

SPORTS ADVISORY COMMITTEE

DATE: Wednesday, April 11, 2018

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 Tuesday, February 13, 2018**

NEW BUSINESS

2. **Community User Group Signage**
Presenter: Staff – Communications
3. **Events, Festival and Tournament Draft Policy**
Presenter: Staff – Parks, Recreation and Culture Services
4. **Parks, Field Projects, and Construction Updates**
Presenter: Staff – Parks, Recreation and Culture Services

OTHER BUSINESS

NEXT MEETING DATE – May 16, 2018

ADJOURNMENT



SPORTS ADVISORY COMMITTEE
Tuesday, February 13, 2018

A Regular Meeting of the Sports Advisory Committee convened on Tuesday, February 13, 2018 at 7:03 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
Mayor Richard Stewart
David Jones
Andrea Mattinson
Sib Sirimanotham
Avisa Mohammad-Hassani
Brian Keenan (arrived at 7:04 p.m.)
Dan Lewis
Larry Ryan
Cydney Smythies
Carl Trepanier
Les Wingrove

REGRETS: Arjuna Rudrakumar

STAFF: Raul Allueva, General Manager Parks, Recreation and Culture Services
Kathleen Reinheimer, Manager Parks and Facilities
Carmen Gonzalez, Manager Policy and Business Services
Wendy Wiederick, Parks Operations Manager
Chrissy Bennett, Community Services Coordinator
Rachel Cormack, Committee Clerk

CALL TO ORDER

Brian Keenan arrived at this time (7:04 p.m.).

ADOPTION OF MINUTES

1. Minutes of the Sports Advisory Committee Meeting held Wednesday, November 1, 2017

The Minutes of the Sports Advisory Committee Meeting held Wednesday, November 1, 2017 were approved.

NEW BUSINESS

The Chair at this time invited the Committee to introduce themselves to their fellow Committee members.

2. Committee Orientation

The Committee Clerk provided the Committee with an on-screen presentation entitled “Sports Advisory Committee Presentation” and referred to slides titled as follows:

- Coquitlam City Council
- 2018 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
- Conflict of Interest
- Additional Information for Committee Members
- Questions?

3. Review and Adoption of 2018 Work Plan

The Chair referenced the draft 2018 Work Plan (attached to the agenda package), and spoke to the proposed 2018 Work Plan items and their expected timelines for presentation to the Committee.

Discussion ensued relative to the following:

- The items contained on the 2018 Work Plan
- The desire for the item ‘Clarification on the Emerging Items Requiring Review’ to include discussion of the Parks, Recreation and Culture Services Master Plan

A copy of the 2018 Work Plan is attached to, and forms a part of, these minutes.

The Committee recommends:

**COMMITTEE
RECOMMENDATION**

That Council approve the 2018 Sports Advisory Committee Work Plan.

4. Parks, Recreation and Culture Services 2018 Overview Presentation

The Chair introduced the General Manager Parks, Recreation and Culture Services, who provided the Committee with an overview of the projects in process in the Parks, Recreation and Culture Services department. He provided an on-screen presentation

entitled “Parks, Recreation and Cultures – 2018 Plans and Priorities” and referred to slides titled as follows:

- Agenda
- 2017 In Review
- 2018 Business Plan Priorities
- Southwest Parks Revitalization (Parks Blitz)
- Parks Amenity Management Program
- Town Centre Park Phase 1
- PRC Management System Replacement
- Recreation/Cultural Facility Planning
- Northeast Recreation Services
- Major Events Expansion & Policy Update
- Projects in Process
- Sports Field Projects
- People-focused Strategies
- Negotiated Partnerships – Public Value
- 2018 Facility Openings
- 2018 Park Openings
- PRC Strategy Implementations
- PRC Program and Policy Initiatives
- 2019 & Beyond
- Questions?

Discussion ensued relative to the following:

- Clarification of the arena conversion initiative timeline
- Clarification of the allocation policy in terms of ice rinks and changing room access for users
- Clarification of the Planet Ice replacement project and the beginning phases of development
- Clarification of current and upcoming park development and re-development
- The possibility of partnering with Port Coquitlam when building a new community centre in the North East sector in Coquitlam
- Current gym spaces available to Coquitlam programs

In response to a question from the Committee, the General Manager Parks, Recreation and Culture Services noted that the removal of asbestos in Centennial Activity Centre has suffered setbacks but is still progressing.

Discussion continued relative to the following:

- Desire for easier access to meeting rooms in municipal facilities by user groups
- The availability of meeting rooms within municipal facilities

- Clarification of the facilities included within the YMCA community centre proposed for the Fraser Mills development
- The desire for an increase of indoor tennis facilities
- The possible partnership opportunities available to increase indoor tennis facilities and increase indoor tennis participation rates

Discussion continued relative to the desire for the Coquitlam Tennis Club to develop a proposal for the City's receipt in regards to indoor tennis court usage needs.

5. Year of Sport Report

The Chair introduced the Parks Operations Manager to the Committee. She provided the Committee with an on-screen presentation entitled "City of Coquitlam Sports Advisory Committee" and referred to slides titled as follows:

- Spotlight on Sport...
- Spotlight on Sport... Try It
- Spotlight on Sport... Speaker Series
- Spotlight on Sport... Volunteer Workshops
- Feedback

The Parks Operation Manager and Community Services Coordinator facilitated an interactive feedback session to provide suggestions on the development on the Spotlight on Sport events. The Committee generated potential speakers and topics for the Spotlight on Sport Speaker Series, as well as possible topics for the Spotlight on Sport Volunteer Workshops.

The Committee members ranked the generated suggestions to help establish the preferred speakers, topics, and workshop topics.

The Parks Operation Manager continued her presentation entitled "City of Coquitlam Sports Advisory Committee and referred to slides titled as follows:

- Spotlight on Sport...2018

The Committee members were invited to attend the Spotlight on Sport Launch event held on March 6, 2018. The Parks Operation Manager noted that the event would provide an opportunity for those in attendance to participate in further discussion on possible Spotlight on Sport speakers, speaker topics, and workshop topics. She requested the Committee provide staff with names and contact information for any additional community sport organizations who could be interested in participating in the Launch event.

OTHER BUSINESS

NEXT MEETING DATE – April 11, 2018

ADJOURNMENT

The meeting adjourned at 8:58 p.m.

MINUTES CERTIFIED CORRECT

CHAIR



Rachel Cormack
Committee Clerk