



# City of Port Moody

## Report/Recommendation to Council

Date: July 23, 2024

Submitted by: Engineering and Operations Department – Project Delivery Services Division

Subject: Public Engagement Approach for New Recreation Facilities Feasibility Study

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### Purpose

Per Administrative Policy – A19-1490-2023-01 – Public Engagement Process, this report seeks Council endorsement of the public engagement approach being proposed by staff for the New Recreation Facilities Feasibility Study.

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### Recommended Resolution(s)

**THAT the public engagement approach for New Recreation Facilities Feasibility Study be endorsed as recommended in the report dated July 23, 2024, from the Engineering and Operations Department – Project Delivery Services Division regarding Public Engagement Approach for New Recreation Facilities Feasibility Study.**

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### Background

The purpose of the New Recreation Facilities Feasibility Study is to provide an assessment of the current state of recreation facilities in Port Moody, regional and community specific needs and trends, and options for upgrades and/or expansion of existing recreation facilities as well as new recreation facilities, including swimming pools. This project will build on the recommendations from the Parks and Recreation Master Plan (2015) and feed into the new Parks and Recreation Master Plan (2025).

### Discussion

To facilitate public engagement for the New Recreation Facilities Feasibility Study, staff have worked with a consultant to prepare the public engagement approach as outlined below in the Communications and Public Engagement Initiatives section for Council review and endorsement.

### Other Option(s)

THAT Council direct staff to report back on alternative approaches to public engagement.

### Financial Implications

The anticipated costs of the proposed public engagement activities are already accounted for within the approved project budget and, as such, there are no additional financial implications.

## Communications and Public Engagement Initiatives

Civic staff and the project consultant will conduct public engagement and share information using the following approach:

<b>With whom are we engaging?</b>	<b>Key audiences:</b> <ul style="list-style-type: none"><li>• Port Moody residents of all ages</li><li>• Facility and recreation amenity user groups (indoor and outdoor)</li></ul>	<b>Governments:</b> <ul style="list-style-type: none"><li>• Local First Nations</li></ul> <b>Stakeholder groups:</b> <ul style="list-style-type: none"><li>• Seniors Focus Committee</li><li>• Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee</li><li>• Youth Focus Committee</li><li>• Parks and Environment Committee</li><li>• Representatives from recreation focused groups, including but not limited to:<ul style="list-style-type: none"><li>• Youth sports organizations</li><li>• Adult sport organizations</li><li>• Facility user groups</li><li>• Recreation and active living program providers</li></ul></li><li>• A sampling of representatives from organizations with an interest in and/or perspectives on the benefits and value provided by recreation in Port Moody. Examples of these stakeholders include:<ul style="list-style-type: none"><li>• School District 43</li><li>• Social service providers</li><li>• Business community leaders / collective organizations</li><li>• Developers</li></ul></li></ul>
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		<ul style="list-style-type: none"> <li>Community associations, service clubs, and similar</li> </ul>
<b>What is the scope of the public engagement?</b>	<p><b>Key audiences:</b></p> <p>We will inform and educate the public on the:</p> <ul style="list-style-type: none"> <li>Scope of the study and its role in furthering facility development in the city</li> <li>How the study builds on recommendations from the Parks and Recreation Plan (2015)</li> <li>Current and projected state of existing recreation facilities (indoor and outdoor) in Port Moody</li> </ul> <p>We will ask the community to provide input on following:</p> <ul style="list-style-type: none"> <li>Activity preferences and changes / trends.</li> <li>Perspectives on current infrastructure (satisfaction levels, desired improvements, etc.)</li> <li>Barriers and challenges that may exist and impact access to facilities and the activities that take place in them.</li> <li>Perspectives on future facility needs and priorities.</li> <li>Key values and criteria that should guide prioritization (e.g. exploring cost-benefit relationships).</li> </ul>	<p><b>Governments and stakeholder groups:</b></p> <p>We will ask governments and stakeholder groups to share any information they feel Council should take into consideration when making decisions related to the draft New Recreation Facilities Feasibility Study.</p>
<b>How will we engage?</b>	<p><b>Key audiences:</b></p> <p>Staff / consultants will gather input through a combination of engagement tactics, including:</p> <ul style="list-style-type: none"> <li>Survey and other feedback gathered through Engage Port Moody, the City's</li> </ul>	<p><b>Governments and stakeholder groups:</b></p> <p>Staff will work with the consulting team to coordinate discussions.</p>

	<p>online public engagement hub.</p> <ul style="list-style-type: none"> <li>• Sounding Boards (panels that contain information to promote the engagement process and provide space for on-the-spot feedback) will also be placed at high traffic facilities for residents and visitors to provide top-of-mind thoughts about recreation facilities. During a handful of selected peak times, these panels will be staffed by members of the City and/or consulting team.</li> </ul>	<p>A Community Organization Survey will also be fielded to group representatives.</p>
<p><b>How will we communicate?</b></p>	<p><b>Key audiences:</b></p> <p>We will promote engagement opportunities for key audiences through the City's usual communication channels which typically include website, social media, digital billboards, digital news media ads.</p> <p>We will also:</p> <ul style="list-style-type: none"> <li>• Use Sounding Boards and other engagement methods to cross promote opportunities to provide input.</li> <li>• Ensure parks and recreation staff/hosts have information so they can answer public inquiries.</li> </ul>	<p><b>Governments and stakeholder groups:</b></p> <p>Communications from the City regarding opportunities to participate in engagement (discussion sessions and group survey). These communications will include information on the study purpose and process.</p>
<p><b>When will we engage?</b></p>	<p><b>Key audiences:</b></p>	<p><b>Governments and stakeholder groups:</b></p>

	Engagement with key audiences will take place in September/October 2024.	Engagement with governments and stakeholder groups will take place in September/October 2024.
<b>How will we share what we heard?</b>	<p>A public engagement summary will be shared with Council in a staff report and with the public via a link to the staff report on Engage Port Moody. Registered members of the public who participated in the engagement process via Engage Port Moody will receive an email letting them know when a summary is available for viewing online.</p> <p>Per the public engagement best practices that inform the City's Public Engagement Policy, responses to open-ended questions will be analyzed and the common themes included in the public engagement summary to provide key insights. Complete verbatim responses will be anonymized and shared directly with Council to provide decision makers with the full range of input collected</p>	

## Council Strategic Plan Goals

The recommendations in this report align with the following Council Strategic Plan Goal(s):

- Strategic Goal 2.3 – Enhance and expand parkland and open spaces; and
- Strategic Goal 3.3 – Enhance community wellbeing.

## Report Author

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## Report Approval Details

Document Title:	Public Engagement Approach for Recreation Facilities Feasibility Study.docx
Attachments:	
Final Approval Date:	Jul 15, 2024

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

Jody Fitzpatrick, Assistant Manager of Recreation - Jul 10, 2024

Nathan Taylor, Manager of Recreation - Jul 10, 2024

Julie Pavey-Tomlinson, General Manager of Community Services - Jul 10, 2024

Stephanie Lam, City Clerk and Manager of Legislative Services - Jul 11, 2024

Lindsay Todd, Manager of Communications and Engagement - Jul 12, 2024

Paul Rockwood, General Manager of Finance and Technology - Jul 12, 2024

Anna Mathewson, City Manager - Jul 15, 2024