



# City of Port Moody

## Report/Recommendation to Council

Date: November 10, 2021  
Submitted by: Parks and Recreation Commission  
Subject: 2021 Annual Report – Parks and Recreation Commission

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### Purpose

To provide a report on the activities of the 2021 Parks and Recreation Commission.

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### Recommended Resolutions

**THAT the report dated November 10, 2021 from the Parks and Recreation Commission regarding 2021 Annual Report – Parks and Recreation Commission be received for information;**

**AND THAT the 2022 Parks and Recreation Commission be asked to review this report and bring forward its annual Work Plan in spring 2022.**

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### Committee Mandate

The purpose of the Parks and Recreation Commission is to act as an advisory body to Council regarding the public use and needs for amenities, facilities, programs, and services. More specifically, the Commission is expected to:

- make recommendations to Council on the long-term planning, management, maintenance, improvement, operation, control, construction, and use of Parks and Recreation facilities;
- make recommendations to Council on the public use of Parks and Recreation facilities;
- make recommendations to Council on the planning, organizing, operating, and facilitating of Parks and Recreation programs;
- review and make recommendations to Council annually in October on a fee schedule for all facilities, programs, and operations on which fees shall be levied;
- cooperate with and encourage all public, private, civic, social, and other such organizations within the City that support, promote, and work for recreation;
- hear and consider representations by any individual, organization, or delegation of citizens with respect to parks and recreation activities and, with Council approval, act on such recommendations arising as the Commission shall deem to be in the best general interest of all citizens;
- seek public input and assistance in the development of master plans and procedures for Parks and Recreation operations;

- develop a ten-year Master Plan (Parks and Recreation Master Plan), which will be reviewed and updated annually by October of each year and provided to Council for consideration and approval;
- work closely with Community Services Department administration staff in providing the best possible services for the citizens of the City;
- provide and complete reports as requested by Council; and
- undertake any other matter referred to the Commission by Council.

## Meeting and Attendance

The Parks and Recreation Commission met monthly between January and November 2021, with the exception of August, due to summer break.

Councillor Hunter Madsen was appointed as Chair and Councillor Steve Milani as Vice-Chair for the 2021 term. The following members, representing the community-at-large, were appointed:

- John Callaghan;
- John Grasty;
- Kate Le Souef;
- Haven Lurbiecki;
- Wilhelmina Martin (Seniors Focus Committee Representative);
- David Parker;
- Rajeev Sharma (January to July 2021);
- Leah Song (2021-2022 Youth Focus Committee Representative);
- Cleone Todgham;
- Megan Traverse; and
- Chris Zhao (2020-2021 Youth Focus Committee Representative).

Jim LaCroix, Manager of Recreation, and Julie Pavey-Tomlinson, Director of Environment and Parks, served as the staff liaisons to the Committee in 2021. Philip Lo, Jennifer Mills, and Esin Gozukara served as the Committee Coordinators.

## Key Activities and Work Plan

The 2021 Parks and Recreation Commission Work Plan was approved by Council on March 9, 2021. The following are the key activities that were undertaken in 2021 by the Parks and Recreation Commission (a list of resolutions made in 2021, along with the status of the resolutions, is included in **Attachment 1**):

### COVID-19 Staff Updates

The Commission received staff updates at number of meetings in January, March, September, and October and provided feedback on the COVID-19 responses and impacts to parks and recreation facilities. Feedback included park issues, design considerations, and COVID-19 learnings for future park planning and possible future innovations.

#### Fitness Based Options for Individuals or Private Businesses Report

The Commission received a staff report referral from Council regarding a private business request for outdoor fitness space in response to COVID-19 restrictions for private gyms in Port Moody. The conditions for a pilot project underway in 2021 were referred to the Commission for feedback.

#### Community Garden/Food Security

The Commission received presentations on Food Security and Community Gardens and provided feedback on location selection criteria and considerations for volunteer partnerships, including guidelines for community gardens. The Food Security – Food Production in Parks staff report was subsequently referred to the Commission for further input on food security initiatives, including a formal process for future community garden expansion.

#### Climate Resilient Landscaping

The Commission received a presentation on Climate Resilient Landscaping Strategies, which was one of the prioritized actions in the City's Climate Action Plan. Feedback was provided on the pilot project and landscaping considerations.

#### Forest Therapy

The Commission received a presentation from Dr. Melissa Lem on forest therapy, including the nature prescription (PaRx) program and a review of the scientific data on public health benefits (physical and mental).

#### Fees and Charges Bylaw Review

At the April meeting, staff provided an overview of the proposed fees for 2022-2023, which had largely remained unchanged for 2021 due to the impacts of COVID-19. The Commission reviewed the proposed fee changes for 2022 and provided feedback.

#### Parks and Recreation Master Plan Review

The Commission received tracking sheets for Parks, Recreation, and Facilities in May and reviewed the updates at the May and June meetings. This item is included in the Commission's Terms of Reference, to be reviewed on an annual basis as part of the implementation of the Parks and Recreation Master Plan (10-year plan).

#### Pickleball/Tennis Strategy

The Commission received a presentation in June on the tennis and pickleball strategy (background on the two sports, overview of existing facilities, and questions from staff). The Commission reviewed the information and provided feedback on the draft strategy in July.

#### Dog Management Working Group

The Commission formed a Dog Management Working Group to review dog off-leash areas in the city, which included a review of current Bylaws and Policies. The "Paws in Port Moody" report was developed and presented over two committee meetings; it is intended to guide the development of a municipal strategy to address issues related to dogs in the city.

#### Westhill Sports Box Allocation Policy

The Commission received a presentation on the Westhill Sports Box Allocation Policy to ensure equitable access to facility users and the public. The Commission provided feedback to staff, and the draft policy will be brought forward to the Commission for review and feedback in 2022.

#### Girls and Women in Sport

The Commission received a presentation on Girls and Women in Sport at the July meeting. The presentation included data on the levels of participation for females in sport, the health benefits, and recreation programs in place to support female participation.

#### Official Community Plan (OCP) Review

The Commission received a presentation on the OCP Review Process from Planning staff. As an ongoing stakeholder, the Commission provided feedback on Chapter 7 of the OCP, which focuses on parks, open spaces, and recreation.

#### Inlet Trail Boardwalk and Bridges– Design Inputs

The Commission received a presentation on the Inlet Trail Boardwalk Project from the Project Manager, including an overview of the project, a review of the project constraints, other trail and park improvements, and a project status update. The Commission provided feedback on the Project.

#### 2021 Sports Awards

Reviewing nominations for the Sports Award is an annual task on the Commission's Work Plan. At a Closed meeting, the Commission nominated one candidate for the Sports Award for Council's consideration. The Commission also recommended that future reviews of nominations include a Scoring Rubric to better facilitate the review, and that the nomination period and criteria be reviewed to increase the number and diversity of nominations.

#### Rocky Point Park Master Plan Update

The Commission received a presentation from the Rocky Point Park Master Plan Project Manager, including a review of project boundary and areas of influence, key project elements, recent and current projects, and a summary of opportunities and challenges. The 2019 Rocky Point Park Visioning Exercise was revisited and updated by the 2021 Commission for inclusion in the supporting documents for the Master Plan process underway.

#### Old Orchard Park Master Plan

The Commission received a presentation from the Old Orchard Park Master Plan Project Manager, including a review of project boundary and areas of influence, key project elements, recent and current projects, and a summary of opportunities and challenges. The Old Orchard Park Visioning Exercise was completed by the Commission for inclusion in the supporting documents for the Master Plan process underway.

#### Parkland Acquisition Strategy

The Commission received a presentation and project update from the Parkland Acquisition Strategy Project Manager. The presentation included a review of the foundational work (DCC Bylaw, the 2019 Parks and Recreation Commission Working Group on the Parkland Acquisition Strategy, and the draft Terms of Reference).

### Community Wildfire Protection Plan

The Deputy Fire Chief provided a presentation on the Community Wildfire Protection Plan (CWPP). The scope included areas of interest, assessment of fire threat and proposed treatment areas (~115.5ha), and a summary status update on the recommendations in the CWPP.

### Urban Forest Management Strategy

The Commission received a presentation from Diamond Head Consulting on the Urban Forest Management Strategy, including an overview of the project, an introduction to urban forest planning, urban forest benefits, and a summary of the project scope. The commission provided feedback as an ongoing stakeholder.

## Outstanding Matters

The following item has been postponed due to time constraints and may be proposed as a topic for the next Parks and Recreation Commission Work Plan:

- Westhill Sports Box Allocation Policy Review.

## Suggested Focus Areas for Next Year

Subject to Council's direction, the following focus areas should be included in the Committee's Work Plan for 2022:

- developing strategies to activate neighborhood parks;
- continuing work related to the "Paws in Port Moody" report, including examining areas for additional dog parks, and developing specific recommendations to ensure that residents can safely and legally spend time with their dogs;
- House Post Project; and
- collaborating with Transportation Committee regarding the development of e-mobility in parks, focusing on electric bikes and scooters in parks and trails.

## Attachment

1. 2021 Parks and Recreation Commission Resolutions.

## Report Authors

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## Report Approval Details

Document Title:	2021 Annual Report – Parks and Recreation Commission.docx
Attachments:	- Attachment 1 – 2021 Parks and Recreation Commission Resolutions.pdf
Final Approval Date:	Dec 23, 2021

This report and all of its attachments were approved and signed as outlined below:

Tracey Takahashi, Deputy Corporate Officer - Dec 6, 2021 - 3:53 PM

Dorothy Shermer, Corporate Officer - Dec 8, 2021 - 4:51 PM

Rosemary Lodge, Manager of Communications and Engagement - Dec 9, 2021 - 11:14 AM

Paul Rockwood, General Manager of Finance and Technology - Dec 10, 2021 - 9:34 AM

Tim Savoie, City Manager - Dec 23, 2021 - 7:26 AM