

SPORTS ADVISORY COMMITTEE

DATE: Wednesday, May 3, 2017

TIME: 7:00 p.m. – 9:00 p.m.

PLACE: Council Committee Room, Coquitlam City Hall

ADOPTION OF MINUTES

1. **Minutes of the Sport Council Meeting held Wednesday, February 22, 2017**

NEW BUSINESS

2. **Draft Tennis and Pickleball Services and Facilities Strategy**
Presenter: Staff, Parks, Recreation and Culture Services
3. **Town Centre Park Master Plan Concept Plan – Review/Feedback**
Presenter: Staff, Parks, Recreation and Culture Services

OTHER BUSINESS

NEXT MEETING DATE – June 14, 2017

ADJOURNMENT



SPORTS ADVISORY COMMITTEE
Wednesday, February 22, 2017

A Regular Meeting of the Sport Council convened on Wednesday, February 22, 2017 at 7:04 p.m. in the Council Committee Room, City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

COMMITTEE MEMBERS: Councillor Craig Hodge, Chair
Councillor Teri Towner, Vice Chair (Arrived at 7:35 p.m.)
Joe Basic
Andrew Forsyth
David Jones
Brian Keenan (Arrived at 7:10 p.m.)
Warren Knowles (Arrived at 7:10 p.m.)
Andrea Mattinson
Arjuna Rudrakumar
Larry Ryan
Cydney Smythies
Carl Trepanier
Les Wingrove

STAFF: Michelle Hunt, Director Planning and Business Services
Kerri Lore, Community Partnerships and Policy Manager
Sherri Birt, Committee Clerk

CALL TO ORDER

ADOPTION OF MINUTES

1. Minutes of the Sport Council Meeting held Wednesday, November 16, 2016

The Committee approved the Minutes of the Sport Council Committee Meeting held on Wednesday, November 16, 2016.

NEW BUSINESS

2. Committee Orientation Refresher

The Chair welcomed the members of the Sports Advisory Committee to their first meeting of 2017. The Committee Clerk provided an overview of the mandate of the Sports Advisory Committee and the role of advisory committees as a whole. She utilized an on-screen presentation and referred to slides titled as follows:

- City of Coquitlam Council
- 2017 Coquitlam Advisory and Statutory Committees
- Mandate of the Sports Advisory Committee

- The Role of the Chair and Vice Chair
- The Role of the Staff Lead(s)
- The Role of the Committee Clerk
- The Role of the Committee
- Term of Appointment for Committee Members
- Code of Conduct for Committee Members
- Additional Information for Committee Members
- Thank You!

3. **Work Plan Approval**

The Chair requested feedback from the Committee to the draft 2017 Sports Advisory Committee Work Plan and the Committee noted they had no changes to the proposed Work Plan.

The Committee approved the 2017 Sports Advisory Committee Work Plan and a copy is attached to, and forms a part of, these minutes.

The Committee recommends:

COMMITTEE RECOMMENDATION

That the 2017 Sports Advisory Committee Work Plan be approved.

UPDATES

4. **Facility Allocation Policy Update**

The Community Partnerships and Policy Manager provided the Committee with an update relative to the Facility Allocation Policy. She utilized an on-screen presentation entitled "Facility Allocation Policy – Revised Draft (Draft #2)" and referred to slides titled as follows:

- Process/Status
- Key Updates / Changes to Draft #1
- 60% residency requirement retained
- "High Performance" category removed
- For-profit "Youth Skills Development Programs" separated from Club-based and delivered development programs
- Flexibility in defining "Standards of Play"
- Adding "Umbrella Sport & Recreation Organizations" to Section 6 - "Policy Roles"
- "Method of Allocation" (new Section 8) added
- Revised Priority Ladder

- Feedback and Questions

Discussion ensued relative to the following:

- How the residency requirement is applied
- The definition of a “New Group”
- Whether there are any situations in which priority 6 (Private and Commercial Users) can gain priority preference
- The timeline for finalizing of the procedure documents review and implementation
- How the amount of time allocated is determined
- The perceived challenges associated with the use of Standards of Play in relation to facility allocation
- Whether all sports utilize respective standards of play
- The desire for all sports to be represented by a single “umbrella” organization related to their facility type
- Encouraging likewise groups (i.e. different soccer clubs) to join together under one organization

The Committee expressed its support for the revised Draft Policy.

The Committee recommends:

COMMITTEE RECOMMENDATION

That Council receive the Sport Advisory Committee’s endorsement of the revised Draft Facility Allocation Policy.

5. Town Centre Park Master Plan – Review of Public Consultation

The Director Planning and Business Services provided the Committee with an update relative to the Town Centre Park Master Plan – Review of Public Consultation. She utilized an on-screen presentation entitled “Town Centre Park Master Plan Update” and referred to slides titled as follows:

- Process Overview
- Analysis Process Summary
- Four Proposed Guiding Principles
- Guiding Principle 1
- Guiding Principle 2
- Guiding Principle 3
- Guiding Principle 4
- Public Input – Proposed Actions
- Action 1: RETHINK

- Action 2: IMPROVE
- Action 3: ADD
- Action 4: RELOCATE
- Next Steps
- Questions and Feedback

Discussion ensued relative to the following:

- The potential for a field house at the park
- The replacement of unhealthy trees with new trees
- The future of the recycling depot and works yard
- The potential and desire for more washrooms at the park
- Security at the park and the use of the Uniform Crime Reduction Unit (UCRU)
- Concerns related to the location of parking and lighting
- Whether there are plans to widen Pipeline Road
- The desire for more City staff present at the park
- Whether there will be restaurant and/or food services at the park

6. Parks and Field Project and Construction Updates

The Director Planning and Business Services provided the Committee with a brief update relative to the Parks and Field Projects and Construction. She utilized an on-screen presentation entitled "Major Parks and Facilities Project Update" and referred to slides titled as follows:

- Parks Major Projects Update
- Facilities Major Projects Update

Discussion ensued relative to the following:

- The parks in southwest Coquitlam currently undergoing refurbishment
- The details regarding the updates to Mackin Park and Poirier Community Centre
- Turf fields vs. grass fields

OTHER BUSINESS

OB-1 Coquitlam Sports Hall of Fame Nominations

A member of the Committee informed members that the Coquitlam Sports Hall of Fame and Wall of Fame is currently accepting nominations for 2016. It was noted that the Coquitlam Sports Hall of Fame honours athletes, coaches, builders and teams from the City of Coquitlam for their outstanding contribution to, or achievement in, sport.

A member of the Committee noted that nominations can be submitted on-line on the Coquitlam Sports Hall of Fame website (<http://www.coquitlamshof.com/index.cfm>) and are due on April 8, 2017.


Discussion ensued relative to the suggestion of creating a space to recognize outstanding community members, and high achievements in sport, at Town Centre Park

NEXT MEETING DATE - April 12, 2017

ADJOURNMENT

The meeting adjourned at 9:03 p.m.

MINUTES CERTIFIED CORRECT



Sherri Birt
Committee Clerk

_____ CHAIR

SPORTS ADVISORY COMMITTEE

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 Senior’s Strategy	Staff – PRCS	April 12, 2017
Youth Strategy	Staff – PRCS	June 14, 2017
Sports Tourism Strategy	Staff – Economic Dev.	September 13, 2017
Sports Alliance – Sports Facilities Update from PoCo	Delegation	September 13, 2017
Emerging Items Requiring Review (As needed)	Chair	On-Going
Year End Committee Review & Feedback	Clerks Office	November 1, 2017
2018 Work Plan Development	Clerks Office	November 1, 2017