



City of Port Moody

Report/Recommendation to Council

Date: November 5, 2020
Submitted by: Community Services Department – Cultural Services Division
Subject: Corporate Filming Policy

Purpose

To propose a new Corporate Filming Policy and Film Permit Bylaw, and present an associated Filming Procedures document to promote and facilitate filming in the City of Port Moody.

Recommended Resolution(s)

THAT Corporate Policy – 18-7920-2020-01 – Filming and Student Filming be adopted as recommended in the report dated November 5, 2020 from the Community Services Department – Cultural Services Division regarding Corporate Filming Policy;

AND THAT Corporate Policy – 09-4500-01 – Film Industry and Student Filming be rescinded;

AND THAT City of Port Moody Filming Permit Bylaw, 2021, No. 3273 be read a first, second, and third time;

AND THAT a Community Film Reserve be established to collect film industry donations to be used to support projects in the community.

Background

The City of Port Moody has been issuing film permits since the late 1990s. Since 2015, the number of permits issued has seen a significant annual increase, with 2019 being our most successful year to date. Rocky Point Park and areas of Clarke Street have remained popular areas for filming. The number of permits issued are summarized in the following chart:

Year	Number of Permits	Popular Film Locations
2019	27	Clarke Street, Moody Center, Rocky Point Park
2018	22	Westhill Park, Eagle Ridge Hospital, Rocky Point Park (area), Clarke Street, Moody Center
2017	23	Clarke Street/Queens Street (area), Rocky Point Park (area), Newport Village, Eagle Ridge Hospital, Kokos
2016	14	Newport Village, Heritage Woods Secondary, 2300/2400 and 2600 Clarke Street, Kokos
2015	7	Clarke Street, Heritage Woods Secondary, Newport Village
2014	5	Heritage Woods Secondary, Rocky Point Park, Belcarra Quarry
2013	7	White Pine Beach, Belcarra Quarry
2012	6	Suter Brook Village, Belcarra Quarry

At the July 17, 2018 Committee of the Whole meeting, Council passed the following resolutions:

CW18/068

THAT staff prepare a draft Film Policy for Council consideration as recommended in the report dated June 29, 2018 from the Community Services Department – Cultural Services Division regarding Request for Direction on Establishing a Port Moody Filming Policy;

AND THAT staff be directed to prepare the policy with a supportive approach, establishing clear comprehensive guidelines, simplifying processes, and facilitating requests within Policy requirements;

AND THAT staff report back on Reserve Fund options for money collected through donations and other filming related activities for future allocation to community projects.

Discussion

Whereas there are overarching principles that all film productions adhere to (such as the Creative BC Code of Conduct and the training courses for production staff), staff propose establishing the following Corporate Filming Policy (**Attachment 1**) and Film Permit Bylaw (**Attachment 2**) to prescribe and communicate the requirements, fees, and procedures by which filming activities within the City of Port Moody are permitted to occur.

The proposed corporate filming policy addresses the following key topics:

- permit filming activity while protecting the residents, businesses, and visitors to the City from unacceptable disruption while protecting against potential liability and adverse impacts on the City's assets, premises, and maintenance activities. This includes a "hot spot" identification and "cooling" process to assist with preventing over filming in a given area;
- provide a compensation dispute resolution process;
- ensure that filming is undertaken without a direct cost to the City of Port Moody;
- ensure appropriate conduct towards City staff and community members while providing a guide for disputes and appeals;
- provide an appropriate sub-set of parameters for student filming; and

- ensure that all filming fully complies with the City's bylaws, policies, and regulations, as well as those of other levels of government.

The proposed Corporate Policy is further supported by the administrative Filming Procedures (included as **Attachment 3** for Council's reference), which will be updated to tackle emerging challenges and respond to the use of different technologies (e.g. electric generators) as they are brought to the City, while protecting the residents and businesses.

In order to adopt the new Corporate Policy for filming and student filming, the previous Corporate Policy, 09-4500-01 – Film Industry and Student Filming (**Attachment 4**), will need to be rescinded.

Staff were directed to report back on examples of reserve fund options to allow the City to collect donations from production companies for use in the community. Some examples of operating reserve funds from other municipalities include:

Township of Langley – Community Partners in Film Reserve

Interested productions can make donations and other contributions to a Township Reserve, which funds future, small-scale improvements across the community, such as playground equipment, park benches, and picnic tables.

City of North Vancouver – Indie Filmmakers Lab Bursary

City of North Vancouver-based High School Students (in grade 9 or above) that apply for a two-week filmmaking course in Vancouver have the opportunity to have this course paid by the City's "Youth in Film" bursary. The City's "Youth in Film" bursary is funded by donations from the many film productions that film in that area.

It is not uncommon for a production company to make a donation to a local Business Improvement Association (BIA) or Neighbourhood Community Association when filming in their neighbourhoods as a way to say thank you for any inconvenience locals may have experienced. There are times when a local BIA or Neighbourhood Community Association does not exist in an area where filming is taking place and, in those cases, there is no obvious place where a film company can make a donation should they wish to do so.

Staff recommend establishing a Community Film Reserve in order to accumulate donations from productions filming in Port Moody. As noted above, donations collected from film companies can be used in a variety of ways. Staff further recommend that this new reserve be used to support community projects that may be identified or brought forward by Council or staff. The reserve could further be used to enhance the funding available to the City's Community Grant Program in years where Council may wish to support a number of exceptional grant applications that exceed the available funding.

It should be noted that, in Port Moody's case, filming activity is relatively low when compared to our neighbouring municipalities, reducing the potential for donations to the City. It may take a few years to build up the reserve to the point of being able to support an identified project.

Sustainability Comments

The film industry has been making efforts to improve its sustainability credentials, and our procedures encourage this.

It is recognised that filming brings important socio-economic benefits to our community. By assisting this creative sector, the City is helping develop creativity, talent, and skills, and is generating employment in a creative field driven by knowledge and passion. An estimated 40% of productions made in Canada are made in BC, resulting in more than 71,000 full-time equivalent jobs and generating over \$3.2 billion towards BC's economy in 2019 (source: CreativeBC.com). In 2019, a minimum of 476 Port Moody residents worked for film production companies totalling an estimated minimum of \$25,821,557 in personal income (these figures do not include crew members working on commercials, reality, and unscripted television productions, documentaries, or independent projects). Encouraging local production is sustainable for those residents by reducing commuting GHG emissions and improving their work-life balance.

Other Option(s)

Council may choose to provide further direction to staff on specific topics or issues they wish to see addressed in the proposed Corporate Filming Policy.

Financial Implications

There are no financial implications associated with the recommendations in this report.

Staff recommended establishing a new Community Film Reserve as outlined in this report.

Communications and Civic Engagement Initiatives

There are no communications or civic engagement initiatives associated with this report.

Council Strategic Plan Objectives

This Film Policy would support the following Council strategic areas:

- Economic Development – deepen the City's economic diversity through enriched economic development in new areas; and
- Arts and Culture – advanced importance of arts, culture, and learning.

Attachment(s)

1. Draft Corporate Policy – 18-7920-2020-01 – Filming and Student Filming.
2. Draft City of Port Moody Filming Permit Bylaw, 2021, No. 3273.
3. Filming Procedures.
4. Corporate Policy – 09-4500-01 – Film Industry and Student Filming Policy.

Report Author

Devin Jain
Manager of Cultural Services

Report Approval Details

Document Title:	Corporate Filming Policy v2.docx
Attachments:	<ul style="list-style-type: none">- Attachment 1 - Draft Corporate Policy - 18-7920-2020-01 - Filming and Student Filming.pdf- Attachment 2 - Draft City of Port Moody Filming Permit Bylaw, 2021, No. 3273.pdf- Attachment 3 - Filming Procedures.pdf- Attachment 4 - 09-4500-01 - Film Industry and Student Filming Policy.pdf
Final Approval Date:	Dec 21, 2020

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

Ron Higo, General Manager of Community Services - Dec 8, 2020 - 9:07 PM

Dorothy Shermer, Corporate Officer - Dec 10, 2020 - 4:34 PM

Rosemary Lodge, Manager of Communications and Engagement - Dec 11, 2020 - 10:48 AM

Paul Rockwood, General Manager of Finance and Technology - Dec 11, 2020 - 11:15 AM

Tim Savoie, City Manager - Dec 21, 2020 - 8:35 AM