

CORPORATION OF THE CITY OF PORT COQUITLAM

PARKS & RECREATION COMMITTEE

A meeting of the Parks & Recreation Committee was held in the Council Chamber on Wednesday, May 15th, 1985, at 4:15 p.m.

In attendance were Alderman Michael Wright, Alderman George Laking and Alderman Mike Farnworth (first item only).

Also in attendance was K. Janna Taylor, Parks & Recreation Director.

CONFIRMATION OF MINUTES

That the minutes of the meeting of the Parks & Recreation Committee held on Wednesday, May 8th, 1985, be taken as read and adopted.

Item No. 1 Ball Tournament Charges

A delegation from the various adult softball leagues were in attendance to discuss the question of charges for ball tournaments. The charges that were passed by Council on March 25th, 1985, were up for discussion. Several members of the delegation spoke against the charges.

1. Fred Sabatine from the Haney League felt that the charge was too high and not fair at all. He did not feel that there was much extra work required in order to get the fields ready for tournaments and, therefore, did not warrant a charge.
2. Nelson Hughes from the PoCo Rec League indicated that supplies such as toilet paper and garbage bags ran out during the tournaments. Furthermore, no-one from the city crews patrolled the tournaments.
3. Sean Aalten from Senior Women's did not like the charge at all. Feels they provide volunteers who put in a lot of work and, therefore, should not be charged. Indicated that they would not be able to have the tournament if we went ahead with the charges that are presently in place.

12.
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4. Stan Marshall from the Dewdney Women's League felt that the charges were too high.
5. Doug Madden from the Fire Fighters indicated that their tournament was a charity tournament and wondered whether they would still continue to do a good job if they were going to be charged.

After the delegation had spoken they left the meeting.

The Committee discussed at length what they would be doing with the charges and did agree to lower the charges. However, they did recognize that there is a need to have some kind of charge. It was pointed out that there is a need to start reducing our subsidy at our outside facilities. Attached to this report are the charges that are in place in other communities. As you will note, in Coquitlam and Port Moody, there are no park patrols provided during tournaments. In Maple Ridge, the Parks Foreman will go by once a day during a tournament just to check that things are okay. In Burnaby, they do provide a park patrol; however, this is due to the fact that they also charge adult leagues for the use of fields and diamonds during regular league play.

Recommendation:

That the charge for softball/soccer tournaments with a beer garden be \$30.00 per day per diamond/field.

CARRIED

Item No. 2 PoCo Pride Days

The attached report was given to the Committee members for review.

Recommendation:

That the report be received.

CARRIED

The report will be discussed at the next Committee meeting.

/3.

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Item No. 3 Fine Arts Feasibility Study

The attached Terms of Reference for a feasibility study was provided for the Committee's perusal. The Fine Arts people will be coming to Council on May 27th to discuss the Terms of Reference for the feasibility study and will be asking Council to participate in the feasibility study. The feasibility study will cost between \$15,000 to \$18,000. It is being recommended that the Simon Fraser formula be used for cost sharing.


Recommendation:

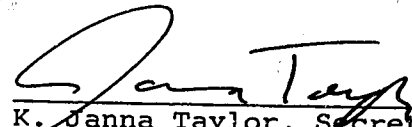
That the report be received.


CARRIED

ADJOURNMENT:

The meeting adjourned at 5:30 p.m.


M.R. Wright, Chairman


K. Janna Taylor, Secretary

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Tournament Charges

Other Municipalities

Coquitlam

\$75.00 per day if holding a beer garden.
No park patrol provided.

Maple Ridge

- | | |
|---------------------------|-------------------------------|
| 1. Non-profit youth/srs. | \$4.50/hr. per field/diamond |
| 2. Non-profit adult | \$8.10/hr. per field/diamond |
| 3. Local private groups | \$13.50/hr. per field/diamond |
| 4. Local commercial group | \$14.40/hr. per field/diamond |
| 5. Non-residents | \$15.30/hr. per field/diamond |

Parks Foreman will check the tournament once per day,
no more than two hours per day.

Burnaby

\$20,000 revenue from field charges - adults only. Park
patrol does check the fields.

Good Fields: \$7.00/hr. per field/diamond - soccer,
softball, etc.

Tournaments:

\$30.00/day, per field/diamond
Maximum \$500.00 per day.

Regular Fields: \$5.00/hr. per field/diamond

Tournaments:

\$20.00/day, per field/diamond
Maximum \$300.00 per day.

Port Moody

Inlet Park: \$10.00/hr. for tournaments only

Presently no park patrol, but intend
to have one in the future.

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Port Coquitlam

"That there be a charge for all adult league tournaments in soccer and softball.

That the charge for tournaments/playoffs with a beer garden be \$30.00 per day per diamond or field.

That no staff person be required to patrol the tournaments/playoffs.

That a review of the charges be done after the Labour Day Fastball Tournament with a report back to Council."

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The attached letter was sent to the following people:

Ted Oliver
Haney League
3532 Hickory Street
Port Coquitlam

Bob Wood, President
PoCo Minor Baseball
3337 Fir Street
Port Coquitlam

Linda Ulmer
Essondale League
3383 Sefton Street
Port Coquitlam

Heather Racho
Senior Baseball
2274 Lobb Avenue
Port Coquitlam

Steve Stairs
Port Coquitlam Slow Pitch
1953 Vonda Way
Port Coquitlam

Paul Reynolds
Fraser Valley Rec League
1788 Dorset Avenue
Port Coquitlam

Gerrit Koops, President
Port Coquitlam Minor Softball
1751 Renton Way
Port Coquitlam

Herb Nunn
Sr. Women's Fastball
3454 Wellington Street
Port Coquitlam

Wayne Rieu
Haney League
3364 Cornwall Street
Port Coquitlam

Nelson Hughes
PoCo Rec League
1885 Metcalfe Street
Port Coquitlam

Stan Marshall
Dewdney Women's League
3289 Finley Street
Port Coquitlam

Orville Myre
District #43 Juvenile Baseball
2960 Pasture Circle
Port Coquitlam

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1985 03 29

Dear

re: Tournament/Playoff Charges

As mentioned to you at the field allocations meeting, the department was anticipating charges for the various tournaments/playoffs during the season. Attached to this letter is the resolution which was passed by City Council on March 25th, 1985. These charges will be for adult leagues only in softball and soccer tournaments. The Parks & Recreation Department will bill your league for the tournament prior to the tournament taking place. The concept behind the charges is the additional work that has to be done by the crews for tournaments/playoffs.

Should you have any questions regarding this matter, please contact us.

Yours truly,

K. Janna Taylor,
Parks & Recreation Director.

KJT/bh

c.c. Bram Hoogendoorn, Parks Superintendent
Darlene Grieve, Area Supervisor
Bill Hyde, President P.C.A.A.A.

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Memo to: Janna Taylor, Parks Director

May 15/85

From : Bram

Re : Review of normal preparations for tournaments

Normally before all tournaments we touch up the base paths, check and or repair mounts, check plates or install new ones
Open bare areas get dragged and holes get filled with extra special soils

Washrooms get scrubbed and washed out and disinfected, we leave enough paper to provide an armycamp, concessions cleaned out if needed.

Shacks are hauled in for several functions, and in lots of cases they have to be cleaned out also. Some shacks stay in position for the whole summer and this is saving the clubs transportation fees.

The city is providing a snowfence which remains in storage in the parks in order again to save on transport costs every time.

Additional cost occurs only in large tournaments

We had to rent a container for the garbage for a weekend tournament. Before it was packed in one of the rooms under the bleacher and on the following workday our garbage men refused to unpack this smelly room. Also the firehazard was so great that we had to go into this extra cost. i.e around \$ 100 per month during the whole summer.

After beertournaments it will take a crew up to 6 hrs to bring every thing back in shape again i.e grandstand has to be cleaned off, concession has to be degreased, rockdust raked everywhere (gum, sunflower seed shells, beer caps)
Floors in washrooms and dressingrooms to be extra washed to get the smell of alcohol out again
cost of field crew 6hrs (just an example, not so many hrs always needed)

Foreman 2	6hrs * 14.28=	\$ 119.44	
2 labourers	12,, * 11.88=	\$ 198.73	(all wages included fringe benefits)
truck cost	6 " * 4.50=	\$ 27	

Building clean up man 2 hrs	\$ 34.46
truck cost 2 "	\$ 4.80

Total \$ 384.43

Actual cost of hauling out a shack (wooden)

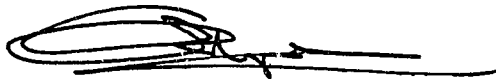
Hyab truck per hr	\$ 20
operator " "	\$ 17.79
labourer " "	\$ 16.56

Very often it will take over an hour charged to our number for an out

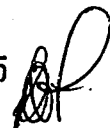
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and back move , which totals \$ 54.35 (one hour)

I hope this will be a help for you,



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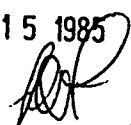
1. COMMITTEE
2. DATES
3. ACTIVITIES:
 - School Clean-up
 - Coquitlam River
 - Poco Trail Spruce-Up
 - Transfer Stations
 - Gardening Tips
4. MISCELLANEOUS
5. MARKETING & ADVERTISING:
 - Businesses
 - Schools
 - General Public
6. THANK-YOU'S
7. COSTS
8. CONCLUSION

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ENCLOSURES

- A. Resolution to have May 3rd-5th declared Poco Pride Days
- B. Letter sent to businesses
- C. Businesses that took part
- D. Letter sent to schools
- E. School response
- F. Advertising flyer (with original report only)
- G. Advertising poster (with original report only)
- H. Coquitlam Now feature article (with original report only)
- I. Sunday News feature article (with original report only)
- J. Coquitlam Now Ad (with original report only)
- K. Sunday News Ad (with original report only)
- L. Fraser Cablevision M.S.I. Board notice
- M. Poco Pride Day Lapel button (with original report only)
- N. Boy Scout ribbon (with original report only)
- O. Certificate of appreciation (with original report only)
- P. Thank-you list
- Q. Costs

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**POCO PRIDE DAY
FINAL REPORT**

Poco Pride Days took place May 3rd-5th. What started out to be a simple marketing project to get residents to trim and clean boulevards and lanes, sky-rocketed into a major clean-up and spruce-up of the City. Although there were some flaws, and we found a lot to improve on if this was done again, the event was very successful.

This report will detail what occurred in each aspect and accommodate suggestions with the attitude that the project will be undertaken again. The suggestions are a variety of opinions from people involved in the project and not necessarily those of the writer.

COMMITTEE

The planning committee consisted of Bram Hoogendoorn, Parks Superintendent; Al Williams, Parks Foreman III; Angela Mahlmann, Assistant Area Supervisor and Bev Irvine, Area Supervisor. The Committee met once a week starting March 25th. I liaised with the Environmental Protection Committee on the project.

- Suggestions:**
1. The lead time for such an event should be longer. A minimum of 3 months is needed to pull off a project like this, with at least the first three meetings used for brainstorming and research.
 2. The Committee would be enhanced if a member from the Environmental Protection Committee and an employee from the Sanitation Department were included.

DATES

May 3rd, 4th, 5th were chosen with the idea of getting the City ready for May Day. The Friday was included so that the schools could take part.

- Suggestions:**
1. The idea of using May Day as a purpose for the event was good in theory but did not lend itself well to marketing.
 2. Co-ordinate Poco Pride Days with the dates residential burning is permitted.

ACTIVITIES

Poco Pride Days events included the school clean-up, transfer stations, Poco Trail clean-up, Coquitlam River clean-up and gardening tips. In each of these areas the committee's purpose was to provide ideas, incentives and the areas to be

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spruced-up and have the contact person for each group co-ordinate their own people. This worked very well with most activities, however we fell short on our part regarding general clean-up with the Scouts and Guides. In fact we were so vague with the Guides they decided not to take part this year. However, they did want to be involved, if this project is taken on again.

School Clean-Up

see schools in Marketing/Advertising section.

Coquitlam River Clean-Up

This was handled by the Port Coquitlam and District Hunting & Fishing Club, co-ordinated by Vice-President, Al Grist. In addition to members of the Hunting & Fishing Club this project also included some of the older Scouts and people from the Community Services Program. In talking with Mr. Grist he confirmed that everything went well. The Coquitlam River had less debris in it then he originally thought, although they pulled a dozen shopping carts out, some with winches. His crew were able to complete the project in one day, (a full day! 8:00am-4:00pm). I liaised with the Environmental Protection Committee to co-ordinate this part of Poco Pride Days.

- Suggestion:
1. This project be undertaken again in the same manner.

Poco Trail Clean-up:

This was undertaken by the Port Coquitlam Boy Scouts, co-ordinated by Doug Falcon, Assistant District Commissioner. The City supplied garbage bags and maps with the Poco Trail marked on them. Mr. Falcon organized the troops to do different sections and supplied each participant with a ribbon (see attached N). Over 100 Scouts along with their families and friends filled approximately 400 garbage bags with debris from the Poco Trail.

Suggestion:

1. Include the Scouts again, however, we must be better organized in marking off what we want covered. This is where we fell short in having dykes, major roadways etc. covered.
2. Contact the groups earlier. In speaking with Mr. Falcon I learned that the Scouts plan major projects, such as this, anywhere from 1 year to 6 months prior to the date, particularly spring events as it is a very busy time of year for them.
3. If enough notice is given Scouts and/or Guides could use this opportunity to:
 - a) organize bottle drives
 - b) provide yard clean-up services to those who are unable to do their own

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4. City staff co-ordinate with each individual group, i.e. Scouts - Poco Trail; Guides - Dykes; etc. or set meetings with both contact people at the same time.

Transfer Stations:

The transfer stations were located at Cedar Park and Maple Street, by Kingsway Bridge. Each had a 40 cubic yard container. They were opened to the public May 4th from 8:00am-sunset and May 5th from 8:00am-6:00pm. Each station had a sign indicating what could be dumped and when. The stations were staffed by the Port Coquitlam Seaforth Army Cadets, under the direction of Captain George Simson. Captain Simson contacted the Legion and donated the use of their building to the Cadets as a "command centre". The Cadets were on round the clock duty from 8:00am May 4th to 6:00pm, May 5th. Their purpose was to direct residents as to where to deposit items, ensure Port Coquitlam residency by requesting drivers licenses, hand out G.V.R.D. recycling pamphlets and a letter re: newspaper pick-up and to patrol stations overnight to prevent vandalism. They in fact did a lot more. The cadets helped some of the people unload and got a lesson in how inconsiderate a lot of adults are. As we are all aware the transfer stations were where we ran into major problems. However, they could have been a lot worse if it had not been for the cadets. Bram Hoogendoorn was on staff Saturday and Darlene Grieve supervised on Sunday.

- Problems:
- .The container for Maple Street site did not arrive until after opening hours on Saturday.
 - .Containers at both sites were filled by noon on Saturday.
 - .The Cedar Park site was not conducive, as there were ball games on the weekend and the container was placed too close to the building, which could have been a fire hazard.
 - .City Staff not available on Saturday to make decisions regarding full containers and whether sites should remain open or closed.
 - .It is highly suspected that some people who used the sites were businesses dumping refuse. (i.e. landscapers) as they made a number of large trips.
 - .Scavengers arrived to "pick through" the garbage
 - .Material being deposited that the City's Sanitation Department normally would pick-up on their weekly rounds.
 - .People dumping after the sites were closed.
 - .City crews not available to clean-up on the following Monday.

Suggestions:

1. The Cedar Park station be re-located. It was felt that 2 sites was a good idea as it meant shorter line-ups. It was suggested that Hyde Creek Centre be used as the individual parking lots would be ideal for separating types of items, i.e. metal, burnable, etc. However, it must be remembered that it would not be possible to use a back-hoe to clean up because of the asphalt.
2. Maple Street worked well as they could line-up across the street in the parking lot.
3. Fence the area and mark on the fence as to what is to be dumped where.
4. Re-evaluate the feasibility of the containers. We could have used 5 at each site.
5. City staff scheduled to work both days as adversed to "popping in".
6. Book City crews ahead of time to do follow-up clean-up.
7. Take license numbers of repetitive dumpers for follow-up Monday morning
8. Educate public as to what City's Sanitation Department will take.
9. Provide cadets with McDonald's certificates. (Mrs. Simson made burgers for all the cadets). Note: If we had contacted the cadets sooner they could have submitted a manoeuvres subsidy food request from headquarters.
10. Do away with transfer stations altogether and promote lawn trimming, etc. only.
11. Advertising more specific as to what type of refuge is accepted.
12. Use the cadets again to staff the sites. They have indicated they would be interested in doing it again.
13. Use Welcher and or Chester refuge sites as they can be locked at night and most of the material can be burned on site, (if co-ordinated with burning season) This would alleviate a major portion of the costs
14. Set a dumping fee charge.
15. Have available "closed signs"

Gardening Tips

Andy Bartels was on hand at the Port Coquitlam Parks & Recreation Office on May 3rd from 1:00-3:00pm to answer questions from the public. The public was given the option of phoning in or coming in person to consult with Andy. I am

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sorry to report this fell flat. Although we had calls prior to the day and the recreation staff had lots of gardening questions answered, the public did not respond.

- Suggestions:
1. I don't know why this did not work. It could not have been more convenient for the public. Perhaps it could have been highlighted in the advertising.
 2. Have Andy appear on cablevision with general suggestions and advertise his availability for personal consultation or take phone-ins while on the air.
 3. Set up a series of workshops
 4. Andy write articles in the paper for the weeks leading up to Poco Pride Days.

MISCELLANEOUS

Poco Pride Days is now listed with the City's Insurance Company as an annual event and is covered under the same policy as May Day, which includes volunteers.

A letter was sent to Inspector Fenske, of the R.C.M.P., making him aware of the event and requesting the Sunday night patrols include both transfer sites.

In the future we should set up a Co-ordination Centre, either in our own facility or the legion. This would provide a central location where groups could meet. Coffee and juice could be provided for volunteers and staff would be available to handle problems.

MARKETING & ADVERTISING

A very extensive campaign was initiated to make people aware of Poco Pride Days. City Council declared May 3rd-5th Poco Pride Days, (see attached A). Signs, posters (approx 175), flyers (approx 3,000), banner, lapel buttons (1,500) and newspaper coverage was used to let the public know about Poco Pride Days.

Businesses:

Using a printout of business licenses approximately 400 letters, (see attached B), were sent out to businesses in Port Coquitlam. Due to a possible mail strike the mailing of the letters was delayed. We only received about 10 replies, (all very enthusiastic), this may have been because of the late mailing and RSVP date, however it was a lot of work and the only purpose it seemed to have served was awareness and an introduction for the staff delivering flyers, posters and buttons. Al Williams personally contacted businesses with read-o-grams and those we felt would lend themselves to having Poco Pride Days Sales, i.e. Port Coquitlam Building

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Supplies and Reid's Hardware. This proved very successful as the read-o-grams around town indicated, (see attached C for known businesses participating).

- Suggestions:
1. Involve the Chamber of Commerce in business awareness and Downtown Merchants Association.
 2. Continue with Mr. William's one on one contact; but have introduction letters prepared in time so he can take them with him.

Schools:

Letters (attached D), were sent to all schools in the district and each were followed up with a phone call. Some schools were very enthusiastic while others made no commitment at all, (see attached E for results).

- Suggestions:
1. Make contact sooner.
 2. Follow-up with a meeting with each principal to suggest concrete ideas i.e.;
 - coloring contests of the spruce-up bug
 - design poster logos, themes
 - speakers talk to children re: environment
 - create contests between schools using City Officials as judges
 3. Supply special Poco Pride Day garbage bags and/or lapel buttons for participating students.

General Public

Flyers and posters were distributed through local businesses and City facilities, (see attached F & G). A banner was placed on the underpass. Signs were placed at Shaughnessy & Pitt River Road and Aggie Park. Signs were also attached to 3 of the city's packers. The Coquitlam Now and the Sunday News, both were contacted and supplied feature articles in their papers, (see attached H & I). Out of all the advertising that was done the front page spread provided by the Coquitlam Now, I am sure was the best advertising of all. Ads were also placed in both newspapers, (see attached J & K). Coquitlam Centre and Poco Place were contacted to have the information placed on their moving read-o-grams. A press release was sent to Fraser Cablevision for the M.S.I. Board (see attached L). Poco Pride Day lapel buttons, (see attached M), were distributed to businesses, for employees to wear; Boy Scouts; Cadets; Poco Hunting & Fishing Club and City employees. A memo (see attached K), was given via paychecks to all City Employees. The advertising was well covered and there did not seem to be a problem with the public not knowing about Poco Pride Days.

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- Suggestion: 1. The only suggestion in this area would be to evaluate the quantity of advertising. It is very hard to judge what caught people's attention. The Recreation Brochure would also be another means of advertising as well as information going out in the water bills.

THANK-YOU'S

Plaques will be given to the Port Coquitlam Seaforth Army Cadets, Port Coquitlam & District Hunting & Fishing Club and Port Coquitlam Scouts. Framed certificates, (see attached O), will be given to Captain George Simson, Grace Simson, Doug Falcon, Al Grist, and individual scout troops. Hopefully the ones mentioned above will be presented by the Mayor at a Council Meeting. Unframed certificates will be sent to participating staff, businesses and schools, (see attached P for complete list)

It should also be mentioned in this report that special mention and thank-you's go to Angela Mahlmann and Alison Amos for taking photos, Al Williams for getting super co-operation from the businesses, to Darlene Grieve for her initiative and diplomacy in handling the problems on Sunday and to Pat Greer for typing all the letters and envelopes.

COSTS

Costs were up most in the minds of the Committee Members and some ideas were vetoed due to expense. The Environmental Protection Committee allocated \$1,500.00 towards the project and the remainder was charged to the Civic Events Account. Tony Chong did mention that if the Environmental Protection Committee had money remaining in their account at year end and Civic Events was running low, they would help out. The only cost that could not be estimated ahead of time was the extra charges to haul away the excess refuge. Most costs, (see attached Q), are approximate and do not include items normally carried on by this department for a project such as this. The costs shown are the extras pertaining to this particular event.

CONCLUSION

As this was the first time for this project it was very successful, (if success can be measured in refuge response), and very much a learning experience for all involved. Highlights included the front page spread by the Coquitlam Now, the enthusiasm of the downtown businesses in hanging baskets, the concept of the lapel buttons and the opportunity to work with two separate departments towards the same goal.

The event also showed that an awareness campaign is necessary to educate the public in the ways and means of garbage. I still don't know what the city's sanitation crews take and don't take. I have heard a variety of different opinions.

The transfer station situation needs to be evaluated in detail.

I also feel the City Crews could have been higher profile in doing their part towards Poco Pride Days.

The co-ordination of Scouts and Guides is also a key area to sharpen up in the future.

All in all it was quite a weekend and showed that people do care about the community we live, work, play and grow in.

Respectively submitted: Bev Irvine
Area Supervisor

THE CORPORATION OF THE CITY OF PORT COQUITLAM

1985 04 11

COUNCIL

APR 15 1985

A

R E P O R T

TO: Fred Peters, Acting City Administrator
FROM: K. Janna Taylor, Parks & Recreation Director
SUBJECT: PoCo Pride Days, May 3rd to 5th

RECOMMENDATION:

Whereas: PoCo Pride Days provide an excellent opportunity for residents, students, businesses and the City to work together towards a common goal; a "visible pride" in the community in which we live, work and grow in:

Be it Resolved: That the City encourages its citizens to take part, by declaring May 3rd to 5th, 1985, as PoCo Pride Days.

BACKGROUND & COMMENTS:

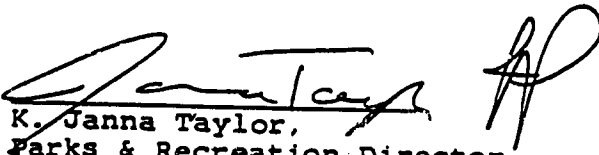
The concept of PoCo Pride Days is to encourage residents, community groups and businesses to make a concentrated effort to clean and tidy their yards, boulevards, lanes, sidewalks and surrounding areas.

Local businesses have already been contacted and some are supporting the idea by having PoCo Pride Day sales, while others will publicize the event on read-o-grams, etc.

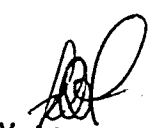
The schools are being approached and encouraged to take part on Friday, May 3rd to clean up areas surrounding their school.

The City's gardener will be available to the public on the afternoon of Friday, May 3rd, to answer questions on gardening and lawn care.

Transfer stations for residents to deposit items not taken by our Sanitation Department is still in the planning stages.


K. Janna Taylor,
Parks & Recreation Director

KJT/bh


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LETTER TO BUSINESSES **B**
THE CORPORATION OF THE CITY OF PORT COQUITLAM

CITY HALL
2272 McALLISTER AVENUE
PORT COQUITLAM, B.C.
V3C 2A8
TELEPHONE: 941 - 5411

PARKS & RECREATION DEPARTMENT
2253 LEIGH SQUARE
PORT COQUITLAM, B.C.
V3C 3B8
TELEPHONE: 942 - 0285

1985 04 04

Dear Sir/Madam;

On behalf of the City of Port Coquitlam, the Parks and Recreation Department is co-ordinating POCO PRIDE DAYS, Friday, May 3rd to Sunday, May 5th, 1985. The concept is to encourage residents, community groups and businesses to make a concentrated effort to clean and tidy their yards, boulevards, lanes, sidewalks and surrounding areas.

In addition to asking your business to take part in PoCo Pride Days, by sprucing up your own area, we are asking for your help in making all residents aware of this event. This can be done in a variety of ways, if appropriate to your business, i.e. allow us to put signs in windows, announce it on your read-o-gram or have a PoCo Pride Days Sale.

PoCo Pride Days is an excellent opportunity for the residents, city and businesses to work together towards a common goal. It will be a "visible pride" in the community we live and work in. Please contact the undersigned by April 16th with your PoCo Pride Days activity so that I can register your involvement.


If you have any queries, suggestions or would like to discuss the concept further, please give me a call (942-0285)

Thank-you for your time.

Yours truly

Bev Irvine
Area Supervisor

BI/pq


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C

BUSINESSES THAT TOOK PART

Note: There may have been others but these are the ones that phoned in a response or did more than distribute flyers and display posters. (approx. 160 businesses displayed posters & flyers)

<u>Businesses</u>	<u>How they contributed</u>
Dairy Queen	Poco Pride Day Sale
Yesterday's Teahouse	Poco Pride Day Sale
Second Step Society	Poco Pride Day Sale
Westminster Credit Union	replied
Poseidon Auto Repairs	organized tenants to paint building
Pt.Coq. Building Supplies	Poco Pride Day Sale
Shiloh Nursery	read-o-gram
David Hunter Nursery	read-o-gram
Reid's Hardware	Poco Pride Day Sale
Petro Can-Shaughnessy Motors	read-o-gram
Riteway Rentals	read-o-gram & Poco Pride Day Sale
Frisco's Inn	Poco Pride Day Sale
Raleigh Mohawk Gas Station	read-o-gram
Kerns Motors	read-o-gram
Metro Motors	read-o-gram
Shell Station (Pitt & Shaughnessy)	read-o-gram
Sandwich Tyme	hung flower basket and/or contributed to cost
Coquitlam Florist	"
J.L. Hair Affair Ltd.	"
J.K. Cooper Realty	"
Danny's Meats	"
Court Sports	" and Poco Pride Day Sale
Rainbow Memorial	"
Whitehall Beauty Salon	" and Poco Pride Day Sale
Simpson Jewellers	"
M & R Sports Den	"

MAY 15 1985



LETTER TO SCHOOLS

D

THE CORPORATION OF THE CITY OF PORT COQUITLAM

CITY HALL
2272 McALLISTER AVENUE
PORT COQUITLAM, B.C.
V3C 2A8
TELEPHONE 941 - 5411

PARKS & RECREATION DEPARTMENT
2253 LEIGH SQUARE
PORT COQUITLAM, B.C.
V3C 3B8
TELEPHONE 942 - 0285

1985 04 01

Dear

On behalf of the City of Port Coquitlam, the Parks and Recreation Department are co-ordinating POCO PRIDE DAYS, Friday May 3rd to Sunday May 5th, 1985. The concept is to encourage residents, community groups and businesses to make a concentrated effort to clean and tidy their yards, boulevards, lanes, sidewalks and surrounding areas.

I am writing to you, not only to let you know of this community event, but to ask for your school's participation by having a PoCo Pride Day Contest on Friday, May 3rd. The purpose of the contest would be to have the students clean up along the boulevards, adjourning empty lots and well travelled school paths.

We would help by providing incentives to those who collected the most refuse by means of free summer swim passes, May Day coupons etc. The idea of having a contest is only a suggestion. We are open to any ideas you may have that help involve the students in such a campaign.

PoCo Pride Days is an excellent opportunity for students, residents, businesses and the city to work together on a common goal; a "visible pride" in the community in which we live, work and grow in.

Please contact me by April 16th with your school's PoCo Pride Days activity so that I can register your involvement and arrange for proper publicity and incentives, if so required.

If you have any queries, suggestions or would like to discuss the concept further, please give me a call (942-0285)

Thank-you for your time and co-operation.

Yours truly

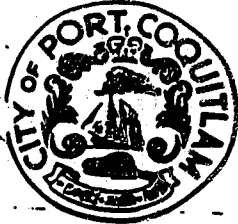
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E

SCHOOLS

<u>SCHOOL</u>	<u>RESPONSE</u>	<u>COMMENT</u>
Westwood Elementary	Yes	
Viscount Elementary	No	I heard via the grapevine they took part
Mary Hill Elementary	Yes	Received 55 aquafun passes for classroom draws
Lincoln Elementary	Yes	Received 15 swim passes & 75 May Day tokens. Note: only 11 May Day tokens were used.
Kilmer Elementary	Yes	
James Park Elementary	Vague Yes	
Irvine Elementary	No	
Hazel Trembath Ele.	No	too many other things going on
Central Elementary	No reply	
Cedar Drive Elementary	Yes	they do this type of thing annually
Birchland Elementary	Yes	
Pt.Coq. Sr.Secondary	Yes	
Mary Hill Jr. Sec.	Yes	
Hastings Jr. Sec.	No reply	
George Pearkes Jr. Sec.	Yes	hold annual Pearkes Pride Days

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2253 LEIGH SQUARE
PORT COQUITLAM, B.C.
V3C 3B8
TELEPHONE: 942-0285

M.S.I. BOARD

For Immediate Release
until May 5th

Contact: Lorraine Sabyan
942-0285

PoCo Pride Days
May 3 - 5
Take Pride in your community
- Catch the spruce-up bug -
* Gardening questions answered *
Transfer stations for tires, stumps,
car parts & garden refuse available
call Pt.Coq. Prks & Rec 942-0285
for details

- 30 -

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P

THANK-YOU'S

PLAQUES:

- . Port Coquitlam Seaforth Army Cadets #2893
- . Port Coquitlam & District Hunting & Fishing Club
- . Port Coquitlam Boy Scouts

FRAMED CERTIFICATES:

Captain George Simson (Cadets)
Grace Simson (Cadets)
Doug Falcons (Scouts)
Al Grist (Hunting & Fishing Club)

Individual Scout Packs:

- 1st Pt.Coq.Boy Scouts
- 3rd Pt.Coq.Cub Pack
- 4th Pt.Coq.Boy Scouts
- 5th Pt.Coq.Boy Scouts
- 9th Pt.Coq.Boy Scouts
- 10th Pt.Coq.Boy Scouts
- 12th Pt.Coq.Boy Scouts

UNFRAMED CERTIFICATES:

John Arcari
Andy Bartels
Karen Rinke
Les Robertson
Mike Dykstra
Dan Haywood
Wes Argue
Bill Ledlin
Angela Mahlmann
Al Williams
Bram Hoogendoorn
Darlene Grieve

Coquitlam Now
Sunday News
Fraser Cablevision
Businesses listed in attached C
Schools with a yes response in attached E
Randy Tonks - Community Service Program
Micheal Bumphrey

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Q

COSTS

Charged to Civic Events Account #24392

<u>ITEM</u>	<u>AMOUNT</u>	<u>SUPPLIER</u>	<u>COST</u>	<u>COMMENTS</u>
Lapel Buttons	1,500	Creative Incentives	\$429.00	
Corner Lot Signs	2	City Labour	\$150.00	Have been stored in the yards. Can be used next year with minor changes.
Packer Signs	3	City Labour	\$200.00	"
Certificates	500	Hamer Graphics	\$360.00	non-dated Can be used next year
Excess garbage removal	-	Tri-Way	\$1,004.00	City equipment not available
Site clean-up		City Labour	\$133.00	Parks crew (people continued to leave items after initial clean-up was completed.
Newspaper Ad	1	Coquitlam Now	\$153.00	
Newspaper Ad	1	Sunday News	\$195.00	
		TOTAL	\$2,624.00	

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2. Charged to Environmental & Protection Committee Account #22315

<u>EM</u>	<u>AMOUNT</u>	<u>SUPPLIER</u>	<u>COST</u>	<u>COMMENT</u>
40 Metric Ton Containers	2	Dogwood	\$519.28	\$40.00 - delivery \$75.00 - pick-up \$24.70 per ton
Erect signs on Packers		City Labour)		7 hours Tradesmen II
Put up transfer site Sigs		City Labour) -	\$205.90	1 hour Labourer II
Take down signs at Pitt & Aggie		City Labour)		1 hour Foreman III
Transfer Station Signs		City Labour	\$150.00	have been stored in yards. Can be used next year
Excess garbage removal		YSM Contracting Ltd.	\$720.00	city equipment not available
		TOTAL	\$1,595.18	

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THE CORPORATION OF THE
CITY OF PORT COQUITLAM

MEMORANDUM

TO: K.J. Taylor
Parks & Recreation Director

March 13th, 1985

FROM: R.A. Freeman
City Clerk


Re: Regional Cultural Centre.

With reference to your March 7th, 1985 memorandum concerning the above noted subject this will advise that when the same was placed before a regular Council meeting held on March 11th, 1985 the following resolution was passed:


"That the staff of the Port Coquitlam Parks & Recreation Department and Planning Department be authorized to work with the staffs of the other municipalities in District #45 and the Fine Arts Council Building Committee. The purpose being to bring forth a report outlining terms of reference and a funding formula for a feasibility study on a regional cultural centre.

That the report be brought back to Council on or before April 29th, 1985."

RAF/dv


R.A. Freeman,
City Clerk.

C-12/17/84

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COQUITLAM AREA FINE ARTS COUNCIL

FEASIBILITY STUDY - REGIONAL CULTURAL ARTS CENTRE

TERMS OF REFERENCE

The Coquitlam Area Fine Arts Council serves as an umbrella organization for the various fine arts groups functioning in Coquitlam, Port Coquitlam, Port Moody, Ioco and Belcarra. The area, often referred to as District 43 in reference to the School District service area, is an expanding urban area with a population in excess of 110,000 people. The District is one of the fastest growing areas in the Greater Vancouver Regional District in terms of population. The district is well served by recreation facilities including recreation centres, arenas and pools however, the provision of cultural arts facilities is far below the level of facilities provided for physical recreation.

The Fine Arts Council therefore, intends to retain the services of a consultant to carry out a study to determine the feasibility of the construction of a regional cultural arts centre. The consultant will be asked to carry out the following tasks.

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STUDY CONTENTS

1. Facility Inventory

Using the 1975 study, Feasibility Study for a Regional Auditorium for the Performing Arts as a basis to prepare an inventory of facilities which are presently available to the fine arts groups in the District. This inventory will include the following.

1.1 Public facilities of the municipalities and the School Board both existing and proposed.

1.2 Private facilities of non profit clubs, churches, commercial and others both existing and proposed.

2. Demand Survey

To adequately assess the current and future requirements of the District for a Cultural Centre, the demand for the use of such a facility will have to be documented through the preparation of the following information.

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2.1 Socio-Economic Profile

The preparation of a socio-economic profile of the current population of the District and a comparison profile for the growth projections for 1995 and the year 2005. These profiles to be used to project both participant and spectator usage of a Cultural Centre as compared to national and provincial participation in the arts.

2.2 Inventory of Existing Participant Groups

Prepare an inventory of existing groups within the District which could use a regional cultural centre. The inventory to include the group, present size, expected future growth, facilities presently used and future facility requirements.

2.3 Comparison of Demand

Prepare an inventory of cultural facilities in other municipalities within the GVRD, specifically Burnaby, Richmond, North Vancouver and Surrey and compare present

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cont'd...4

usage with projected demand for our District. The inventory to include details of the type of services available in each comparison group. Secondly, this report should detail how many performances have played to capacity houses in the various performing arts facilities.

3. Development Options

The consultant will prepare recommendations on the following.


3.1 Type of Facilities Required

After assessing the demand, make recommendations regarding the types of facilities and services required to meet the demand.

Included in these recommendations will be a cost benefit analysis to determine the most economical facility in terms of operating costs.

3.2 Centralized vs Decentralized Location

Having determined the facilities required make recommendations stating whether the


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facilities are best provided in a single central location or decentralized throughout the District. Also prepare a list of suitable locations for the facilities stating advantages and disadvantages of each location.

4. Finanical Considerations

4.1 Capitla Construction Costs

Prepare a report and estimate on the capital costs for constructing and equiping the Centre. The consultant should also prepare a list of funding sources for capital costs including municipal, provincial and federal funds and sources of possible private funding.

4.2 Operating Costs

Prepare an estimated annual operating budget including expenditures and revenues. A comparison to other similar operating

cont'd...6

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budgets is considered a necessary part of this report.

5. Public Involvement


The study will require considerable input from the general public, the various fine arts groups, both public and private, representatives of many cultural, professional and service organizations, the School Board, and the individual municipal parks and recreation departments. It will be the consultants responsibility to indentify such individuals and groups whose input is essential to the study.

6. Coordinating Committee

The consultant shall receive general direction from the Coordinating Committee which consists of members of the Coquitlam Area Fine Arts Council and representatives from the District municipalities.

7. Feasibility Report and Recommendations

The feasibility report will be produced in draft form to be discussed with the Coordinating Committee. The report will be printed in a suitable bound form and _____ copies of the report supplied by the consultant.


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