



Report to Council

From the Office of Councillor Meghan Lahti

Date: March 28, 2022
Subject: Field Allocation Policy

Purpose

To provide direction for the implementation of a Field Allocation Policy for City of Port Moody sports fields.

Recommendation

THAT staff be directed to develop and provide a Field Allocation Policy for Council approval by July 2022, with a goal to utilizing this policy for the Fall field allocation process, as recommended in the report from the Office of Councillor Meghan Lahti dated March 28, 2022 regarding Field Allocation Policy;

AND THAT this Field Allocation Policy outline the following user groups in order of priority in determining fair and equitable field allocation in Port Moody:

- 1) Programs services and events sponsored by the City of Port Moody, provided that there is not another non-profit user group organization providing the service;**
- 2) Sport organizations – Port Moody based sports organizations get first choice of times/fields in the following order:**
 - a. Youth have higher priority in allocation of turf fields, including the turf warm-up box;**
 - b. Youth have prioritized use until 8:00 pm weekdays and 4:00 pm weekends;**
 - c. Adults have higher priority after 8:00 pm weekdays and 4:00 pm weekends;**
- 3) Local schools weekdays during the school year between 8:00 am – 5:00 pm;**
- 4) Local User Group hosting a major special event such as a tournament, championship, ceremony or trade show;**
- 5) Local Not-For-Profit Group;**
- 6) Local Private Group;**
- 7) Port Moody Individual;**
- 8) Regional Sport Group;**

AND THAT the Field Allocation Policy also include the following:

- 1) **Port Moody based groups get first choice over an organization from Tri-Cities, provided that Port Moody does not have that specific sport;**
 - 2) **When there are more than one group looking for allocation of the same time/space, the organization with the most local youth members will get priority;**
 - 3) **Port Moody residency requirements be established at 75% for organizations located outside of Port Moody.**
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Background

The issue of field allocation has been a source of contention for some time, particularly as the demand for fields and usage has been increasing over the years. Port Moody has a number of competing user groups who use our fields including SD43, adult user groups, baseball, softball, soccer and lacrosse, however without a policy as to how our city prioritizes its allocation of field use, there is inequity.

Discussion

Port Moody has multiple policies however field rentals appears to be the only recreational facility type not to have a policy in place to guide or govern this. It has been recognized as a much needed tool in determining equitable distribution of the city assets, however it has not happened yet, and user groups are frustrated with the lack of progress in this regard. With the recent announcement regarding the new turf field funding for Inlet Field it is even more important to establish this much needed policy. In researching other municipalities there is a noticeable trend regarding how use of these assets is determined. Most, if not all, have policies in place to determine which user groups get priority, etc. for fields. Given our geographic location and the fact that many residents in the Tricities compete and participate in sports throughout the area in a cross-boundary fashion, I believe it is important to have a policy regarding field allocation in line with both Coquitlam and Port Coquitlam. Both Coquitlam (**Attachment 1**) and Port Coquitlam (**Attachment 2**) have similar field allocation policies as well as a mechanism for sports user groups to regularly collaborate in decision making, which makes for a more transparent process.

In Port Coquitlam there is an organization called the Port Coquitlam Sports Alliance Society, which acts as a representative of all sporting bodies and there is a requirement for each group represented at the table to be a 'member in good standing', however, given the size of Port Moody, and the number of organizations competing for these assets, it is likely not necessary to establish an organization such as this at this time. One thing that is of concern is that the city may be providing programming that our user groups are already providing and we may be inadvertently competing with our non-profit organizations. This is not something that is recommended and should be discouraged in an effort to assist our local user groups in providing competitive and sustainable programs.

Both policies outline priorities for field allocation, with the first priority being given to youth groups that are based in the municipality. They also outline strategies for prioritizing local youth sports groups based on the number of youth members in the organization, with those that have

the most members ranking the highest. Attached are Port Coquitlam and Coquitlam field allocation policies. Common for both of them is that they both have well defined the issue of who get's first priority, second, third, with children and youth being prioritized, and that they specify percentage of city residents required for the organization.

Other Option(s)

Not proceed with establishing a Field Allocation Policy.

Financial Implications

None.

Communications and Civic Engagement Initiatives

None.

Council Strategic Plan Objectives

Strategic Priority – Healthy City – Encourage life long healthy and active living.

Strategic Priority – Community Evolution – Be stewards of City lands to optimize benefits to community well-being

Attachment(s)

1. City of Coquitlam – Facility Allocation Policy.
2. City of Port Coquitlam – Facility Allocation Policy.