



# City of Port Moody

## Report/Recommendation to Council

Date: November 19, 2020  
Submitted by: Parks and Recreation Commission  
Subject: 2020 Annual Report – Parks and Recreation Commission

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### Purpose

To provide a report on the activities of the 2020 Parks and Recreation Commission.

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### Recommended Resolutions

**THAT the report dated November 19, 2020 from the Parks and Recreation Commission regarding 2020 Annual Report – Parks and Recreation Commission be received for information;**

**AND THAT the 2021 Parks and Recreation Commission be asked to review this report and bring forward its annual work plan in spring 2021.**

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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 November 2020, with the exception of January, due to inclement weather, April, due to COVID-19, and July, due to lack of quorum.

Councillor Steve Milani was appointed as Chair and Councillor Hunter Madsen as Vice-Chair for the 2020 term. The following members, representing the community-at-large, were appointed:

- Tyler Brown;
- John Callaghan;
- Ruth Cox, Seniors Focus Committee Representative;
- Edward Dwyer;
- John Grasty
- Kate Le Souef;
- Haven Lurbiecki;
- Stephen McGinley;
- David Parker;
- Jeff Poste;
- Megan Traverse; and
- Matthew Turnell (January-September).

Jim LaCroix, Manager of Recreation, and Julie Pavey-Tomlinson, Director of Environment and Parks, served as the staff liaisons to the Committee in 2020. Philip Lo and Jennifer Mills served as the Committee Coordinators.

## Key Activities and Work Plan

The 2020 Parks and Recreation Commission Work Plan was approved by Council on February 11, 2020. The following are the key activities that were undertaken in 2020 by the Parks and Recreation Commission (a complete list of motions from 2020 along with statuses is included in **Attachment 1**):

### Clarke Street Revitalization

The Manager of Economic Development gave a presentation on the future improvements of the Clarke Street Revitalization and the Commission provided feedback on public space programming, trail connectivity, and small/pocket park concepts.

### Invasive Species

The Commission received a presentation regarding the Invasive Management program, including an overview on the management of invasive plant species in the city over the past 15 years, work plans for targeted species, prioritization for work on City lands, public education and engagement initiatives, and collaborative work with volunteer groups and the Lower Mainland Green Team. The discussion included plant removal and restoration activities and species selection through the Plant Wise Program.

### Shoreline Trail (North Section)

The Commission received a presentation on the Shoreline Trail Sanitary Sewer and Trail Upgrades Project from the Project Engineer that included information on the renewal of a low pressure sanitary, the gravity sanitary sewer, and considerations for the Shoreline Trail bike path renewal. The Commission provided feedback on trail safety, the multi-user split design, drainage issues, and signage.

### COVID-19 Staff Updates

The Commission received staff updates and provided feedback on the COVID-19 responses and impacts to parks and recreation, including a review of the restrictions and closures of facilities, modified practices for staff, public safety, and trail modifications including one-way loop trails in Shoreline Trail and Bert Flinn Park. The overview included a review of the Park Host program in Port Moody parks to assist with safe use of the parks and physical distancing requirements.

The staff update at the October 14, 2020 meeting included a review of the Park Host program and provincial reimbursements for assistance in developing COVID-19 Safety Plans for Parks and Facilities. The Commission provided feedback on the COVID-19 signage and safety plans, sports field considerations, revenue considerations, and the Recreation Complex safety plans and cleaning protocols.

### Youth Outdoor Recreation

The Commission received a presentation on Youth Outdoor Recreation, including the benefits of physical activity and outdoor play in nature, and existing programs that could be used for application in Port Moody. The Commission reviewed the City's existing youth amenities and programs for opportunities to promote collaborative play and recommended that the Youth Focus Committee provide feedback on Youth Outdoor Recreation.

### Fees and Charges Bylaw Review

At the May meeting, staff provided an overview of the proposed curling fees for 2021-2022 and advised that due to the impacts of COVID-19, all of the other fees will remain the same. The Commission reviewed the proposed fee changes and provided feedback.

### Pollinator Project

The Commission received a presentation on the Pollinator Project, including a review of why pollinators matter, why they are at risk, detailed design overviews on the Pollinator Project sites, including species selection rationale, and public and education initiatives, including virtual Earth Day pollinator sessions. The Commission provided feedback and suggestions on additional ideas for future years.

#### Five-Year Capital Plan – Parks (2020-2024)

The Director of Environment and Parks provided an overview of the projects that are included in the Five-Year Capital Budget Plan and a review of those that involved consultant fees.

#### Parks and Recreation Master Plan Review

The Director of Environment and Parks provided an overview of the Parks and Recreation Master Plan, including an update on projects that are impacted or delayed by the COVID-19 pandemic. The Commission discussed public art in parks, the provision of equitable access to parks, and grant application considerations.

#### ESA Strategy Update

The Commission received a presentation on the Environmentally Sensitive Areas (ESA) Management Strategy Update, including a review of the park management considerations, efforts to align guidelines with federal, provincial, and regional governments, and the changes in forest canopy coverage from 1999-2018. The Commission provided feedback, including the need for monitoring, consideration for climate change and sea level rise, and coordination with the Sustainability Report Card.

#### Activation of Unused Space

The Commission provided feedback on opportunities for the activation of currently unused space in Port Moody, and advised that ideas from previous discussions on the Old Firehall Site and Queens Street Plaza could be used for application to unused spaces, and that consideration could be given for the creation of greenways between city blocks.

#### 2020 Sports Award

Reviewing nominations for the Sports Award is an annual task on the Commission's Work Plan. At a closed meeting, the Commission nominated two candidates for the Sports Award to Council. Council approved the nominations at a closed meeting of Council.

#### Shoreline House Post Project

The Director of Environment and Parks gave a presentation on the Shoreline House Post Project, including an overview of the locations for the House Posts, signage consideration, and siting considerations, including archaeological, geotechnical, structural, and environmental surveys. There was a discussion on the Cultural Services long-term asset plan for public art and the COVID-19 impacts to the scheduled installations.

#### Urban Forestry Management Strategy

The Commission received a presentation on the proposed Urban Forest Management Strategy, including a data overview on the street trees and park trees, the work programs of the Urban Forestry Program, biodiversity considerations, linkages to the City's declaration of a Climate Emergency and the Climate Action Plan, feedback on the forest canopy coverage, and a review of the Corporate Policy for tree management.

### Trail Network Update

The Commission received a presentation on trail work undertaken in 2020, including a review of staff equipment used, various projects that took place for maintenance, renewals and replacements, a review of the trail counter data, and a review of the volunteer groups that help maintain the trails. The Commission provided feedback on the scope of work and what should be included in the future Trail Network Plan.

### Sustainability Report Card Review

The Energy and Sustainability Coordinator gave a presentation on the Sustainability Report Card, including a review on the background of the report card process, and feedback received on the Report Card. The Commission provided feedback on expanding the sections of the report card that relate to diversity of use.

## 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:

- Parkland Acquisition Strategy; and
- No Park Left Behind.

## 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 2021:

- Rocky Point Park Master Plan update;
- policy consideration related to electric bikes and scooters in parks and trails;
- parkland acquisition strategy;
- Urban Forest Management Strategy parks considerations;
- community wildfire protection plan presentation;
- Shoreline Trail boardwalk design;
- participation rates of girls and women in physical activity; and
- Westhill sports box allocation process.

## Attachment

1. 2020 Parks and Recreation Commission Resolutions.

## Report Authors

Jennifer Mills  
Committee Coordinator

Julie Pavey-Tomlinson  
Director of Environment and Parks

## Report Approval Details

Document Title:	2020 Annual Report - Parks and Recreation Commission.docx
Attachments:	- Attachment 1 - 2020 Parks and Recreation Commission Resolutions.pdf
Final Approval Date:	Jan 18, 2021

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

Tracey Takahashi, Deputy Corporate Officer - Jan 11, 2021 - 5:15 PM

Dorothy Shermer, Corporate Officer - Jan 11, 2021 - 5:59 PM

Rosemary Lodge, Manager of Communications and Engagement - Jan 12, 2021 - 4:15 PM

Paul Rockwood, General Manager of Finance and Technology - Jan 12, 2021 - 4:22 PM

Tim Savoie, City Manager - Jan 18, 2021 - 11:08 AM