

## THE CORPORATION OF THE DISTRICT OF BURNABY

22 November 1963.

REPORT NO. 69, 1963.

His Worship, the Reeve  
and Members of the Council.

Gentlemen and Madam:

Your Manager reports as follows:

1. Re: Grassmere #II Sanitary Sewer Project.

Design is now complete in the Grassmere #II Area Sanitary Sewer Project and the project includes:

25,800 feet of Sanitary Sewer, sizes 6", 8" and 10" diameter.  
115 manholes.  
401 house connections.

The entire area is tributary to the Sewer Board Trunk through laterals being constructed now as part of the Grassmere #I Sewer Project, and the properties to be served are as outlined on Drawings Nos. G2-63-D and E submitted herewith.

Approval has been received from the Provincial Department of Health for these plans.

A preliminary estimate of cost of the project is \$215,000.00.

It is recommended that Council authorize that tenders be called for the Grassmere #II Sewer Project.

2. Re: Planning Guide Plan.

As directed by Council your Municipal Manager discussed with Project Planning Associates the possibility of Project Planning Associates being commissioned by the Corporation of Burnaby to prepare a Guide Plan for Burnaby.

Project Planning Associates indicated that they would submit their views in writing which they have done. Their letter reads:

"At a meeting on October 2nd, 1963 in your offices, you discussed with us the request by Council in connection with the preparation of a Guide Plan for the Corporation of the District of Burnaby. During the meeting we were made aware that at present the Zoning By-law and Building By-law are under revision by the Corporation's administrative staff preparatory to their presentation to Council. It was also learned that at present a Development Plan is proposed and that a Road Study and Plan is well underway.

In the light of the foregoing, we consider the most economical and appropriate approach for the preparation of a Guide Plan is to wait the finalization of all studies in progress and at that time prepare a document which would establish:

1. Policy Statements;
2. Implementation of the Guide Plan;
3. Road Plan;
4. Services Plan;
5. Community Plan; and
6. Staging Plan.

Through this technique, the officials of the various departments of the Corpor-  
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(Item 2....re Planning Guide Plan.....continued)

ation who are presently engaged in the abovementioned studies will have an opportunity to finish these based on their detailed research and long-term contact with the municipality. In addition, the studies authorized by you for this firm to undertake in connection with the lands adjoining Simon Fraser University and their effect on the north-east sector of Burnaby and the municipality, as a whole, would assist, then the Consultant could effectively analyze all of the studies and co-ordinate their consolidation in a single document in an objective and disinterested manner.

We would consider it an honour to assist the Corporation and its administrators in the formulation of the Guide Plan as indicated above. However, should Council wish to decide upon a speedup of the programme for any reason, we would be pleased to discuss with you a proposal wherein our services could most effectively be employed for the optimum development of the municipality and its people.

3. Re: West Burnaby Sanitary Sewer Area.

Lots 26, 27, 28 and 29, Block 35, D. L. 153, Group 1, Plan 1319, are situated on the south side of Beresford Street between Kathleen Avenue and Willingdon Avenue. Although the lots are in the centre of the West Burnaby Sanitary Sewer area, they do not have sanitary sewer connections available at the property line.

It is difficult to determine why the lots were not sewered as part of the West Burnaby System when it was constructed some 30 years ago. One possibility is that until about a year ago, Beresford Street was dead-ended halfway between Kathleen Avenue and Willingdon Avenue, and the additional right-of-way has only been acquired and the road constructed recently.

The estimated cost of providing sanitary sewer connections by the extension of the sewer along Beresford Street from Willingdon Avenue to Kathleen Avenue is \$4,200.

The Municipal Engineer recommends that the extension of the sewer to serve the properties be authorized at an estimated cost of \$4,200. Your Municipal Manager concurs with the recommendation.

4. Re: Contract for Refreshment Concessions - Outdoor Pools.  
- Centennial Caterers Ltd.

At the regular meeting of the Parks and Recreation Commission on June 19, 1963, it was resolved that the contract for the operation of the Refreshment Concessions at the Robert Burnaby Park Pool, the Kensington Park Pool and the MacPherson Park Pool should be awarded to Centennial Caterers Ltd.

The Contract is for the 1963 and 1964 seasons and ends 31st December 1964.

For the license, permission and privilege granted to operate these concessions, the licensee undertakes to pay the Corporation 15% of gross sales of the said concessions up to and including the 30th day of December 1963 and 20% of the gross sales of the said concessions during the year 1964.

The licensee is to bear all charges and expenses in connection with the operation of the said concessions and without limiting the generality of the foregoing, to pay for all electricity, gas, water, heating, telephone, other public utilities and other services and materials supplied to and garbage collection from the said concessions.

The licensee is responsible to provide at its own expense, furniture, equipment, et cetera required for proper operation of the concessions and to replace any furniture, equipment, articles, or utensils of the Corporation lost, damaged or destroyed.

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(Item 4....re Contract for Refreshment Concessions - Outdoor Pools...continued)

The licensee is to assume all risk of injury (including death) to any person, and damage to any property whatsoever in any way arising out of or in connection with the operation of the said concessions or anything done or omitted to be done by the licensee, its servants, employees or agents and to be responsible for and indemnify and save harmless the Corporation from and against all claims and demands, loss, costs, damages, actions, suits or other proceedings in connection with the operation.

Comprehensive Public Liability Insurance and property damage insurance, providing coverage up to \$200,000. and including the Corporation as additional insured to be obtained by the licensee and maintained in force.

The Licensee to deposit a performance bond of \$500. as security against non-performance of the covenants of the contract.

A 30-day termination clause is contained in the contract under stated conditions.

The license, permission and privilege granted by the contract is personal and shall not be assigned by the Licensee.


Centennial Caterers Ltd. has now executed the Agreement and it has been forwarded by the Municipal Clerk for formal execution by the Council.

5. Re: Estimates.

Submitted herewith is a report by the Municipal Engineer covering Special Estimates of Work in the total amount of \$7,400.00.

It is recommended the estimates be approved as submitted.

Respectfully submitted,



H. W. Balfour,  
MUNICIPAL MANAGER.

HB:eb

6. Re: Welfare Institutions Licence  
- Mrs. W. M. Elphinstone, 3732 S. E. Marine Drive.

Mrs. W. M. Elphinstone, 3732 S. E. Marine Drive, holds a Welfare Institutions Licence to care for four aged persons at that address and has requested that the licence be increased to five persons.

The Investigating Committee recommends that the licence be increased for the care of not more than five aged persons.

7. Re: Seton Academy Kindergarten,  
401 N. Esmond Avenue.

The above mentioned organization holds a Welfare Institutions Licence to operate a kindergarten at the above address for not more than twenty children.

A request has been received to increase the licence to accommodate thirty-one children now enrolled at this Kindergarten.

The Investigating Committee recommends that the licence be increased to not more than thirty pre-school children.

8. Re: South Burnaby United Church Co-operative  
Play School Group.

The above mentioned organization holds a Welfare Institutions Licence to operate a kindergarten in the Church Hall at 7591 Gray Avenue for not more than 25 children.

A request has been received to increase the licence to thirty pre-school children.

The Investigating Committee recommends that the licence be increased to not more than thirty pre-school children.

9. Re: Water Main on Standard Oil Property.

In 1954, Standard Oil Company acquired some additional property south of McGill Street between Madison Avenue and Rosser Avenue. Subsequently, the Company applied for and obtained cancellation of McGill Street from Madison Avenue to Rosser Avenue.

The Municipal water main - 650' of 8"-which exists on this former right-of-way was continued in service by the Municipality under a mutual understanding as there was no particular value in the Municipality removing it and Standard Oil desired to have four residences served from it.

Standard Oil has now indicated that it would like to acquire this main and link it with their internal water system.

If the Municipality was to remove this main, the estimated value of the salvaged material would be \$640.00. The depreciated value of the main to Standard Oil Co. is \$3,160.00.

A form of settlement has been discussed with Standard Oil and is acceptable to the Company. The proposal is to charge Standard Oil \$1,900.00 for the main. The Municipality would receive \$1,260. more than the salvage return and the Standard Oil would get the main for \$1,260. less than it would cost them to instal a similar one.

Subject to the concurrence by Victoria in this disposal of a fixed asset, it is recommended that Council authorize the sale of this 650' of 8" water main to Standard Oil Co. for the sum of \$1,900.00.

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10. Re: Contract between Samuel Collins and William Samuel Collins and the Corporation-Burnaby Indoor Ice Arena.

Samuel Collins and William Samuel Collins, Architects, have submitted a contract which relates to their services to the Municipality in connection with the construction of the Burnaby Indoor Ice Arena.

This Contract has been examined by the Municipal Solicitor who states that the form of contract is substantially similar to that which these Architects entered into with the Municipality in connection with the addition to the Municipal Hall building.

Para. 2(a) of the Contract fixes a fee of 6% of the cost of the work and Para. 3 (1) (1) provides that the Architects be paid 20% of their fee upon approval of preliminary sketches and 70% upon completion of the working drawings and specifications.

The attention of Council is drawn to Clause 3 (c) which provides that the Architects will give the work such periodical inspection as they may consider reasonably necessary and that if constant supervision is desired, a Clerk of the Works shall be engaged at the expense of the Municipality. Mr. Jones, the Chief Building Inspector, has also perused the contract and in this regard he suggests that the last line of Clause 3(c) be amended to provide that a Clerk of the Works, if required, shall be engaged by the Client and paid for by the Client, and not engaged by the Architect.

It is recommended that the Form of Contract be executed by the Corporation subject to Council's decision on the suggestion of the Chief Building Inspector.

11. Re: Ornamental Street Lighting - Local Improvement Initiative.

In July 1963 Council in Policy Committee made the following decisions:

1. That a program of initiated Local Improvement Ornamental Street Lighting be prepared for the Willows, Deer Lake, Kentwood and South Slope 4B and the Gilmore Carleton Diversion.
2. That a figure of \$16.00 (including \$3. for electrification) per lot be established for Local Improvement Street Lighting with the Corporation's share being adjusted to produce this rate per lot as closely as possible.

The Engineering Department now proposes an additional area to be known as South Slope #2 be added to the program. With this addition the report required for purposes of Section 601 of the Municipal Act is:

	Total	S.S.4B	Willows	Deer Lake	Kentwood	S.S.2
Est. Total cost	\$94,150.	\$12,150.	\$21,000.	\$12,000.	\$ 8,000.	\$41,000.
Corpn. Share	35,124.	1,822.	8,849.	6,259.	3,599.	14,195.
Owners' Share	59,026.	10,328.	12,151.	5,741.	4,401.	26,805.
No. of Lots	622.	113.	127.	60.	46.	216.
Am.Chge@ 6%	13.	13.	13.	13.	13.	13.
Period of Levy in years	10	10	10	10	10	10
Est. lifetime of work in years	20	20	20	20	20	20
Am. Electrification Chge. \$	\$ 3.	\$ 3.	\$ 3.	\$ 3.	\$ 3.	\$ 3

Preparation of Notice of Intention is being proceeded with by the Clerk's Office and  
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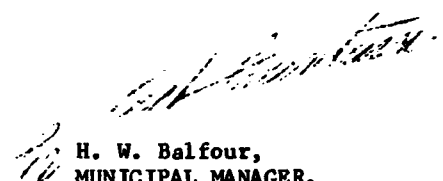
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(Item 11.....re Ornamental Street Lighting....continued)

it is recommended that Council approve the program.

12. Submitted herewith for your information is the report of the Chief Building Inspector covering the operations of his Department for the period, October 7th to November 1st, 1963.
13. Submitted herewith for your information is the report of the Medical Health Officer covering the activities of his Department for the month of October, 1963.
14. Re: Estimates.  
Submitted herewith for your approval is the Municipal Engineer's report covering estimates of work in the total amount of \$13,494.00.  
  
It is recommended that the estimates be approved as submitted.
15. Re: Street Lights.  
Submitted herewith for your approval is the Municipal Engineer's report covering requests received for the installation of street lights.  
  
It is recommended that the installations be approved.

Respectfully submitted,

  
H. W. Balfour,  
MUNICIPAL MANAGER.

HB:eb

16. Re: Complaint of Mrs. Enid Janelle.

The Municipal Clerk has received a letter from Mrs. Enid Janelle of 6870 Merritt Avenue complaining about the operation of the Septic Tank Servicing business across the street from her. The letter is on the Agenda under correspondence.

This subject was before Council on 28th October 1963 and Item No. 3 of the Municipal Manager's Report No. 60, 1963, refers. The Report Item was received by Council and, dated 24th October 1963, the Municipal Clerk advised Mrs. Janelle "That the Municipal Council has considered the matter and having regard to the circumstances that the operation is a permitted business in a Light Industrial Zone enclosed within an eight foot high plywood fence and not operating in contravention of any health regulation, this Corporation is powerless to interfere."

The Standing Order to Sanitary Inspectors to check these premises each time when in the vicinity is still in force.

17. Re: Truck Movements in the vicinity of Safeway Warehouse property at 11th Avenue and 16th Street.

The Traffic Committee received a verbal report by Mr. Laks at its meeting on 20th November 1963. The report was on investigations into some suggestions offered by Council in an attempt to resolve a noise complaint on 16th Street between 10th and 11th Avenues, together with the exploration of other possible alternatives.

The Committee endorsed a suggestion that, in order to expedite the handling of the subject, a written report be submitted directly to Council.

Submitted herewith is the Report of the Traffic Director.

18. Re: Audit Fees.

A bill has been received from Touche, Ross, Bailey and Smart in the sum of \$500.00 for professional services rendered in the examination of, and reporting on, Winter Works Incentive Program 1962/63.

The new Auditors were appointed effective 1st August 1963. It was necessary, however, to complete and obtain before this date a signature on claims under the Winter Works Program. The claims totalled \$350,911.63 and have been paid in full.

This sum was not provided in the recast budget.

It is recommended that Council approve payment of the account and that it be charged to the Provision for Contingency in the Budget.

19. Re: Proposed Local Improvement - Imperial Street from Walker to the Grandview-Douglas Highway.

This work is represented by Items #60 and #92 on the Clerk's Certificate of Sufficiency dated 4th October 1963.

Mr. A. Liberto of 7624 Imperial Street has written to the Municipal Clerk. Mr. Liberto requests that Council reconsider its decision to proceed with the work on the grounds that the only reason the petition against was insufficient was that several names on the petition were not acceptable.

This is another one of those Local Improvement projects that were approved because technically the number of signatures registered in opposition to the work was insufficient but morally, the number of people on the street had signed a petition expressing sufficient opposition.

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## (Item 19....re Proposed Local Improvement-Imperial Street...continued)

This work was divided into two parts covering Imperial Street from Walker Avenue to the Grandview-Douglas Highway. In total there were 77 owners. 51% objection would be represented by 14 owners out of 27 in one case and 26 out of 50 owners in the second case. There were 13 objections and 25 objections respectively, registered and, in addition, there were three and five unacceptable signatures respectively objecting to the work.

The project is very much in the same category of two others in which the Council decided not to proceed with the work.

For the consideration of Council.

20. Re: Construction and Paving of North Road - Clark Road to Como Lake Road.

For many months now discussions have been held between Burnaby and Coquitlam on the improvement of this portion of North Road. There is a question of joint responsibility because it is boundary road.

Considerable delay was caused in obtaining estimates from the B. C. Hydro and Power Authority and from the B. C. Telephone Company for the cost of making the necessary alterations to their plant, required in connection with the proposed road works.

The type of improvement proposed is a 20-foot wide pavement and the Engineer has now produced an estimated total cost of \$22,800. This amount would be shared equally by the two municipalities. In order to produce as close an estimate of cost as possible tenders were called for the road construction work. On the basis of the low tender the cost estimate is made up:

Contract	-	-	\$15,250.
B. C. Hydro	-	-	2,100.
B. C. Telephone	-	-	1,500.
			<u>\$18,850.</u>
10% Eng. and Supvn.	-	-	1,885.
10% Contingencies	-	-	2,075.
			<u>\$22,810.</u>
		- say	\$22,800.

There is no guarantee that the low bidder would still be willing to carry out the required work at the tendered price; however, even if it is necessary to call tenders again, the Engineer is confident that prices as good or nearly as good will be obtained. However, against the possibility of higher prices the 10% contingency has been added into the estimate.

It is recommended that Council authorize that this work be initiated as a special local improvement project subject to the District of Coquitlam also agreeing to do so.

21. Re: Proposed Road Connection from Gilpin Street to Municipal Hall and Burnaby Central High School Parking Lots.

In May 1962 a plan was drawn for a road connecting the parking lots of the Burnaby Central High School and the Municipal Hall to Gilpin Street to improve conditions at the Grandview Highway by the provision of an alternative means of ingress and egress to and from the parking areas.

This plan could not be implemented because of the existence of the School's sewage disposal field in the area to be traversed by the road and the fact that the Corporation did not own the property fronting on Gilpin Street. The Corporation has since acquired the necessary property on Gilpin Street and the public sewer has been extended to serve the School Site. It is the intention of the School Board to ask

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(Item 21...re proposed Road Connection from Gilpin Street....continued)

the Corporation to connect the School to the public sewer at School Board expense.

It is practical then to now consider the proposed road and Council, at the suggestion of Councillor Wells, has asked for the estimate of the cost of construction.

Two meetings have been held with representatives of the School Board to discuss the proposed route of the road and a means of cost sharing.

The Municipal Engineer has designed the road for a 28-foot width and one of the questions to be settled with the School Officials was whether the west side of the road should have a curb sidewalk for pedestrian traffic to the School. It was decided that the direction of the road was such; and the ending of the road in a parking lot; made a sidewalk along the entire length of the road undesirable. The School Officials decided that they would recommend to their Board that the School Board share in the cost of the road to the extent of paying for a curb walk from Gilpin to a point of connection for a take-off for a walkway from that point directly to the School; and to pay for a concrete curb from that point to the termination of the road, on the sidewalk side. The Corporation would be responsible for paying for the road itself and the concrete curb on the east side of the road. In addition, of course, the Board would construct the walkway from the take-off point to the School.

The estimated cost of the road on this design is \$17,000. and this cost would be shared:

Corporation - -	\$13,490.
School Board -	<u>3,510.</u>
	<u>\$17,000.</u>

There was complete unanimity at the discussion that the provision of this road, should funds be available, would be of the congestion at the Grandview-Douglas Highway. There was some fear expressed that it might become necessary to take some steps to ensure that the road doesn't become a public cut-off, at least until such time as the Percival-Norland connection is made between Gilpin and the Grandview-Douglas Highway.

Regarding the financing of the proposed connection, the local improvement procedure is available, should it be decided that the road be dedicated as such. If it is not, the local improvement provisions may not be used. An estimate has been provided of \$700.- \$800. for the preparation of a right-of-way plan for registration with the L.R.O. should it be desired to dedicate the allowance.

22. Re: Sperling Avenue Trunk Sewer - Deer Lake Branch.

An easement agreement providing a 20 ft. right-of-way through Municipal property in District Lots 82 and 83, Group 1, for the above mentioned trunk sewer constructed by the Greater Vancouver Sewerage and Drainage District has been prepared. The consideration payable to the Corporation is \$1.00.

It is recommended that the Reeve and Clerk be authorized to execute the easement agreement on behalf of the Corporation.

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23. Re:Grassmere Sanitary Sewer Project No. 1.

The Corporation requires a twenty-foot easement through Lot 75, D. L. 33, Group 1, Plan 3398 owned by Thomas and Josephine Majnarich at 5368 Chaffey Avenue.

The owners are prepared to grant the easement for \$90.00 plus restoration of the easement area. The amount is compensation for six fruit trees which will be destroyed during construction.

It is recommended that the easement be acquired and that the Reeve and Clerk be authorized to sign the necessary documents.

24. Submitted herewith for your information is the report of the Chief Building Inspector covering the operations of his Department for the period, November 4th to 29th, 1963.
25. Submitted herewith for your information is a report prepared by the Social Service Administrator covering Social Allowance disbursements and caseloads for select months in 1962 as compared to those same months in 1963.
26. Submitted herewith for your information is the report of the Fire Chief covering the activities of his Department for the month of November, 1963.
27. Submitted herewith for your information is the report of the Municipal Engineer covering construction progress for the month of November 1963.

Respectfully submitted,



H. W. Balfour,  
MUNICIPAL MANAGER.

HB:eb

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28. Re: Investments.

The Municipal Treasurer reports having made the following investments:

On 3 December 1963:

\$ 690,000.	B. C. Hydro, B. C. guarantee 5% debentures due 15 August 1967.
<u>300,000.</u>	B. C. Elec tric, B. C. guarantee 5½% debentures due 1 Sept.1965.
<u>\$ 990,000.</u>	

with agreement to sell the debentures back to the dealer on the following dates with interest accrued at 4½%.

\$ 190,000.	10 February 1964.
100,000.	17 February, 1964.
200,000.	9 March 1964
<u>500,000.</u>	13 March 1964
<u>\$ 990,000.</u>	

On 3 December 1963:

\$ 150,000.	B. C. 3% due 15 June 1964 @ \$99.34 to yield 4.25%
<u>26,000.</u>	B. C. 3% due 15 June 1964 @ \$99.15 to yield 4.65%
<u>\$ 176,000.</u>	

On 4 December 1963:

\$200,000. Province of Saskatchewan Treasuries due 26 February 1964  
@ \$99.054 to yield 4.15%.

On 4 December 1963 I also purchased:

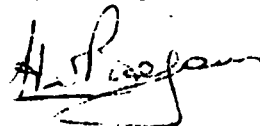
\$ 170,000. B. C. Hydro, B. C. guarantee 5% debentures due 15 August 1967 at par, to be exchanged for the New Canada Issue of 4½% due 15 December 1966, this latter issue to be repurchased by dealer at par plus interest at 4.10% on 13 March 1964.

Interest yields were:

26,000.	4.65%
1,140,000.	4.5%
200,000.	4.15%
<u>170,000.</u>	4.10%
<u>\$1,536,000.</u>	

Unfortunately there were not enough parities available on a buy-back basis to permit investment of the whole \$1,536,000. The funds come about through the payment by the Sewer District of \$1,500,000. being the sum they agreed to loan Burnaby.

Respectfully submitted,



H. W. Balfour,  
MUNICIPAL MANAGER.

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