

SPORTS ADVISORY COMMITTEE

DATE: Wednesday, November 1, 2017

TIME: 7:00 p.m. – 9:00 p.m.

PLACE: Council Committee Room, Main Floor, Coquitlam City Hall

CALL TO ORDER

ADOPTION OF MINUTES

1. **Minutes of the Sports Advisory Committee Meeting held Wednesday, September 13, 2017** (5 min.)

BUSINESS ARISING FROM PREVIOUS MINUTES

2. **Community User Group Signs on City Property - Update** (5 min.)
Presenter: Chair

NEW BUSINESS

3. **Sport Tourism – Measuring Economic Impact Presentation** (25 min.)
Presenter: Eric Kalnins, Tourism Manager
4. **Events Policy / Youth Strategy - Development Updates** (15 min.)
Presenter: Mary Morrison-Clark, Manager Community Recreation and Culture Services
5. **2017 Year-end Review and Committee Feedback** (30 min.)
Presenters: Chair / Staff Lead
6. **2018 Work Plan Development Discussion** (30 min.)
Presenters: Chair / Staff Lead

OTHER BUSINESS

- OB-1 **Tennis and Pickleball Update** (5 min.)
Presenter: Staff Lead

NEXT MEETING DATE – TBA (2018)

ADJOURNMENT

SPORTS ADVISORY COMMITTEE
Wednesday, September 13, 2017

A Regular Meeting of the Sports Advisory Committee convened on Wednesday, September 13, 2017 at 7:03 p.m. in meeting room 112, City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

COMMITTEE MEMBERS: Councillor Craig Hodge, Chair
Councillor Teri Towner, Vice Chair
Joe Basic
David Jones
Brian Keenan
Warren Knowles
Arjuna Rudrakumar
Carl Trepanier
Les Wingrove

REGRETS: Andrew Forsyth
Andrea Mattinson
Larry Ryan
Cydney Smythies

STAFF: Andrea McDonald, Manager Bylaw and Animal Control Services
Kathleen Vincent, Manager Corporate Communications
Vinh Truong, Community Recreation Manager
Kate Nasato, Legislative Services Clerk

CALL TO ORDER

The Chair asked if there were any other items to be added to the agenda and these were accepted under Other Business.

ADOPTION OF MINUTES

1. Minutes of the Sport Council Meeting held Wednesday, June 14, 2017

The Committee approved the Minutes of the Sport Council Meeting held on Wednesday, June 14, 2017.

NEW BUSINESS

2. Demonstration of New CFSA Website

David Jones provided the Committee with an overview of the new Coquitlam Field Sports Association website, highlighting the new search sports function and the Coquitlam Sports Hall of Fame.

Discussion ensued relative to the following:

- The merger of the North Coquitlam United Soccer Club and Coquitlam Metro Ford
- The sports currently represented on the site and areas for growth
- Securing online domains for Coquitlam sports and search engine optimization

3. Sports Tourism Strategy

This item was deferred to the Sports Advisory Committee Meeting on November 1, 2017.

4. Community User Group Signs on City Property

Carl Trepanier utilized an on-screen presentation drawing attention to the state of the City's community sign locations and perceived infractions on City policy.

Discussion ensued relative to the following:

- Whether user and sports groups find signs useful
- The City's enforcement process for this policy and the desire for more active enforcement
- The distinction between non-profit community groups and businesses
- Alternative signage options, such as installing a permanent covered fixture for groups to affix their signage to or electronic reader boards
- The unsightliness of the community sign locations
- The responsibility for maintenance of reader boards and signage fixtures

The Committee agreed to revisit this item at the next meeting on November 1, 2017.

OTHER BUSINESS

OB-1 Facility Bookings and Maintenance

Discussion ensued relative to the following:

- The difficulty of booking meeting rooms at City facilities
- The indoor and outdoor booking process and the difficulties some user groups encounter when trying to change bookings

- The issues some user groups encounter at outdoor facilities, like locked gates or missing bookings

NEXT MEETING DATE - November 1, 2017

ADJOURNMENT

The meeting adjourned at 8:18 p.m.

MINUTES CERTIFIED CORRECT

CHAIR



Kate Nasato
Legislative Services Clerk



2017 Sports Advisory Committee Work Plan

SPORTS ADVISORY COMMITTEE MANDATE

The mandate of the Sports Advisory Committee is to:

- Provide advice to Council on significant sport related issues that may arise from the community, staff or from Council;
- Provide advice on a wide range of areas including sport and recreation facility development priorities, strategic planning initiatives and policy development;
- Support the organization of administrative functions across all sport organizations and support sport organizations in exploring opportunities to host major sporting events; and
- Advocate and promote the value and benefit of sport for all ages and abilities.

2017 Work Plan Items

Item	Presenter/ Staff Lead	Comments (Council, Staff or Committee initiated)
Committee Orientation Refresher	Committee Clerk	February 8, 2017
Work Plan Approval	Committee Members	February 8, 2017
Facility Allocation Policy Update	Staff – PRCS	February 8, 2017
Town Centre Park Master Plan – Review of Public Consultation	Staff – PRCS	February 8, 2017
Parks and Field Project and Construction Updates (As needed)	Staff – PRCS	On-Going
Tennis & Pickleball Strategy Update	Staff – PRCS	April 12, 2017
Town Centre Park Master Plan – Committee Input	Staff – PRCS	April 12, 2017
Town Centre Park Master Plan Concept Plan - Review/Feedback	Staff – PRCS	April 12, 2017
Festivals and Events Policy Draft	Staff – PRCS	April 12, 2017
Artificial Turf Replacement Fee	Staff – PRCS	April 12, 2017
Draft Seniors Strategy	Staff – PRCS	April 12, 2017
Youth Strategy	Staff – PRCS	June 14, 2017
Sports Tourism Strategy	Staff – Economic Dev.	November 1, 2017
Sports Alliance – Sports Facilities Update from PoCo	Delegation	September 13, 2017
Emerging Items Requiring Review (As needed)	Chair	Ongoing
2017 Year End Review & Committee Feedback	Chair / Staff Lead	November 1, 2017
2018 Work Plan Development	Chair / Staff Lead	November 1, 2017