

**City of Pitt Meadows
Pitt Meadows, British Columbia, Canada**



Working Together for Results

**2012 Business Plan
Community Development, Parks & Recreation
Parks, Facilities & Open Spaces Department**



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Attachments

Attachment A Decision Package None

1.0 Executive Summary

The Parks, Facilities and Open Spaces Department, (PFOS), is responsible for operating the Municipal parks system, which includes actively used parkland, sport fields, and a substantial number of green-belt areas and trail networks.

In cooperation with the Recreation Department, PFOS provides operational services to a number of facilities including the Pitt Meadows Family Recreation Centre, Heritage Hall, South Bonson Community Centre, Leisure Centre, Greg Moore Youth Centre, two outdoor pools and several community Halls.

Other facilities, including the public library, the Arts Centre & Theatre, two museums, two arenas, a golf course, and numerous historic sites are operated in partnerships with other organizations. The department oversees maintenance of recreation facilities in Pitt Meadows and all municipal facilities in Maple Ridge, including Maple Ridge Municipal Hall, fire halls, and public safety buildings as well as rental and leased properties throughout the community.

2.0 Corporate Overview

Strategic Alignment

Community Services

- Promote individual and community responsibility for the stewardship of natural resources through Special Events (Rivers Day) and liaison work with community groups such as Pitt Polder Preservation Society, Alouette River Management Society (ARMS), Kanaka Education/Environmental Protection Society (KEEPS), Community Education on Environment and Development (CEED) and Maple Ridge Campaign for the Reduction of Pesticides.
- Identify and protect environmental features (such as watercourses) and areas that require special recognition and management.
- In partnership with other levels of government, adjacent municipalities, and community groups, develop programs and projects to preserve and enhance the natural assets of Pitt Meadows and Maple Ridge, Blaney Bog, Codd Island and conservation areas in the developing areas of Pitt Meadows and Maple Ridge. Working with Metro Vancouver Parks in the development and operation of the “Green Way” along the Fraser and Pitt Rivers.
- Promote our trail, dyke and bicycle lane networks to promote additional fitness activities and encourage alternate modes of travel to reduce reliance on the automobile.
- Maintain all municipally owned and leased facilities, using innovative practices and products, which minimize the impact on the environment especially in attempts to reduce green house gas emissions and consumption of non-renewable energy sources.
- In partnership with community groups and local service providers, support and assist in the provision of leisure and cultural services to ensure access by all citizens.
- Involve neighbourhoods in the development of park design and functions.
- Develop and maintain strong, positive working relationships with the Provincial Government and agencies like the Corrections Branch, Metro Vancouver Parks, adjacent municipalities, the Katzie First Nation and School District No. 42.

Governance

- In conjunction with the Official Community Plan, the Parks, Recreation and Cultural Master Plan ensures that park and facility growth is well managed and establishes a balance of use types that are beneficial to a healthy active community and enhances the unique quality of life in Pitt Meadows and Maple Ridge.

- Protect and manage existing Municipal infrastructure through the preparation of appropriate plans to ensure development, maintenance and renewal of facilities, parks and open spaces, trails and boulevards.
- Identify and promote the use of partnerships with public agencies, business, not-for-profit, community groups and volunteers to provide local government and community services.
- Encourage citizen participation in local government and local government decision-making processes.
- Develop innovative methods to communicate on a timely basis with citizens and community groups.
- Recognize and support the important contribution of volunteers in the community.
- Identify opportunities to expand the tax base and generate non-tax based revenue.
- Continue to follow a user pay philosophy.
- Provide high quality financial management services to our citizens and customers in a cost-effective and efficient manner.
- Use a formal, business planning framework as a means to structure decision-making and guide resource allocation.
- Involve staff in performance improvement planning.
- Develop multi-year financial plans that not only address immediate needs but also the longer-term financial sustainability of our community.

Development

- Develop a pro-business, customer-service oriented approach in the delivery of city services.
- Develop and maintain high quality community documentation and promotional material to attract investment and employment.

Interdependencies

- Parks staff works directly with Planning and Engineering staff to provide advice on matters related to development near park sites, greenbelts or trail locations.
- Parks staff received considerable support from the Finance department regarding capital and operating budgets.
- The nature of the Parks department's work requires a close working relationship with the environmental section as well as other environmental agencies outside the District

3.0 Departmental Services

Services Provided:

The Parks Planning and Design Section provide leadership in:

- Acquisition and development of new parkland and open space.
- Developing, constructing and managing the department's long term capital program.
- Special interest group liaison.
- Trails planning and development.
- Design and development of new parks.
- Assisting other departments with technical information and landscape plan referrals.

The Parks and Cemetery Operations Section provide leadership in:

- Maintaining existing developed parkland and open space areas in Pitt Meadows and Maple Ridge.
- Maintenance of the two municipal cemeteries in Maple Ridge.
- Administration of service contracts, leases and caretaker contracts.
- Maintenance of athletic fields and sport courts.
- Administration of lifecycle replacement programs in parks.
- Coordination of boulevard tree inventory and maintenance.

The Facilities Section provides leadership in:

- Managing the preventive and re-active maintenance management programs in government

- properties, historic buildings, parks buildings and recreation facilities in Pitt Meadows and Maple Ridge.
- Administration of the lifecycle replacement projects for facilities.
 - Investigating facility energy conservation and green house gas reduction projects.
 - Administering the facilities maintenance work request, parks risk management records and service desk systems.
 - Maintenance of electrical, mechanical and HVAC systems in accordance with Provincial and Federal regulation and code requirements.

Inventory

- 45 Neighbourhood Parks
- 18 Community Parks
- 9 Municipal Parks
- 2 Cemeteries (Maple Ridge)
- 8 Undeveloped Parks
- 10 Recreational buildings
- 19 Government property buildings (Maple Ridge)
- 55 Parks buildings
- 8 Heritage buildings
- 25 Residential rental buildings
- 12 Caretaker buildings
- 25.15 km Multi-Use trails
- 122 km Equestrian trails

Customers

- Parks & Facility patrons, municipal staff, general public, community groups, sports clubs, residents & visitors.
- Other government agencies and service providers.

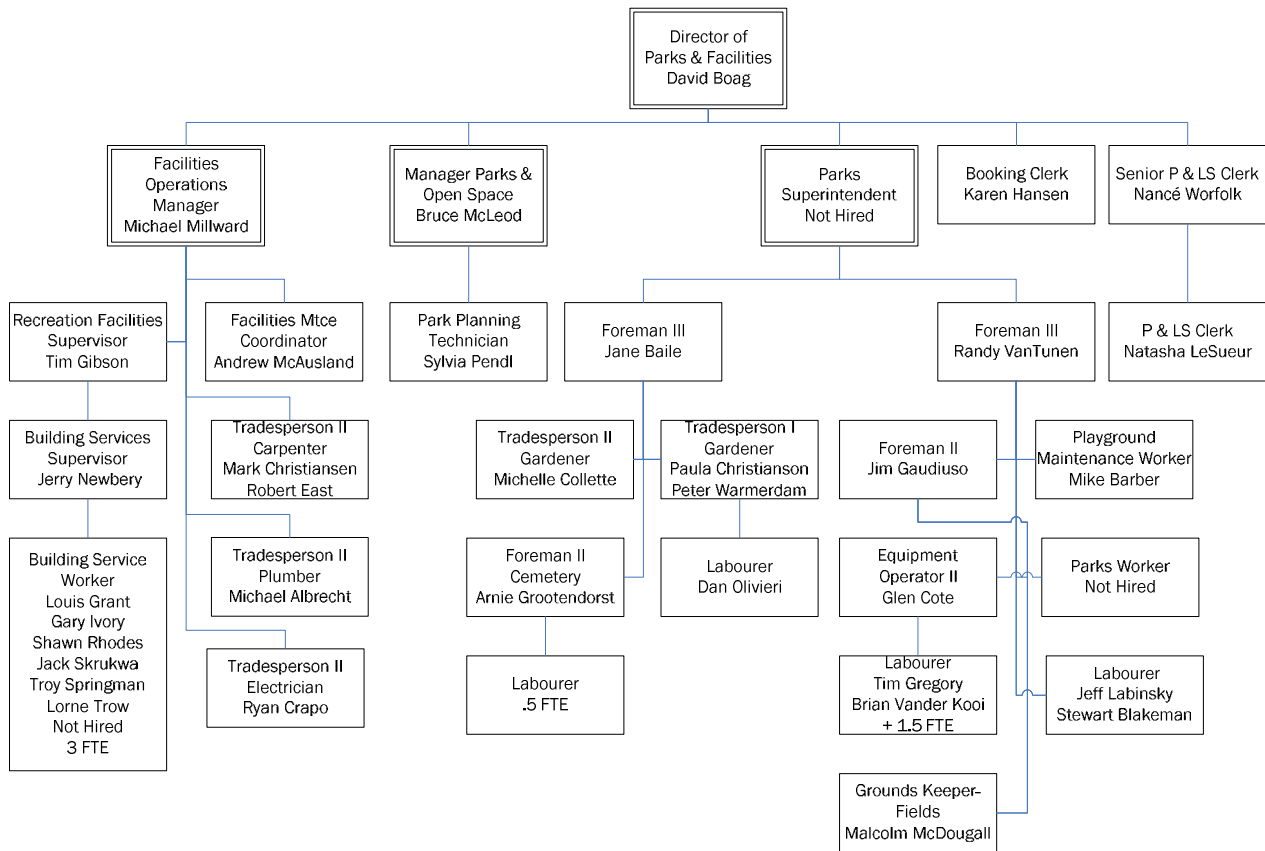
Values

See Administration Business Plan for full details.

- Connected Community
- Collaborative Community
- Energized Community

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CDPR – Parks, Facilities & Open Spaces - 2012 Business Plan**

Organization Chart



Total Expenditure Budget = \$4,786,880

Pitt Meadows Cost Share = \$632,786

Full-Time Equivalent Staff = 27.5

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4.0 Successes of last year:

2011 Deliverables Proposed in Business Plan	Detailed Progress as of (Sept 30/11)	% Complete
Update the landscape inventory in Pitt Meadows and Maple Ridge and develop a schedule that ensures that landscape displays are in a clean and weed free condition based on available resources (standard levels of service).	Inventory updated. Route schedules will be reviewed Q4.	75%
Compile a list of usable perennial plant stock that can be utilized as infill plant material to reduce costs associated with seasonal displays and weeding programs.	Staff are currently compiling the list of preferred perennials, This project is planned to be completed in Q4.	40%
Develop a list of projects that has the potential to reduce maintenance costs while maintaining an aesthetically pleasing landscape features.	Staff have reduced or removed displays that were too time consuming and costly to maintain, most of which were returned to lawn features. An additional list of locations is currently being considered for renovations to reduce maintenance costs at other locations. Completion in Q4.	60%
Review and update the sport field condition report through discussions with staff and the sports field user association and determine long range costs of major renovation work on sports facilities.	Field condition analysis has been completed, and five sports fields have been identified for major renovations and incorporated into the long term capital plan.	100%
Develop a strategy to undertake the repairs on poorly draining areas, on and off sport field playing surfaces and in parks to ensure safe use and optimal growing conditions.	Three poor draining sites were identified and two of the sites have since been corrected. The third site will be completed in Q4.	75%
Coordinate and document tree replacements in Pitt Meadows and Maple Ridge utilizing the BC Hydro re-greening program funding to replant three trees for each removed tree at suitable nearby locations.	Tree replacements in Pitt Meadows and Maple Ridge have been identified, and will be planted in accordance with the funding available to us through the BC Hydro Re-greening Program. The list for the 2011 tree planting program will be completed in Q4.	50%
Conduct a detailed audit of all play equipment in Pitt Meadows and Maple Ridge that will demonstrate the condition, age, compliance with CSA standards and recommended upgrades or replacement costs. Audit to include pictures of Equipment.	All sites have been photographed and catalogued. Detailed condition reports are now being compiled. Reports have been completed for play equipment at Belle Morse, Harris Road Park and Whonnock Lake Park. Scheduled completion in Q4	25%
Conduct safety inspection of each Maple Ridge/Pitt Meadows Park to identify deficiencies (uneven or	Park inspections have been completed by the Playground Inspector and Parks Foremen to ensure park safety, Work orders	75%

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2011 Deliverables Proposed in Business Plan	Detailed Progress as of (Sept 30/11)	% Complete
damaged pathway, grade differences between walkways and adjacent lawns or landscapes, broken or damaged fencing or structures).	were initiated at twenty-five parks to complete deficiencies. Completion in Q4.	
Represent departmental interests on the Records Management Committee, assist in records management software selection and implementation, and assist in the implementation of appropriate records management practices in the Department.	Complete.	100%
Revise format of park inventory information on website to reflect currently available park amenities.	Inventory information from Master Plan process is being prepared for posting to website. Transferring Equestrian Trails information to new map base from Parks Master Plan, for posting to website.	100%
Implement Cemetery Master plan and compile a report on appropriate recommendations for Maple Ridge Council consideration	Columbaria project completed per cemetery master plan.	100%
Orientation and implementation of cemetery software including coordination and reconciliation of survey information with existing maps and records.	New software has been installed and staff orientations have been completed. Data transfer issues are currently being resolved. The survey and mapping work for the cemetery system is also approximately 50% complete. Anticipate carry over to 2012 to resolve conflicts/issues.	80%
Develop a security protocol to control key access to municipal building and structures. (Restrict ability to duplicate keys).	Established a Key Request protocol process through the Work Request system Security protocol and the key authorization are still being developed. Completion in Q4.	50%
Complete RCMP cell renovations per the recommendation of the federal safety audit.	Complete.	100%
Develop a Preventative Maintenance program including service contracts for the newly renovated Fire Hall #1.	Complete.	100%
Monitor building performance for the installation of solar, boilers, heat recovery system to ensure performance targets for payback on investment.	Confirmed actual consumption savings are a 51% gas reduction.	100%
Replacement of the main electrical transformer in The Maple Ridge Municipal Hall electrical vault.	Complete.	100%

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2011 Deliverables Proposed in Business Plan	Detailed Progress as of (Sept 30/11)	% Complete
Conduct tender process to select a consultant to provide consultation services for building and structural service as required by new regulation for consultant work that exceeds \$75,000 per year.	Discussions were held with the Purchasing Dept. A joint-tender process to include all departments is now being pursued. It is anticipated that this project will be carried over to 2012.	20%
Conduct lifecycle review studies on the Hoffmann House in Pitt Meadows and Maple Ridge Museum buildings.	Complete.	100%
Complete the planned renovation of the men's and ladies public washrooms at the Leisure Center.	Complete.	100%
Implement an energy conservation awareness campaign for staff of all levels to find ways of reducing electricity and gas consumption in their respective work spaces.	Providing input to the planning process with the Sustainability and Corporate Planning Department.	25%
Develop procedure for maintaining statements that incorporate Integrated Pest Management practices into daily maintenance activities related to horticulture, turf culture and arboriculture.	Completed. IPM principles are applied to all horticulture, turf and arboriculture maintenance tasks. Recommendations on the use of weed burners and mechanical weed pullers have been incorporated into the crew maintenance schedules.	100%
Develop and make recommendations on a strategy to deal with displays containing invasive weed species that increase maintenance costs or can no longer be maintained to an acceptable standard in cost-effective manner.	Installed cardboard and mulch in areas infested with horsetail. Lawn was used to replace borders where noxious weed populations overburdened resources.	100%
Work with Strategic Economic Initiatives to research options and develop a strategy for the development and operation of a full service campground in Maple Ridge.	Consultant was retained and a draft proposal has been developed. Recommendation to Council in Q4.	75%
Partner with and support environmental groups to coordinate a minimum of two invasive weed species pulls per year.	Complete. A list of locations is updated regularly and the list is provided to GVIPC (Greater Vancouver Invasive Plant Council) when their resources are available. Support provided to Ops program for Giant Hog Weed to the Public by Parks staff. Distributed of pamphlets where appropriate to home owners.	100%
Review existing sport field user fees based on the current user pay philosophy, and make recommendation on a new fee schedule that would also	Complete. New user fee schedule was approved by Parks and Leisure Services Commission and both Municipal Councils.	100%

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2011 Deliverables Proposed in Business Plan	Detailed Progress as of (Sept 30/11)	% Complete
incorporate the funds required for the synthetic sport field surface reserve.		
Work with the Sport Field Users Association to develop a new sport field allocation policy for consideration by the Parks and Leisure Services Commission that ensure the needs of emerging sports and growing clubs are being met.	Initial discussions were held with the Maple Ridge/Pitt Meadows Sport Field User Association. It is anticipated that a recommendation will be made in the fall of 2011 or in early 2012.	25%
Review the current field replacement fund fee structure, to develop a policy that ensures a fair allocation of costs to individuals and clubs who use the synthetic field facilities.	Complete and approved by the Parks and Leisure services Commission and both Municipal Councils.	100%
Conduct a thorough review of the parks fleet costs with the fleet Manager to determine the efficiency and cost effectiveness of existing equipment	Review by Parks / Finance planned for November 2011.	0%
Develop a strategy to undertake the repairs on poorly draining areas, on and off sport field playing surfaces and in parks to ensure safe use and optimal growing conditions.	Drainage systems were installed at Maple Ridge Park, Fairground Dog Off Leash Park, South West Thomas Haney Sport Complex and in front of the Pitt Meadows Athletic Park concession building.	100%
Collect detailed information and develop a specification for the installation of a central computerized irrigation control system with rain sensors to minimize water consumption and costs associated with travel time to check, change or shut off irrigation systems.	Project will be tendered in Q4.	10%
Develop and implement a program to reduce uneven surface conditions on turf sports fields, to reduce the likelihood of injuries to players.	Ruskin south field was top dressed and seeded earlier this year, improving the play surface. This project is proposed to continue in multiple phases, as there is no water available for irrigation in this area. Project will be completed in Q2 of 2012 during improved growing conditions.	25%
Revise Haney Horsemen Fee for Service Agreement.	The Haney Horsemen Fee for Service agreement will not be renewed at the end of 2011.	100%
Develop protocol to observe, record and report, motorized vehicle use on trails.	Project will not be required due to cancellation of the Haney Horsemen fee for service agreement.	100%

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Identify remaining playgrounds that have a sand safety surface and schedule changing over to a more appropriate playground safety surface.	Lions Park and Volker Park are scheduled to be re surfaced in November 2011.	100%
Investigate and make recommendation on potential recycling programs in parks to divert recyclable materials from the landfill system.	A pilot project using large blue recycle containers was conducted at 3 major park locations in 2011. Lessons learned will be applied to another initiative in 2012.	100%
Collaborate with local bicycle enthusiasts to plan and construct the mountain bike skills development park at Albion Park in Maple Ridge, through the utilization of volunteer work parties supervised by the parks operations trails crew personnel.	Some of the community representatives who previously advocated for the bike park have expressed a reluctance to be involved in the planning and ongoing maintenance of the site. Additional meetings will be held with bicycle enthusiasts in Jan. 2012.	10%
Represent the interests of the Parks and Recreation Department on the Albion land use study project.	Complete.	100%
Prepare operating agreement with Pitt Meadows Airport Society for tree management adjacent to statutory right of way for public access from Harris Road to Baines Road.	Framework of tree management plan under consideration. Draft document to be issued in Q3.	50%
Albion Water Spray Park, complete construction.	On hold pending completion of water servicing assessment to determine if sufficient volume and pressure can be guaranteed for the project. A report will be provided to Commission and Council in November 2011 in this regard.	50%
Pitt Meadows Civic Complex Space Review assist with analysis of open space needs for Civic Complex.	Facilities and Recreation staff have been working with an architect to develop cost estimates and drawings for the project. Project will be carried over to 2012.	80%
Youth Action Park in Pitt Meadows, begin community consultation process on conclusion of Harris Road Park Master Plan, leading to request for proposals and construction.	Community consultation completed in May. Construction started June 7. Scheduled for completion in Q4.	95%
Develop park concept plan in conjunction with storm water management plan for lands in Pitt Meadows north of Airport Way and east of Bonson Road.	Storm water management plan concept under review. Community consultation to develop the park site for the proposed concept will be held in 2012.	0%
Silver Valley Neighbourhood Park 236 th and 137 th , begin	Construction of Development Servicing started in June 2011. Monitoring progress	15%

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neighbourhood consultation as soon as road access is constructed to site through development servicing.	to determine when public can access this site. Construction of this site will occur in 2012.	
Park Development 232 and 132, begin trail development as soon as right of way is negotiated on adjacent land to permit access to Greg Moore Trail.	Continued to explore opportunities to secure right of way from private property owner. Project has been postponed to Q2 2012.	20%
Firefighters Park Development, begin neighbourhood consultation process on conclusion of Fire Department public process for fire hall and training centre.	Initiated discussion with Fire Department to determine community consultation process. Fire Department to coordinate consultants for design. It is anticipated that this park will be developed in 2012.	15%
Acquire, plan, design and develop parks in accordance with the Parks, Recreation and Cultural Master Plan for both Pitt Meadows and Maple Ridge as identified in the 5 year capital plans for each community.	<ul style="list-style-type: none"> ▪ NARG Bridge Trailhead - Completed ▪ Vernon Trail Bridge – Completed ▪ Core – Public process complete May 2011. ▪ Core Construction to begin Q4. Houses were demolished in Q2. ▪ Webster’s Corners – Construction started May 2011. Completion in Q4. ▪ Webster’s Corners play equipment to tender for November delivery. ▪ Harris Youth Action Park – Construction started June 7, 2011. Completion Q4. ▪ McMyn Park – Public Process completed July 2011. ▪ McMyn Park Construction to begin Q4. 	<p>100%</p> <p>100%</p> <p>100%</p> <p>15%</p> <p>85%</p> <p>10%</p> <p>85%</p> <p>100%</p> <p>20%</p>
Revise park amenity map and matrix.	Map work on hold until planning technician has completed orientation. Scheduled to begin in Q1, 2012.	0%
Revise format of park inventory information on website to reflect park amenities currently available.	Contained in Park Planner work plan after orientation period. Scheduled for Q1, 2012.	0%
Coordinate acquisition of lands for the cemetery expansion with the Property Manager.	The acquisition of the first and second of a total of three parcels has been completed. Negotiations are continuing for the final acquisition. Anticipate final acquisition by Q2, 2012.	80%
Review and update cemetery bylaws.	Current project (In progress). Completion in Q4.	90%
Identify areas on site that ornamentation may be permitted (per the cemetery master plan).	Cemetery staff has identified several areas where visitor landscaping could occur. Trial will be initiated after curbing has been installed in 2012.	20%
Improve circulation system within the site.	The Parks Planning section are currently working on a concept plan to improve circulation and provide parking and opportunities to pass parked cars on the	50%

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	site. Completion in Q4.	
Investigate the potential for a tribute tree planting/recognition bench program at both cemetery sites.	Three recognition benches have been placed on the cemetery grounds through the park gift program. Provision has also been made for future tree sponsorship.	100%
Review regulatory sign and make recommendations to provide positive, consistent messaging (per cemetery master Plan).	Entry/welcome signage was replaced and new customer friendly signage regarding site landscaping has been provided.	100%
Identify roadways that require curbing to restrict vehicles from driving on lawn areas, clearly mark passing and parking areas.	A detailed scope of work has been completed and quotes are being requested from three companies. Completion in Q4.	50%
Develop a specification for the provision of frost free taps at various locations throughout the cemetery.	Project has been re-assigned to the parks planning section and will be completed in Q4.	0%
Implement recommendations in cemetery master plan for way finding/entourage signage.	Signs have been ordered.	100%
Develop an agreement that encourages both local funeral service providers to complete both the funeral service and cemetery portion of the funeral arrangements when they meet with the deceased's family.	An initial meeting was held with the funeral home operator, and staff agreed to incorporate terms and conditions that could be considered by both parties for a more efficient administration of the required interment paper work. Completion Q4.	15%
Investigate potential to inter two sets of cremated remains in a single cremation plot, with financial analysis.	Financial analysis does not support this initiative.	100%
Liaise and participate with the construction at Pitt Meadows Arena	Facilities and Recreation Staff are working closely with the contractors to complete the construction projects at this facility. Q1, 2012.	90%
Upgrade environmental computer controls within the Pitt Meadows Family Recreation Centre.	Project postponed to 2012.	0%
Investigate pool change room ventilation for better air flow.	Complete.	100%
Develop interior design plans for the Leisure Centre Lobby to incorporate seating and counter space along with window area facing the pool.	Complete. A more detailed design will be developed by Leisure Centre staff.	100%
Complete Municipal roof assessment audit.	Complete.	100%
Complete Re-Keying of the Leisure Centre.	Project scope and costs currently being developed. Completion in Q4.	10%

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2011 Deliverables Proposed in Business Plan	Detailed Progress as of (Sept 30/11)	% Complete
Complete the design and approval of the Pitt Meadows Athletic Park caretaker house and issue for tender.	Site services tender is currently being developed by a consultant. Design and approval scheduled for Q4 with construction completion by Q2, 2012.	20%
Complete the removal of burnt wharf sections and construct a new pedestrian lookout at Pitt Meadows Wharf.	Complete.	100%
Investigate locker replacement for upstairs men's locker room in Leisure Centre.	Determined that lockers are in good condition and that this project be deferred for a few years. Recommend no replacement at this time.	100%
Provide electrical and construction services associated with the install of a new pool lift.	Scope of work currently being reviewed. Completion in Q4.	40%
Design and build new storage cabinets within the Leisure Centre Pool Change Rooms.	Ladies pool change room storage areas have been designed and ordered. Anticipate delivery and install in Q4.	50%
Liaise with staff and incorporate enhanced security access controls within Municipal Hall.	Complete.	100%
Provide construction services for IS Department audio visual/multimedia upgrade to Blaney Room.	Waiting for IS to initiate. Q4	0%
Provide construction services for IS Department for air conditioning and power upgrade to server and switch rooms.	Waiting for IS to initiate. Q4	0%
Create a tender for the replacement tiles in the Leisure Centre Men's' and Ladies' Pool Change Rooms.	Complete.	100%
Replacement of obsolete security camera systems at the Pitt Meadows Family Recreation Centre.	Complete.	100%
Replacement of obsolete CCTV equipment at the Pitt Meadows Family Recreation Centre.	Complete.	100%
Continue with the Albion Park water park design/liaise with Parks to incorporate irrigation and water conservation.	Utility design has been completed. Report will be brought forward to the Commission and Council in Q4.	50%
Replacement of single pane windows to double glazed vinyl windows at the Pitt Meadows Heritage Hall.	Project scope/design currently being developed. Project postponed to 2012 for Infrastructure funding.	20%
Upgrade wiring and install a new electrical panel in old shelter at Albion Fairgrounds.	Complete.	100%

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Replace electrical service to the Swine Barn – Albion Fairgrounds.	Complete.	100%
Investigate replacement of the water service to the Albion Fairgrounds.	Complete.	100%
Create a tender for the replacement of the Leisure Center elevator (main to second floor).	Complete.	100%
Replacement of second floor carpet with the Library.	Project postponed to 2012.	0%
RCMP overhead door major upgrade to hoist system.	Determined that only minor repairs are required at this time.	100%
Replacement of Leisure Centre Motor Control Centre (MCC) in filter room	Completed one component during 2011 shutdown. Full replacement will be postponed until 2012 shutdown.	25%
Leisure Centre Air handler #1 Supply and Return Fans rebuilds or replace.	Project moved to 2012 lifecycle plan.	0%
Leisure Centre Air handler #4 Supply and Return Fans rebuild, heating and cooling systems replacement.	Postponed until Q3, 2012.	0%
Whonnock Lake dock replacement.	Minor safety repairs completed, Dock replacement deferred subject to monitoring in 2012.	0%
Albion Upper Bridge replacement.	Incomplete – planned for Q4, 2011.	0%
Westview Park Bridge replacement.	Incomplete – planned for Q4, 2011.	0%
Installation of a new roof on the Commercial Building at Albion Fairgrounds.	Roof audit indicated Whonnock roof is a priority and will be completed in October 2011.	70%
Renovate the Men's' and Ladies' public washrooms at the Leisure Centre.	Complete.	100%
Replacement of Spin Area flooring within the Leisure Centre.	Incorporated into Lifecycle replacement budget for 2012.	0%
Participate with the construction of offices within the Eng area of the Office Tower.	Waiting for Engineering Operations to initiate.	0%
Replacement of fountain heads and installation of light timers for fountain at Pitt Meadows round about.	Minor upgrades completed.	100%
Evaluate and renovate Haney House Caretaker Suite.	Minor upgrades completed.	100%
PM Museum Electrical Service Upgrade.	Complete. Project has been Inspected and certified as meeting code.	100%
Assess and determine kitchen	Equipment was repaired – no major	100%

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equipment replacement needs at PM Heritage Hall.	equipment replacement is required at this time.	
Install 15 Ton Heating Ventilation Air Conditioning Roof Top Unit at the Operations Building, working with BC Hydro Power Smart Initiative.	Complete.	100%
Determine the cost and pending funds replace the Leisure Centre and Library signs with Light Emitting Diode (LED) lights.	To be referred to Commission for further direction.	0%
Audit all Municipal facilities for occupancy lighting sensors, liaise with BC Hydro and determine costs for implementation.	In progress and will be completed in Q4.	0%
Assess all Parks washroom buildings and determine costs to install low flow water closet devices, pending funds to proceed.	Assessments and implementation completed.	100%
Review costs associated with Arts Centre capital replacement program and research methods to support this initiative.	Complete.	100%

Ongoing Deliverables

Parks Planning and Design:

- Create a detailed schedule with time frames to apply mulch to shrub display borders to reduce frequency and time associated with weeding and cultivation.
- Monitor and manage water consumption of irrigation systems.
- Provide assistance to special interest groups working on community projects where staff or prison crew support is desirable.
- Participate with School District No. 42 in the pre-planning of joint school/park sites.

Facilities:

- Ensure that work order requests are prioritized, approved, dispatched and completed in a timely manner.
- Review after hour's response procedures with customers to ensure the provision of a safe efficient and cost-effective response.
- Coordinate and implement all facility building audits, produce demand maintenance work requests and future preventive maintenance plans.
- Determine best allocation of internal and external resources.

Parks & Cemetery:

- Process cemetery transactions for the Maple Ridge Cemetery and Lee Cemetery in Whonnock.
- Orientation and implementation of cemetery software including coordination and reconciliation of survey information with existing maps and records.
- Provide information on cemetery regulations, bylaws, policies and procedures to funeral homes and clients who prefer to make their own arrangements.
- Work with the Campaign for the Reduction of Pesticides on an education program to raise awareness of restricted use of pesticides.

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- Facilitate annual field allocation meetings with summer and winter sport groups to ensure fair, equitable and inclusive allocation of fields.
- Maintain a high level of communication with Sports Field User Association representatives to determine concerns, emerging trends and sort community needs.
- Conduct and document bi-weekly tailgate talks on a broad range of work safe best practices.
- Obtain user feedback through group discussions with club representatives – during scheduled and non-scheduled meetings.

Found Milestones

- Thornhill Hall Water Well Installation.
- 224 Street Loading/Unloading area.

5.0 Significant Issues and Trends:

- The addition of the new synthetic sport field is meeting the previously unmet demand for the supplementary training and practice times for many of the clubs who use the synthetic surfaces. There is also a significant expectation for access to the synthetic fields from non-community time users such as school teams as well as smaller clubs and emerging sports. The current allocation of time on the fields, based on registration will need to be thoroughly reviewed in 2011, with a view to better understanding of the actual practice and game requirements of individual sports and the safe number of teams that can use the facility at one time.
- The issue of Invasive Weed Control is a topic that has been gaining momentum of the last few years, and is likely to become an area in which both municipalities will be expected to play a more significant role. To date parks staff has been asked to assist local environmental groups such as ARMS and KEEPS in the removal of invasive species in areas that they have set up volunteer work parties to address the problem. This is a topic that requires more much research to determine the scope of the issue and come up with appropriate measures to reduce and control invasive plant species in waterways, green belts and other publicly owned lands.

6.0 Department Projects and Initiatives

6.1 Service Area Goal: Parks and Opens Spaces

6.1.1 Park Types

Plan the park system and acquire and develop sites in accordance with the Parks, Recreation and Cultural Master Plan and the Official Community Plan in order to meet the needs of a growing population.

Objectives:

- Work cooperatively with School District No. 42 and Metro Vancouver with respect to joint site planning and development.
- Plan park acquisitions and development to maximize the positive impact on the environment and natural resources of the community.
- Consider all land use applications for the potential of providing a variety of outdoor recreation opportunities for new residents

Measure:

- Acquisition and development of Parks and Joint Park/School sites.

Action	Responsibility	Timeline
Park Development at 237 & 132.	Bruce Mc. Sylvia P.	Q2
Park Development at 237 & 134.	Bruce Mc. Sylvia P.	Q3
Firefighters Park Development 238 & 112.	Bruce Mc. Sylvia P.	Q3

Ongoing Items

- Investigate potential sources of funding to maintain new outdoor recreation facilities in conjunction with development.

6.1.2 Parkland Supply

Plan the park system and acquire and develop sites in accordance with the Parks, Recreation and Cultural Master Plan and the Official Community Plan in order to meet the needs of a growing population.

Objectives:

- Ensure that adequate parkland is identified in the Parks, Recreation and Cultural Master Plan and in the Official Community Plans, and acquired as needed.
- Manage the Park Acquisition and Development Program in a cost-effective manner.
- Consider all land use applications (or OCP amendments) for changes in demand for parkland supply.

Measure:

- Acquisition of identified parkland sites

Action	Responsibility	Timeline
Acquisition of Silver Valley Park Site (Site A).	David B. Bruce Mc.	Q1
Acquisition of Silver Valley Park Site (Site B).	David B. Bruce Mc.	Q3
Parkland Acquisition at 221 & 119 (Lot 4).	David B. Bruce Mc.	Q4

6.1.3 Trails and Greenways

Manage, enhance and maintain the trail network in an environmentally friendly fashion to provide opportunities for exercise, stress reduction, appreciation of nature and tourism.

Objectives:

- Ensure effective management of staff, contractors, volunteer groups and others in the maintenance and management of the trail network.
- Manage the impact on the environment of the trail network.
- Ensure residents have up-to-date trail information on the websites.
- Provision of trail loops in community and neighbourhood parks.

Measure:

- Implementation of a trails management plan.

Action	Responsibility	Timeline
Develop and implement an equestrian and “multi use” trails inspection and management plan.	David B.	Q1
Conduct a detailed inventory and condition report on all OCP, multi-use trails and equestrian trails.	Randy V. Bruce Mc.	Q1
Work with the Maple Ridge Equestrian Center/Metro Vancouver Parks to develop a signage program for the greenway.	David B.	Q2
Coordinate a minimum of four work parties on trail renovations with community volunteers.	Randy V.	Q2 & Q3
Facilitate four meetings per year with the (proposed) Equestrian Trails Association.	David B.	One in each Quarter

6.1.4 Environment

Manage habitat enhancements and wildlife interface areas, through education and awareness programs to protect wildlife, waterways, greenbelts and conservation areas.

Objectives:

- Manage invasive plant populations.
- Sustainable urban forest management practices.
- Water conservation.
- Increased awareness of environmental impacts on ecologically sensitive lands.

Measure:

- Completion of the 2012 tree replacement program.
- Hosting of the 2012 Arbor Day tree planting.
- Development of a Bear Awareness Education Program.

Action	Responsibility	Timeline
Work with the Bear Aware steering committee to develop an awareness program in collaboration with BC Environment.	David B.	Q1
Develop a pilot recycling program at Memorial Parks (Pitt Meadows and Maple Ridge).	David B. Darlene S.	Q1
Coordinate an Arbor Day event in collaboration with local residents and a school or special interest group.	Jane B.	Q1
Install additional bear proof cans at greenbelt interface areas (Albion Park, Reiboldt Park and Rotary Field).	Randy V.	Q2
Develop an invasive species management program recommendation for Councils consideration.	Jane B.	Q2
Coordinate the BC Hydro re greening tree replacement program.	Jane B.	Q3

6.1.5 Community Beautification

Manage and maintain attractive landscaped areas and floral displays for citizens, visitors and local businesses.

Maintain boulevards and street tree inventory to enhance the urban environment.

Objectives:

- Incorporate additional xeriscape plant materials into municipal displays.
- Install summer and winter interest seasonal displays.
- Manage structural pruning program for young trees to develop form and structure.
- Encourage citizens to care for trees adjacent to their property (media releases etc. re watering).
- Manage the quality and condition of our boulevard/street tree program in an environmentally friendly and cost-effective manner (IPM).

Measure:

- Implementation of a more efficient planning tool to maximize the use of available resources for horticultural maintenance.

Action	Responsibility	Timeline
Develop a detailed maintenance management plan for all horticulture displays in Pitt Meadows and Maple Ridge.	Jane B.	Q1

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Spring clean up in the town centre areas	Jane B.	Q1
Complete a detailed analysis of existing displays that contain horsetail to determine continued maintenance, reduction or removal of the display.	Jane B.	Q2
Renovate displays borders at RCMP Detachment, Belle Morse Park, Pitt Meadows Entry Sign and Whonnock Fire Hall.	Peter W. Paula C.	Q3
Develop a program for the annual power washing of the Cenotaph and walkways in Memorial Squares	Jane B.	Q3
Conduct an enhanced mulching program on displays with severe weed infestation.	Peter W. Paula C.	Q4

6.1.6 Park Design and Development

Plan the park system and acquire and develop sites in accordance with the Parks, Recreation and Cultural Master Plan and the Official Community Plans in order to meet the needs of a growing population.

Objectives:

- Effective management of staff, consultants and volunteers.
- Work cooperatively with the School District No. 42 and Metro Vancouver with respect to joint site planning and development.
- Plan park acquisitions and development so as to maximize the positive impact on the environment and natural resources of the community.

Measure:

- Complete construction of identified projects.

Action	Responsibility	Timeline
Core neighbourhood park construction.	Bruce Mc. Sylvia P.	Q2
Hoffmann Fitness Circuit installation.	Bruce Mc. Sylvia P.	Q2
McMyn Park construction.	Bruce Mc. Sylvia P.	Q2
Bonson Road/Airport Way master plan. (Arboretum)	Bruce Mc. Sylvia P.	Q2
Harris North field renovation.	Bruce Mc. Sylvia P.	Q3
Albion Park field renovation.	Bruce Mc. Sylvia P.	Q3

6.1.7 Cemetery

Manage and maintain two Municipal Cemeteries in a cost-effective manner practicing established procedures and in accordance with British Columbia Consumer Protection Authority regulations and guidelines.

Objectives:

- Operate two municipal cemeteries in compliance with the British Columbia Consumer protection Branch and Cemeteries Act.
- Implement Cemetery Master Plan recommendations.
- Maintain the quality and condition of the cemetery to provide aesthetically pleasing areas for

quiet contemplation for visitors and families.

Measure:

- Improved traffic movement on site.
- Enhanced access to site and services information.

Action	Responsibility	Timeline
Install curbing and informal planting areas to permit the placement of flowers by visitors to the cemetery.	Jane B. Arnie G.	Q1
Install way finding signs and provide identifying markers for each cemetery section.	Jane B. Arnie G.	Q1
Provide central access to water taps for guests/visitors to water plants at grave sites.	Jane B. Randy V.	Q2
Create a draft agreement between the District and local funeral homes to simplify the cemetery information collection process.	David B.	Q2
Add four new non-regulatory signs on site to solicit cooperation regarding site maintenance requirements.	Jane B. Arnie G.	Q3

6.2 Service Area Goal: Outdoor Recreation Facilities

6.2.1 Sports Fields and Ball Diamonds

Make available and maintain safe and functional sport fields and ancillary facilities for the users of these areas, so that athletic programs can be delivered efficiently, effectively and safely.

Objectives:

- Work with Sport Field User Association representatives to determine priority of field upgrades and make recommendations to the Commission.
- Maintain positive relationships with other key agencies and groups.
- Manage play and use of fields to maximize seasonal play and longevity of the facilities.

Measure:

- Sport groups provided with safe, durable play surfaces for their sport programs

Action	Responsibility	Timeline
Develop and implement a specification for out field fence placement to reduce operating and repair costs.	Randy V. Jim G.	Q1
Install central irrigation control system.	Malcolm M.	Q2
Research non-chemical weed control on sport turf areas and make recommendations for implementation.	Jane B. Malcolm M.	Q2
Install additional drainage systems at Merkley Ball Field, Alexander Robinson and Edith McDermott.	Jim G. Malcolm M.	Q3

6.2.2 Playgrounds and Spray Parks

Manage and maintain park amenities like playground areas, picnic areas, sport courts and waterfront areas to provide opportunities for children’s play, family development and healthy outdoor activities

Objectives:

- Maintain the quality and condition of park areas to a safe and aesthetically acceptable level.
- Maintain customer satisfaction and community pride in the park system.

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- Provide safe and challenging play environments for children.
- Ensure that equipment is routinely inspected correct deficiencies.

Measure:

- The provision of attractive and fun play elements for all ages.

Action	Responsibility	Timeline
Replace safety surface at Volker Park and Lions Park.	Randy V. Mike B.	Q1
Install new play equipment at Albion Sports Complex.	Bruce Mc. Randy V.	Q2
Replace play equipment at Whonnock Lake Park and Belle Morse with CSA approved play structures.	Randy V.	Q4 Q2
Complete a condition report on all playground structures in Pitt Meadows and Maple Ridge with an estimated expected life of the equipment.	Randy V. Mike B.	Q4

6.2.3 Dog Off-leash Areas

Objectives:

- Provide safe areas for dog owners to exercise their pets off leash.
- Work closely with park users to ensure that off leash parks are used appropriately.

Measure:

- Existing off leash arks meet the needs of dog owners.

Action	Responsibility	Timeline
Extend a water line at North Bonson into the park.	Randy V.	Q1
Create a “Small Dog” area at Albion Fairgrounds.	Dave B. Randy V.	Q1
Install a water service at Volker Park.	Randy V.	Q2

6.3 Service Area Goal: Indoor Recreational Facilities

6.3.1 Indoor Multi-purpose and Social Facilities

Provide municipal employees, the general public and user groups with safe and healthy corporate buildings.

Provide the citizens of Pitt Meadows and Maple Ridge and Municipal staff with improved facilities.

Objectives:

- Ensure all Federal, Provincial regulations and standards are met including WCB, Occupational Health & Safety (OH&S), Fire, Safety Branch and Health Department etc.
- To manage the safe distribution of four Municipal water wells.
- Manage the annual inspection and reporting programs for the inspection of structural, mechanical and electrical systems.
- Manage renovations to the various other municipal buildings.

Measure:

- Facility cleanliness and repairs completed in a timely manner.

Action	Responsibility	Timeline
Liaise with Engineering Operations staff regarding space planning of the operations building.	Michael M.	Q1
Implement accessibility options in the outdoor pools.	Michael M.	Q2
Renovate the second floor women's washroom at the Leisure Centre.	Michael M.	Q2
Conduct a public tender process for the replacement of the RCMP building roof.	Michael M.	Q2
Complete roof assessment audit on municipal buildings.	Michael M. Andrew Mc.	Q2
Replace exterior siding on the Commercial and Exhibit buildings at the Fairgrounds.	Rob E.	Q2
Coordinate the installation of security cameras at the RCMP building.	Michael M.	Q3
Conduct public tender process for Municipal Alarm Monitoring.	Michael M.	Q3

6.4 Service Area Goal: Arts, Culture and Heritage

6.4.1 Heritage Sites and Buildings

Provide timely and cost effective on demand maintenance services for Maple Ridge Government buildings and Pitt Meadows Recreation and Heritage sites.

Objectives:

- Ensure best value on all service provider contracts.
- Investigate potential vendors and suppliers for heritage buildings maintenance and repairs.
- Provide timely response times for Municipal staff and contracted services.

Measure:

- Number of work request completed.

Action	Responsibility	Timeline
Remove and replace exterior windows at the Pitt Meadows Heritage Hall.	Michael M. Andrew Mc.	Q2
Repair and paint the exterior walls on the Maple Ridge Museum building.	Michael M. Andrew Mc.	Q3
Coordinate Haney House carpet and flooring replacement.	Michael M. Andrew Mc.	Q3

6.5 Service Area Goal: Service Delivery

6.5.1 Community Development and Community Capacity Building

Management of staff, contractors, prison crews and volunteers while maintaining/developing park areas in a cost-effective manner.

Objectives:

- Support and assist with community group initiatives.
- Provide staff and volunteers with appropriate training opportunities.

Measure:

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Action	Responsibility	Timeline
Silver Valley Consultation process (x3 park sites).	Bruce Mc. Sylvia P.	Q1
Firefighters Park community consultation.	Bruce Mc. Sylvia P.	Q2
Work with Mountain Bike Community to build bike skills park.	Bruce Mc. Randy V.	Q2

Ongoing Items

- Utilize prison crews for work parties on the municipal trail network.

6.5.2 Partnerships

Manage and provide required maintenance and habitat enhancement in greenbelts, protected watercourse and conservation areas.

Objectives:

- Work with agencies such as ARMS and KEEPS who are focused on these areas.
- Work with stream stewardship organizations.

Measure:

- Reduction of invasive weed populations

Ongoing Items

- Partner with Alouette River Management Society (ARMS) and Kanaka Education and Environmental Partnership Society (KEEPS) on invasive weed control initiatives.

6.5.3 Operations

Protect the taxpayers’ investment in municipally owned infrastructure by managing the Facility Infrastructure Reserve Fund, associated Capital Asset replacement projects and Preventative Maintenance Management Programs.

Objectives:

- Manage a cost effective Preventive Maintenance program.
- Provide cost effective repair and maintenance contractual services by managing “Request for Proposals” competitions for all Preventive Maintenance service contractors on a three-year cycle.
- Monitor and reduce energy consumption and green house gas (GHG) emissions in Municipal facilities.
- Maintain BC Building Code standards and regulations in all facilities.
- Implement water conservation and equipment replacement standards.

Action	Responsibility	Timeline
Installation of additional occupancy sensors within Maple Ridge Municipal Hall and Maple Ridge Operations buildings.	Ryan C.	Q1
Change park washroom fixtures to low flow devices at Albion Park, Pitt Meadows Harris Park & Harris Pool, Hammond Park and Merkley Park.	Michael M. Mike A.	Q2

7.0 Operating Budget

See – CDPR Administration Department Business Plan.

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7.0 Capital Budget

Maple Ridge - Projects in Progress / Complete				
7304	Park development 236 / 134	\$310,000	2007	2012
8191	Bike Skills Park	\$20,000	2008	Vol Req
7303	Park Development 232 /132	\$201,818	2006	In Prog
6018	Firefighters Park Development	\$319,344	2005	Wait FD
7563	Cliff Park Parking / Fencing	\$80,000	GCF	in Prog
8193	Albion Spray Park	\$388,500	2010	On Hold
1991	Equipment Purchase Trailer	\$12,000	2010	Dev Spec
6102	Update Hammond Stadium Budget	\$75,000	2010	Grant Req
8335	Cemetery Expansion	\$2,191,386	2009	1 of 2 lots acquired
7309	Core Park Development	\$310,488	DCC, GCF	In prog
6199	Greenbelt acquisition	\$200,000	Parkland Res	Carry over
1688	Computerized irrigation control system	\$50,000	GCF	\$2,000
2263	Leisure Center lobby furniture	\$7,000	GCF	Q 3
2268	Maple Ridge Park Washrooms	\$120,000	GCF	Installed
8450	Leisure Center Storage Racks/ Lockers	\$40,000	GCF	\$1,000
8452	Stationary Pool Lift	\$10,000	GCF	Q 4
8449	Leisure Center Interior Design Plan	\$12,000	GCF	Q 4
8446	Implement Interior Design Plan	\$25,000	GCF	Q 4
8451	Special event trailer and equipment	\$15,000	GCF	Q 3

Pitt Meadows - Projects in Progress / Complete				
PR 041	Harris Road Park Master Plan	\$15,000	2009	Complete
PR 043	Mountain Bike Skills Park	\$20,000	2009	ALR Req
PR 047	PMFRC Space review	\$15,000	2009	Complete
MB 042	Caretaker House / Pitt Meadows Athletic	\$260,000	FCRF	Q4
RF 049	Pitt Meadows Arena Upgrades	\$4,000,000	FCRF	In Prog
PR 030	South Bonson Community Center	\$2,600,000	Debt	Complete
PR 050	Pitt Meadows Athletic Park Fencing	\$20,000	FCRF	Complete
PR 009	McMyn Park development	\$300,000	FCRF	In Prog
PR 022	Hoffmann Park Planting	\$66,000	FCRF	Complete
PR 027	Mitchell to Baynes Road Trail	\$15,000	FCRF	Q4
PR 045	Bonson Landing Landscaping	\$ 25,000	FCRF	Q4
PR 031	Youth Action Park (Skate Park Relocation)	\$600,000	FLCRF	Q 4
PR 061	Electrical Service at Waterfront Pier	\$20,000	FCRF	Q4
PR 053	PMA Tennis Court Retrofit	\$90,000	FCRF	Complete
PR 063	Cenotaph Park lighting and steps	\$30,000	FCRF	50%
RF 056	Sport Court Equipment	\$5,000	FCRF	Complete
RF 001	PMFRC Misc equipment	\$12,000	FCRF	100%
RF 012	Heritage Hall misc equipment	\$10,000	FCRF	100%
RF 013	PMFRC Treadmill replacement	\$15,000	FLCRF	100%
RF 041	PMFRC Youth Center Equipment	\$ 2000,00	FLCRF	100%
RF 046	S Bonson Community Center Equip	\$160,000	FCRF	90%

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RF 049-1	PM Arena Upgrades	\$3,050,000	FCRF	90%
RF 052	PM Special Event Equip	\$5,000	FCRF	100%
RF 053	PM Special event Sound System	\$5,000	FCRF	100%
RF 054	PMFRC Storage	\$8,000	FCRF	100%

Maple Ridge 2012

1926	Silver Valley Neighbourhood Acquisition	\$627,000	DCC, GCF	N/A
627	Silver Valley Neighbourhood Acquisition	\$506,160	DCC, GCF	N/A
2325	Park Acquisition 221 / 119 (lot 3)			
8150	Equip Purchase Parks Vehicle	\$30,000	GCF	\$4,200
1416	Trail Improvement	\$28,701	GCF	N/A
1955	Silver Valley N. Park Acquisition Phase 2	\$1,682,980	DCC, CWR	N/A
7305	Park Dev (237/133	\$310,644	DCC, GCF	\$8,000
8205	Misc Capital	\$30,000	GCF	N/A
6195	Greenbelt Acquisition	\$200,000	Park Res	\$2,000
New 12	Implement Leisure Center Design (addition)	14,000	GCF	N/A
New 12	Energy Saving Window Blinds L/C	12,000	GCF	N/A
New 12	Security gates at winter club	10,000	GCF	\$500
New 12	Concrete outhouses (x3)	40,000	GCF	N/A

Pitt Meadows 2012

PR 003	Park and Dyke Infrastructure	\$145,000	FLCRF	N/A
PR 003	Facilities Infrastructure	\$145,000	FLCRF	N/A
PR 033	Sport Field Reno (Harris North)	\$330,000	FLCRF	\$9,000
RF 001	PMFRC Misc equipment	\$12,000	FCRF	N/A
RF 012	Heritage Hall misc equipment	\$5,000	FCRF	N/A
RF 013	PMFRC Treadmill replacement	\$4,000	FLCRF	N/A
RF 046	S Bonson Community Center Equip	\$10,000	FCRF	N/A
RF 041	PMFRC Youth Center Equipment	\$1,000	FLCRF	N/A
RF 064	Arena Capital Lifecycle	\$75,000	FLCRF	N/A
RF 064	Arena Infrastructure	\$75,000	FLCRF	N/A

Maple Ridge 2013

8457	Thomas Haney Tennis Pave Parking	\$40,000	GCF	N/A
6196	Greenbelt Acquisition	\$200,000	Parkland Res	\$2,000
6032	Whonnock Lake phase 3 (path /Light)	\$297,330	DCC, GCF	\$3,000
6075	Whonnock Lake phase 4 (Parking/ beach/site planting)	\$356,243	DCC, GCF	\$3,000
6045	Whonnock Lake phase 1 (Bypass Road)	\$235,000	GCF	\$2,000
1568	Whonnock Phase 5 (Washrooms and Caretaker suite)	\$624,000	DCC, GCF	\$6,000
2326	Park Acquisition (221 / 119 (lot 4)	400,000	GCF, DCC	N/A
2116	Misc Capital	30,000	GCF	N/A

Pitt Meadows 2013

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PR 003	Park and Dyke Infrastructure	\$145,000	FLCRF	N/A
PR 003	Facilities Infrastructure	\$145,000	FLCRF	N/A
PR 046	Trail PM Arena to Harris Road	\$ 30,000	FCRF	\$1,500
PR 048	Bonson Park Improvements	\$40,000	FCRF	\$1,500
RF 064	Arena Infrastructure	\$75,000	FLCRF	N/A
New 12	Concrete out houses (X2)	\$25,000	FCRF	\$500
PR 060	Dog Park Improvements / water	\$5,000	FCRF	\$1,000
PR 062	Walking Trails	\$50,000	FCRF	\$2,500
RF 001	PMFRC Misc equipment	\$12,000	FCRF	N/A
RF 012	Heritage Hall misc equipment	\$5,000	FCRF	N/A
RF013	PMFRC Treadmill replacement	\$2,000	FLCRF	N/A
RF 041	PMFRC Youth Center Equipment	\$1,000	FLCRF	N/A
RF 065	Seniors Center equipment	\$120,000	FCRF	N/A
RF 058	Park Washrooms	\$25,000	FCRF	1,000

Maple Ridge 2014				
6197	Greenbelt Acq	\$200,000	Park Res	
1439	Whonnock Lake Phase 2 (parking / Community Center	\$290,000	GCF	\$2,000
1520	Trail Improvement	\$30,000	GCF	N/A
7301	Park Development (231/137)	\$310,488	DCC, GCF	\$8,000
1718	Whonnock Lake Phase 6	\$1,980,000	CFO	N/A
2117	Misc Capital	\$30,000	GCF	N/A
7302	Park Dev (241/104)	\$310,643	GCF	\$8,000
New 12	Raymond Park Development	\$370,000	GCF , DCC	\$8,000
New 12	Equipment purchase Recreation Vehicle	\$30,000	GCF	\$4,200

Pitt Meadows 2014				
PR 003	Park and Dyke Infrastructure	\$145,000	FLCRF	N/A
PR 003	Facilities Infrastructure	\$145,000	FLCRF	N/A
PR 047	Connect Airport Trail to Bonson Road	\$50,000	FCRF	\$1,000
RF 064	Arena Lifecycle	\$75,000	FLCRF	N/A
PR 033	Sport Field Renovation (Harris South)	\$350,000	FCRF	\$9,000
RF 055	PMA Park Exp Parking	\$100,000	FCRF	\$2,000
RF 001	PMFRC Misc equipment	\$12,000	FCRF	N/A
RF 012	Heritage Hall misc equipment	\$5,000	FCRF	N/A
RF013	PMFRC Treadmill replacement	\$2,000	FLCRF	N/A
RF 041	PMFRC Youth Center Equipment	\$1,000	FLCRF	N/A
RF 046	S Bonson Community Center Equip	\$5,000	FCRF	N/A
RF 052	PM Special Event Equip	\$1,000	FCRF	N/A

Maple Ridge 2015				
8453	Bouldering Wall	\$30,000	GCF	\$1,000
7248	Park Development 241/112	\$310,488	DCC, GCF	\$8,000

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1990	Mobile stage	\$100,000	GCF	\$7,000
1954	Silver Valley Phase 1 Acq	\$1,682,980	DCC, GCF	N/A
8149	Youth Action Skateboard Park	\$750,000	DCC, CFO	\$6,000
674	Whispering Falls Park Acq 264/126	\$1,160,983	DCC, GCF	N/A
7306	Silver Valley Park Dev (Unassigned)	\$310,644	DCC, GCF	\$8,000
8455	Parks & Rec Vehicle	\$40,000	GCF	\$24,920
8454	Library Signage	\$27,000	GCF	\$1,000
2118	Misc Capital	\$30,000	GCF	N/A
8456	Public Library Cameras	\$20,000	GCF	N/A
6031	Albion Caretaker Residence	\$305,200	DCC, GCF	\$4,000

Pitt Meadows 2015				
PR 003	Park and Dyke Infrastructure	\$145,000	FLCRF	N/A
PR 003	Facilities Infrastructure	\$145,000	FLCRF	N/A
RF 064	Arena Infrastructure	\$75,000	FLCRF	N/A
PR 051	Community Garden Exp Phase 3	\$25,000	FCRF	N/A
PR 057	Seniors Fitness Circuit	\$50,000	FCRF	\$3,000
RF 001	PMFRC Misc equipment	\$12,000	FCRF	N/A
RF 012	Heritage Hall misc equipment	\$10,000	FCRF	N/A
RF013	PMFRC Treadmill replacement	\$2,000	FLCRF	N/A
RF 041	PMFRC Youth Center Equipment	\$3,000	FLCRF	N/A
RF 046	S Bonson Community Center Equip	\$5,000	FCRF	N/A
RF 058	Park Washrooms	\$25,000	FCRF	1,000

Maple Ridge 2016				
4056	Albion Sport field lighting (#2 Field)	\$200,000	GCF	\$8,000
3040	Core Park Acquisition (remaining phases)	\$299,700	GCF, DCC	N/A
8149	Albion Youth action Park (150,000 CFO)	\$750,000	GCF, DCC	\$10,000
New 12	Green Belt Acquisition	\$200,000	Parkland res	\$2,000
1573	Trail Improvement	\$30,000	GCF	N/A

Pitt Meadows 2016				
PR 003	Park and Dyke Infrastructure	\$145,000	FLCRF	N/A
PR 003	Facilities Infrastructure	\$145,000	FLCRF	N/A
PR 049	PM Sport Field Renovation (PMA #1)	\$350,000	FCRF	\$5,000

8.0 Information Technology - none

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