the additional costs to bring the bridge up to Canadian standards.

Recommendation:

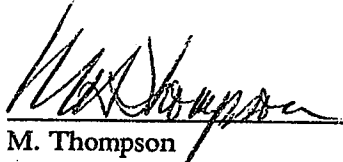
  
SEP 09 1993

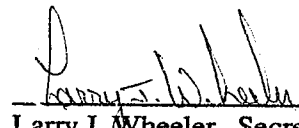
To have the Parks Superintendent further investigate the costs that will be incurred to bring the bridge up to standards and report back to Committee.

Carried

**ADJOURNMENT**

The meeting adjourned at 10:30 a.m.

  
\_\_\_\_\_  
M. Thompson  
Chair

  
\_\_\_\_\_  
Larry J. Wheeler, Secretary



SEP 09 1993



**THE CORPORATION OF THE  
CITY OF PORT COQUITLAM**

**Memorandum**

September 8, 1993

To: Parks & Recreation Committee

From: Larry J. Wheeler, Recreation Manager/Deputy Director

Subject: Link Camp - Boy Scouts of Canada

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**Recommendations:**

1. That the Parks & Recreation Committee endorse the concept of the Boy Scouts of Canada (PoCo District) hosting a "Link Camp" in Lions Park in May 1994.
2. That the event not be held on the "May Day" weekend.


**Background & Comments:**

City Council considered the recommendation from the Parks & Recreation Committee, (reports attached) at their August 23, 1993 meeting. During discussion of the issue, a concern was expressed regarding exclusive use of Lions Park. As a result, the report was referred back to Parks & Recreation Committee for further study.

I have contacted organizers of the event and they have confirmed that they do not want exclusive use, in fact, they have requested Lions Park so that the public can learn about the "Boy Scout" program. In addition, they are prepared to bring in portable toilet facilities, and plan to discourage use of the parking facility by their camp leaders.

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Larry J. Wheeler

  
SEP 09 1993

THE CORPORATION OF THE  
CITY OF PORT COQUITLAM

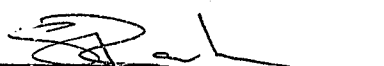
MEMORANDUM

DATE: August 26, 1993  
TO: K.J. Taylor  
Director of Parks & Recreation  
FROM: S. Rauh  
City Clerk  
SUBJECT: Link Camp - Boy Scouts of Canada

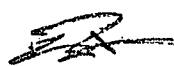
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With reference to the abovenoted subject, this will advise you that at the Council Meeting held on August 23rd, 1993 the following resolution was passed:

"That the report from the Director of Parks & Recreation, August 18th, 1993 regarding Council endorsing the concept of the Boy Scouts of Canada (PoCo District) hosting a "Link Camp" in Lions Park in May, 1994 be referred to the Parks & Recreation Committee for further discussion on closure of the park."

  
\_\_\_\_\_  
Susan Rauh  
City Clerk

SR:gc

  
SEP 09 1993

**THE CORPORATION OF THE  
CITY OF PORT COQUITLAM**

**REPORT TO COUNCIL**

Memorandum

August 18, 1993

To: B.R. Kirk,  
City Administrator

From: Janna Taylor,  
Parks & Recreation Director

Subject: **Link Camp - Boy Scouts of Canada**  
(Parks & Recreation Committee Meeting June 30, 1993)

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**RECOMMENDATIONS:**

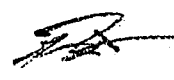
1. That the Port Coquitlam City Council endorse the concept of the Boy Scouts of Canada (PoCo District) hosting a "Link Camp" in Lions Park in May 1994.
2. That the event not be held on the May Day weekend.

**BACKGROUND & COMMENTS:**

The Committee supports the concept of a "Link Camp" at Lions Park in May 1994. the report from the Recreation Manager/Deputy Director is attached for your information.

  
Janna Taylor  
Parks & Recreation Director

JT/pg

  
SEP 09 1993



THE CORPORATION OF THE  
CITY OF PORT COQUITLAM

MEMORANDUM

June 30, 1993

TO: Larry Wheeler, Acting Parks & Recreation Director

FROM: Darlene Grieve, Acting Recreation Manager

SUBJECT: Link Camp - Boy Scouts of Canada

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**Recommendation:** That the Parks and Recreation Committee endorse the concept of hosting a "Link Camp" in Lions Park in May 1994. However, the group's date that is requested must not include May Day dates.

\* \* \* \* \*

**1.0 Purpose/Problem:**

1.1 The purpose of this report is to provide information and a recommendation to the Parks and Recreation Committee regarding the use of Lions Park by the Boy Scouts of Canada for a Link Camp.

**2.0 Background Information:**

2.1 In April of this year, we received a request from the Boy Scouts of Canada (PoCo District) regarding use of Lions Park to form a Link Camp. A Link Camp consists of youths from 5-26 year old, involving 432 youths with 102 leaders.

2.2 The camp would run Friday evening until Sunday afternoon. The activities that would take place are as follows:

- \* overnight camping on Friday and Saturday nights which would involve 300 people
- \* campfires in two locations on Friday and Saturday evening with no open fires for roasting

**3.0 Other:**

3.1 I have some concerns on whether it is a good idea to give any group exclusive use of Lions Park even though May is not one of our busy months.

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SEP 09 1993

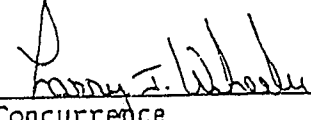
3.2 The park's washroom facilities are inadequate for this type of event. The group has indicated that they will be supplying portable washrooms in the park. The other concern that I have is over the parking space that is available for this size of event. The Boy Scouts have indicated that they would have participants car pool together and suggest that people be dropped off for the weekend.

3.3 With the Boy Scouts organization doing the clean-up after the event, the cost factor to the Parks and Recreation Department should be nominal.

4.0 ~~Summary~~/Conclusion:

The Boy Scouts of Canada is a volunteer organization whose work in the youth area of the community is very worthwhile. The City's support behind this community event is very valuable and the benefits to the youth in our community is unmeasurable.

Report Writer  
Darlene Grieve  
Acting Recreation Manager

  
Concurrence  
Larry Wheeler  
Acting Park & Recreation  
Director

/sd

  
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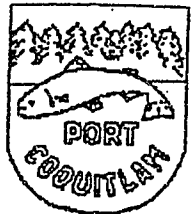




# BOY SCOUTS OF CANADA

FRASER VALLEY REGION

## Port Coquitlam District



93.April 12

City of Port Coquitlam  
Parks & Recreation Committee  
2253 Leigh Square  
Port Coquitlam, B.C.  
V3B 3C8

Dear Sirs:

The Port Coquitlam Scouting District, Boy Scouts of Canada, wish to make application to the City of Port Coquitlam for the use of Lions Park to hold a "Link" Camp during the month of May, 1994 from a Friday night thru to mid Sunday.

A "Link" Camp, which is held every four years, consists of youth from all sections of scouting; Beavers 5 - 7 years, Cubs 8-10 years, Scouts 11-13 years, Venturers 14-17, Rovers 18-26 and various section Leaders and Advisors. The number of youth that would be involved in this camp could amount to approximately 432 youth with 102 leaders. As well as additional support staff.

These numbers account for:

- 170 Beavers, 45 Leaders
- 150 Cubs, 30 Leaders
- 80 Scouts, 20 Leaders
- 20 Venturers, 5 Advisors
- 12 Rovers, 2 Advisors

A "Link" Camp weekend would consist of Friday night camping under canvas for the senior sections (Scouts, Venturers and Rovers) with the Beavers and Cubs arriving Saturday morning for programs that are run throughout the day with the Beavers heading home in the early evening and the Cubs remaining to spend a night under canvas with the senior sections. This "Linking" allows the sections to work side by side, with the younger sections observing and working together with the older sections. This is a very important part of linking and peaking the interest of the younger youth to continue on in Scouting.

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SEP 09 1993

Lions Park area provides public visibility which we feel is very important for the Scouting program. We would like to invite the public on the Saturday to view Scouting at its more adventuresome if not its best. Past Link camps have been held in places not easily accessible to the public and not in the Port Coquitlam boundaries. We feel that in 1994 we would like to hold our Link Camp within these boundaries and demonstrate to peers and neighbours the many skills through participation and cooperation that youth in Scouting are being taught.

Scouting is well prepared to bring in port-a-potty's to accommodate these numbers and to transport out of the park any waste water from the cook house or camp sites if there is not a disposal area at the public washrooms. Like many of our camps this one will be a "no trace" event which the policy is "you must take out everything you bring in", including bagged garbage.

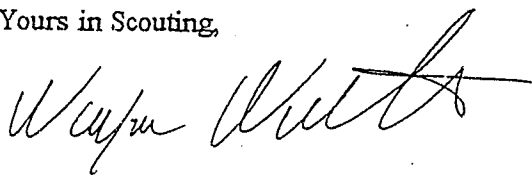
We are looking at the northern section of the park for the main camp of Scouts, Cubs and their leaders to set up their tents and the far southeastern corner for the Venturers and Rovers. The Cook house would be more than adequate for the cooking of the meals for the Beavers and Cubs. The Scouts, Venturers and Rovers would cook their meals at their campsites using propane or Coleman stoves. There will be no open fire cooking.

Saturday program would be run in various sections of the park and along the dyke on a rotating schedule for the youth.


In Scouting tradition we would ask permission to have designated areas for open campfires in two locations. One at the Venturer/Rover Campsite and another in the area of the Cubs and Scouts where our main campfire can be held on Saturday night. We would assure you that these would be "no trace" campfires and would be attended to at all times.

Scouting is a very worthwhile and rewarding program and your consideration and assistance in helping us to make Port Coquitlam's Scouting "Link" Camp a success would be very beneficial to the youth in our community. If you have any questions or concerns please feel free to contact me at 942-6507 or my office 431-8436.

Yours in Scouting,



Wayne Watkin  
District Commissioner  
Boy Scouts of Canada  
Port Coquitlam District



SEP 09 1993

# MACKENZIE MURDY & McALLISTER

BARRISTERS & SOLICITORS

FAX (604) 689-9029  
TELEPHONE (604) 689-5263

31ST FLOOR FOUR BENTALL CENTRE  
1055 DUNSMUIR STREET  
P.O. BOX 49059  
VANCOUVER, CANADA V7C 1A7

September 2, 1993

DELIVERED

Willis Corroon Melling Ltd.  
P.O. Box 12122  
1100 - 555 West Hastings Street  
Vancouver, B.C.  
V6B 4N6

COPY



Dear Sirs/Mesdames:

Re: City of Port Coquitlam Insurance Requirements  
Our File No. 2406

Officials of our client, the City of Port Coquitlam, have instructed us to contact you in your capacity as the City's Insurance Brokers in connection with the requirement to obtain wrap up insurance for the proposed construction by the City of the Hyde Creek Recreation Centre, which involves a budget of approximately \$5,000,000.

Enclosed for your reference, is a copy of the proposed Construction Management Contract whereby the City proposes to enter into an agreement with a Construction Manager to complete this project.

You will note the insurance requirements set out in that agreement and the other responsibilities of the City.

Could you please provide us with information regarding available insurance to protect the City's interests herein and a quotation as to the costs.

The City is considering entering into such a contract within the next several weeks and so your earliest attention to this matter would be greatly appreciated.

Yours truly

MACKENZIE MURDY & McALLISTER

Christopher S. Murdy

CSM/am  
Enclosure

SEP 09 1993



MACKENZIE MURDY & McALLISTER

- 2 -

September 2, 1993

bcc: Bryan R. Kirk, City Administrator  
K. Janna Taylor, Parks & Recreation Director  
~~J~~arry L.J. Wheeler, Recreation Manager (Via Fax)

COPY



SEP 09 1993

# MACKENZIE MURDY & McALLISTER

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TELEPHONE (604) 689-5263

31ST FLOOR FOUR BENTALL CENTRE  
1055 DUNSMUIR STREET  
P.O. BOX 49059  
VANCOUVER, CANADA V7X 1C4

September 2, 1993

VIA FAX

Mr. Doug Margison  
Project Manager  
Mierau Construction Ltd.  
201 -31157 Perardonville Road  
Abbotsford, B.C.  
V2S 5W6

Dear Mr. Margison:

Re: Construction Management Contract  
Our File No. 2406

Further to our telephone conversation earlier this afternoon, our client, the City of Port Coquitlam, would like to have several minor amendments made to the draft Construction Management Contract you prepared in this matter.

First, the description of the project should, on page three, be modified to include a reference to the fact that the project includes renovations necessary to the existing structures to facilitate completion of the project.

Second, as we discussed, to clarify the reimbursable expenses portion of the Agreement, the City would like to add in a statement (perhaps as part of the exclusion already set out in Section (b) of Appendix A), that salaries, wages and benefits for the completion of all of the construction manager's services, as set out in general condition two, are included.

If you can make those minor changes and return the document directly to the City's Recreation Manager, Larry Wheeler, that would be greatly appreciated, as the City would like, if possible, to have a contract ready for consideration by Council at its September 13, 1993 meeting.

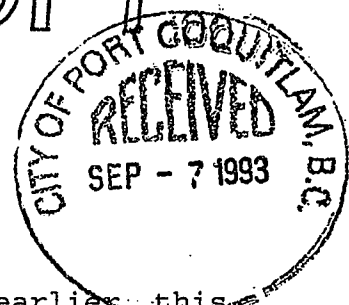
Yours truly

MACKENZIE MURDY & McALLISTER

Christopher S. Murdy

CSM/am

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SEP 09 1993

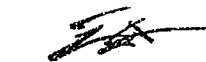
MACKENZIE MURDY & McALLISTER

- 2 -

September 2, 1993

bcc: Bryan R. Kirk, City Administrator  
K. Janna Taylor, Parks and Recreation Director  
~~W~~arry L.J. Wheeler, Recreation Manager (Via Fax)

COPY



SEP 09 1993



#### ARTICLE A-4 SCOPE OF THE PROJECT

This Contract provides for services in connection with the following described Project:

*(Insert here a general description of the Project including location, intended use, gross floor area and appending as APPENDIX 'B' any sketches that might exist which further describe the nature of the Project.)*

Construction of the Hyde Creek Recreation Centre at 1379 Laurier Street in Port Coquitlam.

The project consists of pools and amenities as depicted in concepts prepared by Vic Davies Architect and with a total budget of \$ 5,100,000.00 which includes design, construction and furnishings for the project.

Concept sketches 2 & 3 are attached as Appendix "B".

The project includes renovations necessary to the existing structures to facilitate completion of the project.

**THE GENERAL CONDITIONS OF THE CONSTRUCTION MANAGEMENT CONTRACT**  
(Hereinafter referred to as the General Conditions)

**GC 1 DOCUMENTS**

- 1.1 The Contract Documents shall be signed in duplicate by the Owner and the Construction Manager.
- 1.2 The Contract Documents are complementary, and what is required by any one shall be as binding as if required by all.

**GC 2 CONSTRUCTION MANAGER'S SERVICES**

- 2.1 The Construction Manager will perform the following services in each of the three phases described below but in doing so, he assumes no responsibility nor offers any expertise with respect to the design of the Project including any and all architectural or engineering aspects which shall be the responsibility of the Consultant and Owner.

Salaries, wages and benefits for the completion of all of the construction manager's services, as set out in general condition two, are included.

**2.2 PRE-CONSTRUCTION PHASE**

**2.2.1 Consultation During Project Development:**

Attend regular meetings with the Construction Management Team during the development of conceptual and preliminary design and preparation of working drawings to advise on site use and improvements, selection of materials, building systems and equipment. Provide recommendations on construction feasibility, availability of materials and labour, time requirements for installation and construction, and factors related to cost including costs of alternative designs or materials, preliminary budgets, and possible economies.

2.2.1.1 Acquaint the Owner and other members of the Construction Management Team with the labour conditions applicable for the duration of the Project.

2.2.1.2 Assist in providing liaison and co-ordination among government authorities, utility companies, and other authorities having jurisdiction over the Place of the Project.

**2.2.2 Planning and Scheduling:**

Prepare, for the Owner's review, a preliminary master time schedule, following consultation with the Construction Management Team, incorporating the sequence and timing of the required basic program decisions, including design time, documentation, bid calls, bid evaluations, trade contract awards and on-site construction activities.

2.2.2.1 Monitor and, if required, revise and update the preliminary schedule as the design proceeds.

2.2.2.2 Finalize the master time schedule for the Owner's approval, and, if necessary, estimate the manpower requirements. Break down this schedule into individual networks for each phase of the Project where necessary showing the sequence and timing for the main construction operations and the milestone completion dates for the various phases.

2.2.2.3 Recommend any equipment or materials which should be pre-ordered to meet the master time schedule.

#### ARTICLE A-4 SCOPE OF THE PROJECT

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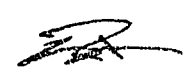
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2.2.2.3 Recommend any equipment or materials which should be pre-ordered to meet the master time schedule.



# MACKENZIE MURDY & McALLISTER

BARRISTERS & SOLICITORS

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31ST FLOOR FOUR BENTALL CENTRE  
1055 DUNSMUIR STREET  
P. O. BOX 49059  
VANCOUVER, CANADA V7X 1C4

September 2, 1993

VIA FAX

Larry L.J. Wheeler  
Recreation Manager  
City Hall  
Port Coquitlam  
V3C 2A8

Dear Larry:

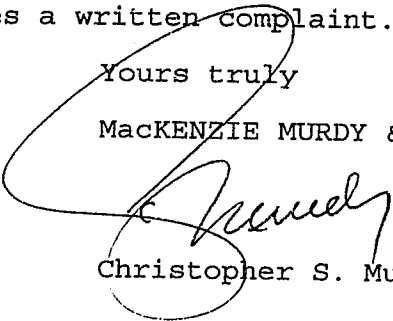
Re: Street Games  
Our File No. 1262

Further to the Parks and Recreation Committee Meeting this morning, the draft policy could be amended to reflect the Committee's suggestions as follows:

1. Structures shall not be placed on public property or highways (including dedicated road or boulevard adjacent to the travelled portion of a highway) without the prior consent of the City. Such consent shall not be given where the use of such structures could unreasonably interfere with traffic or cause safety concerns.
2. The Council will not give permission for use of collector streets for use for street games.
3. With respect to street games on streets other than collector streets, staff should be directed to investigate as to whether a nuisance has been caused or traffic obstructed in cases where the City receives a written complaint.


Yours truly

MACKENZIE MURDY & McALLISTER

  
Christopher S. Murdy

CSM/am

cc: Bryan R. Kirk, City Administrator  
K. Janna Taylor, Parks & Recreation Director

  
SEP 09 1993

# TOBY RUSSELL BUCKWELL & partners architects

September 1st, 1993

The Corporation of the City of Port Coquitlam  
Parks & Recreation Department  
2253 Leigh Square  
PORT COQUITLAM, B.C.  
V3C 3B8

Att'n: Mr. Larry Wheeler  
Asst. Parks & Recreation Director

Dear Sirs:

**RE: REEVE PARK DEVELOPMENT  
PHASE 1-C TENDER  
FIELDHOUSE & SERVICE BUILDING**

We enclose a list of the tenders received for Phase 1-C of Reeve Park Development. All tenders were in order with Bid Bonds and Performance Bonds provided. A review of the low bidder's documents (Westport Construction Ltd.) plus discussions with clients and consultants from a list provided of their previous projects were satisfactory.

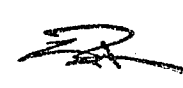
We recommend award to the low bidder in the amount of \$353,750.00; the amount being based upon tender price of \$348,000.00 plus \$5,750.00 for substitution of textured exterior concrete block for the specified smooth exterior block.

Yours truly,

**TOBY RUSSELL BUCKWELL & PARTNERS ARCHITECTS**

  
T. S. Annandale, MAIBC

TSA/ms

  
SEP 09 1993



REEVE STREET PARK DEVELOPMENT - PHASE 1-C  
FIELDHOUSE / SERVICE KIOSK BLDG.

TENDERS RECEIVED - AUGUST 19th, 1993  
4:00 P.M.

<u>COMPANY</u>	<u>AMOUNT</u>	<u>COMPLETION TIME</u>	<u>BID BOND</u>	<u>PERFORM BOND</u>
WESTPORT CONST. LTD.	\$358,000.00 less \$10,000.00 (fax) \$348,000.00	2.5mos.	X	X
CDC CONST. LTD.	364,672.00	4.5mos.	X	X
TRAX MANAGEMENT LTD.	369,871.00 + GST * (qualified) \$395,761.97	10weeks	X	X
ALLCO HOLDINGS LTD.	\$387,400.00	4mos.	X	X
BETCO CONST. LTD.	\$397,200.00	5mos.	X	X
COUSIN CONST. CORP.	\$398,900.00	4mos.	X	X
RMT CONTRACTING & EQUIP. LTD.	\$405,100.00	4mos.	X	X
DANWOOD CONST. LTD.	\$408,150.00	4mos.	X	X
PARKWOOD CONST. LTD.	\$468,744.00	4mos.	X	X
KEDCO CONSTRUCTORS LTD.	\$466,852.00	3mos.	X	X



SEP 09 1993