



# City of Port Moody

## Report/Recommendation to Council

Date: December 2, 2019  
Submitted by: Parks and Recreation Commission  
Subject: 2019 Annual Report – Parks and Recreation Commission

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### Purpose

To provide a report on the activities of the 2019 Parks and Recreation Commission.

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### Recommended Resolutions

**THAT the report dated December 2, 2019 from the Parks and Recreation Commission regarding 2019 Annual Report – Parks and Recreation Commission be received for information;**

**AND THAT the 2020 Parks and Recreation Commission be asked to review this report and bring forward its annual work plan in spring 2020.**

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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, 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 February and December 2019, with the exception of August 2019, due to summer break.

Councillor Steve Milani was appointed as Chair and Councillor Hunter Madsen as Vice-Chair for the 2019 term. The following members, representing the community-at-large, were appointed:

- Barry Brown;
- Tyler Brown;
- John Callaghan;
- Emelia Colman-Shepherd (January-March 2019);
- Ruth Cox, Seniors Focus Committee Representative (September-December 2019);
- Edward Dwyer;
- Caitlin Hickenbotham (January-November 2019);
- Kate Le Souef;
- Haven Lurbiecki;
- Stephen McGinley;
- Nancy Owens (January-May 2019);
- David Parker;
- Jeff Poste;
- Tonny Scholton, Seniors Focus Committee Representative (March-July 2019);
- Rajeev Sharma;
- David Shin, Youth Focus Committee Representative (September 2018-September 2019);
- David Tang (January-June 2019);
- Megan Traverse; and
- Matthew Turnell.

Jim LaCroix, Manager of Recreation, and Julie Pavey-Tomlinson, Manager of Parks, served as the staff liaisons to the Committee in 2019.

Philip Lo and Jennifer Mills served as the Committee Coordinators.

## Key Activities and Work Plan

The 2019 Parks and Recreation Commission Work Plan was approved by Council on June 25, 2019. The following are the key activities that were undertaken in 2019 by the Parks and Recreation Commission (a complete list of motions from 2019 along with statuses is included in **Attachment 1**):

### Parks and Recreation Staff Five-Year Plan

At the March 13, 2019 meeting, staff reviewed the Recreation Five-Year Plan, including the goals of the Plan; enhancements to services, programs, and operations; and 2019 Capital Requests as part of the work plan discussions.

### Recreation Fees

At the April 10 and May 15, 2019 meetings, staff presented the proposed fees. The 2020-2021 Community Service Fees report with the recommendations from the Commission was referred to Council and approved on June 11, 2019.

### A Call to Park Upkeep

In April 2019, the Commission discussed issues contained in the July 11, 2018 report to Council titled “A Call to Park Upkeep.” It was noted that park maintenance issues are addressed through both the Operating and Capital budgets. The Commission noted that small projects and enhancements in each neighbourhood park could make a big difference; and that public open houses and stakeholder/community outreach should be used to address neighbourhood-specific parks issues. It was also noted that there is a need for more proactive maintenance of parks and sporting facilities and the need to maintain Crime Prevention Through Environmental Design (CPTED) principles; however, additional asset management activities may result in budgetary and staffing increases. The Commission was informed that staff are already doing this through scheduled inspections.

### Pioneer Park Site Tour

In May 2019, the Parks Manager gave the Commission a detailed site tour of Pioneer Park. The history and evolution of the Park was discussed, and members gave input on future park uses and development for consideration. Staff are working to complete an updated vision for Pioneer Park, which includes improvements to the urban forest and consideration for future improvements.

### Sports Award

At a closed meeting on September 11, 2019, the Commission nominated three candidates for the Sports Award to Council. Council approved the nominations at a closed meeting of Council.

### Parkland Acquisition Strategy

The Commission set up a Parkland Acquisition Strategy Working Group in order to fully contribute to a topic that was ranked as highly important. The working group developed a list of questions to assist in developing their input and there was a presentation on the Development Cost Charges (DCCs), which could be used to enhance parkland assets. The environmentally sensitive area update will incorporate the ecological network principle that examines how urban ecological elements provide a higher level of connectivity.

In October 2019, the working group provided an overview of the Parkland Acquisition Strategy – Subcommittee Update and requested Commission members’ feedback on the report for incorporation into the final version of the report that would be submitted to Council. Staff and Commission members discussed the report and it was finalized in November 2019.

### Physical Literacy

Steve McGinley provided a presentation titled “Physical Literacy 101 – What It Is and Why It’s Important” at the June 12, 2019 meeting.

### Rocky Point Park Visioning Exercise

There was a presentation on the Rocky Point Master Plan that informed the redevelopment of Rocky Point Park in 2003. The Commission participated in a Rocky Point Park Visioning Exercise and provided an overview of the input received from Commission members’ submissions.

### No Park Left Behind

Commission members each visited the smallest neighbourhood park closest to their residence and discussed their findings at November’s meeting.

### Trail Network Plan

Staff provided a presentation on the existing trail infrastructure in Port Moody Parks. Committee inputs will be considered within the development of the Trails Network Plan. This project will support climate action, health and recreation, and environmental protection objectives. The proposed updates should also include a review of universal accessibility requirements for trails and considerations for age-friendly infrastructure that supports trail use for residents of all ages and abilities. The overall goal is to provide a coordinated and extended network of trails and bikeways to provide better connectivity. Furthermore, the Manager of Parks updated the Commission that Parks staff have reinstalled trail counters to provide future data on trail use.

### Happening Guide

At the November 2019 meeting, staff provided an overview of the Happening Guide.

## Outstanding Matters

The following items have been postponed due to time constraints and may be proposed as topics for the next work plan of the Parks and Recreation Commission:

- Youth Outdoor Recreation;
- Park Code of Conduct;
- Park Signage Optimization; and
- Old Orchard Park.

## Attachment

1. 2019 Parks and Recreation Commission Resolutions.

## Report Authors

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## Report Approval Details

Document Title:	2019 Annual Report - Parks and Recreation Commission.docx
Attachments:	- Attachment 1 - 2019 Parks and Recreation Commission Resolutions.pdf
Final Approval Date:	Feb 18, 2020

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

Dorothy Shermer, Corporate Officer - Feb 13, 2020 - 1:17 PM

Angie Parnell, General Manager of Corporate Services - Feb 13, 2020 - 5:45 PM

Rosemary Lodge, Manager of Communications and Engagement - Feb 14, 2020 - 2:59 PM

Paul Rockwood, General Manager of Finance and Technology - Feb 17, 2020 - 7:56 PM

Tim Savoie, City Manager - Feb 18, 2020 - 1:39 PM