



City of Port Moody

Minutes

Parks and Recreation Commission

Minutes of the meeting of the Parks and Recreation
Commission held on Wednesday, February 10, 2021 via Zoom.

Present

Councillor Hunter Madsen, Chair
Councillor Steve Milani, Vice-Chair
John Callaghan
John Grasty
Kate Le Souef
Haven Lurbiecki
Wilhelmina Martin (joined at 7:05pm)
David Parker
Rajeev Sharma
Cleone Todgham
Megan Traverse
Chris Zhao (joined at 7:04pm)

In Attendance

Jim LaCroix – Manager of Recreation
Philip Lo – Committee Coordinator
Robbie Nall – Parks Superintendent
Julie Pavey-Tomlinson – Director of Environment and Parks

1. Call to Order

Call to Order

1.1 The Chair called the meeting to order at 7:04pm

2. Adoption of Minutes

Minutes

2.1 PRC21/002

Moved, seconded, and CARRIED

THAT the minutes of the Parks and Recreation Commission meeting held on Wednesday, January 13, 2021 be amended by removing “conservation area” and adding “open space” under item 4.3 – 2021 Parks and Recreation Commission Annual Work Plan;

AND THAT the minutes of the Parks and Recreation Commission meeting held on Wednesday, January 13, 2021 be adopted as amended.

3. Unfinished Business

4. New Business

Council referral for Fitness Space Options for Individual or Private Business

4.1 Manager of Recreation

Attachments:

- a) Report to Council – Fitness Space Options for Individuals or Private Businesses, dated December 14, 2020, and considered at the February 2, 2021 Special Council meeting
 - b) February 2, 2021 Council resolution
- File: 01-0360-20-10

Staff noted the following:

- a staff report was considered by Council in response to a delegation by local businesses requesting that private individuals and businesses be permitted to rent public spaces for fitness classes;
- Council approved a pilot project for 2021, with a list of public spaces approved for rental to private businesses;
- the current commercial boot camp field bookings rate in the Fees Bylaw will be used for the pilot project;
- the City is required to be named on liability insurance coverage of no less than \$5 million;
- businesses can bring equipment to public spaces, however they may be limited in this regard due to logistical issues;
- bookings that are not hourly-based currently do not work well with the City's booking system, as the system only charges rates hourly; and
- there is currently no limitation on session time.

The Commission noted the following in discussion:

- the City can consider expanding outdoor programming and offering the same classes;
- the City will need to determine how to prioritize users at this rate, what types of users will be eligible to book the spaces, and how to book them;
- determine what the potential demand and competition amongst private businesses would be for public space booking, and how many groups may be turned away;
- the pilot project may be premature, as the state of COVID restrictions are still unclear, and provincial parks and private recreation areas are limiting capacity to restrict traffic in their areas;

- Crystal Falls is an example of increased traffic from users; the pilot program could generate an increase in traffic;
- businesses booking classes or parties could gain more financially than the City will receive from the bookings; avoid taking revenue out of the City to gain other forms of revenue;
- factor in the cost of portable toilets, including accessible toilets; the City should not be responsible for these costs; however businesses may not be willingly to pay for them;
- enforcement could become chaotic for bylaw officers, as there are currently an insufficient number of officers;
- more details will need to be worked out, such as signage about bookings, how to moderate public space disputes, whether the booking rate will sufficient compensation the City for potential damages, other under-utilized spaces that can be used, and the lead time required for bookings;
- outdoor performers, buskers, artists, and day cares are equally justified for outdoor space use;
- revenue from the program should be earmarked for reallocation to a specific park; and
- start with a higher booking fee as a default.

In response to questions from the Commission, staff noted the following:

- the City is currently providing outdoor fitness programs as well, as there are limitations on how many people can participate in indoor classes;
- outdoor spaces would be booked through the City's booking system;
- only licensed Port Moody businesses would be eligible to book outdoor spaces; participants for these classes would be booked through the private businesses;
- staff can track the bookings and complaints, such as booking frequency;
- a COVID-19 safety plan is required to be submitted for each booking; group size is currently limited through bylaw;
- staff will determine an appropriate booking lead time, and provide signage in the public spaces;
- Parks staff had identified spaces that should have less impact on the public as they are lower traffic locations;
- there is currently a bylaw limiting sound level in parks; there is a specific level of sound which requires approval during booking, and which the event cannot exceed;

- the City can only charge a rate that is currently in the Fees Bylaw; a resolution can be forwarded to Council to increase the fee for this year;
- there are currently round eight fitness businesses in the City, plus some yoga businesses;
- City programming is currently focused around the Recreation Complex, as moving City fitness equipment to another outdoor space becomes logistically challenging;
- the pilot program is currently underway;
- there are currently plans for cultural services events at the theatre space behind City Hall; rehabilitation work is also needed for this space before it can be used.

Chris Zhao left the meeting and did not return.

2021 Parks and Recreation Commission Annual Work Plan

4.2 Attachments:

- a) 2020 Parks and Recreation Commission Work Plan
- b) Draft 2021 Parks and Recreation Commission Work Plan (distributed On-Table)

File: 01-0360-20-10

The Chair reviewed the draft 2021 Work Plan, noting that it is intended to include active participation by the Commission, including voluntary working group assignments.

The Commission noted the following in discussion regarding the draft work plan:

- there has been a considerable number of complaints about off-leash dogs and dog waste in Port Moody;
- the Work Plan should be in line with the Parks and Recreation Master Plan recommendations;
- as part of the Parkland Acquisition Strategy discussion, consider sectioning off a small portion of Bert Flinn Park to convert it into a City park;
- there is interest from the Commission to provide timely input into projects to ensure that there is value to the input;
- the Rocky Point Park Master Plan should be earlier in the work plan, with a working group to provide input; and
- evaluate the state of the Parks and Recreation Master Plan recommendations implementation; review the Master Plan to consider the next steps for this year or next year, and give legitimacy to the Commission's work.

Staff noted the following:

- a City task force reviewed the appropriate uses for Bert Flinn Park following a City referendum to dedicate it as parkland, with the recommendation to retain it as a natural undeveloped park with a loop trail system;
- the Dog Management Working Group will conduct research to review options to improve dog management in parks;
- staff suggested that the Commission consider a Pickleball/Tennis Working Group to consider options to address the increase in pickleball demand and usage, and consider ways to address conflicts between user groups;
- there has been a seasonal shift in pickleball usage, with more people playing outdoors in the winter; other cities have been in touch to exchange information;
- there have been more requests for Westhill Sports Box usage than there is current capacity for; the facility's popularity has been growing annually and there needs to be a policy for fair space allocation;
- there are medical support and medical prescriptions for forest/nature therapy; Council recommended that this be included in the Urban Forest Management Strategy;
- the Planning department is the lead for the OCP review; other Committees are also providing input into the review;
- Sports and Physical activity for Girls and Women can also be added to the Work Plan;
- presentations can be sent out in advance to the Committee to prepare, so the presentations themselves can be more brief and allow more time for input; and
- the Commission can also receive regular Council updates.

The following members of the Commission volunteered for the Dog Management Working Group:

- Haven Lurbiecki
- Wilhelmina Martin
- Megan Traverse

Staff will provide background documents to assist the working group.

PRC21/003

Moved, seconded, and CARRIED

THAT the draft 2021 Parks and Recreation Commission Work Plan be approved.

(Voting against: John Grasty)

Staff Updates

5. Information

- 5.1 There were no staff updates.

6. Adjournment

- 6.1 The Chair adjourned the meeting at 8:59pm.



Councillor Hunter Madsen,
Chair



Philip Lo,
Committee Coordinator