THE CORPORATION OF THE CITY OF PORT COQUITLAM ENVIRONMENTAL PROTECTION COMMITTEE

Wednesday, December 4, 1991

Second Floor Meeting Room 2580 Shaughnessy Street, Port Coquitlam, BC

5:00 p.m.

AGENDA

PERSONNEL IN ATTENDANCE:

ITEM I: CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ITEM II: RECYCLING - MULTI-FAMILY PARTICIPATION (Referred from Council of December 2, 1991)

ITEM III: COMPOSTING - PROPOSED 1992 PROGRAM (Report from Project Engineer dated December 3, 1991)

ITEM IV: BIOCOMPOST SYSTEMS INC. - HOME COMPOSTING PROPOSAL (Report from Deputy City Engineer attached)

ITEM V: ART KNAPP - REQUEST FOR GRANT (Report from Project Engineer dated December 3/91)

ENVIRONMENTAL PROTECTION COMMITTEE AGENDA Cont'd...

ITEM VI:

RECYCLING BUDGET - 1991 & 1992

(Correspondence from Administration Attached)

ITEM VII:

DOMINION TRIANGLE NORECOL REPORT (Correspondence from Burke Mountain Naturalists Attached)

ITEM VIII:

DEVELOPMENT COUNCIL OF DISTRICT NO. 43 UPDATE

ITEM IX:

1992 ENVIRONMENTAL ACHIEVEMENT AWARDS

(Correspondence from Administration Attached)

ITEM X:

OTHER BUSINESS - Nº

THE CORPORATION OF THE CITY OF PORT COQUITLAM ENVIRONMENTAL PROTECTION COMMITTEE

MINUTES

A meeting of the Environmental Protection Committee was held in the Second Floor Meeting Room, 2580 Shaughnessy Street, Port Coquitlam, Wednesday, December 4, 1991 at 5:00 p.m.

In attendance were:

Alderman M. Gates, Chairman Alderman M. Gordon, Co-Chairman C.F. (Kip) Gaudry, Deputy City Engineer

ITEM I: CONFIRMATION OF MINUTES

The Minutes of the Environmental Protection Committee Meeting held on Wednesday, November 13, 1991 and November 20, 1991 were to be considered, read and adopted.

Carried.

ITEM II: RECYCLING - MULTI-FAMILY PARTICIPATION

Committee considered a referral from the Council meeting of December 2, 1991 regarding the multifamily recycling options. It was referred back to Committee for further consideration on the liability clause and the actual cost of multifamily recycling.

Committee considered the item along with further information contained on a memo from the Project Engineer to the City Engineer dated December 3, 1991. Committee learned that the cost of the multifamily recycling was \$45,000 based on a yearly amount and that it was currently contained in both the 1991 and the proposed 1992 Budget.

Committee requested that the Engineering Department determine how many multifamily units are that will potentially participate in the program, how many stops within each location will be used and how we formally contact them.

Committee also requested that we look at providing further public information, perhaps through the two local newspapers under "Recycling Briefs" or some other community service part of the paper.

Cont'd .../2

ITEM III: COMPOSTING - PROPOSED 1992 PROGRAM

Committee considered a report from the Project Engineer to the Deputy Engineer dated December 3, 1991 regarding the 1992 composting program. The report recommended that home composting be initiated at a cost of \$76,000; curb side pick up for leaves over an eight week period be initiated at a cost of \$110,000 and that the City locate and develop a composting site at an additional \$40,000.

Committee felt that more information was needed to support the idea that home composting could have any real affect on the garbage volumes and weights. However it was felt that further discussion and consideration of this item should await the budget deliberations since the amount of money available will determine the type of program and effort that can be developed.

This item will be brought back to the agenda on completion of the budget discussions.

ITEM IV: BIOCOMPOST SYSTEMS INCORPORATED HOME COMPOSTING PROPOSAL

Committee considered a report from the Deputy City Engineer dated December 3, 1991 with comments and background on the Biocompost System Incorporated's proposal to provide backyard composters for the City of Port Coquitlam. The proposal is for the Kinsmen Club of Port Coquitlam to act as the coordinators and administrators of a program to implement backyard composting in 8,000 homes in the City over the next two years. An overall cost of somewhere around \$650,000 it is expected that the Federal Government's 'Environmental Partners' fund would provide \$200,000, the Provincial Ministry of Environment would provide \$250,000 and the remainder would come from City residents by purchasing the composters at \$30.00 (each). Alternatively, the City resident's portion could be paid directly by Council.

Committee received the report for information.

ITEM V: ART KNAPP'S PLANTLAND - REQUEST FOR GRANT

Committee considered a report from the Project Engineer to the Deputy Engineer dated December 3, 1991 regarding Art Knapp's request for a contribution of \$400 towards a Christmas tree chipping program.

Committee felt that due to Council's "no grants" policy that this request be denied but that the applicant be encouraged to continue and that perhaps service announcements through the newspaper could offer some assistance in this regard.

FIEM VI: RECYCLING BUDGETS - 1991 and 1992

Committee reviewed previous information regarding the current years budget and projected 1992 Budget for both garbage and recycling.

Committee felt that since this item was being discussed December 5, 1991 at a budget meeting and again on December 12, 1991 at another budget meeting that no further discussion would take place at this time.

ITEM VII: DOMINION TRIANGLE NORECOL REPORT

Committee considered a letter from Burke Mountain Naturalists dated November 18, 1991 regarding the environmental assessment of Dominion Triangle by Norecol Environmental Consultants Ltd. and their support for the report.

Committee requested that the Burke Mountain Naturalists be sent a letter expressing thanks for their interest and advising them that Council took the initiative because of interests from groups like their own. Further, it will be Council's intention to follow as many of the recommendations as is practical considering the difficulty in developing the site.

ITEM VIII: DEVELOPMENT COUNCIL OF DISTRICT #43 - UPDATE

This matter was dealt with fully at Council Committee.

ITEM IX: 1992 ENVIRONMENTAL ACHIEVEMENT AWARDS

Committee considered a report from Environment Canada announcing that applications for the 1992 Environmental Achievement Awards were being accepted up to February 15, 1992.

Committee received and filed the information.

Cont'd .../4

ITEM X: OTHER BUSINESS

No new business.

The Meeting Adjourned at 6:10 p.m.

C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

Alderman M. Gates Committee Chairman

CFG:ck

NOTE:

Minutes not read and adopted by the Committee until certified correct by the Committee Chairman's signature.

cc:

Mayor and Aldermen City Administrator Igor Zahynacz, P. Eng., City Engineer Andrew de Boer, Project Engineer



€ OUNCIL)

DATE: November 18, 1991

MEMORANDUM

TO:

B.R. Kirk

Administrator

FROM:

I.R. Zahynacz, P. Eng.

City Engineer

SUBJECT: Multi-Family Recycling Program Options

Recommendation:

That Council approve the expansion of the City Recycling Program to multi-family developments provided that the owner/Strata Council meet the following requirements:

- That the owner/Strata Council agree to the attached waiver for entering private property. 1.
- That the owner/Strata Council assume responsibility for upgrading and maintaining the 2. internal private roads to minimum standards as approved by the Engineering Department with respect to road width, truck turn around areas, snow clearing, and road maintenance.
- That one person be appointed by the owner/Strata Council as a contact person for 3. recycling.

Background & Comments:

Attached correspondence:

- Waiver Agreement. 1.
- Memo from Project Engineer to City Engineer dated October 29, 1991 regarding multi 2. family recycling.
- Memo from the Deputy City Engineer to the Environmental Protection Committee dated 3. November 8, 1991.
- Memo from the Deputy Engineer to the Mayor and Council dated November 14, 1991. 4.

The proposed Waiver Agreement allows the City to enter onto private property and requires the Strata Council to assume responsibility for any damage to common property, such as roads.

Also, the owner/Strata Council would be required to upgrade the internal private roads to at least the back lane standards (minimum width of six metres for road pavement).

> I.R. Zakynacz, P. Eng City Engineer

IRZ:gc Attachments

ITEM	PAGE
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PacBell asks

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CHARLES W. BOSS, DAI WAY

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PacBell: Rate rise would go into effect in late '92 if approved

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WAIVER AGREEMENT

	THIS AGREEM	IENT made the	day of	, 1991.
BETWE	EEN:	•		.
	(the "Strata Council"	')		
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AND:				
	THE CORPORATION OF PORT CO 2580 Shaughnessy S Port Coquitlam, B.C V3C 2A8	QUITLAM Street		
	(the "City")		OF THE S	SECOND PART
at	In consideration		Strata Plan No.	ne property located (the "Land")
and emp	urpose of removing recy loyees from liability fo limitation, this waive ing, buildings and struct	r any damage cause	ement includes dar	nage to access routes
		ITEM	PAGE	

The Strata Council acknowledges that the City is not required to enter the Land to remove recyclable materials and the City may at any time instruct its vehicle drivers not to enter the Land.

THE CORPORATE SEAL of THE OWNERS, STRATA PLAN was hereunto affixed in the presence of:)) ;	
	_	c/s
THE CORPORATE SEAL of the CITY OF PORT COQUITLAM was hereunto affixed in the presence of:))))	c/s
MAYOR		·
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ITEM PAGE

THE CORPORATION OF THE CITY OF PORT COQUITLAM

MEMORANDUM

TO:

Igor Zahynacz, P.Eng.

City Engineer

FROM:

Andrew de Boer

Project Engineer

DATE:

October 29, 1991

SUBJECT: MULTIFAMILY RECYCLING COLLECTION STRATEGY

RECOMMENDATION

Each Strata development should be examined on an individual basis. If at all possible the City should pick-up from curbside at Strata developments.

If a Strata development finds curbside pick-up unacceptable then a suitable sheltered location should be selected within the complex for pick up. The City would then ask for a letter from the Strata giving permission to the City to enter its property. A waiver should also be signed by the Strata to limit some of the City's liability

Recycling collection should not be permitted in apartment parking garages. As well, in the interests of collection efficiency and safety, the City should refuse to collect door-to-door within Strata developments.

BACKGROUND

Several townhouse complexes (see enclosed) are unwilling to bring their recycling blue bags to a location curb-side to a city road for weekly pick-up. Instead they are insisting that the City enter into the complex to pick-up recyclables.

This presents to two concerns to the City, the first being the liabilities associated with City recycling crews entering onto private property. The second is the decrease in collection efficiency which will occur when crews drive into the private roads for pick-up.

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MULTI-FAMILY PICK-UP IN OTHER MUNICIPALITIES

Three municipalities were consulted to determine their procedures for multi-family recycling collection:

Vancouver

The City of Vancouver presently has a pilot program for multi-family recycling using toter carts. The program serves apartments using City lanes so their are no problems with entering into private property.

When the Vancouver expands its program city-wide they foresee that the program will mimic the existing garbage pick-up service. For example, if a strata complex has a garbage bin within their property, recycling crews will also enter the property to pick up recyclables.

Vancouver will not be using waivers with its expanded program as they feel they will be unenforceable.

Burnaby

Burnaby has a pilot program using toter carts with no private property pick-ups. The program is to be expanded City-wide shortly.

With their expanded program Burnaby will allow recycling crews to enter into private property if there is adequate drive-through capability. Crews will not be allowed to go down into apartment garages for pick-up.

The City will use a waiver (see enclosed) where entrance onto private property is necessary.

Port Moody

Port Moody has a fully implemented multi-family program using blue bags. The recycling crews enter into all Strata developments and collect from one or two locations usually besides existing garbage bins. The locations are sheltered and must be approved by the City before collection can begin. Port Moody will also collect door-to-door from Strata complexes if requested.

Because Port Moody uses a two-man crew on their recycling truck, one man is able to guide the vehicle through the tight turns in the Strata complex.

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Port Moody uses no waivers to enter into Strata developments.

COMMENTS

The three options which should be considered for multi-family collection in Port Coquitlam are:

Curbside Collection

With this option collection vehicles collect bags which are placed at one location on a City right-of-way adjacent to the Strata.

The advantages of this option is the high collection efficiency and the low liability since the vehicles remain on City right-of-way.

The disadvantage is the lack of convenience to residents. Resident must walk or drive to the strata entrance to drop off their recycling bags.

Collection from one location within the Strata With this option one location is selected within the Strata complex to collect the recyclable materials. A representative of the City and the Strata would select a collection point within the complex. The collection point would usually be located near a garbage dumpster for convenience and would be sheltered and easily accessible to recycling crews.

With this option the City should obtain permission from the Strata to enter its property as well as a waiver absolving the City of liability for damage to property common to the Strata (see enclosed).

Door-to-door collection within the Strata This option would be the least favorable to the City. The collection would be inefficient and the incidence of accidents high. This option is not recommended.

Andrew de Boer Project Engineer

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THE CORPORATION F THE CITY OF PORT COQUITLAM

MEMORANDUM

Sunting

TO:

Environmental Protection Committee

DATE: November 8, 1991

FROM:

C.F. (Kip) Gaudry Deputy City Engineer

SUBJECT: MULTI-FAMILY RECYCLING - PROPOSED PROCEDURES

RECOMMENDATION:

That Committee recommend to Council that the attached procedures be used for bringing multi-family/strata units into the recycling program.

COMMENTS & BACKGROUND:

Currently, we are servicing all single family residences in the City with our recycling program. The next approved step is to include multi-family units in the program. Since the majority of these developments are strata title we have developed a procedure that will assist us in bringing the multi-family units into the recycling program.

The main point here is that the City vehicles will have to enter onto private property in order to collect the recycled goods. There is a liability associated with this procedure over and above that normally encountered by City vehicles in their day to day business. Even if the strata title corporation or private lot owner signs a waiver of liability the courts will hold that the City cannot contract away its legal liability responsibilities. Often the roads inside of strata titles are sub-standard when measured against current municipal specifications for a similar road way development. For this reason you will note that in the procedures we have listed some minimum specifications that must be met, but it should be pointed out that these do not conform to overall municipal specifications and were in fact developed on the basis that most of these developments already contain current roads.

> C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

CFG:ck

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THE CORPORATION OF THE CITY OF PORT COQUITLAM

MEMORANDUM

TO:

Igor Zahynacz, P.Eng.

City Engineer

FROM:

Andrew de Boer Project Engineer

DATE:

November 5, 1991

SUBJECT: Multi-family collection procedures within Strata developments

The following presents a procedure for initiating the collection of recyclable materials from within Strata developments.

- A representative of the Strata development meets a representative of the City on-site to determine the best location within the Strata for pick-up. The Strata must meet the guidelines listed below:
- 1.1 Roadway within Strata must have a minimum 6 m pavement width.
- 1.2 Strata must have a turn around location at the pick--up point. The turn-around can be a back-up on a tee intersection or a drive through loop.
- 1.3 The road curves within the Strata must be of a sufficient radius of curvature to allow passage of a recycling truck with a 12.8 m turning radius.
- 1.4 The access to the pick-up point shall have sufficient vertical clearance from overhead utility lines and horizontal clearance from trees, buildings and awnings to permit easy passage of the recycling trucks.
 - The Strata will be asked to fill out an application form which will indicate the contact person in the Strata. This person is responsible for collecting unacceptable responsible for behind after the weekly pick-up.
 - 3. The Strata will be asked to construct a sheltered enclosure at the pick-up location. Upon completion, a cittle PAGE

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revisit the Strata to inspect the suitability of the enclosure.

- 4. The Strata will be asked to fill out a waiver excluding the City of liability for damage to common property.
- 5. The Strata will be asked to produce a letter allowing City vehicles and drivers to enter the Strata property.
- 6. Upon completion of the required paper work the contact person for the Strata will be issued recycling starter kits and schedules. The contact person will then be given a date when collection will begin.

Andrew de Boer Project Engineer

ITEM PAGE

THE CORPORATION OF THE CITY OF PORT COQUITLAM

MEMORANDUM

TO:

Kip Gaudry, P.Eng.

Deputy Engineer

FROM:

Andrew de Boer

Project Engineer

DATE:

December 3, 1991

SUBJECT: 1.992 COMPOSTING PROGRAM

1.0 RECOMMENDATIONS

That for 1992 the City:

- 1) Initiate a home composting program at an initial cost of \$76,000.
- 2) Initiate a curbside pick-up of leaves over an eight week period in the fall at a cost of \$110,000.
- 3) Locate and develop a composting site at a cost of \$40,000.

2.0 OTHER MUNICIPAL COMPOSTING PROGRAMS

Several municipalities in the lower mainland already have curbside composting programs in place. Some examples are:

. Vancouver

Leaf composting in Vancouver was initiated in 1990 using yellow plastic bags for curbside pick-up.

Vancouver found the costs of emptying the bags prohibitive so this year they are asking residents to purchase ECO bags at local stores. ECO bags are 100 litre biodegradable paper bags. The retail cost of the bags is \$3.50 for a pack of five or 70 cents a piece.

Residents are instructed to leave the bags at curbside and they will be picked up within a two week period. The bags are then taken to a composting facility for processing.

Coquitlam

As with Vancouver, the District of Coquitlam is using ECO bags in their curbside pick-up program. Coquitlam has a contract with Laidlaw for garbage pick-up and as part of this contract Laidlaw is required to pick-up twice a year (Spring and Fall), compostable materials from curbside. The compostable material is taken to an old GVRD landfill in Coquitlam.

Coquitlam is buying the first bags for residents at 40 cents a piece. Residents are asked to buy future bags at local stores.

OPTIONS FOR PORT COQUITLAM COMPOSTING PROGRAMS

There are two composting programs which should be considered for the 1991 fiscal year:

1. Backyard Composting

This type of program is being started in many other municipalities (Vancouver, North Vancouver, Kamloops, Seattle). The city purchases a quantity of composters and distributes them to residents.

The cost of the composter for the residents is reduced because of the 1/3 provincial grant and the large volume purchase made by the city. Residents usually pay from \$20 to \$30 for the units.

The costs for this type of program for Port Coquitlam are as follows:

Expenses 750 composters @ \$80 ea. Advertising Administration Subtotal:	60,000 6,000 10,000 76,000
Revenue Provincial grant @ 1/3 composter cost Resident purchase @ 1/3 composter cost Subtotal:	20,000 2 <u>0,000</u> 40,000
Net cost to city	36,000

For this year only 750 composters would be purchased. If demand is in excess of 750 units the program could be expanded in 1993.

As an alternative to a City home compost program a local company, Biocompost Systems Inc. is investigating the possibility of distributing 8,000 home composters in the City over a two year period.

The company intends to solicit financial assistance from the Ministry of Environment and the Environmental Partners fund. If the company is successful in obtaining funding the City will be asked to consider a subsidizing the cost of the composters to the residents by \$40,000 annually. More information on this proposal is in a report by the Deputy Engineer dated December 3, 1991.

2. Curbside compost pickup

A eight week leaf collection program could be initiated in the fall using the existing fleet of rear-end packer trucks. Paper bags would be used for collection and the first bags could be purchased by the city for residents. Over the eight week period there would be four pick-ups, with one pick-up occuring every two weeks.

Costs for this type of program for Port Coquitlam are:

Collection		90,000
Composting		10,000
Promotion		6,000
Bag purchase	(optional)	4,000

Initial cost to City 110,000

Potential revenue (320 tonnes @ 69 \$/t) 22,000

Additional funds of \$40,000 would be required to locate and develop a composting site on city-owned land.

Andrew de Boer Project Engineer

cc. Igor Zahynacz Jim Maitland

THE CORPORATION OF THE CITY OF PORT COQUITLAM

MEMORANDUM

TO:

Environmental Protection Committee

DATE: December 3, 1991

FROM:

C.F. (Kip) Gaudry, P. Eng.

Deputy City Engineer

SUBJECT:

BIOCOMPOST SYSTEMS INC. - BACKYARD COMPOSTER PROGRAM

RECOMMENDATION:

For information.

COMMENTS & BACKGROUND:

Bob Herr, President of Biocompost Systems Inc. has been dealing with the Environmental Protection Committee over the past six months regarding a backyard composting program for the City of Port Coquitlam. His idea is to tap into some of the funding sources available for the "Environmental Partners" program. In broad terms he would like to get one third funding from the Kinsmen Club of Port Coquitlam, one third funding from the Ministry of Environment, and one third from Port Coquitlam house holders. As an alternative to the Port Coquitlam house holders, Council may wish to contribute a portion or all of this amount.

Biocompost applied for a total program of approximately \$660,000 to take place over two years and supply approximately 8,000 home composters within the City. The initial cost breakdown is laid out in Biocompost Systems Inc. letter to me of November 29, 1991.

At this point no approvals have been granted and you will see that Mr. Herr has explicitly pointed out that he realizes there is no commitment from the City at this point for any financial contribution towards the program. This item does however tie in with the City's recommended start of a composting program in 1992.

C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

CFG:ck

BIOCOMPOST SYSTEMS INC.

November 29, 1991

CITY OF PORT COQUITLAM ENGINEERING DEPT.

DEC 02 1991

TO FROM DATE

IZ bec 2.

KGAP

P.O. Box 144, Port Coquitlam, B.C. V3C 3V5 Tel.: (604) 250-4201 Fex: (604) 942-0279

Mr. Kip Gaudry,
Deputy Engineer,
City of Port Coquitlam,
2580 Shaughnessy Street,
Port Coquitlam, B.C.

Mr. Gaudry,

Re: Back Yard Composter Program

I wanted to update you on the progress we have made with the program.

On November 26 Mr. Bocking, President of the Kinsmen Club was advised by Mr. Webster of the Environmental Partners Fund that the preliminary application had been reviewed and they were interested and wanted to have a formal application by the deadline, December 1, 1991. This application has been completed and a copy is enclosed. We have identified clearly that the City of Port Coquitlam, the G.V.R.D. and the Ministry of the Environment have not yet confirmed participation and have asked for approval conditional upon participation from the three authorities.

In the application we have indicated financial contributions as follows:

Environmental Partners Ministry of the Environment Householders - \$ 200,000.

- \$ 220,100. - \$ 239,060.

We have excluded the City of Port Coquitlam from any financial contribution but the homeowner portion could be adjusted downward as participation by council is determined. I have not sent information to either of the G.V.R.D. or the Ministry of the Environment as I felt that communication more appropriately should come from your office.

I expect it will be about 90 days before we receive any response from the Environmental Partners Fund and in the meantime I would be pleased to provide you with any other information that you require.

Sincerely, BIOGOMPOST SYSTEMS INC

Kuchun

Bob Herr President

Copy:

Tony Bocking - Kinsmen Club of Port Coquitlam



Chartered Feb. 25, 1965

PAST PRESIDENTS

65 - 66 Hans Schinz

66 - 67 Don Waterston

67 - 68 Bob Sutton

68 - 69 Norris Moore

69 - 70 Frank Findlay

70 - 71 Ron Talbot

71 - 72 Ted Hartley

72 - 73 Barry Hodson

73 - 74 Howard Darrah

74 - 75 Stan Pukesh

75 - 76 Bud Dorfman

76 - 77 Tom Mangan

77 - 78 Rod Henderson

78 - 79 Don Logie

79 - 80 Locky Downie

80 - 81 Howard Dea

81 - 82 Don Magor

82 - 83 Harold Peters

83 - 84 Dave Rice

84 - 85 Hugh McDonald

85 - 86 Derrick Hill

86 - 87 Cyrille Barnabe

87 - 88 Walter Van Drimmelen

88 - 89 Wayne Moser

89 - 90 Ken McCargar

90 - 91 Randy Stanley

KINSMEN CLUB OF PORT COQUITLAM

THE ASSOCIATION OF KINSMEN CLUBS
DISTRICT 5
LOWER MAINLAND ZONE

P.O. Box 111 Port Coquitlam, B.C. V3C 3V5

PH. (604) 464-7811

November 28, 1991

Mr. R. Alan Webster, Project Officer, Environmental Partners Fund, Environment Canada, 1200 West 73rd Avenue, Suite #700, Vancouver, B.C. V6P 6H9

Dear Mr. Webster,

We are enclosing our application for support of the Home Composter Program for Port Coquitlam, British Columbia.

You will see from the proposal that we have not included letters of confirmation and authority from the other partners, namely the Ministry of the Environment (B.C.), the G.V.R.D. and the City of Port Coquitlam. While we have generally been assured of support it is with approval from your program that support will be forth coming from the others.

We have no objection, providing our proposal meets all of your requirements that it receive approval subject to confirmation from the other partners of their participation. We hope to have this participation confirmed by January 10, 1992.

We are now in the process of advising our other partners that we have submitted a formal application for support following your preliminary review of our program in principal.

We, with our consultant, would be pleased to meet with you for discussions at any time and we want to thank you for your attention and kindness.

Sincerely, KINSMEN CLUB OF PORT COQUITLAM

Tony Bocking President

"Serving the Community's Greatest Needs"

12. (a)

The project will involve the distribution of 8,000 composters over a two year period. The composters will be offered, to the householders of Port Coquitlam, through local media advertising, a school student awareness program, adult educational program and be supported by the local Cable Television channel.

Interested parties will be required to complete an application form, prove residency and agree to participate in an "after program" information collection process. They will also be required to pay about \$30.00 for the composter. This payment will include delivery and taxes. It has been determined by local research that when the price exceeds this range, the participation relationship dramatically decreases. Payment must be made at the time of application.

The composters under consideration will be evaluated through Biocompost Systems Inc. and in consultation with City Farmer, the most suited model will be chosen. The units will be acquired and placed in a warehouse from which they will be delivered to each participant in the program. A concentrated delivery process will ensure that all participants receive their unit by spring, 1992.

Throughout the initial promotion of the distribution program a student awareness program will take place. A locally produced puppet show will be offered to all grades 3 - 7 elementary students at each of the schools within the City. Each school will also be provided with a composter and children encouraged to compost their fruit and vegetable waste

In addition, the consultant will provide adult awareness classes at the Kinsmen facility in Port Coquitlam. Classes will be conducted as long as there is participants wanting to attend. These classes will be one hour in length and provide information regarding the value of composting and the proper methods to utilize. The material will consist of the G.V.R.D. video "Here's The Dirt" and other material available by City Farmer and the G.V.R.D.

When the program commences in 1993, those participants from 1992 will be contacted for their opinions on the success of the program. In 1994, the 1993 additions will be requested for their opinion. Results of these surveys will be provided to all partners within the program.

The annual amount of organic solid waste that will be diverted from the land fill will be approximately 1.6 million kilograms for each 4,000 composters. Therefore, following completion of this distribution program, more than 3.2 million kilograms will be diverted from the landfill, annually. The expected life of a composter is 10 years and the effect is therefore excellent based on the very low per unit cost.

Environment

Environnement

O. Mannination

Environmental Partners Fund

PROJECT APPL!CATION FORM

FOR IN	TERNAL	USE	ONLY

Region . Project No.

ection 1 - January
1. How and when did you first learn about the Partners Fund Program? If referred, provide the name and title of the individual and/or organization:
We first became aware of the program through the City Environmental
Committee of which one of our members is an active representative.
2. Name of organization:
Kinsmen Club of Port Coquitlam, District # 5
3. Address of organization:
P. O. Box 111, Port Coquitlam, B.C. V3C 3V5
4. Responsible person(s) and title(s):

Club (604) 464-7811 . Bocking Res. (604) 942-2737 6. Total current membership of your organization:

26

5. Telephone number(s):

7. What are the main objectives of your organization?

To respond to and serve the communitie's greatest needs. Continuing commitment is in place throughout Canada to the Canadian Cystic Fibrosis

Foundation and the Kinsmen Rehabilitation Foundation.

Tony Bocking, President, Randy Stanley, Past President

8. Previous environmental experience:

Section 2 Project Information

9. Project title (maximum ten words):

Home Composter Program - Port Coguitlam

10. Location of project (give an address or, if that is not possible, provide a map):

Throughout the City of Fort Coquitlam, B.C. (see attached map)

11. Provide a brief description of the project and the expected benefits to the environment: Home composters will be provided to householders throughout the City on a basis of a subsidized price. The benefit to the environment will be a substantial increase in the amount of organic solid waste diverted from the land fill. This amount is expected to reach 400 kg. per year for each participating household.

) Project outline (provide a detailed description on sepa	· · · · · · · · · · · · · · · · · · ·	
b) Identify quantitative measures of existing environmen	ntal conditions at:	
. P	roject start-up date	, , , , , , , , , , , , , , , , , , ,	
	April 1, 1992		D has determined that more
in	nportant dates		f residential waste is
		compostabl	<u>e.</u>
′ _	January 10/92	Confirm P	rovincial M.O.E. support
, <u>)</u>	January 10/92		.V.R.D. support
	January 10/92		ort Coquitlam support
* . [Mac Completion age		posters for April delivery
	First phase - April 30, 1992	Second ph	ase April 30, 1993
_c)	Describe provisions for project management:		
	Project management will be provi-	ded by Biocompo	st Systems Inc, a local
	consulting firm, operating under) Describe arrangements for securing technical, promotion		
_	The technical, promotional, admin	nistrative and	accounting duties will be
	handled by Biocompost Systems In	c. The audit wi	ll be completed by
•	Evancic, Perrault, Robertson, Ce	rtified General	Accountants.
13. D	escribe measures to encourage community awareness f the project:	or participation and the re	esulting environmental benefits
	The educational and awareness su	pport will begin	n at the elementary school
-7	level as described and the adult	classes will t	rain the interested
	participants personally. All dis	tribution people	e will be fully trained
	in the use of the composters so	the users will	begin to compost immediate
14. in	dicate whether any negative environmental effects of t	he project are:	
È	a. Significant X b. Insignificant	c. Nonexistant	d. Unknown
D	escribe any measures you are planning either to detern	nine effects or to minimize	e those effects.
_	The issue of rodent resistant con	mposters is a co	oncern and we therefore
	will consider only a composter me	odel which is s	hown to be resistant and
	one which is supported by City F		
	*		·
		cipating in the project:	
	lentify any environmental authorities consulted or parti	cipating in the project:	Telephone No.
ld	lentify any environmental authorities consulted or partic	Contact	Telephone No. (604) 942-5411
ld	lentify any environmental authorities consulted or particular of Port Coquitlam Kip G	Contact audry	•
Id	lentify any environmental authorities consulted or particular of Port Coquitlam Kip G	Contact	(604) 942-5411

ar III				•		
15. Have you received the necessary a	pprovals for your p	project from the	appropriate autho	rities?		
✓ Yes 🔀 No	1.	Not app	licable			
If "yes", identify them	, ,	, , , , , , , , , , , , , , , , , , ,	4. T (1			
Organization	- 1	Contact 🧢		Telepho	one No.	
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and the first the second		- J				
If "no", indicate when approvals wi	Il be received:					
The approvals will	be sought	immediatel	y and obta	ined hopef	ully by	
January 10, 1992 so	that this	program c	an commenc	e on sched	ule in Ap	
Tundi						
Section 3 Funding				-	~	
16. Resource Allocation Summary Char		Bracker Drief Street		STEEL PLANTS STATES THE STATES		
Too and Amount of the Harry Char		1				
Expenditures	COST	COST SOURCE OF FUNDING (Total Dollar Value)				
<u> </u>	Total	Partners Fund	Financial Contributions	in-kind Contributions	Revenue	
INE 01 Labour	48,000.				40.000	
INE 02 Material	12,000	es.	6 000		48,000	
INE 03 Equipment	488,160.	200.000.	6,000.		6,000.	
INE 04 Managerial and	1	200,000	162,550.		125,610.	
Professional Services** INE 05 Other Costs	76,000.		34,050.		41,950.	
	35,000.	· .	17,500.		17,500.	
INE 06 Total	659,160.	200,000.	220,100.		239,060.	
	(A)	(B)	(C)	(D)	(E)	
Attach charts in Workplan to provide detail includes technical, promotional, administration	ative, accounting and	i auditing services.				
B cannot exceed 50% of A or more than \$2 C+D+E must be equal to or more than B.	00,000.					
				ē .		
 Confirmed sources of funding (letters 	•					
Partners	Financial Contributions	In-kind Contribution:	s l	Description of In-kind Contributions		
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these projects.		-				
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Ministry of Environmen	t 220,100	·				
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Revenues (from E in # 16)	239,060			10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
\$.	459,160) # \$:		•	
	(F)	(G)				

Partner's Fund Contribution Requested

* B cannot exceed the value of H or \$200,000.

200,000.

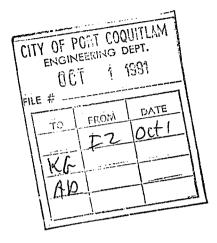
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BELCAN INDUSTRIES INC.

September 30, 1991

Mr. Kip Gaudry,
Deputy Engineer,
City of Port Coquitlam,
2580 Shaughnessy Street,
Port Coquitlam, B.C.



P.O. Box 144 Port Coquitlam, B.C. V3C 3V5 Telephone **(604) 250-4201** Fax (604) 942-0279

Mr. Gaudry,

Re: Back Yard Composter Program

I have had meetings with the Kinsmen Club of Port Coquitlam and received approval to develop a framework of a distribution plan for composters in the city.

My most recent authorization was to prepare a draft letter to the Environmental Partners Fund for consideration by the Kinsmen Club executive.

I have drafted that letter and am planning to present it to the executive committee next Thursday but I wanted to have your input before I went any further.

The idea at this time is to present, by letter, the overall idea to the Environmental Partners Fund and to ask for their comments. If the entire program appears to qualify for funding then the next step would be for consideration to proceed with a formal application. It is at that time that details would be worked out in the actual application and plan. If the EPF says the program does not qualify then a decision would be made to alter it and proceed or discontinue the program.

Please review the letter and provide me with your comments so that I might alter it as you wish.

I really appreciate your input and hope that we might be successful in this program to the benefit of everyone.

Sincerely, BELCAN INDUSTRIES INC.

Boh Herr President September 18, 1991

Mr. Michael Jasino, Environmental Partners Fund, Environment Canada, 107 Sparks Street, 2nd Floor, Ottawa, Ontario K1A 0H3



Dear Mr. Jasino,

The need to strengthen our attack against pollution increases each day and the Kinsmen Club of Port Coquitlam wish to assist in our community as much as we are able.

We are aware that through the Environmental Partners Fund, certain support is available to community and non profit groups wishing to become involved in environmentally oriented projects. Within our community we have discussed the possibility of creating a partners group which would tackle a major community concern.

Port Coquitlam has just recently commenced a curb side recycling program. This program will divert cans, bottles, tin, newspaper and other paper products from the land fill. Through our work we have determined that approximately 35% of the waste generated in residences within the city is compostable and we would like to address this problem. By diverting this yard waste, garden debris and vegetable waste we would very effectively reduce the amount of waste Port Coquitlam produces each year.

In approaching this program we have reviewed the details of the Environmental Partners Fund and would like to make application for support but wanted first to provide an overview of our program to be sure that we do qualify for support. We wish to submit an immediate application after your department has had an opportunity to provide us with your comments.

We wish to implement a city wide composting program which would consist of:

Back Yard Composters Local Information and Education Sessions Elementary School Education Sessions Compost Demonstration Gardens Mr. Michael Jasino, Page 2,

The proposed partners within the program and their respective activities are:

KINSMEN CLUB OF PORT COQUITLAM

The Kinsmen Club will be the lead partner in the program and will be responsible for the coordination and administration of the program. In addition, we will provide our local Activity Centre as a facility for the Public Educational Sessions. To guide us in the selection and the distribution of the composters we will contract with a local consulting firm, Biocompost Systems Inc. Their trained employees will evaluate a number of composters for effectiveness, rodent resistance, aeration and rate of material decompostion.

CITY OF PORT COQUITLAM

The City has already established two compost demonstration gardens. These gardens are located at the two local retail garden centres mentioned below. The City will also apply to the Ministry of the Environment for support funding for this program. The Provincial Government has established a fund from which 50 % of the cost of initial promotion and education and 33 1/3% of the costs of equipment will be paid for environmentally effective initiatives. This funding is available to Regional Districts and Incorporated Areas or private organizations and registered non profit groups making joint applications with their Regional District or Incorporated Area. Please note that all parameters by the ART KNAPPS PLANTLAND & DAVID HUNTER GARDEN CENTRE

These two organizations have contributed space within their retail outlets so that the City of Port Coquitlam could establish compost demonstration gardens. They also advertise the gardens throughout the area in their usual advertising procedures.

GREATER VANCOUVER REGIONAL DISTRICT

The GVRD must support the application of the City of Port Coquitlam to the Provincial Ministry of the Environment for the funding of the program. In other instances this support has been granted.

MINISTRY OF THE ENVIRONMENT (GOVERNMENT OF B.C.)

Through its Multi-Material Recycling Financial Assistance Program, the Provincial Government will be requested to fund a portion of the costs.

Mr. Michael Jasino, Page 3,

BANK OF NOVA SCOTIA

The local branch of the Bank of Nova Scotia will be approached to provide bridge funding for the aquisition and distribution of the units and the educational sessions.

RESIDENTS OF PORT COQUITLAM

The residents of the city will be called upon to fund a portion of the cost of aquisition and distribution of the composters.

Under the program we intend to promote composting and the use of composters as residential appliances in the diversion of organic waste material. The elementary schools in Port Coquitlam will receive a composter for use in a school compost program and we will contact all schools requeting that students in gardes 3 through 7 be involved in a one hour compost education program.

The program is intended to be spread over two years so that the majority of homeowners in Port Coquitlam would be supplied with a composter. The details would be developed by the Engineering Department of the city.

We would be most appreciative for your comments on our preliminary proposal prior to submitting the formal applications.

Thanks for your assistance.

Sincerely, KINSMEN CLUB OF PORT COQUITLAM

Randy Stanley President

THE CORPORATION OF THE CITY OF PORT COQUITLAM

MEMORANDUM

TO:

Kip Gaudry, P.Eng.

Deputy Engineer

FROM:

Andrew de Boer

Project Engineer

DATE:

December 3, 1991

SUBJECT: ART KNAPP'S CHRISTMAS TREE CHIPPING

RECOMMENDATIONS

- that \$400 be given to Art Knapp's to go towards Christmas tree chipping
- that the City recognize Art Knapp as a chipping depot in all recycling and other correspondence

BACKGROUND

As a community service, Art Knapp's is organizing a Christmas tree chipping this year (see enclosed letter) with the proceeds going to charity. They are requesting \$400 funding to assist them with advertising costs for the program. As well, Knapp's is asking for recognition as a chipping depot in all recycling and other correspondence.

COMMENTS

In many other municipalities (Vancouver, Port Moody, Coquitlam) chipping has become the environmentally preferred method of disposing of Christmas trees. Chipping produces less air pollution and creates a useful mulch as a byproduct.

Another benefit of chipping is reduction in garbage tipping fees from the Christmas trees which are diverted from landfill.

Andrew de Boer Project Engineer



Andrew deBoer
Engineering Department
The City of Port Coquitlam

December 2, 1991

CITY OF POST COUNTLAM
ENGINEERING DEPT.

DEC 02 1991

FILE #

TO PROM DATE

TO PROM DATE

AD

Dear Andrew,

This letter is to request from City Council subsidization for Christmas tree chipping at Art Knapp Flantland & Florist located at 1300 Dominion Avenue in Port Coquitlam.

Firstly, the reason we are providing this public service is due largely to environmental concerns. As a responsible corporate citizen, Art Knapp's would rather have Christmas trees chipped and used later for useful mulch etc. as opposed to burning them which will send harmful pollutants into the air.

Another intention of the tree chipping is for fund raising. Donations will be required for each person bringing in a tree with all proceeds going to a worthwhile charity which is still being decided upon.

Obviously, there will be considerable costs involved to Art Knapp's, most of which we are willing to assume. However, I feel that this event will be a benefit to the City in terms of reducing your responsibility for disposal and therefore request from the City subsidization in the amount of \$400.

This money will be used towards the following costs:

I also request that the City recognizes Art Knapp as a chipping depot in all recycling and other correspondence to the citizens of the community.

Because of the environmental benefits, we are committed to making this an annual event which will undoubtedly grow in magnitude each and every year.

Please contact me at your earliest convenience when a decision by Council has been made. I look forward to hearing from you.

Sincerely
Andrew Quinn
Marketing Director

16 - 3150 St. Johns Street, Port Moody, B.C. V3H 2C7 • Phone: (604) 461-0004 • Fax: (604) 461-0708

THE CORPORATION OF THE CITY OF PORT COQUITLAM

MEMORANDUM

TO:

B.R. Kirk

DATE: December 6, 1991

City Administrator

FROM:

C.F. (Kip) Gaudry, P. Eng.

Deputy City Engineer

SUBJECT:

REQUEST FOR GRANT - ART KNAPP'S CHRISTMAS

TREE CHIPPING PROGRAM

(Environmental Protection Committee Meeting - Dec. 4, 1991)

RECOMMENDATION:

That Council not approve the \$400 grant request from Art Knapp Plantland and Florist.

BACKGROUND & COMMENTS:

Art Knapp Plantland and Florist wrote to the City on December 2, 1991 requesting a \$400 contribution towards their Christmas tree chipping program. The matter was considered by the Environmental Protection Committee on December 4, 1991 and based on Council's 'no grant' policy it is recommended that the request be denied.

However, the Environmental Protection Committee members did feel that the City should be doing whatever it can to support these types of efforts in practical ways. For example, we may be able to encourage the local newspapers to sponsor special space in their public service announcement sections that would include information such as Christmas tree chipping programs and other information on recycling and garbage removal.

Approximately one year ago, E.P.S. Recycling Inc. of Aldergrove, B.C. offered a chipper free to the City for two or three days use to chip Christmas trees. City staff have provided this information to Art Knapps in the event they might tie together with E.P.S. and reduce the cost of chipper rental.

> C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

CFG:ck

cc: Igor Zahynacz, P. Eng., City Engineer



Andrew deBoer
Engineering Department
The City of Port Coquitlam

December 2, 1991

CITY OF POUT COQUITLAM
ENGINEETING DEPT.

DEC 0 2 1981

FILE #

TO PROM DATE

D2 Dec2.

Dear Andrew,

This letter is to request from City Council subsidization for Christmas tree chipping at Art Knapp Flantland & Florist located at 1300 Dominion Avenue in Port Coquitlam.

Firstly, the reason we are providing this public service is due largely to environmental concerns. As a responsible corporate citizen, Art Knapp's would rather have Christmas trees chipped and used later for useful mulch etc. as opposed to burning them which will send harmful pollutants into the air.

Amother intention of the tree chipping is for fund raising. Donations will be required for each person bringing in a tree with all proceeds going to a worthwhile charity which is still being decided upon.

Obviously, there will be considerable costs involved to Art Knapp's, most of which we are willing to assume. However, I feel that this event will be a benefit to the City in terms of reducing your responsibility for disposal and therefore request from the City subsidization in the amount of \$400.

This money will be used towards the following costs:

I also request that the City recognizes Art Knapp as a chipping depot in all recycling and other correspondence to the citizens of the community.

Because of the environmental benefits, we are committed to making this an annual event which will undoubtedly grow in magnitude each and every year.

Please contact me at your earliest convenience when a decision by Council has been made. I look forward to hearing from you.

A Nin

Andrew Quinn Marketing Director

16 3150 St. Johns Street Port Moody TH C V3H 2C7 . Phono 2004 461 0004 . F - 2004 104 0700





2580 SHAUGHNESSY STREET PORT COQUITLAM, B.C. V3C 2AB

TELEPHONE: 944 - 5411 FAX: 944 - 5402

OUR FILE

December 17, 1991

Art Knapp Plantland & Florist 1300 Dominion Avenue Port Coquitlam, B.C. V3C 3V4

Attention: Andrew Quinn

Dear Sir:

RE: REQUEST FOR GRANT - ART KNAPP'S CHRISTMAS TREE CHIPPING PROGRAM

At the December 16, 1991 Council meeting your request for funding for the chipping program was turned down. The matter was considered by the Environmental Protection Committee on December 4, 1991 and based on Council's 'no grant' policy it was recommended that your request be denied.

Nevertheless the City supports your chipping program and will endeavor to include your service in any recycling correspondence issued to the public.

Yours truly,

Andrew de Boer Project Engineer

ADB:ck





THE CORPORATION OF THE CITY OF PORT COQUITLAM

2580 SHAUGHNESSY STREET PORT COQUITLAM, B.C. V3C 2A8 EPC TELEPHONE: 944 - 5411 FAX: 944 - 5402

January 9, 1992

ART KNAPP PLANTLAND & FLORIST #16-3150 St. Johns Street Port Moody, BC V3H 2C7

ATTENTION: MR. ANDREW QUINN, MARKETING DIRECTOR

Dear Sir:

RE: Request for Grant for Christmas Tree Chipping

This is to advise that Council for the City of Port Coquitlam considered your request for a \$400 Grant for Christmas Tree Chipping at its regular meeting of December 16, 1991. Your request was denied.

Thank you for your overall support in the recycling and composting programs in the City of Port Coquitlam. We look forward to working with you on these programs in the future.

Yours truly,

C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

CFG:gc

cc:

Mayor Traboulay Aldermen

I.R. Zahynacz, P. Eng., City Engineer



Please
RE-ROUTE
To: KG/AD

Date: Bec 2 1/41





MEMORANDUM

TO:

B.R. Kirk

DATE: December 6, 1991

FROM:

City Administrator
C.F. (Kip) Gaudry, P. Eng.

Deputy City Engineer

SUBJECT:

REQUEST FOR GRANT - ART KNAPP'S CHRISTMAS

TREE CHIPPING PROGRAM

(Environmental Protection Committee Meeting - Dec. 4, 1991)

APPROVED BY COUNCIL ON PC 16 191 CITY CLERK

RECOMMENDATION:

That Council not approve the \$400 grant request from Art Knapp Plantland and Florist.

BACKGROUND & COMMENTS:

Art Knapp Plantland and Florist wrote to the City on December 2, 1991 requesting a \$400 contribution towards their Christmas tree chipping program. The matter was considered by the Environmental Protection Committee on December 4, 1991 and based on Council's 'no grant' policy it is recommended that the request be denied.

However, the Environmental Protection Committee members did feel that the City should be doing whatever it can to support these types of efforts in practical ways. For example, we may be able to encourage the local newspapers to sponsor special space in their public service announcement sections that would include information such as Christmas tree chipping programs and other information on recycling and garbage removal.

Approximately one year ago, E.P.S. Recycling Inc. of Aldergrove, B.C. offered a chipper free to the City for two or three days use to chip Christmas trees. City staff have provided this information to Art Knapps in the event they might tie together with E.P.S. and reduce the cost of chipper rental.

C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

CFG:ck

cc: Igor Zahynacz, P. Eng., City Engineer

ITEM PAGE
14 32

TΩ



Andrew deBoer Engineering Department The City of Port Coquitlam

December 2, 1991

CITY OF POTT COQUITLAM ENGINEEDS OF DEPT. DEC 02 1991 FILE # _____ TO MOSS DATE Dec 2. A D

Dear Andrew,

This letter is to request from City Council subsidization for Christmas tree chipping at Art Knapp Flantland & Florist located at 1300 Dominion Avenue in Port Coquitlam.

Firstly, the reason we are providing this public service is due largely to environmental concerns. As a responsible corporate citizen, Art Knapp's would rather have Christmas trees chipped and used later for useful mulch etc. as opposed to burning them which will send harmful pollutants into the air.

Another intention of the tree chipping is for fund raising. Donations will be required for each person bringing in a tree with all proceeds going to a worthwhile charity which is still being decided upon.

Obviously, there will be considerable costs involved to Art Knapp's, most of which we are willing to assume. However, I feel that this event will be a benefit to the City in terms of reducing your responsibility for disposal and therefore request from the City subsidization in the amount of \$400.

This money will be used towards the following costs:

chipper rental for two days..... \$ 350 labour for chipping...... 240 labour for receiving and maintaining trees..... Advertising in local paper...... 400 Total......

I also request that the City recognizes Art Knapp as a chipping depot in all recycling and other correspondence to the citizens of the community.

Because of the environmental benefits, we are committed to making this an annual event which will undoubtedly grow in magnitude each and every year.

Please contact me at your earliest convenience when a decision by Council has been made. I look forward to hearing from you.

nçerely ew Quinn Marketing Director

ITEM PAGE 33

16 - 3150 St. Johns Street, Port Moody, B.C. V3H 2C7 . Phone: (604) 461-0004 . Fax: (604) 461-0708

Non 28/91 Alderman gartes Gerden Recycling & Garbage Attached une samman of 1991 \$ 1992 recycling et garbage berdget as submitted to Council for their rece

Kip Gaudry

Nov.28/91

Description	1990	1991	1991	1992		
	Final	Budget	Final	Growth	Inflation	Request

Enviromental Protection	(RECYCLING)				
Administration	\$73,600	\$73,600	\$0	\$3,000	\$76,600
Recycling	\$143,600	\$125,637	\$324,018	\$5,025	\$454,700
Composting	\$0	\$0	\$0	\$0	\$0
Hazardous Waste	\$15,000	\$15,000	\$0	\$0	\$15,000
I.C.I.	\$0	\$0	\$100,000	\$0	\$100,000
Transfer Station Mtce.	\$0	\$0	\$4,000	\$0	\$4,000
		•			
SUB TOTAL	\$232,200	\$214,237	\$428,018	\$8,025	\$650,300

Garbage						
Administration	\$40,500	\$42,100	\$42,100	\$0	\$1,684	\$43,784
Collection & Disposal	\$1,305,000	\$1,451,400	\$1,523,705	\$29,745	\$60,948	\$1,614,398
SUB TOTAL	\$1,345,500	\$1,493,500	\$1,565,805	\$29,745	\$62,632	\$1,658,182

GRAND TOTAL	\$1,345,500	\$1,725,700	\$1,780,042	\$457.763	\$70,657	\$2,308,482
GARBAGE AND RECYCLING			<u> </u>			

City of Port Coquitlam 1992 Budget

Description	1990 Final	1991 BUDGET	1991 Final	Growth	Inflation	1992 Request
ENVIRONMEN Administration Recycling Composting Hazardous waste	11,000 50,000	73,600 143,600 0 15,000	73,600 125,650 0 15,000	0 428,00 0 0 0	5,050	76,600 558,700 0 15,000
NET ENVIRONA	. 71,000	232,200	214,250	428,000	8,050	650,300

1991/1992 ENVIRONMENTAL PROJECTS

November 22, 1991

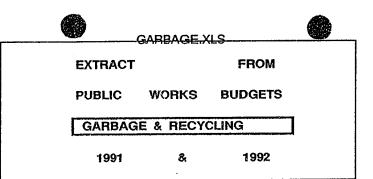
The following presents a summary of 1991 and proposed 1992 environmental projects initiated by the city.

1991

- 1) An Environmental Newsletter was published and sent out to all residents of Port Coquitlam.
- 2) Compost demonstration gardens were established at Art Knapp's and David Hunter Garden Centres to promote backyard composting.
- 3) A contract was awarded to Environmental Technologies Ltd. of Richmond for the processing and marketing of recyclable materials.
- 4) Two recycling trucks were purchased.
- 5) A Recycling transfer station at 1675 Broadway was designed and constructed.
- 6) The recycling program commenced on September 3, 1991 for single-family units.
- 7) Recycling for some multi-family units (apartments, townhouses) was initiated.

Planned 1992 Projects

- 1) The continuation of curbside recycling for single-family units.
- 2) The expansion of recycling to all multi-family units in the City.
- 3) The expansion of the recycling program to the ICI (Industrial, Commercial, Institutional) sector.



Kip Gaudry Nov.28/91

Description	1990	1991	1991		1992	
	Final	Budget	Final	Growth	Inflation	Request
Enviromental Protection	(RECYCLII	NG)				
Administration		73600	7360		2944	765
Recycling		143600	\$125,637	\$324,018	\$5,025	\$454,68
Composting		_	\$0	\$0	\$0	\$
Hazardous Waste		15000	\$15,000	\$0	\$0	\$15,00
I.C.I.			\$0	\$100,000	\$0	\$100,00
Transfer Station Mtce.		_	\$0	\$4,000	\$0	\$4,00
SUB TOTAL	: :		\$140,637	\$428,018	\$5,025	\$573,68
						.,
Garbage					·	
Garbage	÷40.500	÷ \$42.100	÷ \$42.100	\$0	\$1,684	\$43,78
	\$40,500					
Garbage			\$42,100 \$1,523,705			\$43,78 \$1,614,39

\$1,345,500 \$1,493,500 \$1,706,442 \$457,763 \$67,657 \$2,231,862

GRAND TOTAL

GARBAGE AND RECYCLING

TY OF PORT COQUITLAM 1992 PROVISIONAL BUDGET

Oct 11/91

Description	1990	1991	1991		1992	
	Final	Budget	Final	Growth	Inflation	Request
		and the second second				
PUBLIC WORKS				•		
			•			-
Administration			26.72.24	İ		
Office	669,600	762,350			30,494	792,84
Public Works Major Equipment	423,000	440,400	•	20,001	17,700	480,213
Public Works Small Equipment	55,200	57,500			2,424	63,022
Yards	174,000	181,800		6,964	7,272	
Training Program	23,300	24,300	•	10,040	960	•
Standby	13,000	13,500	13,500		540	14,040
SUB TOTAL	1,358,100	1,479,850	1,484,761	37,005	59,390	1,581,156
Maintenance						
Roads & Streets	545,900	691,000	683,784	15,068	27,351·	726,204
Road Resurfacing	2. <i>5.0</i> 2.000			12,073	10,000	272,073
Drainage	372,800	403,700		8,021	16,332	432,646
Bridges	13,700	14,300			572	14,872
Street Lighting	223,300	284,500		6,316	11,412	303,021
Traffic Services	133,500	155,700	155,716	11,817	6,229	173,761
Parking	15,700		4,191	10	168	4,369
Snow & Ice Removal	100,000	200,000	266,000	-151,640	10,640	125,000
SUB TOTAL	1,404,900	2,003,400	2,067,578	-98,335	82,703	2,051,946
Garbage			•	٠	•	
Administration	40,500	42,100	42,100	******	1,684	43,784
Collection & Disposal		1,451,400		29,745	•	1,614,398
SUB TOTAL	1,345,500	1,493,500	1,565,805	29,745	62,632	1,658,182
			,			
PUBLIC WORKS TOTAL	4,108,500	4,976,750	5,118,144	-31,585	204,726	5,291,285

CITY OF PORT COQUITLAM 1992 PROVISIONAL BUDGET REVENUE

Description		1990	1991	1991		1992	
	·	Final	Budget	Final	Growth	Inflation	Request
PUBLIC WORKS							
Administration		•	· ·				
Office Public Works Equipment	л.	192,768 954,662	90,000 850,000	200,000	10,000	:	100,000
SUBTOTAL.		1,147,430	940,000	0	, 0	0	, O
Maintenance Parking Lots Rentals Snow & Ice Removal		16,855 102,569	16,855				
SUBTOTAL		119,424	16,855	o	0	0	0
Garbage Collection & Disposal		1,365,288	1,493,500	•			
SUBTOTAL		1,365,288	1,493,500	. 0	0	0	.0
Public Works Revenue	•	2,632,142	2,450,355				
NET PUBLIC WORKS		1,476,358	2,526,395	0	0	. 0	0

CITY OF PORT COQUITLAM 1992 PROVISIONAL BUDGET

Description	1990	1991	1991		1992	
	Final	Budget	Final	Growth	Inflation	Request
ENVIRONMENTAL PROTECTION	.	,	. •			•
Administration	. •					•
Recycling		•	125,637	324,018	5,025	454,680
Composting	•	•	********			
Hazardous Waste			15,000		********	15,000
I.C.I.		•	*******	100,000	*******	100,000
Transfer Station Maintenance	•		•••••	4,000	•••••	4,000
SUB TOTAL	. (0 0	140,637	428,018	5,025	573,680
NET ENVIROMENTAL	(0 0	140,637	428,018	5,025	573,680

CITY OF PORT COQUITLAM 1992 PROVISIONAL BUDGET

Description	1990	1991	1991		1992	
	Final	Budget	Final	Growth	Inflation	Request
WATER UTILITY			,			•
Administration (not Engineering)	138100	150000	1.50,000)	6,000	156,000
Engineering	137,000	160,800	160,800		6,432	167,232
Engineering Consultants	12,000	12,800	12,800	* *,* * * * * * * * *	512	13,312
Water Purchases	334,000	411,000	411,000	11,426	16,440	438,866
General Maintenance	213,500	227,100	318,846	12,175	12,754	343,775
Hydrant Maintenance	37,600	76,000	76,000	1,542	3,040	80,582
Valve Maintenance	27,400	29,100	29,100	1,418	1,164	31,682
Pump Station Maintenance	30,700	37,600	37,600	620	1,504	39,724
Meter Reading & Maintenance	19,300	68,500	68,500	1,875	2,740	73,115
Principal	20,308	0	**********	********	*******	
Interest	965	. 0	*******	********		*******
Principal Bylaw 2080	318,415	150,000		********	• • • • • • • • • • • • • • • • • • • •	********
Transfer to Reserves	0	0	•••••			
Other Expenditures	35,227	36,900	37,309	125	1,492	38,926
SUB TOTAL	1,324,515	1,359,800	1,151,955	29,181	46,078	1,227,215
Capital	376475	787000				
SUB TOTAL	376,475	787,000	0	0.	0	. 0
Total Water Expenses	½ 1,700,990	2,146,800	1,151,955	29,181	46,078	1,227,215

CITY OF PORT, COQUITLAM 1992 PROVISIONAL BUDGET

Description	1990	1991	1991		1992	
1	Final	Budget	Final	Growth	Inflation	Request
SEWER UTILITY						
Administration (not Engineering)	138100	150,000	1.20,000	**********	6,000	156,000
Engineering	137,000	154,900	154,900		6,196	161,096
Engineering Consultants	10,000	11,000	11,000		440	11,440
Maintenance	56,500	61,000	61,000	2,368	2,440	65,808
T V Inspections & Repairs	47,100	51,500	51,500	2,425	2,060	55,985
Lift Stations	78,500	89,200	89,200	1,321	3,568	94,089
G.V.S & D.D Levy	640,000	723,200	••••••		0,000	
Principal	117,536	61,410	*********			**********
Interest	52,704	46,560	*********			
Principal Bylaw 2081	. 0	0			**********	***********
Foreign Exchange	10,000	5,000			*********	••••••
Transfer to Reserve	0	0	***********		**********	*********
Other Expenditures	26,600	28,000	28,335	309	1,133	29,778
SUB TOTAL	1,314,040	1,381,770	395,935	6,423	15,837	418,195
Capital	96950	1480375				
SUB TOTAL	96,950	1,480,375	. 0	0	0	· 0
	•					•
Total Sewer Expenses	1,410,990	2,862,145	395,935	6,423	15,837	418,195

CITY OF PORT COQUITLAM 1992 PROVISIONAL BUDGET

Description	1990	1991	1991	''	1992	
	Final	Budget	Final	Growth	Inflation	Request
ENVIRONMENTAL PROTECTION		•	. '			•
Administration	,					٠
Recycling Composting			125,637	324,018	5,025	454,680
Hazardous Waste			15,000	••••••	••••••	15,000
Transfer Station Maintenance		·	*********	100,000	•••••	100,000
Transfer Station Maintenance	•		*********	4,000		4,000
SUB TOTAL	0	. 0	140,637	428,018	5,025	573,680
NET ENVIROMENTAL	0	O	140,637	428,018	5,025	573,680



Office of the Mayor - THE CITY OF PORT COQUITLAM

2580 Shaughnessy Street, Port Coquitlam, B.C. V3C 2A8 Fax: 464-3524 Phone: 941-5411

November 28, 1991

Ms. Christine Hanrahan
Education/Conservation Committee
Burke Mountain Naturalists
1723 Hammond Avenue
Coquitlam, British Columbia
V3K 2P8

Dear Ms. Hanrahan:

Thank you for your letter of November 18, 1991, commenting on the Dominion Triangle and on the Norecol Report.

A copy of your letter has been provided to our Aldermen. I have referred your letter to the City's Environmental Protection Committee for review and reply. Alderman Gates is the Chairperson of that Committee. He will be in touch with you.

I appreciate your writing to me.

fms rabulay

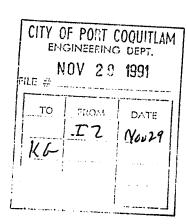
Yours sincerely,

Mayor Len Traboulay

c.c.:

Aldermen

K. Gaudry, P.Eng.



BURKE MOUNTAIN NATURALISTS

1.723 Hammond Avenue Coquitlam, B.C. V3K 2P8

18 November, 1991

Mayor Len Traboulay and Council 2272 McAllister Avenue Port Coquitlam, B.C. V3C 2A8

Dear Mr. Traboulay and Council:

Re: Environmental Assessment of Dominion Triangle by Norecol Environmental Consultants, Ltd.

We were unable to attend the public meeting on the Dominion Triangle due to conflicting schedules, however, we would like to submit our comments on the Dominion Triangle and on the Norecol report, which we acquired only recently, to you.

We concur with, and support, all of the recommendations put forth by Norecol. Specifically, we strongly encourage the following measures:

1) Wetlands: Retention of the wetland/shrub and wetland/forest/shrub (riparian) habitats adjoining the Poco Trail, identified by Norecol as Priority 1 sites. Wetlands are a threatened habitat in Canada, in British Columbia, and in the Lower Mainland. It is imperative, therefore, that we preserve as much of the remaining wetland habitat as possible, including that in the Dominion Triangle.

Wetlands provide critical feeding and nesting habitat for a variety of wildlife species. In the riparian habitat adjacent to the Poco Trail, we have observed a wide diversity of bird species throughout the year. Species such as Bewick's Wrens, Rufous-sided Towhees, Song Sparrows, Yellow Warblers, Common Yellowthroats, and Willow Flycatchers, to name but a few, nest in this area. In spring and fall, large numbers of migrating birds feed and rest in the riparian habitat. The ditches provide nesting and feeding areas for both resident and migratory waterfowl, including Mallards, Wood Ducks, Bufflehead and Hooded Mergansers, as well as herons, beaver, muskrat, and various amphibians. The whole strip of land, from Dominion Ave. to the Lougheed Highway, is of great significance for wildlife, and we encourage Port Coquitlam Council to preserve it in its entirety.

2) Old field habitat: The loss of old field habitat in the Tri-city area is significant. Norecol recommends, as Priority 2, preserving a segment of this habitat type within the Dominion Triangle, with which we concur. Such habitat is conducive to the vole populations on which raptors fee. It provides good nesting habitat for species such as Savanna Sparrows and Ring-necked Pheasants, as well as food for birds such as American Goldfinches,

and Great Blue Herons, and mammals such as coyotes and deer. We hope that Council can find some way to work with developers of the site to preserve this significant habitat.

- 3) Red-tailed Hawk nests: We realize that development of the area will undoubtedly prevent the Red-Tailed Hawks from returning to their usual nest sites in the Dominion Triangle, even if their nest trees are preserved. However, if construction is scheduled to begin after the hawks have started nesting, we agree with Norecol (p.17) that disturbance to the hawks should be avoided by rescheduling construction activities.
- 4) Construction during nesting season: We would like to expand the above, and see disturbance to all nesting species mitigated by not allowing development to occur during the nesting period, which occurs from early March through late July. Birds face innumerable threats to their survival, not least of which is large-scale development occurring during the critical nesting period. Enormous numbers of birds are killed when habitat removal occurs while birds are still in the nest. Because this activity takes place not only here, but province (and country) wide, the annual toll on bird life is incalculable. It is, however, avoidable. We would like to remind you that most birds are protected under the Federal Migratory Birds Convention Act, and the Provincial Wildlife Act. Both prohibit destruction of nests, eggs and birds. A person who continues to clear land, in spite of having been informed of the presence of nesting species, is in direct contravention of these Acts.
- 5) Impact of construction on drainage ditches, Pitt River, and water quality: We are concerned that both the drainage ditches and the Pitt River could be adversely affected by development. Specifically, we feel that fuel spills are a potential problem during and after construction. We believe that the site should be carefully monitored so that the problem, if it occurs, can be quickly remedied. Impact on wildlife in the area from such a spill could be serious. Because the site is low-lying and very wet, large amounts of fill will have to be used. It must be ensured that such fill is clean. We would like to see Norecol's recommendations concerning water quality (5.1) implemented, in particular the revegetation of disturbed areas immediately after construction.

We trust that Port Coquitlam Council will give serious considerations to the recommendations put forth by Norecol, and to our own concerns expressed above. We look forward to your reply.

Yours sincerely,

Christine Hanrahan

Education/Conservation Committee Burke Mountain Naturalists

cc. Mike Farnworth, MLA

THE CORPORATION OF THE CITY OF PORT COQUITLAM

IN COMMITTEE

DATE: November 22, 1991

MEMORANDUM

TO:

B.R. Kirk

Administrator

FROM:

C.F. Gaudry, P. Eng.,

Deputy City Engineer

SUBJECT: Development Council of District 43

(Environmental Protection Committee Meeting, November 20, 1991)

Recommendation:

That the report regarding Development Council of District 43 be referred to Council in Committee.

Background & Comments:

On October 22, 1991 the City Clerk referred an item to the Environmental Protection Committee for clarification regarding the role of the Provincial Task Force on Child Welfare, further consideration and report to Council. The Environmental Protection Committee discussed this matter at the meeting of November 20, 1991, and felt that because it is a major change in policy that it should be dealt with at Council In Committee.

C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

CFG:gc

THE CORPORATION OF THE CITY OF PORT COQUITLAM

MEMORANDUM

TO:

Kip Gaudry, P.Eng.

Deputy Engineer

DATE: November 12, 1991

FROM:

Danielle Pagé

Administration Department

RE:

1992 Achievement Awards

His Worship Mayor Traboulay is referring the attached material from Environment Canada to your Committee for input.

Please note that copies have not been made for Aldermen Gates and Gordon.

Manielle Ruge

Att.

CITY OF PORT COQUITANA
ENGINEERING DEPT.
NOV 12 1991
FILE #
TO FROM DATE
F2 NOO12
KG

Communications Directorate 224 West Esplanade North Vancouver, B.C. V7M 3H7

October 29, 1991

Dear Environment Week Applicant:

Please find enclosed the 1992 Environment Week, <u>GUIDE FOR</u>

<u>APPLICANTS and the funded APPLICATION FORM</u>. In addition, you will see two other forms which you may wish to act upon: the unfunded Application Form and the Notice for 1992 Achievement Awards.

Please note that the maximum allocation available to eligible groups in British Columbia and Yukon will be \$10,000. Funding allocations are decided by a regional Environment Week Committee.

All 1992 Environment Week proposals must be postmarked on or before January 15, 1992. Please send your APPLICATION FORM to:

ENVIRONMENT WEEK 1993
Environment Canada
Communications Directorate
224 West Esplanade
North Vancouver, B.C.
V7M 3H7

We look forward to working with you this year.

Sincerely,

Sheila Ritchie

Director, Communications Pacfic and Yukon Region



NOTICE

ENVIRONMENT CANADA

requests nominations for

THE 1992 ENVIRONMENTAL ACHIEVEMENT AWARDS

These awards honour the achievements and dedication of individuals and organizations in protecting and restoring our environment.

CATEGORIES:

- 1. Non-profit Organization
- 2. Outstanding Communications for Environmental Awareness
- 3. Corporate Environmental Leadership
- 4. Lifetime Achievement
- 5. Environmental Leadership by a Municipality

For more information about the Environmental Achievement Awards or to obtain the nomination form, please contact:

ENQUIRY CENTRE
Environment Canada
Main Floor
Place Vincent Massey
351 St. Joseph Boulevard
Hull, Quebec
K1A 0H3

1-800-668-6767

DEADLINE FOR SUBMITTING NOMINATIONS: February 15, 1992

(français au verso)



AVIS

ENVIRONNEMENT CANADA

demande vos candidatures pour

LES PRIX D'EXCELLENCE ENVIRONNEMENTALE 1992

En hommage aux réalisations et au dévouement des Canadiens dans le domaine de la protection et de la restauration de l'environnement.

CATÉGORIES :

- 1. Un organisme sans but lucratif
- 2. Les communications
- 3. L'initiative d'une entreprise
- 4. L'oeuvre de toute une vie
- 5. L'intervention d'une municipalité

Pour de plus amples informations au sujet des prix d'excellence environnementale ou pour obtenir le formulaire de mise en candidature, veuillez communiquer avec :

INFORMATHÈQUE Environnement Canada Rez-de-chaussée Place Vincent-Massey 351, boul. Saint-Joseph Hull (Québec) K1A 0H3

1-800-668-6767

DATE LIMITE: le 15 février 1992

(English on back)







Location

Contact person & phone number

Environnement

"Unfunded Project" Form CANADIAN ENVIRONMENT WEEK 1992



JUNE 1-7, 1992 Organization **Use this form if** you are organizing an activity for Canadian Environment Week 1992¹and would like to: Name have it included in the schedule of Environment.

Week events, which may be used in public service announcements, advertisements, etc., and receive supplies of promotional materials (while Address Municipality Province quantities last). Postal code Telephone number Details of each activity or event (Use extra sheet(s) if necessary) Title Description Date & time Location Contact person & phone number Title Description Date & time

Please complete this form and return it to the appropriate office listed on the other side of this page.





Please note

This form may be submitted at any time prior to Environment Week, however, the sooner the better. Promotional materials will be distributed, and events will be listed in the schedule and in other materials, on a "first come, first served" basis while quantities or space permit.

Atlantic Region

Lynn Brochu Bulley Communications Directorate, Environment Canada 45 Alderney Drive, 15th Floor Dartmouth, Nova Scotia B2Y 2N6

Telephone: (902) 426-3836 Fax: (902) 426-5340

Quebec

Michel P. de Courval Communications Directorate, Environment Canada 3 Buade Street, 4th Floor P.O. Box 6060, Haute-Ville Québec City, Quebec G1R 4V7

Telephone: (418) 648-7204 or 1-800-463-4311 Fax: (418) 649-6140

Ontario

Maureen Martinuk Communications Directorate, Environment Canada Suite 600 25 St. Clair Avenue East Toronto, Ontario M4T 1M2

Telephone: (416) 973-1093 Fax: (416) 954-2262

Manitoba

Trevor Ashfield Communications Directorate, Environment Canada Room 1000 266 Graham Avenue Winnipeg, Manitoba R3C 3V4

Telephone: (204) 983-2110 Fax: (204) 983-0964

Saskatchewan

Meta Perry Communications Directorate, Environment Canada Room 300, Park Plaza 2365 Albert Street Regina, Saskatchewan S4P 4K1

Telephone: (306) 780-6002 Fax: (306) 780-5311

Alberta

Shauna Peets Communications Directorate, Environment Canada Room 210 4999—98 Avenue Edmonton, Alberta T6B 2X3

Telephone: (403) 468-8073 Fax: (403) 495-2478

Northwest Territories

Gloria Trimble
Communications Directorate, Environment Canada
Room 210
4999—98 Avenue
Edmonton, Alberta
T6B 2X3

Telephone: (403) 468-8074 Fax: (403) 495-2478

British Columbia and Yukon

Sheila Ritchie Communications Directorate, Environment Canada 224 West Esplanade North Vancouver, British Columbia V7M 3H7

Telephone: (604) 666-5900 Fax: (604) 666-4810

Submitted by	Date	



Environnement

Application Form for a Funding Ontribution CANADIAN ENVIRONMENT WEEK 1992



JUNE 1-7, 1992

1.0 General Information

1.1 Organiza	tion		
			Please note This application form must be typewritten or
Name			completed in block letters. • Do not enclose additional material, other than proof
Number and Street			of sponsorship, with this form. It will not be considered when assessing your application."
Municipality	Province		Also
Municipality	()		This is not a job creation program, but rather assistance for program implementation.
Postal Code	Telephor	ne	Applications must be returned to the nearest
			Environment Canada office by January 15, 1992.
1.2 Project le	ader		For departmental use only
			File no.:
First and last name:	s ()		Date postmarked:
Work telephone nur	mber Home tel	ephone number	Date received:
			Date received:
1.3 Project tit	le		Administrative region:
			Project eligible?
			yes no, because:
1.4 Target ลเ	udience(s)		
A. Area	B. Type of audience(s)	C. Number of	
local	public	individuals	
district provincial	target group(s)	involved	⇒ 1.7 Brief summary of the project
·			
]
1.5 Period of	implementation		
1.5 Pendu di	Implementation		ן ן
From:	To:		
Date of main public	event:		
			-
1.6 Budget			<u>, </u>
Arnount requested	\$		
Sponsorship and ot			
Amount from your of Total budget for the			
. 2			

_		Application Form for a Funding Contribution
)		Application Form for a Funding Contribution CANADIAN ENVIRONMENT WEEK 1992
2.0	Organization's mandate and field of activities	
		·
3.0	Detailed description of the project	
3.1	Objective(s)	
3.2	How does this project meet Environment Canada's objective	ves for Environment Week?
	•	
 3.3	Project activities in detail (type of activities, dates, expecte	d number of participants, and so on)
		•

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ندر	CANADIAN ENVIRONMENT WEEK	X 1992	ป
3.4	Steps to be taken to achieve objectives, and	d their timetable	
	•		
L			
3.5	Expected impact and benefits to the environ	ment	
0.0			
3.6	How do you intend to ensure the participation	n or the public and the media?	
		e .	
3.7	Will you work together with other groups to c	over out this project? If so whose I	int the are
5.7		arry out this project? It so, please if	st them.
Name	of organization	Contact person	Telephone number
			()
			()
			()
			()
	<u> </u>		

Submitting Applications

Send the completed application form for a funding contribution to:

Atlantic Region

Lynn Brochu Bulley Communications Directorate, Environment Canada 45 Alderney Drive, 15th Floor Dartmouth, Nova Scotia B2Y 2N6

Telephone: (902) 426-3836 Fax: (902) 426-5340

Quebec

Michel P. de Courval Communications Directorate, Environment Canada 3 Buade Street, 4th Floor P.O. Box 6060, Haute-Ville Québec City, Quebec G1R 4V7

Telephone: (418) 648-7204 or 1-800-463-4311 Fax: (418) 649-6140

Ontario

Maureen Martinuk Communications Directorate, Environment Canada Suite 600 25 St. Clair Avenue East Toronto, Ontario M4T 1M2

Telephone: (416) 973-1093 Fax: (416) 954-2262

Manitoba

Trevor Ashfield Communications Directorate, Environment Canada Room 1000 266 Graham Avenue Winnipeg, Manitoba R3C 3V4

Telephone: (204) 983-2110 Fax: (204) 983-0964

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Telephone: (306) 780-6002 Fax: (306) 780-5311

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Gloria Trimble Communications Directorate, Environment Canada Room 210 4999—98 Avenue Edmonton, Alberta T6B 2X3

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British Columbia and Yukon

Sheila Ritchie
Communications Directorate, Environment Canada
224 West Esplanade
North Vancouver, British Columbia
V7M 3H7

Telephone: (604) 666-5900 Fax: (604) 666-4810

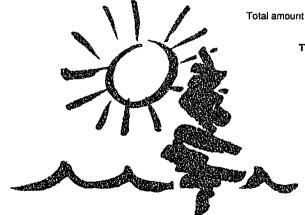


4

Application Form for a Funding Contribution CANADIAN ENVIRONMENT WEEK 1992



4.0	Budget		1
4.1	Detailed presentation of anticipated project costs	\$ amount requested	Total project costs
A)	Remuneration of resource persons (Please indicate the number of persons to be hired to carry out this project, the duration of employment, and the rate of pay for each one.)		
В)	Rental of premises or equipment Subtotal A) (Please specify the type of equipment, the duration of the rental period, and the costs.)		
C)	Purchase of equipment, supplies and services (Please specify cost of each item.) Subtotal B)		
D)	Travel and accomodation costs (Specify each expense, and the reason it is necessary.) Subtotal C)		
E)	Other costs Subtotal D)		
	Subtotal E)		
	Total amount requested		1
	Total costs fo	or the project	ĺ



CANADIAN ENVIRONMENT WEEK 1992

Revenue from the private sector (Please attach letters of confirmation from each one.) Subtotal A) Revenue from other sources (Admission fees, sales, and so on) Subtotal B)	()	Contributions from your organization (Please specify each type and the dollar amount.)		
Revenue from other sources (Admission fees, sales, and so on) Amount requested from Environment Canada's Environment Week contribution program Subtotal C) Subtotal D)				
Revenue from other sources (Admission fees, sales, and so on) Amount requested from Environment Canada's Environment Week contribution program Subtotal C) Subtotal D)				
Revenue from other sources (Admission fees, sales, and so on) Amount requested from Environment Canada's Environment Week contribution program Subtotal C) Subtotal D))	Revenue from the private sector (Please attach letters of confirmation from each one.)	Subtotal A)	
Amount requested from Environment Canada's Environment Week contribution program Subtotal C) Subtotal D)				
Amount requested from Environment Canada's Environment Week contribution program Subtotal C) Subtotal D)				
Amount requested from Environment Canada's Environment Week contribution program Subtotal C) Subtotal D))	Revenue from other sources (Admission fees, sales, and so on)	Subtotal B)	
Subtotal D)	,			
Subtotal D)				
)	Amount requested from Environment Canada's Environment Week contribution program	Subtotal C)	
Total revenue			Subtotal D)	
Total revenue				
			Total revenue	
		Other relevant information or comments about the propose	ed project	
	· · · · · ·	Other relevant information or comments about the propose	ed project	
	 	Other relevant information or comments about the propose	ed project	
	1	Other relevant information or comments about the propose	ed project	,
		Other relevant information or comments about the propose	ed project	
		Other relevant information or comments about the propose	ed project	
)	Other relevant information or comments about the propose	ed project	

CANADIAN ENVIRONMENT WEEK

JUNE 1-7, 1992

GUIDE

FOR

APPLICANTS

"It's up to all of us!"



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Canada

Environnement

Canadä



Background on Canadian Environment Week

Canadian Environment Week, enacted by federal legislation, is celebrated during the first week of June each year in order to include World Environment Day (June 5). In 1992, Canadian Environment Week will be held from June 1 to 7.

Opinion polls indicate that the Canadian public is very supportive of environmental initiatives. However, many people report that they have not fully incorporated environmentally sound practices into their daily lives. Thus, there is still a gap between attitudes and behaviour. We must continue to address this gap.

It is time to assist people further in changing their behaviour, rather than simply to raise their environmental awareness.

Objectives of Canadian Environment Week 1992

The 125th anniversary of the Canadian confederation is a time for Canadians from coast to coast to do their part to restore the quality of our environment. The following objectives have been established for Canadian Environment Week 1992:

- to encourage individuals to adopt, on a permanent basis, activities and practices that will result in an improved environment;
- to facilitate the process by which individuals can adopt more environmentally friendly behaviour and become partners in *Canada's Green Plan*; and
- to further educate Canadians about practical ways in which they, as individuals, can contribute to the protection and conservation of the environment.

Message for Environment Week 1992

During Environment Week 1992, we will emphasize both our individual and collective responsibility to the environment. We all benefit in some way from our environment, and in turn, we must contribute to its conservation and protection.

The theme for Environment Week 1992 is "It's Up to All of Us!"



Contribution Program

In 1987, Environment Canada established a financial contribution fund to encourage organizations to develop projects that will assist in meeting the objectives for Canadian Environment Week.

Who May Submit a Request for a Funding Contribution

Any non-profit organization may submit an application form. Applications will not be considered from individuals, government, business and associations representing for-profit enterprises.

Small municipalities are eligible for funding if they can demonstrate that there are no non-governmental organizations in their communities that are capable of carrying out the proposed projects.

Projects That Do Not Require Funds From Environment Canada

If your organization is planning to organize an Environment Week project, but does not require a funding contribution from Environment Canada, please fill in the *Unfunded Project Form*. Send it to the appropriate regional address listed at the end of this guide. We will assist you in the promotion of your project by: 1) including it on our list of activities that will be so _t to the media; 2) including it in our communications to the media; and 3) providing you with free promotional materials.

Criteria for Projects Eligible for Funding

Projects must: (a) involve individual Canadians in specific, concrete and practical activities that
will lead to the long-term improvement of the environment; or (b) facilitate action that results
in concrete, long-term, practical involvement on the part of individuals.



- 2. Projects with widespread and long-term public involvement will be given a higher priority for funding.
- 3. Projects that enable individuals to more readily adopt environmentally friendly behaviour will be given a higher priority for funding.

For example, individuals are more likely to recycle if there is a single comprehensive residential collection program in place, than if they have to take their recyclables to various depots or companies. And a school is more likely to participate in a composting project if the project involves all of the schools in its school district and is organized by the school board.

- 4. There must be a significant public element of the project that takes place during Canadian Environment Week. This element must encompass an activity or event (for example, an event that launches a long-term concrete environmental initiative) and not simply, for instance, involve the issuance of a press release announcing an activity. The key is to ensure a strong focus of activity and public involvement during Environment Week. Applicants should state which specific measures will be taken to ensure broad public involvement during Environment Week.
- 5. Projects that only foster action for a specific time period and do not have a continuing component will receive a lower priority for funding. One-time clean-up projects are not eligible unless they are part of a wider program aimed at changing attitudes towards the problem that causes the need for clean-up. They often are the responsibility of the municipal authorities and should be organized by them. However, promotional support will be available for such projects.
- 6. The production of pamphlets, books, posters, videos, films and slide shows are of low priority and will not be eligible for funding unless they form an essential part of an activity or educational program that leads to widespread public action. Applicants have



to show how their project will have a long-term impact on Canadians and include details on the distribution schedule and expected audience for the material produced in this type of project.

7. Approved funded projects must be actively promoted to the media and the public by their sponsor. In addition, all public communications must state that the project is part of Canadian Environment Week.

Examples of Eligible Projects

- Implement a long-term community-wide water conservation project in cooperation with other sectors of the community. For example, a municipality could offer incentives to householders and businesses who significantly reduce their water consumption. Local businesses could also get involved by selling, at a reduced cost, items to help conserve water.
- 2. Establish communal composting sites for residents who can't, or don't want to, maintain their own compost bins.
- 3. Other ideas include: energy conservation projects, in-home waste reduction projects, alternative energy projects (car pools, bicycling, etc.).

Approval Process

In each province and territory, all of the applications for funding will be reviewed by a provincial selection committee. These committees, composed of members from various sectors of our society, will judge each proposal on the basis of the information provided in the application form.



Selection Process

The selection process will be based on the following elements.

- 1. Conformity with the objectives of Environment Week
- 2. Conformity with the criteria for eligible projects
- 3. Need for the project
- 4. Potential impact of the project
- 5. Feasibility of the project
- 6. Cost-effectiveness of the project

The Maximum Funding Contribution

Maximum amounts for projects are set regionally. The average amount of money allocated to projects in 1991 was \$1,500.

Allowable Expenses

Only those expenses that directly relate to the project will be allowed. No monies will be granted to cover the funding of an organization's dey-to-day operating or capital expenditures. The payment of hospitality expenses is not allowed.

Method of Payment

Environment Canada will pay 75 per cent of the funding contribution as soon as possible after the start of the Government fiscal year on April 1, 1992. The remaining 25 per cent will be paid upon the submission of an evaluation report and a detailed budget breakdown for the completed project. The deadline for submission of the evaluation report and budget breakdown is June 30, 1992.



Applying for a Funding Contribution

Organizations wishing to submit an application for funding should complete the enclosed application form and return it, by the deadline, to the address of their region listed at the end of this guide.

Deadlines for Submitting Applications

The deadline for submitting an application is January 15, 1992. Only those applications received or postmarked on or before January 15 will be accepted.

Notificaction of the Results of Requests for Funding

Notification as to whether or not applications for funding were approved will be sent to all applicants by the end of February, 1992.

Contractual Agreement Concerning the Funding Contribution

A contractual agreement, which sets out the terms and conditions that must be met by an organization undertaking a project, will be signed by the project sponsor and a representative of Environment Canada.

Pass on This Guide to Others

Members of the provincial Environment Week advisory committees and the staff of Environment Canada appreciate your interest in the conservation and protection of the environment. We encourage you to make copies of this guide and send them to other interested eligible organizations.

Submitting Applications

Send the completed application form for a funding contribution or registration form for unfunded projects to:

Atlantic Region

Lynn Brochu Bulley Communications Directorate, Environment Canada 45 Alderney Drive, 15th Floor Dartmouth, Nova Scotia B2Y 2N6

Telephone: (902) 426-3836 Fax: (902) 426-5340

Quebec

Michel P. de Courval Communications Directorate, Environment Canada 3 Buade Street, 4th Floor P.O. Box 6060, Haute-Ville Québec City, Quebec G1R 4V7

Telephone: (418) 648-7204 or 1-800-463-4311 Fax: (418) 649-6140

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Maureen Martinuk Communications Directorate, Environment Canada Suite 600 25 St. Clair Avenue East Toronto, Ontario M4T 1M2

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Trevor Ashfield Communications Directorate, Environment Canada Room 1000 266 Graham Avenue Winnipeg, Manitoba R3C 3V4

Telephone: (204) 983-2110 Fax: (204) 983-0964

Saskatchewan

Meta Perry Communications Directorate, Environment Canada Room ?00, Park Plaza 2365 Albert Street Regina, Saskatchewan S4P 4K1

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Shauna Peets
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Sheila Ritchie
Communications Directorate, Environment Canada
224 West Esplanade
North Vancouver, British Columbia
V7M 3H7

Telephone: (604) 666-5900 Fax: (604) 666-4810







2580 SHAUGHNESSY STREET PORT COQUITLAM, B.C. V3C 2A8 TELEPHONE: 944 - 5411 FAX: 944 - 5402

OUR FILE

December 6, 1991

Burke Mountain Naturalist 1723 Hammond Avenue Coquitlam, British Columbia V3K 2P8

Attention: Christine Hanraban

Dear Ms. Hanrahan:

SUBJECT: ENVIRONMENTAL ASSESSMENT OF DOMINION TRIANGLE

BY NORECOL ENVIRONMENTAL CONSULTANTS LID.

Your letter of November 18, 1991 was considered by the Environmental Protection Committee of the City of Port Coquitlam at their regular meeting of December 4, 1991.

The Environmental Protection Committee has asked that I thank you for the information and support shown in your letter. Council undertook the initiative to ask for this study in part from interest shown by organizations and groups such as your own. It is Council's intentions to follow the recommendations of the report.

Please contact the undersigned if you require any further assistance in this matter.

Yours truly,

C.F. (Kip) Gaudry, P. Eng. Deputy City Engineer

CFG:ck

cc: Mike Farnworth, M.L.A.

Mayor and Council
Igor Zahynacz, P. Eng., City Engineer





Office of the Mayor - THE CITY OF PORT COQUITLAM

2580 Shaughnessy Street, Port Coquitlam, B.C. V3C 2A8

Fax: 464-3524

Phone: 941-5411

November 28, 1991

Ms. Christine Hanrahan
Education/Conservation Committee
Burke Mountain Naturalists
1723 Hammond Avenue
Coquitlam, British Columbia
V3K 2P8

Dear Ms. Hanrahan:

Thank you for your letter of November 18, 1991, commenting on the Dominion Triangle and on the Norecol Report.

A copy of your letter has been provided to our Aldermen. I have referred your letter to the City's Environmental Protection Committee for review and reply. Alderman Gates is the Chairperson of that Committee. He will be in touch with you.

I appreciate your writing to me.

Yours sincerely,

Mayor Len Traboulay

c.c.: Aldermen

K. Gaudry, P.Eng.

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BURKE MOUNTAIN NATURALISTS

1723 Hammond Avenue Coquitlam, B.C. V3K 2P8

18 November, 1991

Mayor Len Traboulay and Council 2272 McAllister Avenue Port Coquitlam, B.C. V3C 2A8

Dear Mr. Traboulay and Council:

Re: Environmental Assessment of Dominion Triangle by Norecol Environmental Consultants, Ltd.

We were unable to attend the public meeting on the Dominion Triangle due to conflicting schedules, however, we would like to submit our comments on the Dominion Triangle and on the Norecol report, which we acquired only recently, to you.

We concur with, and support, all of the recommendations put forth by Norecol. Specifically, we strongly encourage the following measures:

1) Wetlands: Retention of the wetland/shrub and wetland/forest/shrub (riparian) habitats adjoining the Poco Trail, identified by Norecol as Priority 1 sites. Wetlands are a threatened habitat in Canada, in British Columbia, and in the Lower Mainland. It is imperative, therefore, that we preserve as much of the remaining wetland habitat as possible, including that in the Dominion Triangle.

Wetlands provide critical feeding and nesting habitat for a variety of wildlife species. In the riparian habitat adjacent to the Poco Trail, we have observed a wide diversity of bird species throughout the year. Species such as Bewick's Wrens, Rufous-sided Towhees, Song Sparrows, Yellow Warblers, Common Yellowthroats, and Willow Flycatchers, to name but a few, nest in this area. In spring and fall, large numbers of migrating birds feed and rest in the riparian habitat. The ditches provide nesting and feeding areas for both resident and migratory waterfowl, including Mallards, Wood Ducks, Bufflehead and Hooded Mergansers, as well as herons, beaver, muskrat, and various amphibians. The whole strip of land, from Dominion Ave. to the Lougheed Highway, is of great significance for wildlife, and we encourage Port Coquitlam Council to preserve it in its entirety.

2) Old field habitat: The loss of old field habitat in the Tri-city area is significant. Norecol recommends, as Priority 2, preserving a segment of this habitat type within the Dominion Triangle, with which we concur. Such habitat is conducive to the vole populations on which raptors feed. It provides good nesting habitat for species such as Savannah Sparrows and Ring-necked Pheasants, as well as food for birds such as American Goldfinches,

and Great Blue Herons, and mammals such as coyotes and deer. We hope that Council can find some way to work with developers of the site to preserve this significant habitat.

- 3) Red-tailed Hawk nests: We realize that development of the area will undoubtedly prevent the Red-Tailed Hawks from returning to their usual nest sites in the Dominion Triangle, even if their nest trees are preserved. However, if construction is scheduled to begin after the hawks have started nesting, we agree with Norecol (p.17) that disturbance to the hawks should be avoided by rescheduling construction activities.
- 4) Construction during nesting season: We would like to expand the above, and see disturbance to all nesting species mitigated by not allowing development to occur during the nesting period, which occurs from early March through late July. Birds face innumerable threats to their survival, not least of which is large-scale development occurring during the critical nesting period. Enormous numbers of birds are killed when habitat removal occurs while birds are still in the nest. Because this activity takes place not only here, but province (and country) wide, the annual toll on bird life is incalculable. It is, however, avoidable. We would like to remind you that most birds are protected under the Federal Migratory Birds Convention Act, and the Provincial Wildlife Act. Both prohibit destruction of nests, eggs and birds. A person who continues to clear land, in spite of having been informed of the presence of nesting species, is in direct contravention of these Acts.
- 5) Impact of construction on drainage ditches, Pitt River, and water quality: We are concerned that both the drainage ditches and the Pitt River could be adversely affected by development. Specifically, we feel that fuel spills are a potential problem during and after construction. We believe that the site should be carefully monitored so that the problem, if it occurs, can be quickly remedied. Impact on wildlife in the area from such a spill could be serious. Because the site is low-lying and very wet, large amounts of fill will have to be used. It must be ensured that such fill is clean. We would like to see Norecol's recommendations concerning water quality (5.1) implemented, in particular the revegetation of disturbed areas immediately after construction.

We trust that Port Coquitlam Council will give serious considerations to the recommendations put forth by Norecol, and to our own concerns expressed above. We look forward to your reply.

Yours sincerely,

Christine Hanrahan

Education/Conservation Committee Burke Mountain Naturalists

barke Mountain Macararages

cc. Mike Farnworth, MLA