



Committee of Council Agenda

Tuesday, March 9, 2021

2:00 p.m.

Virtual Meeting

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1. Adoption of the Agenda

Recommendation:

That the Tuesday, March 9, 2021, Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1. Minutes of Committee of Council

1

Recommendation:

That the minutes of the following Committee of Council Meetings be adopted:

- *February 16, 2021*
- *February 23, 2021.*

4. DELEGATIONS

4.1. Mr. Shawn Johnston - Dogs Off-Leash at Gates Park

5. REPORTS

5.1. Rezoning Application for 1760 Kingsway Avenue

7

Recommendation:

That Committee of Council recommend to Council:

1. *That the Comprehensive Development Zone CD28 be amended to permit a set of specific accessory retail uses at 1760 Kingsway Avenue.*
2. *Prior to adoption of the amending bylaw, the following conditions be*

met to the satisfaction of the Director of Development Services:

- a. *completion of design and submission of fees and securities for the specified offsite works and services.*

5.2. Rezoning Application for 3265 Finley Street

14

Recommendation:

That Committee of Council recommend to Council:

1. *The zoning of 3265 Finley Street be amended from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2).*
2. *Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
 - a. *Completion of design and submission of securities and fees for off-site works and services;*
 - b. *Registration of a legal agreement to ensure that the building design of each dwelling is substantially different in massing, location of windows, balconies and decks, façade materials and a high quality of landscaping.*

5.3. Community Centre Update - January 2021

19

Recommendation:

None.

5.4. Civic Centre Rehabilitation

56

Recommendation:

That Committee of Council direct staff to:

1. *Proceed with detailed design of the Civic Centre in 2021, as outlined in the March 9, 2021, staff report, "Civic Centre Rehabilitation" and report back to council with drawings prior to construction;*
2. *Proceed with seeking public feedback for the Civic Centre rehabilitation between March 10 and March 23, 2021;*
3. *Plan for construction of the Civic Centre rehabilitation project in 2022; and*
4. *Defer the Donald Street pathway extension to 2022 to align with Civic Centre work.*

5.5. Sports Field Needs Assessment

64

Recommendation:

That Committee of Council endorse the long-term strategy for sports field infrastructure as outlined in the March 9, 2021, staff report, "Sports Field Needs Assessment", and direct staff to provide recommendations from the strategy during the capital planning process.

6. COUNCILLORS' UPDATE

7. MAYOR'S UPDATE

8. CAO UPDATE

9. RESOLUTION TO CLOSE

9.1. Resolution to Close

Recommendation:

That the Committee of Council Meeting of Tuesday, March 9, 2021, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

Item 5.2

b. personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.

Item 5.3

a. personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Item 5.4

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal

objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

10. ADJOURNMENT

10.1. Adjournment of the Meeting

Recommendation:

That the Tuesday, March 9, 2021, Committee of Council Meeting be adjourned.

11. MEETING NOTES



Committee of Council Minutes

Tuesday, February 16, 2021
Virtual Meeting

Present: Chair - Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
Councillor Washington

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, February 16, 2021, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (6): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Absent (1): Councillor Dupont

Carried

3. CONFIRMATION OF MINUTES

None.

4. REPORTS

4.1 Port Coquitlam Sports Alliance (verbal report)

Mr. Ryan Clark, Executive Director of Port Coquitlam Sports Alliance presented the annual 2020 report.

4.2 Fire Fighters Charitable Organization (verbal report)

Firefighter Thomas Loss, President of Port Coquitlam Professional Firefighters' Charitable Society presented an overview of the new society and some of the community work they have done in 2020.

4.3 Rezoning Application for 1340 Prairie Avenue

Moved-Seconded:

That the rezoning application for 1340 Prairie Avenue be referred back to staff to provide further information.

In Favour (5): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Pollock, and Councillor Washington

Opposed (1): Councillor Penner

Absent (1): Councillor Dupont

Carried

4.4 Alcohol in Parks Pilot Project Follow Up

Moved-Seconded:

That Committee of Council approve the responsible consumption of alcohol at Castle Park, Settlers Park, Gates Park, Lions Park, Aggie Park, Evergreen Park and Cedar Park as a permitted use as identified in Bylaw No. 4185; and

Further that, Consumption of Liquor in Public Places Bylaw, 2020, No. 4185 be amended to include Peace Park, McLean Park and Dominion Park as a pilot program until October 31, 2021.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

5. COUNCILLORS' UPDATE

No update.

6. MAYOR'S UPDATE

No update.

7. CAO UPDATE

No update.

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, February 16, 2021, be closed to the public pursuant to the following subsections(s) of Section 90(1) of

the Community Charter:

Item 5.1

f. law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

Item 5.2

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, February 16, 2021, Committee of Council Meeting be adjourned at 5:01 p.m.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

10. MEETING NOTES

Councillor Dupont joined the meeting during Item 4.4 (3:25 p.m.).

Mayor

Corporate Officer



Committee of Council Minutes

Tuesday, February 23, 2021
Virtual Meeting

Present: Chair - Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
Councillor Washington

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, February 23, 2021, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

Moved-Seconded:

That the minutes of the following Committee of Council Meetings be adopted:

- *January 26, 2021*
- *February 2, 2021*
- *February 9, 2021.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

4. REPORTS

4.1 Development Permit Application - 2430 Mary Hill Road

Moved-Seconded:

That Committee of Council approve Development Permit DP000439 to regulate a five-storey seniors oriented apartment development at 2430 Mary Hill Road.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

5. COUNCILLORS' UPDATE

Council provided updates on City business.

6. MAYOR'S UPDATE

No update.

7. CAO UPDATE

No update.

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, February 23, 2021, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

c. labour relations or other employee relations;

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Item 5.2

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, February 23, 2021, Committee of Council Meeting be adjourned at 3:21 p.m.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

10. MEETING NOTES

None.

Mayor

Corporate Officer

RECOMMENDATION:

That Committee of Council recommend to Council:

1. That the Comprehensive Development Zone CD28 be amended to permit a set of specific accessory retail uses at 1760 Kingsway Avenue.
2. Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
 - a. completion of design and submission of fees and securities for the specified offsite works and services.

PREVIOUS COUNCIL/COMMITTEE ACTION

At the January 28th, 2008, Council meeting, Bylaw No. 3613 was adopted:

- *That the zoning of the property at 1760 Kingsway Avenue be amended from M1 (General Industrial) to CD (Comprehensive Development) to permit a liquor retail outlet in addition to industrial uses.*
- *Area 1: Retail sales of packaged liquor, not to exceed an interior floor area of 215 m² (2,314 ft²); General Industrial M1 uses except restaurant use*
- *Area 2: General M1 uses except restaurant use*

At the April 16th, 2019 Committee meeting, the following recommendation was moved by Committee for the rezoning application at 1760 Kingsway Avenue to permit a cannabis retail outlet:

- *That Committee of Council direct staff to hold the following applications in abeyance until Committee directs staff to bring them forward.*

REPORT SUMMARY

This report provides for consideration of a rezoning application to amend the CD28 zone at 1760 Kingsway Avenue to permit a set of specific retail uses. The proposal is intended to maintain the primary industrial nature of the building of warehousing and storage, while providing for an additional retail tenant. Approval is recommended.

BACKGROUND

Proposal: The applicant, Millers Landing Pub Ltd., has proposed to amend the CD28 zone at 1760 Kingsway Avenue to permit additional retail uses within the existing industrial building.

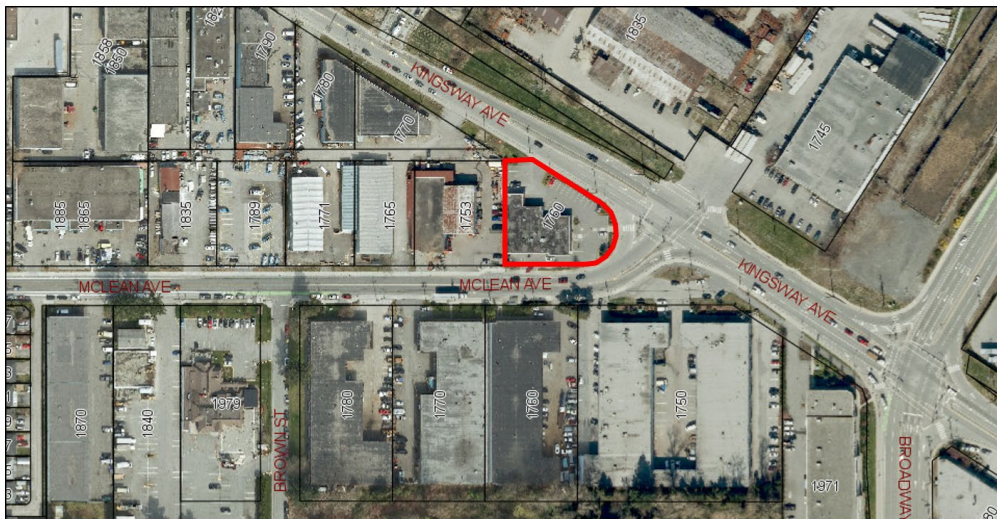
This proposal is being considered separately from RZ000179, which is an application to permit cannabis retail sales at the property. In keeping with Committee's direction, 14 applications for cannabis retail sales are currently being held in abeyance until the existing locations approved for

Rezoning Application – 1760 Kingsway Avenue

cannabis retail sales are operational and a determination can be made with respect to if additional locations are required to meet the needs of the community.

Context: The 2273 m² (24,488 ft²) triangular shaped property on the corner of Kingsway and McLean Avenue is currently developed with an older one storey industrial building that was recently upgraded to enhance the exterior of the building in anticipation of an additional tenant. A portion of the building houses the Select Liquor Store while the remainder has been used as storage and warehousing. The majority of surrounding land uses are industrial, including heavy industrial uses to the north of Kingsway Avenue, general industrial buildings to the west along McLean Ave and properties zoned for light industrial uses to the south. The Cat n' Fiddle Pub (which includes Poco Brothers Brewing) is located further to the west, at the corner of Brown Street and McLean Avenue.

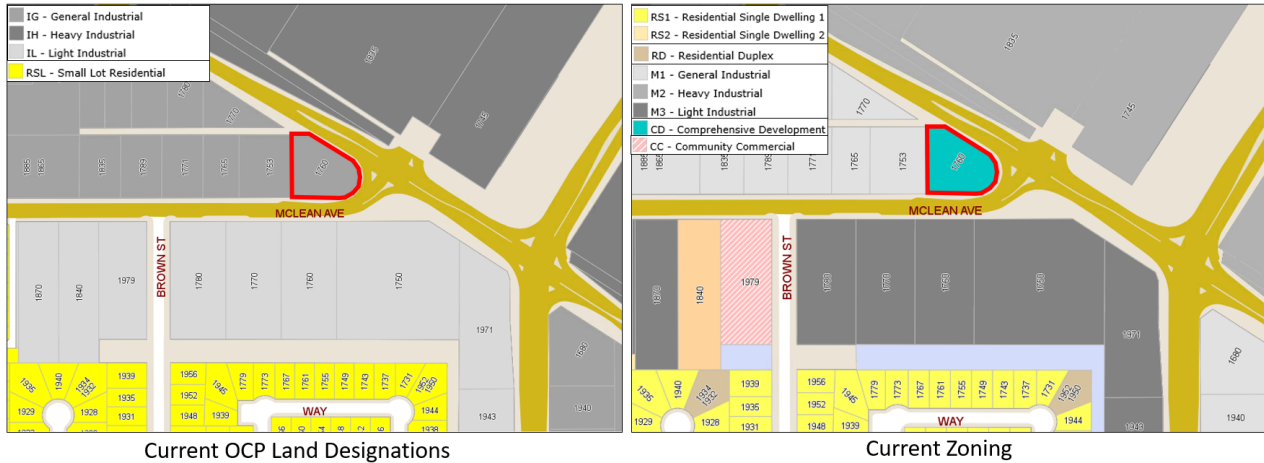
Access to the site is from both Kingsway Avenue and McLean Avenue. The site is substantially paved with at-grade parking and landscaping around the periphery and against the front of the liquor store entrance. Restricted vehicular entrances are located on both Kingsway and McLean Avenues.



Location map

Policy and Regulations: The land use designation in the Official Community Plan for the site is General Industrial. OCP policies provide for the protection of existing and designated industrial areas to ensure adequate land for industrial purposes. OCP policies also support a balanced local economy including a mix of uses to provide employment and contribute to the municipal tax base.

Rezoning Application – 1760 Kingsway Avenue



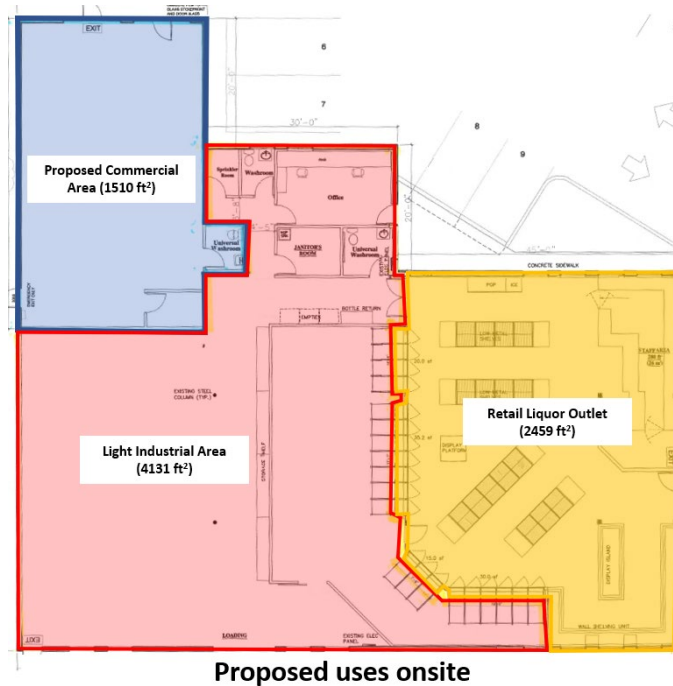
The property is currently zoned CD28 – Comprehensive Development 28. This CD zone generally permits M1 general industrial uses with the exception of small restaurant uses that are permitted in the M1 zone. This CD zones also permits the retail sales of liquor products, not exceeding a floor area of 215 m² (2,314 ft²).

Project Description:

The industrial building is currently broken up into two units. One unit occupies about 30% of the building (2,314 ft²) and is used for the liquor retail sales and associated uses. The second unit occupies the remaining 70% of the building (5,786 ft²) and is used for storage, warehousing and accessory office uses to support the liquor retail outlet, the Cat n’ Fiddle Pub and Poco Brothers Brewing.

The applicants have proposed to amend the building layout of the liquor retail uses to 2459 ft² and add a second 1510 ft² commercial unit at the northwest corner of the building. The remaining 4131 ft² portion of the building would continue to be used for storage, warehousing and accessory office uses. The applicants have requested the CD zone be amended to provide for additional commercial uses in the new unit.

Rezoning Application – 1760 Kingsway Avenue



The requested uses for the additional unit include:

- Restaurant
- Retail sales of landscape supplies
- Retail sales of automotive parts
- Retail sales of musical instruments
- Pet daycare facilities

The applicant advises they believe the requested list of uses would be a better fit with the liquor retail sales than a general industrial use and that, given the limited number of additional commercial uses and small size of the new unit, there would not be a negative impact to the primary industrial nature of the building.

In keeping with the City's Parking and Development Management, the proposed mix of uses would require 16 parking stalls. The site currently has 29 parking stalls which exceeds this amount.

Offsite Infrastructure and Services

In keeping with the Subdivision Servicing Bylaw, staff recommend that the applicant assess all service connections and upgrade where required; reconstruct half road plus 1 metre on Kingsway Avenue and McLean Avenue and provide upgrades to existing street lights around the subject property.

Rezoning Application – 1760 Kingsway Avenue

DISCUSSION

The proposal would decrease the amount of confirmed industrial floor area within the building to just over half (51%). While this still provides for a primary industrial site, it does reduce the overall supply of industrial floor space in the area.

The list of requested additional commercial uses is limited and staff note that several of the proposed uses, including automotive part sales, restaurants, pet daycares and retail sales of landscape supplies are already permitted in the general or light industrial zones, albeit subject to size limitations. For clarity, the current application would not provide for cannabis retail uses, nor would staff suggest support for this application be intended to influence a future decision by Committee or Council pertaining to if the site is appropriate for cannabis retail uses.

The location has high visibility and the building design is of sufficient quality to respond to this context with the addition of another unit. The site also provides for adequate access and parking to accommodate the additional use.

On balance, staff recommend proceeding with the amendments to the CD zone with limitations to ensure these additional uses are only permitted in the new commercial unit, therefore ensuring they do not expand into the remaining industrial area.

Submission of civil design and fees and securities for off-site works and services is recommended to be required as a condition of approval prior to adoption of the amending bylaw.

PUBLIC CONSULTATION

A development sign has been posted on the property fronting Kingsway Avenue since July 4th, 2020. Planning staff have not received any comments in association with the rezoning application. If the application proceeds to Public Hearing, the city would provide notification by mail to residents located within 120m of the site and advertise the Public Hearing in the newspaper.




Staff conducted a site visit on March 3rd, 2021 to ensure that the development sign is in good standing on the subject property.

Rezoning Application – 1760 Kingsway Avenue

FINANCIAL IMPLICATIONS

The change in use may increase the assessed value of the property, potentially resulting in increased property taxation for the City.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Recommend to Council that the CD28 zone be amended to permit a limited amount of additional commercial uses in a portion of 1760 Kingsway Avenue.
	2	Request additional information or amendments to the application to address specified issues prior to making a decision on the application.
	3	Recommend to Council that the rezoning application be refused.

ATTACHMENTS:

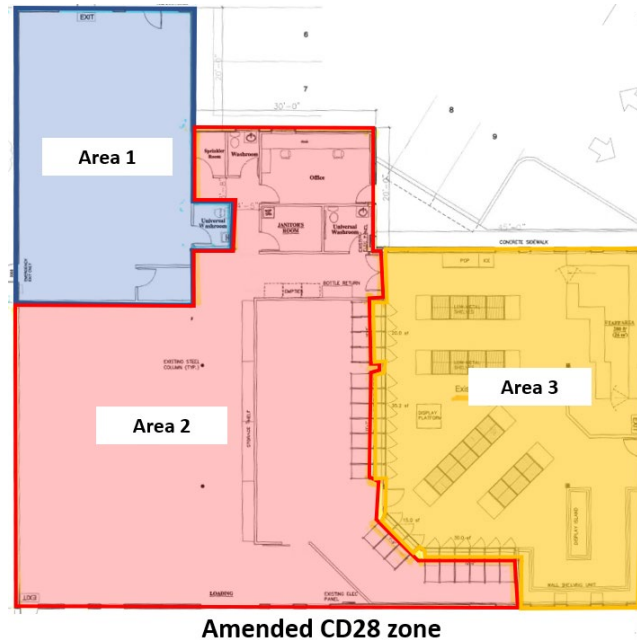
Attachment 1: Draft of proposed amended CD28 zone

Lead author(s): Graeme Muir

Attachment 1

Proposed Amended CD28 Zone

CD28 Comprehensive Development Zone 28 (1760 Kingsway Avenue)



Amended CD28 zone

Property Description

Lot 48, District Lot 382, NWD, Plan 50782 Group 1

Permitted Uses:

Area 1:

- Restaurant, retail sales of landscape supplies, retail sales of automotive parts, retail sales of musical instruments and pet daycare facilities not to exceed an interior floor area of 141 m²
- M1 General Industrial uses

Area 2:

- General Industrial M1 uses except restaurant use

Area 3:

- Retail sales of packaged liquor, not to exceed an interior floor area of 229m²
- M1 General Industrial uses

Regulations:

All buildings and structures shall comply with the regulations of the M-1 zone.

RECOMMENDATION:

That Committee of Council recommend to Council:

1. The zoning of 3265 Finley Street be amended from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2).
2. Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
 - (a) Completion of design and submission of securities and fees for off-site works and services;
 - (b) Registration of a legal agreement to ensure that the building design of each dwelling is substantially different in massing, location of windows, balconies and decks, façade materials and a high quality of landscaping.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

This report provides for consideration of a rezoning application to amend the zoning at 2365 Finley Street from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2) to facilitate its subdivision into two lots. The proposal is in keeping with policy in the Official Community Plan to support a rezoning that would result in a public benefit of upgraded offsite road infrastructure and improved landscaping. The report recommends a set of conditions be met as part of the rezoning including design restrictions for the new homes to promote a better fit within an established context of larger lots.

BACKGROUND

Proposal: The applicant, Fred Sabatine, has proposed to rezone the property at 3265 Finley Street from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2) in order to subdivide the property into two lots.

Context: The 873 m² (9,400 ft²) site is currently developed with an older two storey single-residential home and located midblock along Finley Street. Surrounding land uses are comprised of single-residential homes, duplexes and Cedar Park along Prairie Avenue to the south of the property. There are currently no trees on the property, however, there are trees on neighbouring properties to the south and west that straddle the property line. The neighbourhood is a mix of one and two-storey single-family and duplex houses, of varying ages and size. Smaller lot configurations can be found along Prairie Avenue and Lombardy Drive. There is another active rezoning application within the neighbourhood at 3346 Finley Street for the purpose of subdivision that is currently sitting at Third Reading.

Rezoning Application – 3265 Finley Street



Location map

Policy and Regulations: The land use designation in the Official Community Plan for the site is Residential. The property is currently zoned RS1 – Residential Single Dwelling 1. OCP housing policy allows for consideration of rezoning from RS1 to RS2 to facilitate subdivision, if the rezoning would result in a public benefit.



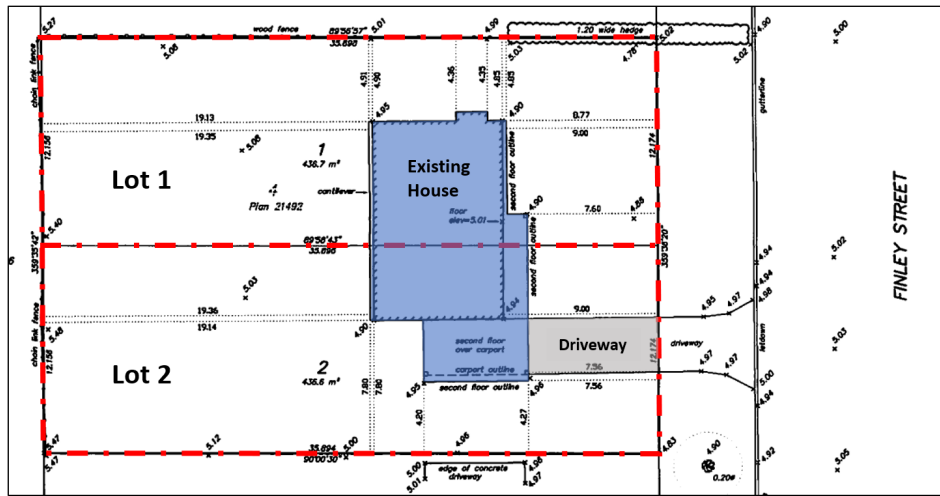
Current OCP Land Designation



Current Zoning

Proposed Subdivision: The applicant has provided a preliminary plan of subdivision to demonstrate the site would meet the minimum lot area and dimensions to comply with the subdivision regulations in the Zoning Bylaw for the proposed RS2 zone. Vehicle access to the property will be off of Finley Street, which is a local road, as there is no lane access.

Rezoning Application – 3265 Finley Street



Preliminary Subdivision Plan

	RS2 Zone Regulation	Proposed Lot 1	Proposed Lot 2
Minimum Lot Area	375m ² (4,036.6 sq.ft.)	436.7m ² (4,700 sq.ft.)	436.6 m ² (4,700 sq.ft.)
Lot Width	12m (39.4ft)	12.17m (40ft)	12.17m (40ft)
Lot Depth	28m (91.9ft)	35.89m (117ft)	35.89m (117ft)

Trees: Trees on adjoining properties to the west (rear property line) and south (side property line) of these lots are not expected to be impacted by the development of the new homes, as they are well outside of the building envelope for construction. Staff will review and ensure protection through consideration of the building permit.

Offsite Infrastructure and Services

The additional lot will require off-site upgrades to meet the standards of the Subdivision Servicing Bylaw including provision of replacement and service connections, reconstruction of half the road plus 1 m along Finley Street, curb and gutter, road drainage and street lighting and the site is to be serviced with underground Hydro and telecommunication connections.

DISCUSSION

The proposed subdivision would meet the increasing demand for ground-oriented housing in the community and is in keeping with Council direction to consider a rezoning if it would result in a public benefit such as off-site infrastructure improvements, design and landscaping that would achieve a superior quality of design to fit into the context of the established neighbourhood character.

Rezoning Application – 3265 Finley Street

To achieve this policy direction, a number of restrictions are recommended as conditions of rezoning:

- A covenant to ensure:
 - Dwellings to be substantially different in appearance from adjacent buildings as defined by building massing, window location, balconies, decks, façade materials and finishing;
 - Second storeys to be stepped back, recessed, or articulated to reduce visual impact;
 - Building massing that transitions to adjacent residential homes;
 - Landscaping to include hedges, fences, or planting beds along interior side yard lines to create screening; and
 - Minimum of one large tree (height of no less than 3 m) to be planted in the front yard of each lot.
- Submission of civil design and fees and securities for off-site works and services

The proposed rezoning is in keeping with the land use policies of the Official Community Plan and recommended for approval.

PUBLIC CONSULTATION

A development sign has been posted on the property fronting Finley Street since October 1st, 2020. Planning staff have not received any comments in association with the rezoning application. If the application proceeds to Public Hearing, the city would provide notification by mail to residents located within 120m of the site and advertise the Public Hearing in the newspaper.




Staff conducted a site visit on February 23rd, 2021 to ensure that the development sign is in good standing on the subject property.

FINANCIAL IMPLICATIONS

The redevelopment will likely increase the assessed value of the property, resulting in increased property taxation for the City.

Rezoning Application – 3265 Finley Street

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Recommend to Council that the zoning of 3265 Finley Street be amended from RS1 to RS2 and that the specified conditions be met prior to adoption of the rezoning bylaw.
	2	Request additional information or amendments to the application to address specified issues prior to making a decision on the application.
	3	Recommend to Council that the rezoning application be refused.

Lead author(s): Graeme Muir

RECOMMENDATION:

None.

REPORT SUMMARY

Reports are provided from the Community Centre Project Team to ensure Committee is updated regularly on the status of the construction project. This report will cover the project status up to the end of January 2021.

BACKGROUND

For this period, the following reports are attached:

Owner's Representative Progress Report #46 – Tango, January 2021.

DISCUSSION

Through January 2021, a variety of co-ordination, procurement, design and construction activities took place. During this time Tango completed three detailed site inspections. At the time of the inspections the status of work completed can be summarized as follows:

Phase 1ABC: Minor deficiencies and warranty administration is ongoing.

Phase 2ABC:

Arena 1

- Rink slab finishing is ongoing;
- Mechanical and electrical finishes have commenced; and
- Interior finishes are ongoing.

Parkade and South Plaza

- Parkade finishing is ongoing; and
- Hard and soft landscaping is ongoing.

Large Hall / Gymnasium / Children's areas

- Glazing is complete;
- Millwork has commenced;
- Mechanical and electrical finishes have commenced; and
- Interior finishes are ongoing.

NW Main Entrance Plaza

- Main entrance landscaping is ongoing.

Offsite

- Sidewalk replacement works are ongoing.

Ventana provided an updated schedule dated February 17, 2021 which still projects the site progress to be trending ahead of schedule with a target completion date of August 31, 2021. This schedule forecasts that rink 1, the large multipurpose room, gymnasium and children's areas will be available in early summer of 2021, followed by the underground parkade and south plaza in late summer 2021. The targeted completion date is two months earlier than originally scheduled and consistent with the previous report to Committee. Staff understand that the Design-Builder is currently reviewing their Project Schedule with an update forthcoming. The update will also include a detailed breakdown of offsite work (sidewalks, streetlights, and road work improvements).

The critical path activities are the water proof traffic membrane, hard and soft landscaping activities and Phase 2ABC Occupancy. The Design-Builder is reporting that there has been no change to the critical path activities during this reporting period. Tango continues to monitor the schedule very closely, focusing on the critical path activities and any associated risks that may impact substantial performance.

During February 2021, the following key construction activities are scheduled:

Phase 1ABC: Close out remaining construction deficiencies and warranty items.

Phase 2ABC:

Arena 1 (2A):

- Continue with interior steel stud/drywall; and
- Continue with interior finishing.

Parkade and South Plaza (2B):

- Continue with landscape concrete; and
- Continue hard landscaping.

Large MP / Gymnasium / Children's area (2C):

- Continue with interior finishes.

Offsite

- Continue sidewalk replacement works.

Site inspections during this reporting period confirm that the Design-Builder continues to implement a robust and disciplined safety program in compliance with provincial and federal advice and standards, relating to COVID-19. There is a potential future risk that the COVID-19 pandemic may

Community Centre Update (January 2021)

impact the project schedule, labour and/or supply chain availability. As of the date of this report, the project has not suffered as a result.

Monthly Owner's meetings with Ventana, City and Tango representatives are being conducted remotely. The Owner's Meeting was held on January 19, 2021. The meeting minutes are included as Appendix 7 of the Tango report (Attachment 1).

On February 24 the Stakeholder Group had a tour of the Phase 2 construction site. The 14 participants were split into two groups and walked through the spectator arena, south plaza, interior areas and underground parking. The group was very excited to see the progress and shared many positive remarks. The next Stakeholder Group meeting will be scheduled in late April or early May.

The updated project dashboard is included as Appendix 5 in Tango's January report (Attachment 1). Based on the information contained in the attached Monthly Progress Report #46 and during this reporting period, Tango believes the Project can be completed by the Substantial Performance Date of October 31, 2021 for the Project Budget of \$132,100,000, provided the current critical path milestone dates can be achieved. As mentioned above, the impact of COVID19 is unpredictable at this time and will continue to be monitored closely.

FINANCIAL IMPLICATIONS

A summary of the total project costs expensed as of January 2021 is as follows:

Item	Total Expenses to Date	Original Budget	Revised Budget
Ventana Pre-Contract Work	\$983,000	\$983,000	\$983,000
Ventana Design-Build Contract*	\$117,173,887	\$116,717,000	\$124,183,071
Project Management and Legal	\$1,773,445	\$1,500,000	\$2,222,620
Furniture, Fixtures and Equipment	\$2,030,991	\$3,900,000	\$3,770,140
Off-Site Improvements	\$415,618	\$3,000,000	\$735,168
Onsite works (service fees, etc.)	\$87,823	Incl. in other	\$150,000
Communications/Signage	\$60,356	Incl. in other	\$55,000
Total Project	\$122,525,120	\$132,100,000	\$132,100,000

The prepayment amount of \$5M has been fully deducted from the progress payments and completely repaid as of February 16, 2021.

ATTACHMENT

Attachment #1: Owner's Representative Progress Report #46 – Tango, January 2021.



PORT COQUITLAM COMMUNITY CENTRE

Owner's Representative Progress Report #46

January 2021

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APPENDICES

Appendix 1 – Port Coquitlam Community Recreation Centre Complex – Owner's Schedule: February 17th, 2021 - Update

Appendix 2 – Progress Photographs: January 2021

Appendix 3 - Site Inspection Reports: January 2021

Appendix 4 – Certificate of Payment No.49: February 10, 2021

Appendix 5 – Project Dashboard: January 31, 2021

Appendix 6 – Architecture 49 Letter of Construction Conformance – February 10, 2021

Appendix 7 – Owners Meeting Minutes #36: January 19, 2021

1.0 INTRODUCTION

Tango Management (“Tango”) has been engaged by the City of Port Coquitlam (“Owner”) to provide Owner’s Representative Services for the design and construction of a new Community Centre in Port Coquitlam, BC (“Project”).

Tango is pleased to submit its Monthly Progress Report #46 to the Owner. This report represents a summary of key project activities and issues that occurred up to January 31, 2021.

This report is for the sole and confidential use and reliance of the Owner. Tango, its directors, staff, sub-consultants or agents do not make any representation or warranty as to the factual accuracy of the information provided to us on behalf of the Owner, their Contractors, their sub-contractors or agents, upon which this report is based. This report shall not be reproduced or distributed to any party other than the recipients outlined above, without the express permission of Tango. Any use of this report which a third party makes, or any reliance on or decisions made based on it, are the responsibility of such third parties. Tango accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

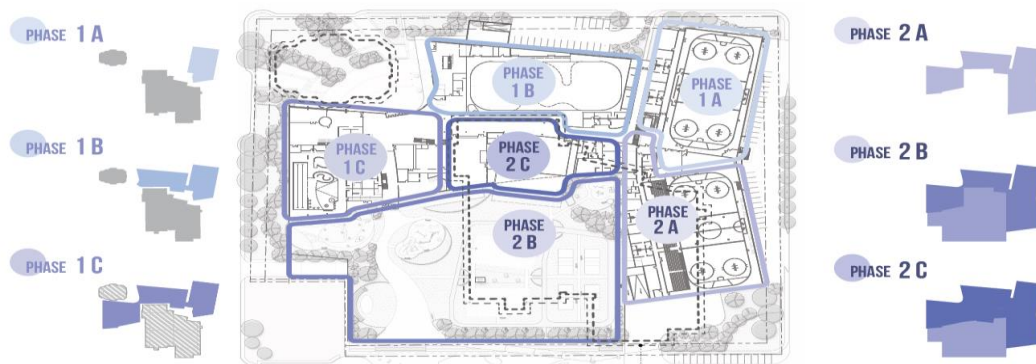
Any advice, opinions or recommendations within this report should be read and relied upon only in the context of this report as a whole. The contents of this report do not provide legal, insurance or tax advice or opinion.

2.0 EXECUTIVE SUMMARY

During January 2021 numerous meetings, co-ordination, procurement, design and construction activities have taken place. Arena, Gym, Multi-Purpose Room and Childcare completion works are ongoing. Hard and soft landscaping activities are ongoing. Based on the information contained in this Monthly Progress Report #46 and during this reporting period, Tango believes the Project can be completed by the Substantial Performance Date of October 31, 2021 for the Project Budget of \$132,100,000, provided the current critical path milestone dates can be achieved as per schedule.

3.0 PROJECT SCOPE

The project scope involves a phased replacement and addition to the Port Coquitlam Recreation Complex, Wilson Centre and Terry Fox Library. This scope will provide a vibrant community hub with three sheets of ice, an indoor leisure pool, new fitness facilities, a new library, a spacious outdoor plaza, and underground parking. The size of the new facility will be 205,000 SQF.

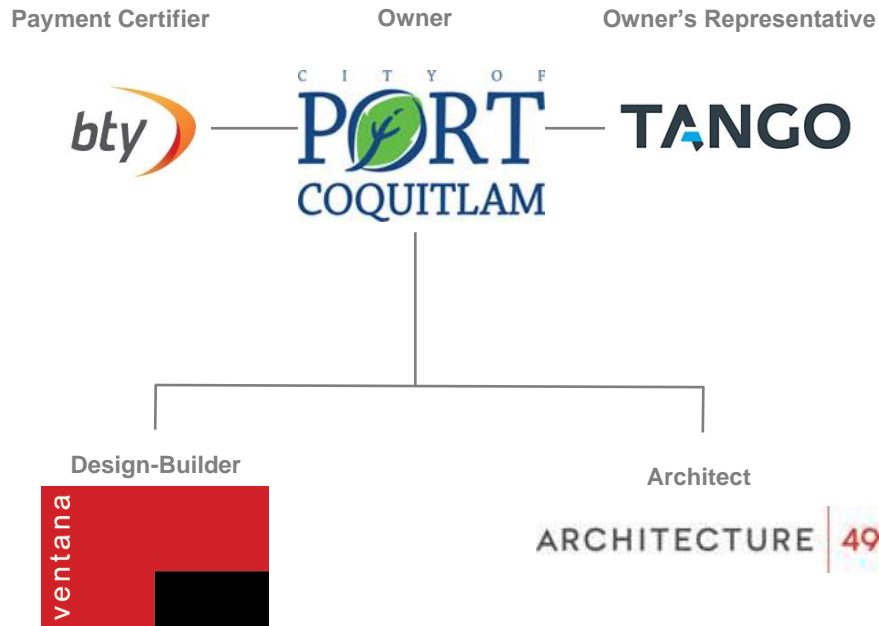


4.0 PROJECT TEAM

The following team members have been appointed to the Project:

Owner	City of Port Coquitlam
Owner's Representative	Tango Management
Design-Builder	Ventana Construction (POCO) Corp
Architect	Architecture 49
Civil Engineer	Hub Engineering
Structural Engineer	BMZ
Mechanical Engineer	WSP Canada
Electrical Engineer	Smith & Anderson
Payment Certifier	BTY Group

City of Port Coquitlam Community Recreation Complex Project Team



5.0 DESIGN AND APPROVALS STATUS

Conceptual Design & Schematic Design

Conceptual and Schematic design is complete. Please refer to our Pre-Construction Due Diligence Report (v1.2), dated October 24, 2016 for comments on the Conceptual and Schematic Design.

Design Development & Working Drawings and Construction Documents

Design Development, Working Drawings and Construction Documents are complete. Final design revisions are being managed via post tender addendums.

Permits / Regulatory Approvals

All construction, health and occupancy related permits have been issued for the Phase 1 scope of work.

6.0 PROCUREMENT & CONTRACT ADMINISTRATION

Procurement Summary

Final trade procurement is near completion and is in line with the Project Schedule. The Design-Builder has made the following trade awards during this reporting period:

- Rec Tech Industries – Play Structure.

Please refer to historical monthly progress reports for confirmation of previous trade awards.

Furniture, Fixtures and Equipment (FF&E) Procurement

Final points of clarification have been worked through and coordinated in-line with the Design-Builder's schedule for Phase 2 FF&E packages. FFE installation has commenced and is ongoing in line with the Project Schedule and Budget.

Project Coordination / Meeting

The Owner's Meeting #36 was held on January 19, 2021. Please refer to Appendix 7 of this Monthly Progress Report for a copy of the Owner's Meeting Minutes #36.

Owner Request for Information (RFI)

- Number of RFI's issued – 182.
- Number of RFI's Closed – 179
- Number of RFI's Open – 3

7.0 PROJECT BUDGET

Project Budget Summary

The Project Budget is summarized below:

Design and Construction	Dollar Value
Design-Builder Pre Contract Costs	\$983,000
Design-Builder Contract Price	\$116,717,000
Approved Changes	\$11,878,920
Current (Revised) Contract Price	\$128,595,920
Work Certified as Completed (Base Contract)	\$120,594,422
Current Cost to Complete (Base Contract)	\$8,001,498
Lien Holdback (Base Contract)	\$12,059,441
Lien Holdback Released	-\$7,166,205
Non-Contract Costs	\$5,941,975
Total Project Budget	\$135,520,895
Capital Utility Budget	\$3,420,895
Total Project Budget (Revised)	\$132,100,000

The Design and Construction Budget was prepared by the Design-Builder and forms part of their CCDC14 Design-Build Stipulated Price Contract (2013).

Payment Certification

BTY Group, the Payment Certifier has issued Certificate of Payment No. 49 dated February 10, 2021, which certifies the current payment due to the Design-Builder, under the terms of the Design-Build Contract ("DBC") for the period ending January 31, 2021.

In summary, the current payment liabilities of the Owner are:

Item	Dollar Value
Current Net	\$663,247
Current GST (5.0%)	\$122,824
Total Current Payable to the Design-Builder	\$786,070
Total Current Builders Lien Holdback	\$4,893,236

Please refer to Appendix 4 of this report for a copy of Certificate of Payment No. 49.

7.0 Project Budget (continued)

Change Order Management

A summary of the approved Change Orders relative to the Project Budget between the Owner and the Design-Builder up to January 31, 2021 is as follows:

CO#	Description	Dollar Value	Contingency Allocation
1	Bonding Requirements	\$1,800,000	Project Contingency
2	Temporary Power to Site	\$34,751	Project Contingency
3	Floor Area Changes	\$1,003,236	Project Contingency
5	Additional Back-Up Power	\$90,713	Project Contingency
7	Card Readers and Key Pads	\$16,698	Project Contingency
8	Library User Group Changes	\$86,287	Project Contingency
9	Accessible Washroom Emergency Alert	\$28,204	Project Contingency
10	Auto Door Openers	\$55,440	Project Contingency
11	Daycare - Card Readers & Alarms	\$9,834	Project Contingency
12	Additional CCTV	\$24,024	Project Contingency
14	Added Door Security	\$88,364	Project Contingency
17	Terry Fox Display Cases	\$4,950	Project Contingency
20	Exterior Building Signage	\$57,618	Project Contingency
21	Phase 1 Millwork Re-Design Services	\$7,975	Project Contingency
24	RCMP Panic Buttons	\$8,375	Project Contingency
25	Splash Park Recirc Design	\$13,640	Project Contingency
32	Temporary Referee Change Rooms	\$15,525	Project Contingency
33	Roof Screens South Elevation	\$76,347	Project Contingency
34	Wilson Centre Add Abatement	\$101,446	Project Contingency
36	TRX Steel Supports	\$13,532	Project Contingency
37	Additional WAP	\$11,283	Project Contingency
38	Rink 2 Video Wall Structure	\$21,182	Project Contingency
39	Splash Park Recirculation System	\$301,532	Project Contingency
40	Removal of Asbestos Concrete Pipe	\$18,480	Project Contingency
41	Feature Dressing Room	\$62,968	Project Contingency
42	Additional Landscape Design Fees	\$5,225	Project Contingency
43	Removal of Asbestos Concrete Pipe	\$14,070	Project Contingency
44	Deletion of Rink 1 West Roof Credit	-\$93,914	Project Contingency
45	Exterior low level lighting	\$47,448	Project Contingency
46	Events 200amp Services	\$49,174	Project Contingency
47	Rink 1 & Gym Scoreclock Structural Steel	\$42,073	Project Contingency
48	Add Cross Courts and Equipment	\$42,856	Project Contingency
49	Cross Court Basketball Hoops	\$34,613	Project Contingency
50	Rink 1 Upgrades	\$53,680	Project Contingency
51	Additional Rink Shower	\$3,082	Project Contingency
52	Removal of Asbestos Concrete Pipe	\$6,435	Project Contingency
	SUB-TOTAL	\$4,157,146	
15	Scoreboard Credit	-\$42,760	FF&E
	SUB-TOTAL	-\$42,760	
4	Off Site Design Services	\$269,998	Off Sites / Capital Utility Budget
6	Additional Off Site Design Services	\$55,875	Off Sites / Capital Utility Budget
13	Offsite Scope of Work (Phase 1A)	\$1,698,500	Off Sites / Capital Utility Budget
16	Offsite Isolation Valves	\$37,711	Off Sites / Capital Utility Budget
18	Offsite Scope of Work (Phase 1B)	\$2,900,900	Off Sites / Capital Utility Budget
19	Hydro conduit relation at Kingsway	\$110,674	Off Sites / Capital Utility Budget
22	Offsite Storm Change @ Kingsway and Kelly	\$49,500	Off Sites / Capital Utility Budget
23	Bonding and Insurance Scope for Offsite Awarded	\$161,936	Off Sites / Capital Utility Budget
26	Offsite Telus and Shaw Redline IFCs	\$53,162	Off Sites / Capital Utility Budget
27	Manhole Extension	\$73,801	Off Sites / Capital Utility Budget
28	Kelly Sanitary	\$26,985	Off Sites / Capital Utility Budget
29	Kingsway Sanitary Conflict	\$60,745	Off Sites / Capital Utility Budget
30	Watermain Kelly and Mary Hill	\$17,954	Off Sites / Capital Utility Budget
31	Kelly Watermain extension	\$11,249	Off Sites / Capital Utility Budget
35	Offsite Extra Service Box	\$14,758	Off Sites / Capital Utility Budget
53	Offsite Scope of Work (Phase 2)	\$2,220,786	Off Sites / Capital Utility Budget
	SUB-TOTAL	\$7,764,534	
	TOTAL CHANGE ORDERS	\$11,878,920	

7.0 *Project Budget (continued)*

Project Contingency

Design and Construction Contingency – The design and construction contingency is being managed by the Design-Builder and forms part of the DBC. Any changes to the Design and Construction Budget will have been a result of an Owner originated Change Order, or Unknown Condition.

Claims Management

There were no formal claims that we are aware of during this reporting period.

8.0 **PROJECT SCHEDULE**

Construction Progress (January End 2021)

We conducted detailed site inspections on January 6, 14 & 26. At the time of the inspections the status of work can be summarized as follows:

- **Phase 1ABC:** Minor deficiencies and warranty administration is ongoing.
- **Phase 2A - Spectator Arena**
 - Mechanical and electrical rough in is ongoing;
 - Rink slab finishing is ongoing;
 - Interior finishes are ongoing; and
 - M&E finishes have commenced.
- **Phase 2B – Parkade**
 - Main entrance landscaping is ongoing;
 - Parkade finishing is ongoing; and
 - Hard & soft landscaping is ongoing.
- **Phase 2C – Large MP / Gymnasium / Childcare**
 - Interior finishes are ongoing;
 - Millwork has commenced; and
 - M&E finishes have commenced.
- **Offsite**
 - Sidewalk replacement works are ongoing.

8.0 Project Schedule (continued)

We received a copy of the Design-Builder's updated schedule – ***"Port Coquitlam Community Recreation Complex – Owner's Schedule: February 17th, 2021 - Update"***.

The critical path activity still runs through the waterproof traffic membrane, followed by hard and soft landscaping activities, and Phase 2ABC Occupancy.

This schedule forecasts that Rink 1, the large multipurpose room, gymnasium and daycare will be available in early summer of 2021, followed by the parkade and external sports courts in late summer 2021, approximately two (2) months earlier than initially scheduled.

We understand the Design-Builder is currently reviewing their Project Schedule with an update forthcoming. This will also include a detailed breakdown of offsite work (sidewalks, streetlights, and road work improvements).

We will continue to monitor the schedule very closely, focusing on the critical path activities and any associated risks that may impact Substantial Performance.

The Design-Builder is reporting that there has been no change to the critical path activities during this reporting period.

Please refer to Appendix 2 of this report for progress photographs recording construction activities during January 2021.

Monthly Look Ahead

During February 2021, the following key construction activities are scheduled (based on ***"Port Coquitlam Community Recreation Complex – Owner's Schedule: February 17th, 2021 - Update"***).

- **Phase 1ABC** - Close out construction deficiencies and warranty items.
- **Phase 2A - Spectator Arena**
 - Complete interior steel stud / drywall; and
 - Continue interior finishes.
- **Phase 2B – Parkade**
 - Complete landscape concrete; and
 - Continue hard landscaping.
- **Phase 2C – Large MP / Gymnasium / Childcare**
 - Continue with interior finishes.
- **Offsite**
 - Continue sidewalk replacement works.

9.0 QUALITY ASSURANCE & QUALITY CONTROL

Construction Deficiencies and Warranty Close-Out

A joint inspection of Phase 1AB was performed on September 12, 2020 and again on January 6, 2021 to document the status of open warranty items post the completion of the first one-year warranty anniversary for Phase 1AB (August 19, 2020). The Owner and the Design-Builder are aligned on the status of the warranty obligations, which are being administered and closed-out in a timely manner.

The next warranty inspection is scheduled for early February 2021, to review Phase 1C – Fitness and Aquatics, post the first one-year warranty anniversary for Phase 1C.

Construction Inspection & Monitoring

The Design-Builder is implementing a Quality Assurance and Quality Control (QAQC) program through the design and construction of the project. We are working closely with the Design-Builder and provide random audits of that program, review and opine on independent testing, physically review the quality of the construction activities, identify key inspections and tests that are completed, witness critical construction activities and collaborate with the Design-Builder to ensure optimum quality is achieved and maintained at all stages of the project.

We received a copy of Architecture 49's Letter of Construction Conformance, dated February 10, 2021. The Lead Consultant has confirmed that the works on site are progressing generally in accordance with the IFC drawings, specifications and building permits issued to date. A copy of the Letter of Assurance is included in Appendix 6 of this report.

An installation defect was observed on the metal siding installed along the Gymnasium, Childcare and Rink 1 south walls. In summary, the raw side and finished side of the panels were installed in reverse, with the raw side on the exterior overlap. This caused the horizontal joint to be more apparent and provided an inferior aesthetic finish. On January 27, 2021, the Architect recommended that the panels be removed and replaced. The Design-Builder has committed to having this completed in compliance with the design documents.

We received a copy of Architecture 49's Site Report #76R1, dated January 14, 2021. Items have been identified for the Design-Builder to review and action. We understand the Design-Builder is addressing these in a timely manner.

We did not receive any copies of the Structural Engineer's Reports during this reporting period, from the Design-Builder.

We received a copy of WSP's Construction Review Report #37, dated January 17, 2021. Items have been identified for the Design-Builder to review and action. We understand the Design-Builder is addressing these in a timely manner.

9.0 *Quality Assurance & Quality Control (continued)*

We received a copy of Smith and Anderson's Job Report E032, dated January 25, 2021. Items have been identified for the Design-Builder to review and action. We understand the Design-Builder is addressing these in a timely manner.

We performed site inspections on January 4, 14 & 26, 2021 to witness and monitor the progress of the works. Please refer to Appendix 3 of this report for copies of the Site Inspection Reports for this reporting period. Please refer to historic monthly progress reports for commentary on various QAQC inspection and monitoring activities, relative to specific reporting periods.

10.0 SAFETY AND ENVIRONMENTAL

On Sunday August 20, 2020, a structural beam came loose from its weld and bolts and fell to the ground. No one was harmed or hurt. WorkSafe BC investigated and put a stop work order on the location in Rink 1, where the beam fell.

The Design-Builder has provided us with a copy of their internal safety report, which satisfies their Health and Safety obligations. The final third-party welding report is still outstanding and has been requested again.

No further safety incidents were reported by the Design-Builder during this reporting period.

11.0 AREAS OF CONCERN & OUTSTANDING ISSUES

In general, all issues and actions raised within meetings and communications during January 2021 have been addressed or remain ongoing as part of the forthcoming design, procurement and construction phases.

There is a potential future risk that the COVID-19 pandemic may have an impact to the project schedule, labour and supply chain availability. From our communications and site inspections during this reporting period we confirm that the Design-Builder continues to implement a robust and disciplined safety program in compliance with provincial and federal advice and standards, relating to COVID-19.

On March 19, 2020, the Design-Builder issued a corporate message that confirmed the actions and measures that were being implemented to manage their business operations during the pandemic.

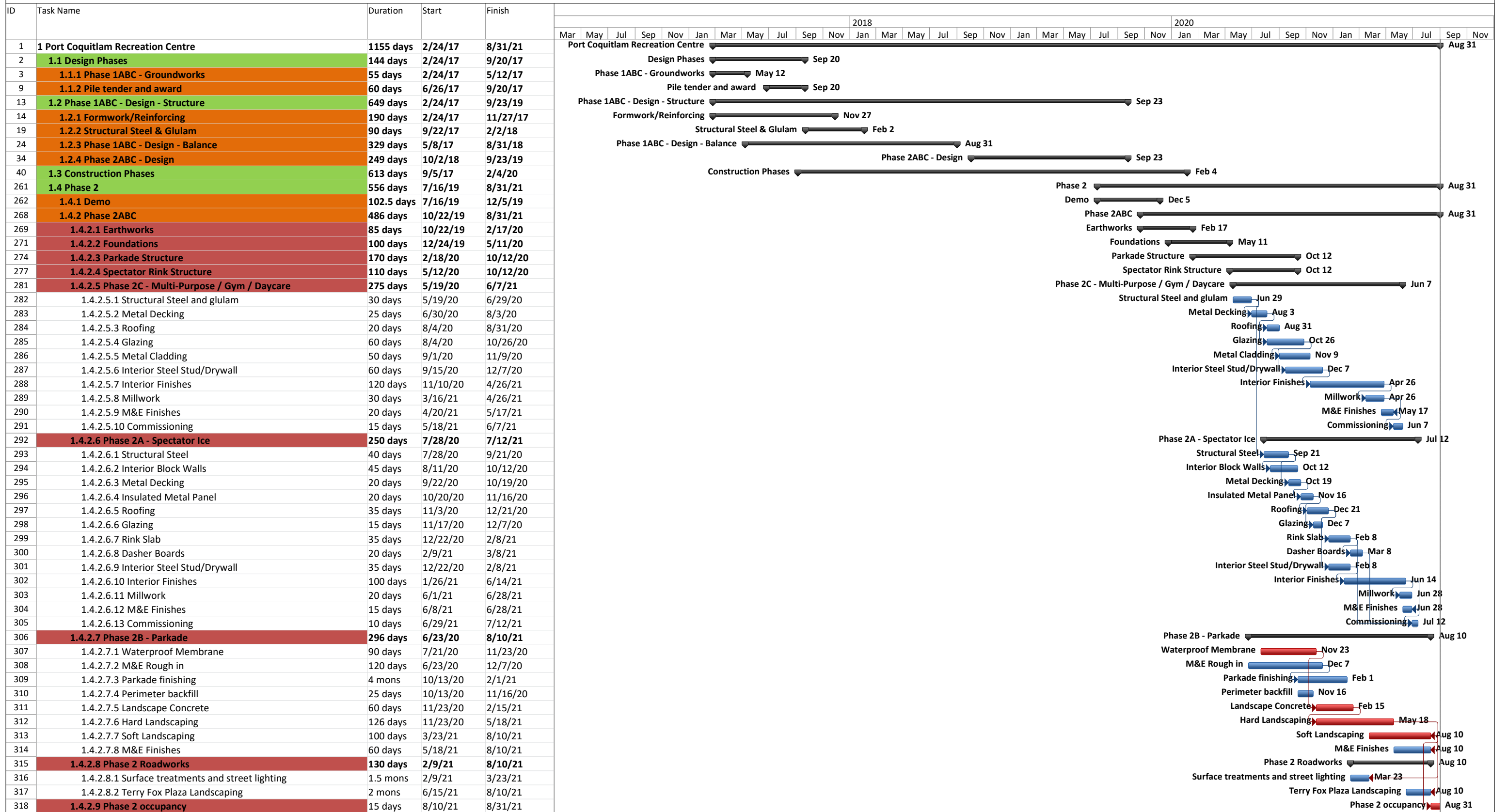
APPENDIX 1

Port Coquitlam Community Recreation Centre Complex – Owner's Schedule:
February 17th, 2021 - Update



PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE
February 17th 2021 - Update

Ventana Construction Corporation
3875 Henning Dr. || Burnaby, BC || V5C 6N5
Office 604.291.9000
Fax 604.291.9992
Web VentanaConstruction.com

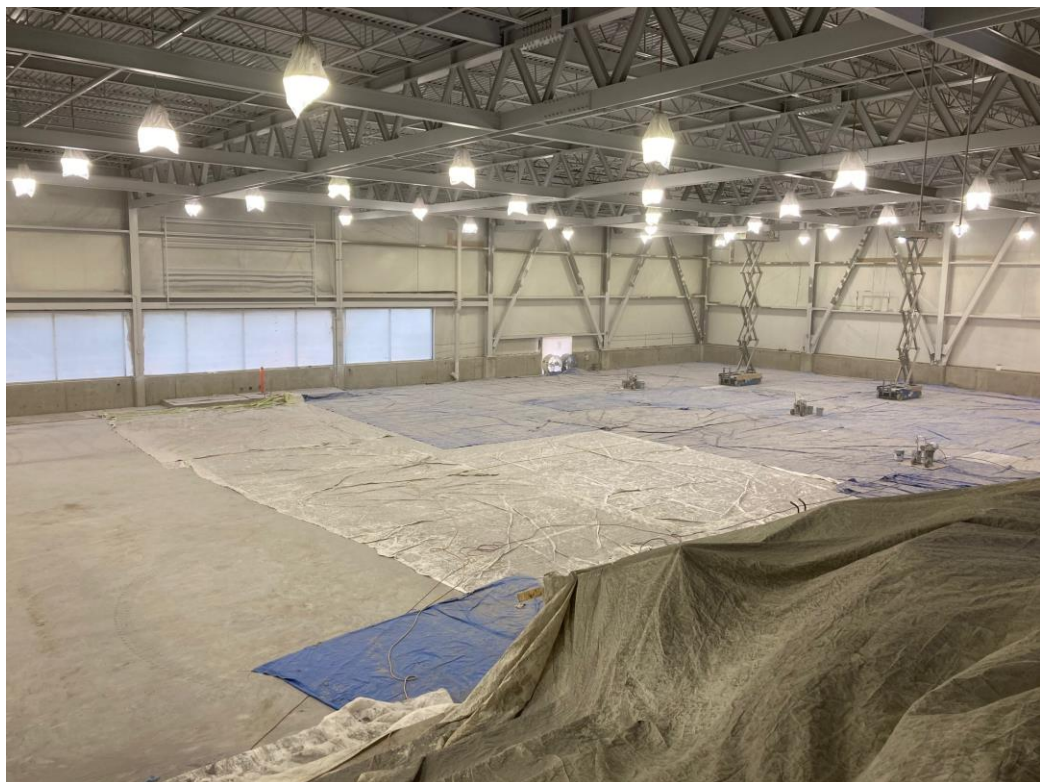


APPENDIX 2

Progress Photographs: January 2021



Phase 2A – Rink envelope progress



Phase 2A – Rink slab poured. Painting commenced.



Phase 2B – South plaza finishing ongoing



Phase 2B – South plaza paving ongoing



Phase 2C – Large MP Room progress



Phase 2C – Gymnasium progress



Phase 2C – Child Minding progress



Offsite paving commenced

APPENDIX 3

Site Inspection Reports: January 2021

Field Review Report



Project: Port Coquitlam Community Centre

Reporting Date: 2021-01-06

Prepared By: Lewis Reilly

Weather: Sunny: x Rain: Wind: Temperature: High of: 7
 Cloudy: x Snow: Other: Low of: 2

General Contractor - VCC				Trade Contractor's			
Superintendents	1	Piling		Waterproofing		Painting	3
Engineers		Site Work	2	Scaffolding		Misc. Specialties	
Office Staff		Landscaping	11	Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	
Carpenters		Concrete Formwork	10	Roofing	4	Mechanical	7
Labourers	20	Rink prep / conc	7	Doors & Hardware		Refrigeration	1
Operators		Reinforcing Steel		Windows/Glazing	1	Sprinklers	3
		Structural Steel		Exterior Cladding		Electrical	9
SITE TOTAL	21	Metal Decking		SS/Drywall	4	Controls	
		Masonry	6	Drywall Taper		Metal Panels	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile	1	Tango's Subtotal	
		Millwork		Sports Flooring	2	Trade's Subtotal	71
						SITE TOTAL	71

JOB DELAYS OR POSSIBLE DELAYS:

Site progress trending ahead of current schedule

QAQC

As previously noted and discussed with Ventana, A49 and Consultants

Site clean and tidy

Social distancing measures implemented

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

	Comments
Phase 2A	Rink slab wet cure complete
	Structural complete
	Mechanical and electrical rough in ongoing
	Bleacher formwork strip complete
	Storage masonry ongoing
	Metal door install ongoing
	Wall panels complete
	Painting ongoing
	Tilling ongoing
Phase 2B	Parkade walls formwork strip and waterproofing complete
	Vertical wall footings formwork complete
	Traffic membrane waterproofing install ongoing
	M&E rough-in ongoing
	Light fixture install ongoing
	Staircore and Doghouse glass install ongoing
	Main entrance landscaping ongoing - light standards installed
	South plaza paving and formwork ongoing. Tree planting ongoing
Phase 2C	Structural steel complete
	Roofing complete
	Wall assembly framing complete
	Glazing near completion
	M&E rough in and final fix ongoing
	Internal framing, insulation and drywall near completion
	Final painting ongoing
	Gym Floor install ongoing

Field Review Report



Project: Port Coquitlam Community Centre

Reporting Date: 2021-01-14

Prepared By: Lewis Reilly

Weather: Sunny: x Rain: Wind: Temperature: High of: 8
 Cloudy: x Snow: Other: Low of: 0

General Contractor - VCC				Trade Contractor's			
Superintendents	1	Piling		Waterproofing		Painting	3
Engineers		Site Work	2	Scaffolding		Misc. Specialties	
Office Staff		Landscaping	11	Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	
Carpenters		Concrete Formwork	10	Roofing	4	Mechanical	7
Labourers	20	Rink prep / conc	7	Doors & Hardware		Refrigeration	1
Operators		Reinforcing Steel		Windows/Glazing	1	Sprinklers	3
		Structural Steel		Exterior Cladding		Electrical	9
SITE TOTAL	21	Metal Decking		SS/Drywall	4	Controls	
		Masonry	6	Drywall Taper		Metal Panels	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile	1	Tango's Subtotal	
		Millwork		Sports Flooring	2	Trade's Subtotal	71
						SITE TOTAL	71

JOB DELAYS OR POSSIBLE DELAYS:

Site progress trending ahead of current schedule

QAQC

As previously noted and discussed with Ventana, A49 and Consultants

Site clean and tidy

Social distancing measures implemented

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

	Comments
Phase 2A	Mechanical and electrical rough in ongoing
	Painting has commenced
	Storage masonry ongoing
	Metal door install ongoing
	Drywall finishing is ongoing
	Painting ongoing
	Tiling ongoing
Phase 2B	Parkade walls formwork strip and waterproofing complete
	Vertical wall footings formwork complete
	Traffic membrane waterproofing install ongoing
	M&E rough-in ongoing
	Light fixture install ongoing
	Staircore and Doghouse glass install near completion
	Main entrance landscaping ongoing - light standards installed
	South plaza paving and formwork ongoing. Tree planting ongoing
Phase 2C	Structural steel complete
	Roofing complete
	Wall assembly framing complete
	Glazing complete
	M&E rough in and final fix ongoing
	Internal framing, insulation and drywall near completion
	Final painting ongoing
	Gym Floor install ongoing
Offsite	Paving Works Commenced

Field Review Report



Project: Port Coquitlam Community Centre

Reporting Date: 2021-01-14

Prepared By: Lewis Reilly

Weather: Sunny: x Rain: Wind: **Temperature:** High of: 9
 Cloudy: x Snow: Other: Low of: 0

General Contractor - VCC		Trade Contractor's					
Superintendents	1	Piling		Waterproofing		Painting	
Engineers		Site Work	19	Scaffolding		Misc. Specialties	4
Office Staff		Landscaping	11	Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	
Carpenters		Concrete Formwork	6	Roofing	6	Mechanical	10
Labourers	19	Rink prep / conc	2	Doors & Hardware		Refrigeration	
Operators		Reinforcing Steel		Windows/Glazing	2	Sprinklers	
		Structural Steel		Exterior Cladding		Electrical	9
SITE TOTAL	20	Metal Decking		SS/Drywall		Controls	2
		Masonry	3	Drywall Taper		Metal Panels	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile	1	Tango's Subtotal	
		Millwork		Sports Flooring	2	Trade's Subtotal	77
						SITE TOTAL	77

JOB DELAYS OR POSSIBLE DELAYS:

Site progress trending ahead of current schedule

QAQC

As previously noted and discussed with Ventana, A49 and Consultants

Site clean and tidy

Social distancing measures implemented

Metal panels in to the outside of the gymnasium, childcare and part of Rink 1 have been installed wrong and create a shadow line. Ventana have confirmed they will remove and re install to remove this defect.

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

	Comments
Phase 2A	Mechanical and electrical rough in is near completion
	Painting is ongoing
	Storage masonry is complete
	Metal door install ongoing
	Drywall finishing is ongoing
	Tiling ongoing
Phase 2B	Traffic membrane waterproofing install ongoing
	M&E rough-in ongoing
	Light fixture install ongoing
	Staircore and Doghouse glass install near completion
	Main entrance landscaping ongoing - light standards installed
	South plaza paving and formwork ongoing. Tree planting ongoing
Phase 2C	Structural steel complete
	Roofing complete
	Wall assembly framing complete
	Glazing complete
	M&E rough in and final fix ongoing
	Internal framing, insulation and drywall near completion
	Final painting ongoing
	Gym Floor install ongoing
	Millwork has commenced
Offsite	Paving Works are ongoing

APPENDIX 4

Certificate of Payment No.49: February 10, 2021

CERTIFICATE OF PAYMENT : No. 49 (Progress Claim 50)



PROJECT: City of Port Coquitlam Community Centre	FILE: 3 - 9308
LOCATION: 2150 Wilson Ave, Port Coquitlam, BC	INSPECTION DATE: 02-Feb-20
	CERTIFICATE DATE: 10-Feb-21

Owner The City of Port Coquitlam 2580 Shaughnessy St Port Coquitlam, BC V3C 3G3 Attention: Ms. Karen Grommada	Design-Builder Ventana Construction (Poco) Corp. 3875 Henning Dr. Burnaby, BC V5C 6N5 Attention: Mr. Andrew Cameron
--	--

		Contract Price	Change orders	Revised Contract Price
Total Contract Amount		\$ 116,717,000	\$ 11,878,919	\$ 128,595,919

PAYMENT CALCULATION	Gross Amount to Date	Previous Period	Gross Amount This Period	Holdback	Net Payment This Period
Total Work Completed	\$ 120,594,422	\$ 119,658,233	\$ 936,188.62	\$ 272,942.09	\$ 663,246.53
Total Work Completed	\$ 120,594,422	\$ 119,658,233	\$ 936,188.62	\$ 272,942.09	\$ 663,246.53
Add: Holdback Released	\$ 7,166,205	(7,166,205)		\$ 0.00	\$ 0.00
Current Net Payable			\$ 936,188.62	\$ 272,942.09	\$ 663,246.53
Plus GST (5.0%) on Net Payable					\$ 122,823.94
Total Current Payable Amount					\$ 786,070.47
Holdback Retained to Date (incl. this Certificate)					\$ 4,893,237
Total GST Paid to Date (incl. this Certificate)					\$ 5,785,059
PROJECT COST TO COMPLETE					\$ 8,001,497

This is to Certify that, for the Port Coquitlam Community Centre, a payment of \$786,070.47 (incl. GST) will be due to the Design Builder after the City of Port Coquitlam's Representative has given approval for payment for work completed during the period ending January 31, 2021. As per the Builder's Lien Act, a 10% holdback has been deducted amounting to \$272,942.09. Note that this amounts to 10% of the work completed this period, but is more than 10% of the gross amount payable by the Owner. This is to account for holdback against the total value of work completed this month of \$2,729,420.89, which is to be offset against the Design-Builder's pre-paid amount of \$5,000,000. The total holdback retained to date is \$4,893,237 and the total GST paid to date is \$5,785,059 (not including the pre-payment costs). The Adjusted Project Cost to Complete is \$8,001,497 (Not incl. GST & holdback, or prepayment).

CERTIFIED BY: 	REVIEWED BY: 
Per: Neil Murray, MRICS Director	Per: Rob Wilson, FRICS, PQS Director



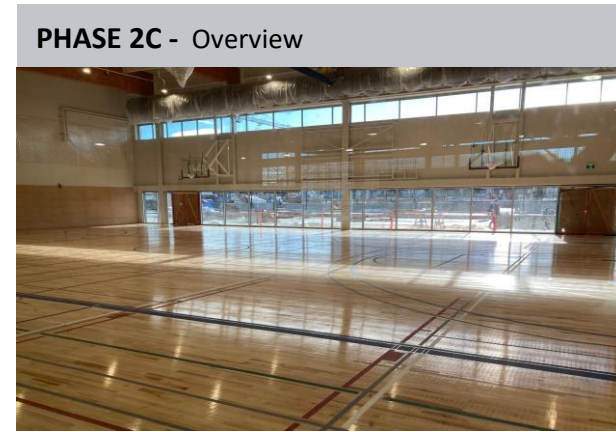
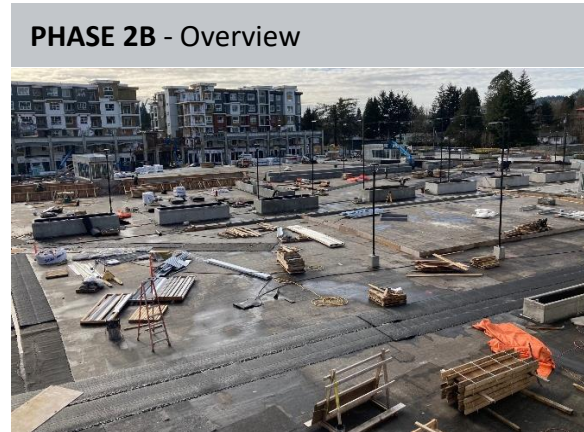
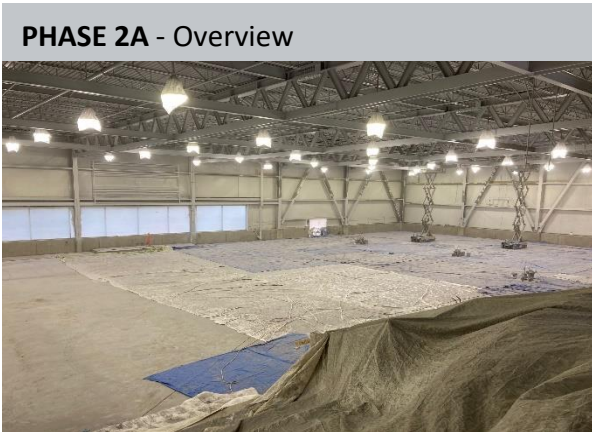
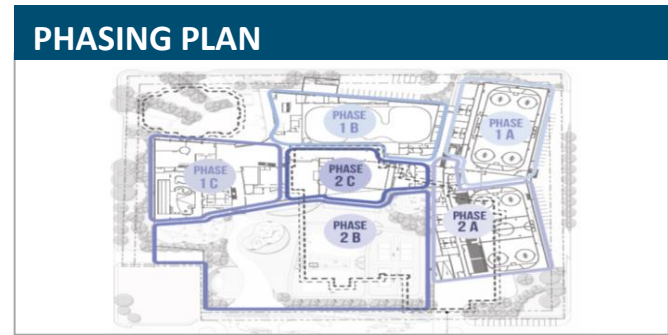
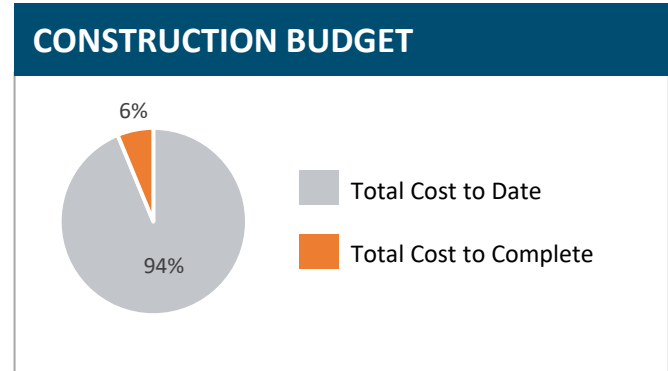
APPENDIX 5

Project Dashboard: January 31, 2021

PROJECT DASH BOARD

Updated: 2021-01-31

PROJECT SCHEDULE							
Task / Activity	Start	Finish	2017	2018	2019	2020	2021
Design	Dec-16	Apr-19	[Bar]				
Permits	Feb-17	Jul-19	[Bar]				
Procurement	Feb-17	May-19	[Bar]				
Phase 1A - Participant Ice	Mar-17	Jul-19	[Bar]				
Phase 1B - Leisure Ice & Library	Apr-17	Jul-19	[Bar]				
Phase 1C - Aquatics, Fitness, All Age & Admin	Aug-17	Mar-20	[Bar]				
Phase 2A - Spectator Ice	Oct-19	Jul-21				[Bar]	
Phase 2B - Underground Parking	Oct-20	Aug-21				[Bar]	
Phase 2C - MP, Flex Hall & Child Care	Jan-20	Jun-21				[Bar]	



APPENDIX 6

Architecture 49 Letter of Construction Conformance: February 10, 2021

February 10, 2021

Architecture49 Inc.
270 - 1075 West Georgia
Vancouver BC
V6E 3C9

T 1.604.736.5329
architecture49.com

Tango Management Group
2288 Manitoba Street
Vancouver, BC V5Y 4B5

Attention: Lewis Reilly, Director email: lreilly@tangomanagment.ca

Reference: Port Coquitlam Community Centre, Port Coquitlam, BC

To Whom It May Concern:

Site reviews were carried out during the month of January 2021. Via photographs, site visits, consultant site/field observation reports, contractor/sub-contractor inspection reports (if provided) and, ongoing correspondence with the site supervisor to date, to the best of our knowledge, the work is progressing generally in conformance with the project IFC drawings, specifications and building permits issued to date. Items where conformance is in question are being addressed in follow up site review.

Any previous month reports that were not submitted previously may also be attached.

- 2021-01-12 A49_Site Report 76
- 2021-01-27_A49_Site Report 76 Follow-up-Letter to VCC on Corrugated Cladding
- 2020-12-14 – WSP Mechanical Field Report 37
- 2021-01-22 – S+A Electrical Field Report 032

Sincerely,
ARCHITECTURE49 INC.



Stella Nicolet, Architect AIBC, AAA, AIA, LEED AP BD+C, CCCA, CCA
Managing Principal

APPENDIX 7

Owner's Meeting Minutes #36: January 19, 2021

Date Issued	2021-01-21
Project	Port Coquitlam Community Recreation Complex, 2150 Wilson Ave, Port Coquitlam
Meeting	Owners Meeting Minutes #36
Meeting Held On	2021-01-19

Present:

Lewis Reilly	City of Port Coquitlam	POCO 604.927.5411	lreilly@tangomanagement.ca
Lori Bowie	City of Port Coquitlam	POCO 604.927.5411	bowiel@portcoquitlam.ca
Jerry Brouwer	Ventana Construction (Poco) Corporation	VCC 604.291.9000	jbrouwer@ventanaconstruction.com
Joseph Lenz	Ventana Construction (Poco) Corporation	VCC 604.291.9000	jlenz@ventanaconstruction.com

Copies To:

Kristen Dixon	City of Port Coquitlam	POCO 604.927.5411	dixonk@portcoquitlam.ca
John Bowser	Tango Management	TM 604.734.6416	bowser@tangomanagement.ca
Andrew Cameron	Ventana Construction (Poco) Corporation	VCC 604.291.9000	acameron@ventanaconstruction.com
Haley Hartley	Ventana Construction (Poco) Corporation	VCC 604.291.9000	hhartley@ventanaconstruction.com
Tallon O'Neill	Ventana Construction (Poco) Corporation	VCC 604.291.9000	TONeill@ventanaconstruction.com

Old Business

DESCRIPTION

ACTION BY

REQUIRED BY

1.01 SAFETY

32.2 VCC advised PoCo that a beam detached from the rink superstructure and fell to the ground. Damage was minor and no worker was injured as the beam fell on a Sunday. VCC advised the welding inspectors report is imminent and once received will be forward to PoCo along with Worksafe and VCC incident reports.

VCC

-

2020-10-20 (Meeting 33): The rink structure is now finished but final report not complete due to a pending response from welding inspector.

2020-11-17 (Meeting 34): Final report pending from the welding inspector. VCC has requested to receive it by the end of this week.

2020-12-15 (Meeting 35): VCC has not received the welding inspectors report and will forward the incident report to PoCo without.

2021-01-19 (Meeting 36): VCC advised they are still waiting on welding inspectors report.

36.1 **VCC noted there was one confirmed case of COVID with an electrician, it was traced back to his family and isolated per BC Health regulations. He has since returned to work.**

Info

-

36.2 **No new safety issues since the last meeting.**

Info

-

1.02 DESIGN

- 28.3 Playpark Design; VCC noted they will be providing a design update shortly. VCC 2021-01-26
Tango noted Sport Court surfacing is pending City confirmation of use of space, i.e. parkour, or playground. VCC responded noting surfacing unit rate can be provided to aid final material selection.
- 2020-10-20 (Meeting 33): VCC advised an initial review of the timber playground concept was completed by a certified playground inspector and that a thorough review will be completed within the next two weeks. VCC is aiming to have the timber playground concept complete for review by the City and select stakeholders by Mid-November
- 2020-11-17 (Meeting 34): A CSA review has been completed, drafting revisions are underway.
- 2020-12-15 (Meeting 35): The timber playground concept was sent to PoCo. VCC and PoCo Staff and stakeholders to review the concept tomorrow.
- 2021-01-19 (Meeting 36): VCC advised shop drawings are underway, Logs are to be ordered soon. Lewis and Lori to respond to playground on Friday. PoCo noted their surfacing preference is poured-in-place rubber. VCC noted landscape budget is based on fybar material and proposed potential cost share if rubber is utilized. VCC to review landscape budget and advise.**

- 36.1 **VCC requested cross-fit fall height and structure footprint information.** POCO, TM -

1.04 SCHEDULE

- 34.1 Lewis requested the construction schedule be sent to PoCo's FF+E trade. VCC is currently updating the schedule and will send to Tango by the end of this week. Info -
- 2020-12-15 (Meeting 35): VCC confirmed their internal construction schedule was sent to PJS.**
- 36.1 **The schedule is still trending for an April 2021 completion VCC will forward to PoCo a current up to date schedule for there FF& E scheduling** VCC 2021-01-22
.

1.05 CITY/STAKE HOLDERS MEETING

- 36.1 **Lori advised Council is touring the site today at 4pm. Stakeholder meeting is schedule for February, PoCo will send meeting invites to confirm day and time.** POCO -

1.07 TERRY FOX PLAZA

- 22.1 Phase 2 off-sites design requires a meeting. VCC to coordinate. VCC -
- 2020-06-16 (Meeting 29): Tango to review with Terry Fox family to confirm extension of Terry's route from Thunder bay to West-Coast, and request input on informational "Points of Interest" at medallions along route.
- 2020-07-21 (Meeting 30): Tango provided Terry Fox Family route response. VCC to review/advise.
- 2020-08-18 (Meeting 31): VCC to review Terry Fox route marker suggestions by Fox family with PMG to determine how many characters can potentially fit onto a given route marker. Once this is determined the Fox family will decide on marker messages.
- 2020-09-15 (Meeting 32): Tango advised they are waiting on a response from the Fox family.
- 2020-10-20 (Meeting 33): Comments have been forwarded to VCC. VCC advised surfacing is still under review.
- 2020-11-17 (Meeting 34): Joseph advised that the map of Canada surfacing is still being considered. Lori requested a timeline on the final decision, Joseph stated he expected to have the surfacing an conceptual layout revised before Christmas.
- 2020-12-15 (Meeting 35): Joseph advised VCC would be proceeding with a streetbond coating on top of asphalt surface. VCC proposed adding a QR code linking to the Fox foundation website so that the public could scan the code, follow Terry's journey on the map and read his entries on the website. PoCo was receptive to both proposals.
- 2021-01-19 (Meeting 36): Joseph advised PMG is currently updating the drawings and VCC will forward to PoCo once received.**

21.01 DEFICIENCIES PHASE 1

- 32.1 VCC will attach the warranty and deficiency list to the minutes moving forward. Closed -
- 2021-01-19 (Meeting 36): Completion of remaining Phase 1 deficiencies to be reviewed and discussed outside of the Owner's meeting.**

24.03 OWNER RFI'S

- 24.3 RFI 165 Gym and Multipurpose Curtain: POCO/Tango reviewing. Closed -
- 2020-10-20 (Meeting 33): Tango advised that the City would like VCC to proceed with providing a price for the supply and install of a divider partition. VCC will assemble order of magnitude upon which the City can confirm if they would like to proceed with detailed pricing and change order for their review
- 2020-11-17 (Meeting 34): Order of magnitude pricing was forwarded to POCO. A49 is proceeding with the design.
- 2020-12-15 (Meeting 35): Pricing has been sent to PoCo.
- 2021-01-19 (Meeting 36): Divider partition shops under way. Once approved and construction timeline defined, divider construction will be inserted into schedule.**

- 31.1 Tango to issue RFI with respect to code compliance of roller shutter gates with signage. *post meeting note Owner RFI 176 has been issued. Carried 2020-11-20

2020-10-20 (Meeting 33): VCC to set up a meeting regarding this. Yvonne, Glenn Mitzel, Lewis and Lori, A49 and Larry to be in attendance.

2020-11-17 (Meeting 34): Poco to propose a meeting date and time.

28.01 SITE FOOTAGE

36.1 **VCC will confirm next drone footage date.** VCC -

30.01 PCN'S

33.1 Topic carried for future discussions Info -

30.02 FACILITY RE-OPENING DATE

30.1 POCO advised that City Council will review the facility re-opening date on July 28/20 and will advise. Carried -

2020-08-18 (Meeting 31): The rinks will open Sept 8th. Weight room will open Sept 14/20. The corridor will remain closed. VCC to review South exit completion Sept 14th.

2020-10-20 (Meeting 33): PoCo advised the arena, Fitness and library opening independently. Lori does not anticipate any changes to current operations before the new year and that budget discussions for 2021 with City Council will be underway shortly.

2021-01-19 (Meeting 36): Lori advised a re-opening date is yet to be determined. Lacrosse activities may resume this upcoming season but Covid restrictions are making the discussion difficult.

34.01 HYDRO BEAUTIFICATION ON KINGSWAY

34.1 Hydro is currently disconnecting services on Kingsway. Hydro Poles along Kelly ave have been removed. Info -

2020-12-15 (Meeting 35): VCC advised obtaining TMP's have been problematic and anticipates work completing in January.

2021-01-19 (Meeting 36): Hydro work underway, slower than anticipated.

34.02 SCREEN MOUNT IN MULTIPURPOSE

34.1 Jerry requested that Patcon provide requirements for screen mount required in the multipurpose room and advised the dropped ceiling will be installed 7' below underside of roof deck. Lewis will coordinate with Patcon. Carried -

2021-01-19 (Meeting 36): VCC to get SI issued, 3-4 weeks away. no further action required from PoCo

New Business

DESCRIPTION ACTION BY REQUIRED BY

36.01 NEW ARENA MANAGER

36.1 **Lori advised that PoCo has hired a new Arena manager and will be** Info -

reviewing site Feb 1st.

36.02 SIDEWALKS AND OFF-SITE WORKS

36.1	Public response regarding roadworks now underway has not been positive. Joseph will send a summary email to Lori outlining sequencing of construction and durations so that she can forward to council.	VCC	2021-01-26
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36.03 CLADDING

36.1	VCC advised PoCo Jan 18th of an aesthetic deficiency visible with the installed corrugated cladding. PoCo (Lewis and Rana) to review on site Jan 20th.	POCO, TM	2021-01-20
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36.04 SKATE FLOORING

36.1	PoCo has requested skate flooring to spectator rink perimeter. VCC to obtain and review pricing within the context of other user-group requests.	VCC	-
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36.05 PHASING WORK

36.1	Lewis noted it would be a good time to remove temporary hoarding required for Phasing. Joseph advised this has been an internal discussion and that it was being reviewed with the building inspector. Jerry advised the inspector required life safety systems operational on Phase 2 before removal.	Info	-
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36.06 RINK 2 GLAZING GLARE

36.1	Joseph advised a proposed fabric mesh mock-up will be installed on Rink 2 glazing for PoCo review. Tango advised there was a glare coming from the Gym clerestory windows and if the product would be suitable for installation there. VCC to review feedback on Rink 2 mockup and advise if it's cost effective to utilize in other areas.	VCC	-
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36.07 NEXT MEETING

36.1	The next meeting will be held February 16, 2021 at 10:30am via teams	Info	2021-02-16
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These minutes are believed to be a true and accurate record of all items discussed. Any errors and/or omissions should be reported, in writing, to Ventana Construction (POCO) Corp. as soon as possible.

Recorded by:
Ventana Construction (POCO) Corp.
Joseph Lenz

RECOMMENDATION:

That Committee of Council direct staff to:

- 1. Proceed with detailed design of the Civic Centre in 2021, as outlined in the March 9, 2021, staff report, "Civic Centre Rehabilitation" and report back to council with drawings prior to construction;*
- 2. Proceed with seeking public feedback for the Civic Centre rehabilitation between March 10 and March 23, 2021;*
- 3. Plan for construction of the Civic Centre rehabilitation project in 2022; and*
- 4. Defer the Donald Street pathway extension to 2022 to align with Civic Centre work.*

PREVIOUS COUNCIL/COMMITTEE ACTION

Committee of Council authorized staff to proceed with developing a conceptual design and costing for upgrades to Veterans Park and Leigh Square as part of the 2021-2022 capital works budget approval.

REPORT SUMMARY

This report presents the proposed Donald Street Pathway alignment through the Civic Centre and introduces a conceptual design concept for upgrades to Veterans Park and Leigh Square. As identified in the 2017 Downtown Action Plan, these projects are integral to achieving the vision set forth by increasing pedestrian connectivity to the heart of the redeveloped McAllister Street and through thoughtful placement and articulation of safe public spaces and parklets that can be enjoyed by businesses, property owners and the community.

BACKGROUND

The Civic Centre open space design concept is envisioned to be a revitalized, accessible, safe and inviting space for residents and visitors alike. When considered in conjunction with the planned extension of the Donald pathway, it will be a main pedestrian connection linking the Port Coquitlam Community Centre with the heart of the City's downtown, provide flexibility for events, gatherings, informal use.

The design concept is informed by the 1998 Downtown Plan, the 2003 Growing the Arts in Leigh Square, the 2015 Cultural Plan, the 2017 Downtown Action Plan and the most recent feedback received as part of our annual budget feedback survey. Each of these documents provide valuable insight into the focus of the community at that moment in time; however, there are a number of important overlapping ideas in regards to what is important when it comes to design principles for the Civic Centre.

The Civic Centre conceptual plan has been prepared by the City's design consultant in consultation with a staff steering committee. The work completed includes a general site plan, detailed area plans, renderings and costings. The intent of these plans and renderings is to offer the City a holistic and compelling vision for the downtown Civic Centre and provide a roadmap to design and implementation.

DISCUSSION

The Civic Centre Concept Plan integrates Donald Pathway Extension, Leigh Square and Veterans Park into a continuous and cohesive public open space. Various physical and visual barriers between the spaces are removed and the whole site opened up to create a safe, welcoming, inclusive and engaging experience. Spaces are connected to one another with new pathways and visually unified through consistent paving, furnishings, lighting and planting treatments throughout. The proposed concept maximizes the open space and ensures there is significant room for growth.

Within the current conceptual plan existing site elements such as Leigh Square bandshell and Veterans Park cenotaph are relocated and shrubbery removed to optimize plaza, park and pathway layouts and significantly improving the safety of the space. Considerable effort has been made to maintain the majority of healthy mature trees, including raised platforms to protect the critical root zones of the trees on the south edge of Leigh Square.

Leigh Square is expanded and repurposed into an event space, designed to accommodate both mid-sized and larger community events and infrastructure to support public performances. When not hosting an event, the space is activated by a water play/ornamental feature and light display as well as a range of seating options for everyday use. Permeable paving is proposed at the plaza for stormwater harvesting for on-site landscape irrigation.

Visualizations are included below in Figures 1 through 6.

CIVIC CENTRE PRELIMINARY CONCEPT

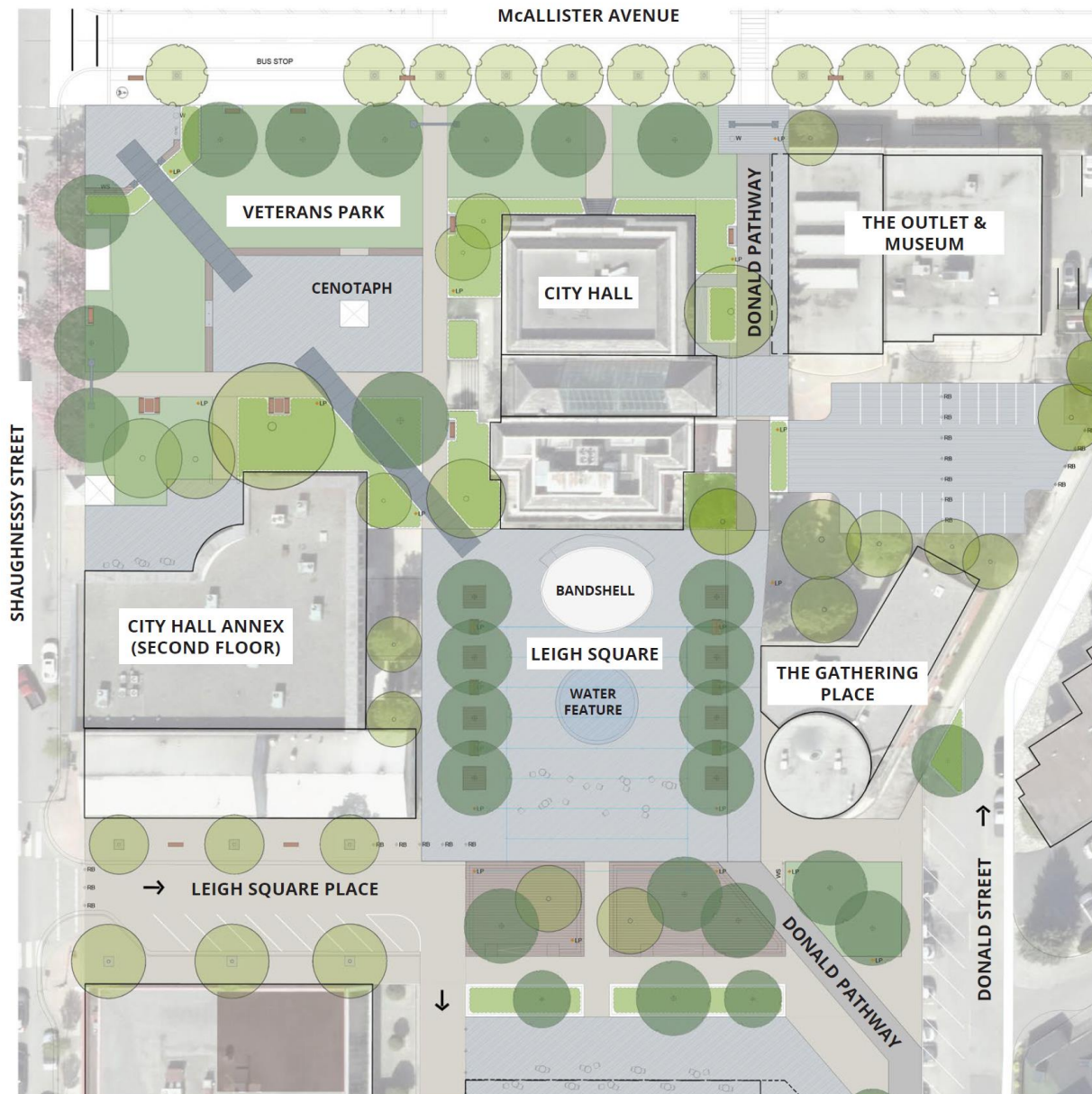


Figure 1: Overall Plan View



Figure 2: Bird's Eye View Veterans Park

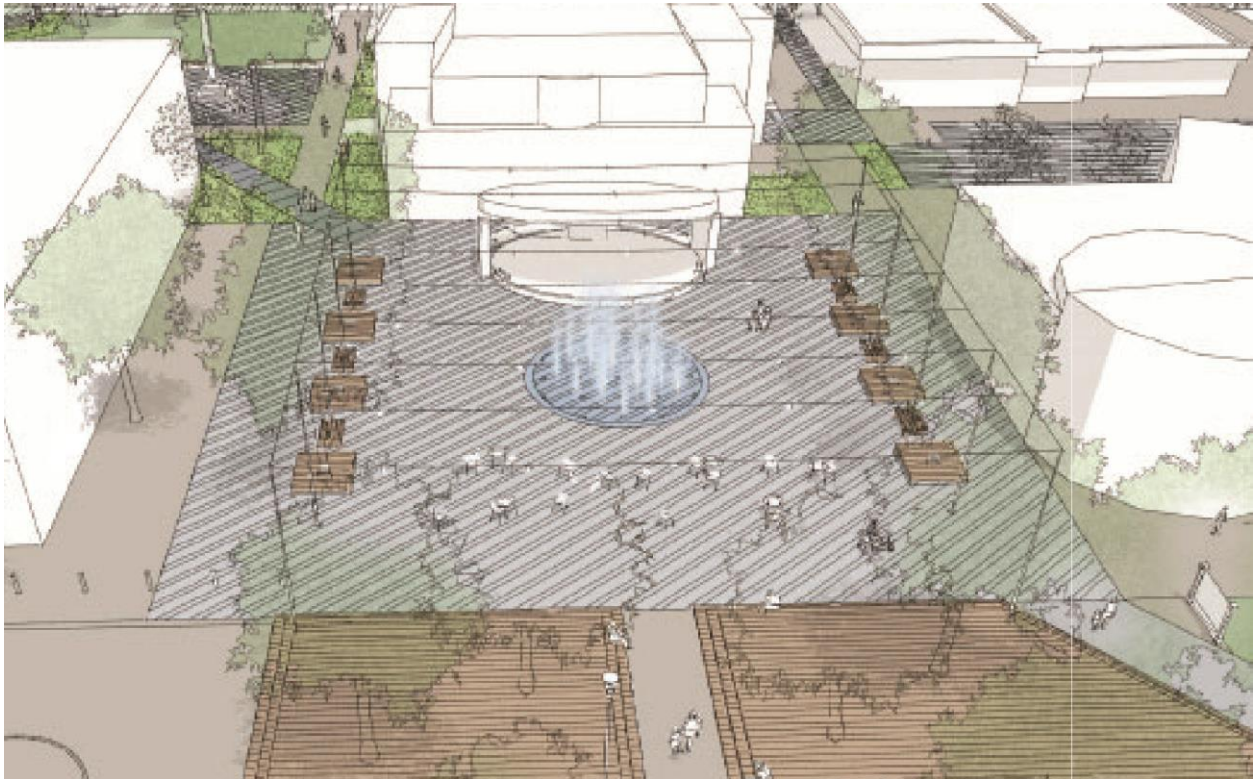


Figure 3: Bird's Eye Leigh Square



Figure 4: Bird's Eye Leigh Square at night

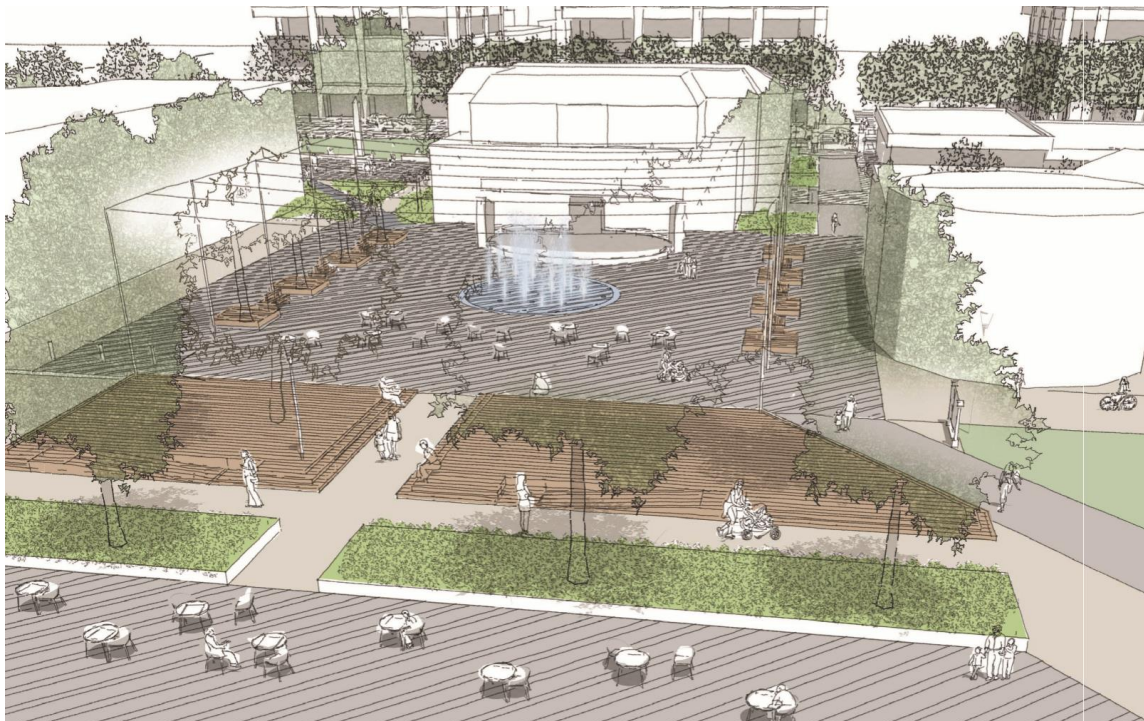


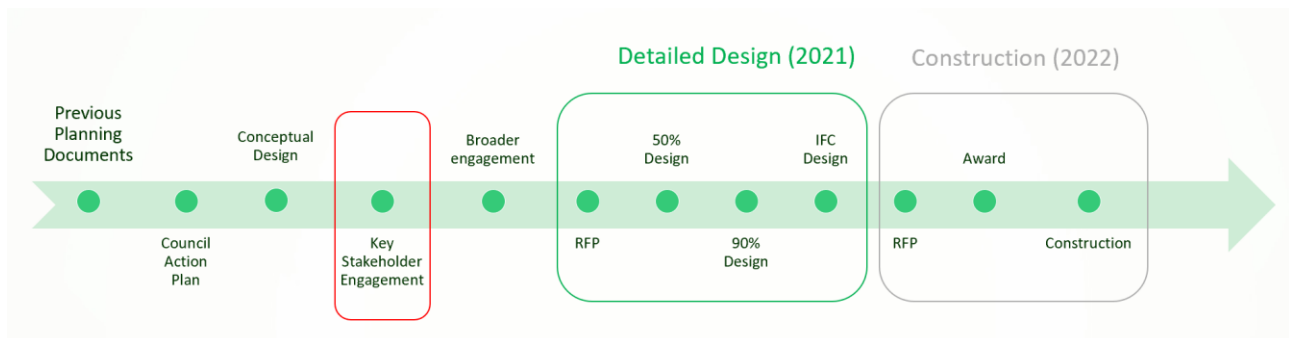
Figure 5: Bird's Eye Donald Pathway Extension



Figure 6: Bird's Eye Leigh Square

Proposed Schedule:

Staff recommend that the Civic Centre rehabilitation project be considered for detailed design in 2021 and construction in 2022. This would align with completion of the McAllister Avenue rehabilitation project (2021) and would allow for the Donald Street pathway extension to follow the following year. In order to meet these schedules, the following timeline is proposed:



Stakeholder Consultation:

In addition to the community consultation which informed the numerous downtown visioning documents, targeted stakeholder feedback was also conducted, including the Royal Canadian Legion Branch 133 and arts and business groups. Early consultation with these groups identified strong support for this initiative.

Based on this targeted stakeholder feedback and public space best practices, the draft concept intends to:

- Attract families and people of all ages to the downtown and give them a reason to stay, whether it be through improved event space, performances, public art or green place,
- Improve safety, visual sightlines and connectivity, and
- Create an atmosphere that is fun, lively and green, with lighting for night-time enjoyment.

Feedback was also received through the 2021 budget survey in which residents were asked an open-ended question about what improvements they would like to see to downtown public spaces in order to provide more opportunities to gather and celebrate.

416 people provided responses to this question. Of these responses, the most common theme (at 124) was a strong desire to see more community celebrations and civic events within the downtown public spaces. This is supplemented by a significant portion of the public which would like to see improved traffic flow and multi-use travel opportunities (48).

Staff recommend that public consultation be conducted between March 10 and March 24, 2021.

FINANCIAL IMPLICATIONS

The estimated costs for the project are approximately \$5.8M. Following the detailed design work, estimates will be refined and a funding plan will be brought forward to Council for approval.

Funding for the design and construction of the Donald Pathway extension is included in the Capital Works budget for completion in 2021. Given the Civic Centre is being considered for construction in 2022; it is recommended that the Donald Pathway extension be deferred to 2022 to align with this work.

Civic Centre Rehabilitation

OPTIONS (✓ = Staff Recommendation)

	#	Description
<input checked="" type="checkbox"/>	1	Endorse the design concepts and direct staff to proceed forward.
<input type="checkbox"/>	2	Refer the design concepts back to staff for further analysis.
<input type="checkbox"/>	3	Other.

ATTACHMENTS

None.

Lead author(s): Forrest Smith

Contributing author(s): Doug Rose

RECOMMENDATION:

That Committee of Council endorse the long-term strategy for sports field infrastructure as outlined in the March 9, 2021, staff report, "Sports Field Needs Assessment", and direct staff to provide recommendations from the strategy during the capital planning process.

PREVIOUS COUNCIL/COMMITTEE ACTION

During the October 8, 2019, Committee of Council meeting, the following resolution was carried:

That Council direct staff to commence the field needs assessment portion of the Parks and Recreation Master plan in Q4 2019 in consultation with the PoCo Sports Alliance and its members at a total cost of \$25,000 to be funded from accumulated surplus, and that the financial plan be amended as required.

REPORT SUMMARY

The City initiated a Sports Field Needs Assessment to help guide decisions about future planning, investment, development, and management of its outdoor sports fields to create capacity to address current and future needs. This report brings forward recommendations to make better use of existing facilities through strategic capital investments for key facilities to achieve greater efficiencies, better service, even usage, and enhance user experience. The solutions identified within this report and its attachments require long-term investments and it is recommended this study inform future capital plan discussions.

BACKGROUND

The Parks & Recreation 10-year Master Plan expired in 2017. Prior to consideration of an updated Parks & Recreation Master Plan, this assessment report will provide a 10-year interim measure to help guide decisions about future planning, investments, development and management of outdoor sports fields. It also builds on the previous Sports Field Strategy completed in 2010,

The City is currently providing 0.73 ha of athletic park space for every 1000 residents, which compares favorably to cities such as Kamloops at 0.78 and Calgary at 0.74 ha per 1000 residents. The City's population is projected to reach 70,000 residents by 2031 as per Metro Vancouver's 2040, Regional Growth Strategy (2017 Update). With this growth comes the challenge of continuing to meet the demand for facilities and services with changing demographics and increased diversity. To maintain this standard and to ensure services align with the demand, the City would need to acquire and develop an additional 10 ha of athletic park. This requirement would be challenging, very expensive, and likely difficult to achieve given the high cost of land, lack of suitable available land and other competing priorities.

Sports Field Needs Assessment

As an alternate approach to expanding the existing park inventory, other strategies were explored. By reviewing and reassessing field usage patterns it is possible to create capacity by finding efficiencies and optimizing existing inventory (service gaps), maintenance, programming, and operations. Consultation with representatives from Port Coquitlam Sports Alliance (PCSA), local sport user groups and the school district helped to set the framework for priority services, facility improvements and investments based on future trend projections. Based on usage information, priority objectives include:

1. Facility usage and capacity at Gates Park, McLean Park and Thompson Park
2. Needs of Adult Baseball and Slo-pitch programs
3. Needs of Youth and Women's programs combined with strategic field improvements
4. Need to allow for casual and spontaneous use
5. Thorough review of the current Joint Use Agreement to align with current and future demand

DISCUSSION

When considering field optimization, four distinct buckets were established. A brief summary of these items are provided below, with additional detail provided in the attachments. It should be noted that the complete report (Attachment 2) as well as a summary report (Attachment 1) have been attached for reference.

- Field allocation
- Balancing field use
- Infrastructure improvements
- Partnerships opportunities

Field Allocation: There appears to be room within the existing inventory to accommodate projected need. However, a closer look reveals the fit between supply and demand is not perfect. The analysis highlights needed improvements on specific fields that will better align them with current sports programs and needs, optimize field capacity, and reduce underutilization. The recommendation is to make better use of existing facilities through strategic capital investments at key facilities to achieve greater efficiencies, better service, even usage, and enhance user experience. Investments in existing fields such as field lights, drainage improvements, and artificial turf upgrades/additions, will significantly expand current use on a daily and seasonal basis as well as reducing ongoing maintenance requirements

Balancing Field Usage: Analysis of the usage data reveals extremes between over-use of many popular fields and under use of others. Re-matching teams and fields combined with strategic field improvements will help better serve some user needs and spread use across the available inventory. The Assessment Report places a high priority on accommodating Slo-Pitch teams and their activities. This demand can be addressed through field allocation adjustments at Gates Park, McLean Park and Cedar Park.

Infrastructure Improvements: Field improvement projects have been identified and informed by field assessments, stakeholder feedback, analysis of participation patterns, and usage data. Proposed infrastructure improvements are prioritized to improve facilities to better accommodate adult slo-pitch and baseball programs, optimize potential at underutilized fields to provide options to redistribute use from oversubscribed fields, create capacity to meet projected needs, support casual use and expand neighbourhood level access, and improve user experiences overall.

Partnerships: Continuing to partner and collaborate with school district partners in the development and delivery of facilities is a key recommendation of the report. Specifically where there are opportunities to develop or redevelop fields for the benefit of both community and school users at École Pitt River Middle School, Minnehada Middle School and Terry Fox Secondary School.

A thorough assessment of these factors leads to the consideration of the following “big moves.”

1. Expand Inventory (annual operating cost impact):

Explore the possibility to extend the existing joint field use agreement with SD43 to include:

- École Pitt River Middle School; and
- Citadel Middle School

2. Construct new fields (\$6.7M):

Construct new artificial turf fields at:

- Gates Park (new combined baseball and soccer field) [\$4,000,000]
- École Pitt River Middle School (new ball field) [\$2,700,000]

3. Improve Existing Inventory

a. Construct artificial turf infields at (\$1.2M):

- Aggie Park [\$200,000]
- Cedar Park [\$200,000]
- McLean Park [\$800,000- (four turf infields)]

Sports Field Needs Assessment

- b. Install lighting / improve lighting at (\$5.6M):
 - Aggie Park [\$750,000]
 - Cedar Park [\$750,000]
 - Citadel Middle School [\$750,000]
 - McLean Park [\$2,600,000- (four fields)]
 - Thompson Park [\$750,000]

- c. Install ball control / fencing at (\$680k):
 - Cedar park [\$80,000]
 - Citadel Middle [\$80,000]
 - McLean Park [\$520,000- (four fields)] *does not include batting cage

- d. Rehabilitate existing artificial turf at (\$3M):
 - Gates field 1 (budget approved for 2022) [\$1,500,000]
 - Gates field 2 [\$1,500,000]

- e. Other improvements, including (\$1M):
 - Upgrade Aggie field to sand based [\$950,000]
 - Reconfigure Thompson Park for Slo-Pitch [\$50,000]

The totality of these improvements would allow the following field assignment adjustments:

1. Establish Gates Park as a home for Bantam and Adult baseball leagues
2. Establish McLean Park as the sole home to all minor softball
3. Shift adult slo-pitch from Gates Park to other locations
4. Shift adult softball from McLean Park to other locations
5. Provide additional programming hours for baseball, slo-pitch, softball, and soccer

From all accounts there is strong support by the PoCo Sports Alliance members, as well as local sport user groups who participated in the process for identifying the field assignment adjustments noted above. These changes give our minor sports associations and adult sport leagues dedicated home bases thereby increasing opportunity to host tournament play.

Sports Field Needs Assessment

FINANCIAL IMPLICATIONS

In order to address current and projected field capacity challenges, the consultant report provides a list of ranked projects with cost estimates for a capital improvement plan estimated at approximately \$18M. The complete listing of projects can be found in Table 2 of the Port Coquitlam Sports Field Needs Assessment 2020-2030 Report Summary (Attachment 1). A five-year timeframe is provided in the report, but the implementation timeframe is expected to extend beyond that. Projects will be brought forward through the capital planning process based on corporate priorities, budget constraints, opportunities, efficiencies and coordination with other capital projects. The projects listed are considered priorities to be implemented first, prior to other projects. When all desired projects from the list have been fully implemented, the City can develop a subsequent implementation plan with a list of next highest priority projects.

Staff are seeking endorsement of the proposed approach and will incorporate these infrastructure improvements within the annual capital planning process thereby considering the improvements in conjunction with competing priorities.

OPTIONS (✓ = Staff Recommendation)

	#	Description
<input checked="" type="checkbox"/>	1	Endorse the long-term sports field infrastructure strategy as presented.
<input type="checkbox"/>	2	Identify additional measures to be included in the strategy.
<input type="checkbox"/>	3	Request further information.

ATTACHMENTS

Attachment 1: Port Coquitlam Sports Field Needs Assessment 2020-2030 Report Summary

Attachment 2: Port Coquitlam Sports Field Needs Assessment 2020-2030 Final Report

Lead author(s): Douglas Rose, Glenn Mitzel

PORT COQUITLAM SPORTS FIELD NEEDS ASSESSMENT 2020-2030 REPORT SUMMARY



Image Credit: City of Port Coquitlam



EXECUTIVE SUMMARY

- The City of Port Coquitlam (The City) initiated a Sports Field Needs Assessment to help guide decisions about future planning, investment, development, and management of its outdoor sports fields to create capacity to address current and future needs.
- Port Coquitlam is providing 0.7 ha of athletic park for every 1000 residents. The City's population is projected to reach 70,000 residents by 2031. To maintain this standard, the City would need to acquire and develop an additional 10 ha of athletic park.
- This approach is challenging, very expensive, and not sustainable due to high cost of land, construction, and competing priorities.
- Other Strategies – Review field usage patterns and create capacity by finding efficiencies and optimizing existing inventory, maintenance, programming, and operations. Based on usage information, priority objectives include:
 - Facility usage and capacity at Gates Park, McLean Park and Thompson Park
 - Needs of Adult Baseball and slo-pitch programs
 - Needs of Youth and Women's programs combined with strategic field improvements



Image Credit: City of Port Coquitlam



RECOMMENDATIONS:

A. Sport Field Provision – The City’s population is expected to increase 13% by 2031¹ and as a result, field usage is estimated to increase by an additional 2000 hours. In 2019, fields were reserved 15,591 hours out of a total capacity of 24,880 hours. There appears to be room within the existing inventory to accommodate this projected need. However a closer look reveals the fit between supply and demand is not perfect. The analysis highlights needed improvements on specific fields that will better align them with current sports programs and needs, optimize field capacity, and reduce underutilization. For example the addition of field lighting on popular fields will help to extend playability during prime hours, and upgrading infield surfacing to artificial turf is a trend that adds durability and reduces down time.

The approach to meeting future field user needs will focus on accommodating the demand for field time within the existing inventory rather than increasing allotment of parkland relative to population growth. The recommendation is to make better use of existing facilities through strategic capital investments for key facilities to achieve greater efficiencies, better service, even usage, and enhance user experience.

¹Metro Vancouver 2040, Shaping our Future, Regional Growth Strategy, 2017 Update

Image Credit: City of Port Coquitlam

REPORT SUMMARY

B. Balancing Field Usage –Analysis of the usage data reveal extremes between over-use of many popular fields and under use of others. Re-matching teams and fields combined with strategic field improvements will help better serve some user needs and spread use across the available inventory. Field allocation adjustments at Gates Park, McLean Park and Cedar Parks to better accommodate Slo-Pitch teams and their activities are high priority to accommodate Slo-Pitch teams and their activities.

Table 1 - Recommended Relocation of Hours

Field Assignment Adjustments		
Programs – Current Location (From)	Proposed Location(s) (To)	# Hours Moved
Adult Baseball - Thompson Park JB2	Gates - new ATF field SB3/SS1 (2509h w ATF upgrade)	283.5
Adult Slo-pitch - Gates Park SB1, SB2	Any combination of these : Thompson #3 (600h avail) Pitt River Middle (600h avail) Aggie Park (127h avail, or 407 with ATF infield upgrade) Cedar Park (300h avail)	1362
Adult Ball Programs out of McLean Park	Any combination of these: Aggie Park (127h avail, or 407 with ATF upgrade) Cedar Park (300h avail) Gates SB3 (491h avail, or 2509 with ATF upgrade) Thompson #3 (600h avail) Pitt River Middle (600h avail) Citadel Middle (531h avail)	702.5
All Programs on Soccer Field - Aggie Park	Any of these: Cedar Park (351.5h avail) Citadel (538h avail) Terry Fox (422.5h avail) Minnekhada (455h avail) Evergreen (495.5h avail)	18
All Programs on Soccer Field - McLean Park (Soccer, Ultimate Frisbee, Minor Lacrosse Groups)	Any of these: Cedar Park (351.5h avail) Citadel (538h avail) Terry Fox (422.5h avail) Minnekhada (455h avail) Evergreen (495.5h avail)	146.5
Youth Softball - Sun Valley	McLean Park 4SE (148.25h avail)	3
Adult Soccer - Gates SS1	Gates ATF 2 (1456.25h avail)	232
Youth Soccer - Gates SS1	Gates SS2 (212h avail)	154
Youth Soccer – ATF 1	Gates ATF 2 (1456.25h avail)	750

REPORT SUMMARY

- C. **Field Classification** –Field classifications shall be better defined for use, programming, care and investment. Fields that are not as well used by organized sports groups should be reclassified to serve spontaneous and informal community events and activities.

Current field categories or levels are largely defined by type of surface and maintenance level. Further definition and standards may include level of program (tournaments, games, practices, or casual/spontaneous use), a standard list of core amenities (such as lighting, seating, storage, washroom/changerooms etc.) and user groups. The addition of a casual and spontaneous use category will encourage future planning to focus on equitable access and distribution of facilities throughout the City. Fields for this consideration include:

- Central Elementary School –The Junior Ball NW and SW fields are not used very much with only PoCo Minor Baseball reserving time. Redeveloping the two fields to a large single field for older baseball programs is an option although ranked at as a lower priority. As such reclassifying these fields for casual or spontaneous community use only should be a consideration.
- With improvements to Aggie Park to better serve Slo-Pitch programming, the soccer grass field may be reclassified for non-formal community and spontaneous use outside of league play (e.g. pilates, yoga, bootcamp, frisbee, disc golf, movie nights).

- D. **Data Collection of User Groups**– Better tracking of user group information will help inform about local trends, improve facility allocation and plan for future servicing.

The City in partnership with the Port Coquitlam Sport Alliance, should formalize collection of information from user groups at the end of the season to better track membership statistics, facility reservation, internal allocation practices, programs, and registration numbers.

- E. **Partnerships** - Continue to partner and collaborate with school district partners in the development and delivery of facilities specifically where there are opportunities to develop or redevelop fields for the benefit of both community and school users at Pitt River Middle School, Minnekhada Middle School and Terry Fox Secondary School. Formalize and update joint-use agreements governing shared use, operations, and maintenance procedures. Current agreements with the school district partners have expired as of August 2020, but coordination to renew formalized joint-use for continued cross access shall be on-going.

- F. **Infrastructure Improvements** - Field improvement projects have been identified and informed by field assessments, stakeholder feedback, analysis of participation patterns, and usage data. Table 2 summarizes the comprehensive list of proposed improvements sorted according to high, medium, and low priority for implementation. Proposed infrastructure improvements are prioritized to improve facilities to better accommodate adult slo-pitch and baseball programs, optimize potential at underutilized fields to provide options to redistribute use from oversubscribed fields, create capacity to meet projected needs, and improve user experience.

REPORT SUMMARY

Table 2 - Full List of Proposed Improvements

Priority	Status	Facility	Priority Improvements	Estimated Budget (\$)
A		Aggie Park	1. Field Lights – Ball Diamond	\$750,000
A			2. AT Infield (Option to 3)	\$200,000
A			3. Upgrade surface to sand ²	\$950,000
A			a. Drainage (see upgrade surface) \$150,000	-
A		Cedar Park	1. Improve ball field lights	\$750,000
A			2. Ball Control – Fencing and netting \$300/lin m	\$80,000
A			3. Artificial Turf Infield	\$200,000
C			4. Site improvements – Pathway, backstop kick boards, grass infield, soccer goal, changerooms	\$100,000
A	*Pending new joint use agreements	Citadel Park	1. Field Lights – Ball Diamond	\$750,000
A			2. 3.0 m ht. fencing and netting along retaining wall	\$80,000
B			3. Drainage – soccer, ball field	\$300,000
C		EDP	1. Soccer field improvements	\$500,000
B	Completed	Evergreen Park	1. Dugout roofs \$30,000	-
C			2. Drainage – soccer, ball field	\$300,000
A		Gates Park	1. SB3 and SS1- Redevelop grass to ATF with Lights for Baseball and Soccer ¹	\$4.0M
A			a. SB3 - Foul lines markings (see redevelop diamond) \$80,000	-
A			b. SB3 – Lights (see redevelop diamond) \$700,000	-
A			c. SB3 - Drainage (see redevelop diamond) \$150,000	-
A	2022 (Already in budget cycle)		2. ATF2 – Turf and infill replacement (incl line markings)	\$1.5M
B			3. SB1 – Drainage	\$150,000
B			4. SB2 – Drainage	\$150,000
A	2023 (Proposed)		5. ATF #1 – Turf replacement	\$1.5M
C			a. Lacrosse markings (completed under turf replacement) \$50,000	-
C			6. Score clock - Lacrosse (assume service available)	\$50,000
C			7. SS2 - Drainage	\$150,000
C			8. SS2 – Ball Control – Foul Balls \$300/lin m	\$50,000
C			9. SS2 – Redevelop to ATF ¹	\$3M
C			10. ATF1 – Surrounding Drainage and new gate	\$100,000
C			11. ATF Warm up – Fencing – 2 m ht \$250/lin. m	\$135,000
C			12. Equipment – storage, etc.	\$100,000

REPORT SUMMARY

Table 2 - Full List of Proposed Improvements (Continued)

Priority	Status	Facility	Priority Improvements	Estimated Budget (\$)
A		McLean Park	1. Field Lights – 4 Fields (\$650,000 each)	\$2.6M
A			2. Fencing – 2 m ht – SB 1, 2, & 3 (\$80,000 per) \$300/lin m	\$240,000
A			3. AT infield – SB 1,2,3 and JB 4 (\$200,000 each)	\$800,000
A	2020		4. Backstop improvements	\$280,000
B			5. Batting Cage	\$150,000
C			6. Upgrade surface to sand SB1 and SB3 2	\$2M
C			a. Drainage improvements - 4 Fields (see upgrade surface) \$1M	-
B	*Pending new joint use agreements	Minnekhada M School	1. New rectangular ATF – Option ¹ + Lights	\$3M
A	*Pending new joint use agreements	Pitt River M School	1. Develop new sand turf ball field w AT infield, lights for Slo-Pitch, natural grass soccer area	\$2.7M
C			2. New rectangular ATF – Option ¹	\$3M
B			3. Field Lights – Soccer (existing)	\$700,000
B		Sun Valley	1. Reconfigure and develop for baseball	\$300,000
B			a. Drainage (see reconfigure for baseball) \$150,000	-
B			b. Upgrade backstop and dugouts (see reconfigure for baseball) \$100,000	-
A		Thompson Park	1. Reconfigure SB#3 for Slo-Pitch	\$50,000
A			2. Ball field Lights – Field #3	\$750,000
B			3. Upgrading Field to sand – JB1, SB2 ²	\$2.0M
B			4. AT Infield JB 1, SB2 ² (Option to upgrading to sand)	\$400,000
B			5. Site improvements and amenities	\$100,000
C	Fields 1+2 complete		6. Outfield fencing \$300/lin m	\$80,000
B		Terry Fox	1. Dugout roof	\$20,000
C			2. Field Damage Repair – drainage, sand, grass	\$700,000
C			3. AT Infield (option to 2)	\$200,000
C			4. Upgrade field to new AT field -Option ¹	\$3.5M

A – High (\$18,180,000) B - Medium (\$7,270,000) C – Low (\$13,965,000)

¹Location options for new artificial rectangular field

- a. Gates SS2, SS1 – as part of redevelopment of ball fields
- b. Minnekhada Park
- c. Pitt River Middle School - good location, compatible with surrounding land use
- d. Terry Fox School – upgrade football field to offer equitable access for north Port Coquitlam

²Increase hours on high use fields

REPORT SUMMARY

Table 3 proposes projects for implementation in the first five years that will significantly address the priority objectives and help inform the capital budget planning. Other high priority projects not listed in the first five years will be considered for implementation in the following five years between 2026-2030. The City will review and assess planning and timing of project implementation based on emerging shifts in priorities, opportunities, or efficiencies to coincide with other capital projects, and budget constraints.

Table 3 - Proposed List of A Priority Projects for the 2022 - 2026 Capital Plan

Five Year Capital Plan (A Priority Projects)			
Programs – Current Location (From)	Proposed Location(s) (To)	Proposed Improvements	Total Cost (\$)
Adult baseball - Thompson Park	Gates - new ATF field SB3/SS1* see Figure 31	New ATF Soccer/ball Field (SB3/SS1)	\$4,000,000
Adult Slo-pitch - Gates Park SB1,SB2	Thompson #3	Reconfigure field #3 for Slo-Pitch, add lights	\$800,000
	Pitt River Middle	New sand turf, AT infield, lights	\$2,700,000
	Aggie Park	Field lights, AT infield, drainage, upgrade outfield to sand	\$1,900,000
	Cedar Park	Improve lights, ball control fencing/netting, Irrigation, AT Infield	\$1,030,000
Adult Ball Programs - McLean Park	Aggie Park Cedar Park Gates new ATF field - SB3/SS1 Thompson #3 Pitt River Middle Citadel Middle	All items listed above except Citadel. Citadel priority A items: Field lights, fencing	\$830,000
Youth Softball – McLean Park	McLean Park becomes home of Youth Softball	Field lights, Fencing, AT infield, dugout + backstop improvements	\$3,920,000
Sport Programs - ATF 1 Gates	ATF 1	Turf and Infill Replacement (Already in 2022 Budget Cycle)	\$1,500,000
Sport Programs - ATF 1 Gates	ATF 2	Turf and Infill Replacement (Proposed for 2023 Budget Cycle)	\$1,500,000
		Total	\$18,180,000
		Total without Gates ATF	\$15,180,000

REPORT SUMMARY

Gates SB 3 -

- i. Upgrade to AT and reconfigure the existing SW diamond for baseball to accommodate the relocated users from Thompson Park (D 2) (283.5hrs)
- ii. Redevelop soccer field surface to be AT with line markings to indicate extent of ball outfield overlap and location of temporary fence line. Local field examples with ATF fields with both ball diamond and soccer together include Minoru, Tzeachten, and Dennis Elsom.

See Figure 1 for concept layout

Figure 1 - New SB3 Ball and Soccer SS1 Field at Gates Park



PORT COQUITLAM SPORTS FIELD NEEDS ASSESSMENT 2020-2030

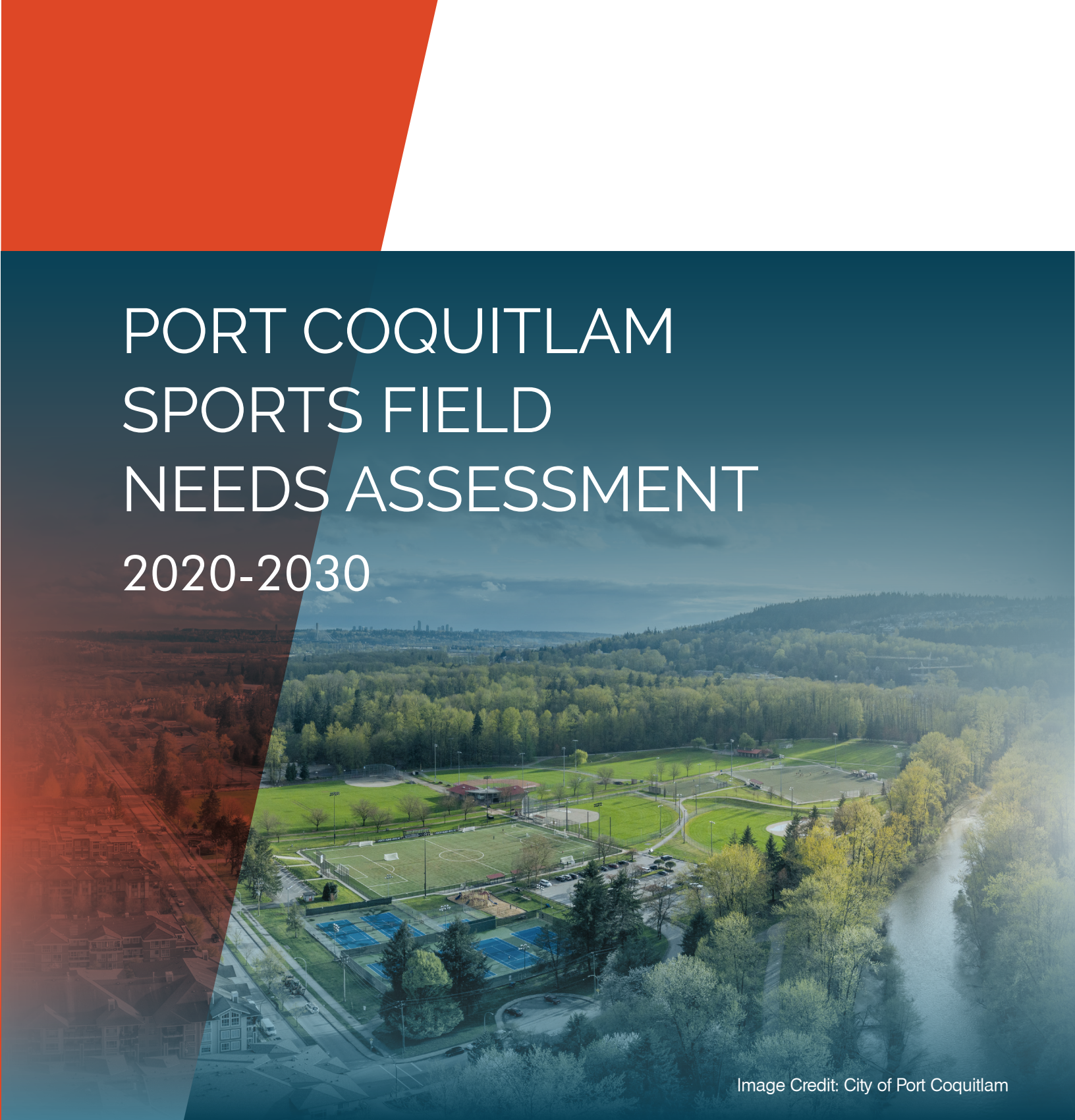


Image Credit: City of Port Coquitlam





Image Credit: CLCS Ltd.

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ACKNOWLEDGEMENTS

This report resulted from input and cooperation of local City of Port Coquitlam outdoor sport groups, and guidance from City of Port Coquitlam Parks and Recreation staff. The information outlined in this document is a valuable tool in the future development and planning of outdoor sport fields for the city for next 10 years. Acknowledgment goes to the following for their contributions:

CITY OF PORT COQUITLAM

Doug Rose, Section Manager, Parks
Glenn Mitzel, Area Recreation Manager
Mitchell Guest, Superintendent of Parks

COMMUNITY SPORT GROUPS

BC Christian Soccer League
Minor Field Lacrosse
PoCo Euro-Rite FC Soccer
PoCo Men's Fastball
PoCo Minor Baseball
PoCo Minor Softball
PoCo Slo-Pitch
Rec Dept. Slo-Pitch
Tri-City Minor Softball
School District 43
Adult Mixed Soccer
BC Master's Soccer League
Burnaby 30 Women's
Liniment League
PoCo Over 60's
Premier Soccer Academy
TCM Lacrosse
Touch Football BC
Weekday Softball

CONSULTING TEAM - BINNIE

Blair Arbuthnot
Wai-Sue Louie
Monica Vogt



Image Credit: City of Port Coquitlam



Image Credit: R.F. Binnie & Associates

EXECUTIVE SUMMARY

1.1 EXECUTIVE SUMMARY

The City of Port Coquitlam (The City) initiated a Sports Field Needs Assessment to guide decisions about future planning, investment, development, and management of outdoor sports fields. The City manages and maintains an inventory of reservable outdoor sports fields that includes both city and school facilities. Working collaboratively with many stakeholders, the City strives to ensure equitable access to facilities, balanced usage, and the best standard of care for infrastructure. Stakeholders include many user groups representing local soccer, baseball, softball, slo-pitch, field lacrosse sports, and area school authorities (School District 43 and Conseil Scolaire Francophone de la Colombie-Britannique).

This review is an opportunity to reassess the current inventory, review trends, identify service gaps, opportunities to enhance facilities, and to create capacity to address future needs. Consultation with representatives from sport user groups and the school districts through meetings and questionnaires resulted in valuable feedback to help set priorities for service and facility improvements and guide capital investment decisions.

Port Coquitlam is currently providing 0.7 ha of athletic park for every 1000 residents. This measure is on track with the standard of 0.75 ha/1000 previously prescribed in the 2007 Parks, Recreation and Culture Plan. The City's population is projected to reach 70,000 residents by 2021. To maintain this standard, the City would need to acquire and develop an additional 10 ha of athletic park. This approach to meet future community service levels is challenging, very expensive, and not sustainable. The high cost of land, construction, and competing priorities, requires another approach to creating capacity. One strategy is to look at projected growth, existing usage data, and inventory to find efficiencies within the current system and make recommendations to optimize existing inventory, use available land, and improve infrastructure, field programming, maintenance and operations.

Based on current facility usage, priority objectives include:

- Adjusting facility usage and increasing capacity at Gates Park, McLean Park and Thompson Park
- Addressing the needs of Adult Baseball and Slo-Pitch programs
- Addressing the needs of Youth and Women's programs

RECOMMENDATIONS:

- A. Sport Field Provision – The city's population is expected to increase 13% by 2031¹ and as a result, field usage is estimated to increase by an additional 2000 hours. In 2019, fields were reserved 15,591 hours out of a total capacity of 24,880 hours. There appears to be room within the existing inventory to accommodate this projected need. However a closer look reveals the fit between supply and demand is not perfect. The analysis highlights needed improvements on specific fields that will better align them with current sports programs and needs, optimize field capacity, and reduce underutilization. For example the addition of field lighting on popular fields will help to extend playability during prime hours, and upgrading infield surfacing to artificial turf is a trend that adds durability and reduces down time.

The approach to meeting future field user needs will focus on accommodating the demand for field time within the existing inventory rather than increasing allotment of parkland relative to population growth. The recommendation is to make better use of existing facilities through strategic capital investments for key facilities to achieve greater efficiencies, better service, even usage, and enhance user experience.

- B. Balancing Field Usage – Analysis of the usage data show extremes between overuse of many popular fields and under use of others. Re-matching teams and fields combined with strategic field improvements will help better serve user needs and spread use across available inventory. Field allocation adjustments at Gates Park, McLean Park and Cedar Parks are high priority to better accommodate Slo-Pitch teams and their activities.
- C. Field Classification – Field classifications shall be better defined for use, programming, care and investment. Fields that are not as well used by organized sports groups will be reclassified to serve spontaneous and informal community events and activities.
- D. Data Collection of User Groups – Better tracking of user group information will help inform about local trends, improve facility allocation and plan for future servicing.
- E. Partnerships - Continue working collaboratively with school district (SD43) partners to develop and enhance existing fields with potential to provide additional capacity for the benefit of community and school users.
- F. Infrastructure Improvements - Based on stakeholder engagement and inventory assessment, a prioritized list of infrastructure improvements are proposed that will optimize existing fields to better support sport programs, create capacity for future needs, and enhance user experience.

¹ Metro Vancouver 2040, *Shaping our Future, Regional Growth Strategy, 2017 Update*

INTRODUCTION

02

2.1 PROJECT BACKGROUND

As with many communities, the City of Port Coquitlam will continue to experience population growth. In the short-term, the City's population will have increased by 19% from 2016 to 2021. With this growth comes the challenge of continuing to meet demand for facilities and services while considering changing demographics and increased diversity. The City of Port Coquitlam is committed to maintaining the quality and standards of living it has developed to best serve residents. The provision and access to quality amenities such as parks, recreation facilities and programs are highly ranked in community opinion and satisfaction surveys (2012 Ipsos-Reid Survey).

Among the top ten most popular activities in Canada are outdoor sports including soccer, baseball, recreational slo-pitch softball, football and field lacrosse. To ensure services align with need, the City has completed a review of the current system to help plan future steps for the development and delivery of outdoor sports fields. The 2020 Sports Field Needs Assessment report builds on the previous 2010 Sports Field Strategy to evaluate current inventory, use and demand to explore opportunities for renewal, expansion, programming, and management of existing and proposed field facilities as well as develop a 10-year implementation plan.

INTRODUCTION

This assessment will focus on the review of all reservable rectangular and ball fields currently available within the City system. Non-reservable fields and facilities for casual, informal, and spontaneous use or programming are not examined in this context.

The 2020 Sports Field Needs Assessment will:

- Establish an understanding of the current facilities through a review of the inventory, usage, programming, and allocation practices.
- Make recommendations based on findings and opportunities to improve field capacity, usage, user program needs and efficiency of operations.

The process will involve examining existing inventory, use, trends and feedback gathered from stakeholders and sport group representatives through meetings and questionnaires.

Figure 1 - Process Diagram

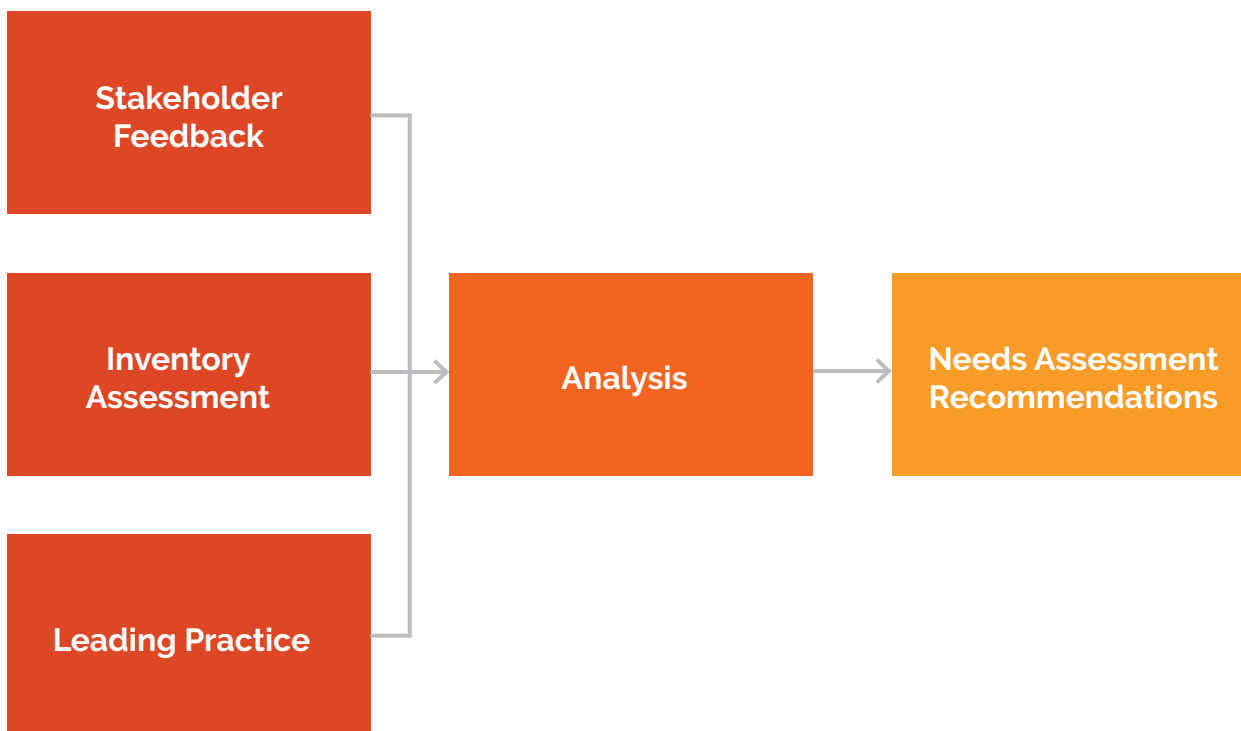




Image Credit: City of Port Coquitlam

PROFILE, POPULATION AND DEMOGRAPHICS

03

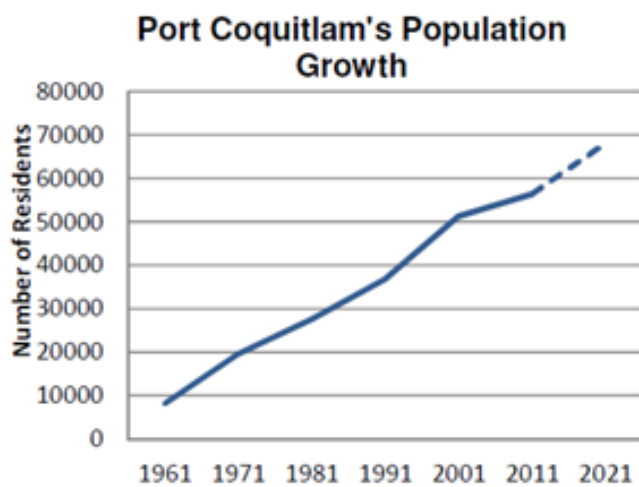
3.1 POPULATION AND DEMOGRAPHICS

Port Coquitlam is a community of 62,844 (2018, Tri-City News), is one of three cities (Coquitlam, Port Moody) and five suburbs (including Anmore and Belcarra in Port Moody) strategically centrally located in Metro Vancouver. It has a healthy base of businesses, new commercial and industrial areas, and offers 271 hectares of parkland including the 25-km Traboulay PoCo Trail, well-established neighbourhoods, and a strong sense of community spirit. Family-friendly Port Coquitlam was named B.C.'s third most livable city, and 33rd out of 200 in Canada.

Since it was incorporated on March 7, 1913, Port Coquitlam has experienced significant growth and has strived to remain relevant to the changing times. At the same time, Port Coquitlam offers small-town charm, affordability, an accessible location, parks and trails, family-oriented services, authentic historic downtown core, and a strong sense of community spirit.

The population in Port Coquitlam has steadily grown over the last 50 years. The greatest rate of growth occurred between 1991 and 2001, when the population increased by 28%. Growth slowed considerably to 9% between 2001 and 2011, which was lower than the regional average of 14%².

Figure 2 - Population Growth Profile, Stats and Facts City of Port Coquitlam



According to the Metro Vancouver Regional Growth Strategy, Port Coquitlam's population is expected to grow from 2016 by 19% to 70,000 by 2021. This is over triple the rate the City has experience in recent years. Looking further forward, the City's population is projected to reach 79,000 by 2031 and 85,000 by 2041⁵. In the next 10 years between 2021-2031, the City will expect 13% population growth. The ongoing and projected growth has implications for city services.

Table 1 - Port Coquitlam Population Growth 2006 to 2041

Year	Population	% Increase
2006	52,687 ^{3,4}	
2011	55,958 ⁵	6.2% from 2006
2016	58,612 ⁴	4.7% from 2011
2021	70,000 ⁶	19% from 2016
2031	79,000 ⁵	13% from 2021
2041	85,000 ⁵	7.6% from 2031

According to 2016 Census data, Port Coquitlam population is consistent with overall BC statistics showing a balance of gender and age distribution. Looking forward from 2019, the trend indicates the percentage of residents 65+ years is expected to rise while the number of residents 0-15 years will decrease. The planning and provision of recreational facilities and programs that are appropriate to meet the needs of an aging community is a key consideration.

² Population Growth Profile, <https://www.portcoquitlam.ca/wp-content/uploads/2016/12/Population-Growth-Fact-Sheet.pdf>

³ <https://www12.statcan.gc.ca/census-recensement/2011/as-sa/fogs-spg/Facts-eng.cfm?LANG=Eng&GK=CSD&GC=5915034>

⁴ 2006 Census Bulletin #3 Population by Age - Metro Vancouver, August 2007 – Quotes 52,670

⁵ <https://www12.statcan.gc.ca/census-recensement/2016>

⁶ Metro Vancouver 2040, Shaping our Future, Regional Growth Strategy, 2017 Update

PROFILE, POPULATION AND DEMOGRAPHICS

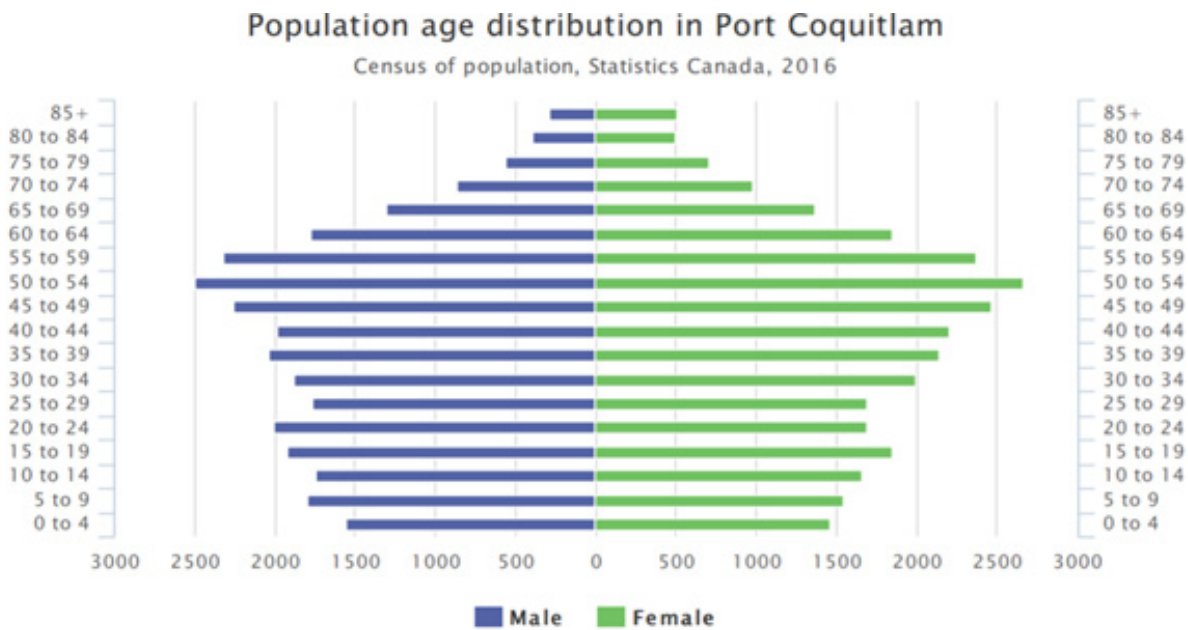
Figure 3 - Age Distribution

Ages	Male	Female	PoCo %	B.C. %
All	28,960	29,650	100%*	100%*
0-14 yrs	5,095	4,655	16%	15%
15-24 yrs	3,930	3,545	13%	11%
25-44 yrs	7,665	8,040	27%	26%
45-64 yrs	8,850	9,350	31%	30%
65+ yrs	3,420	4,060	13%	18%

* Percentage distribution based on published total, both sexes.
Source: Statistics Canada - 2016 Census.

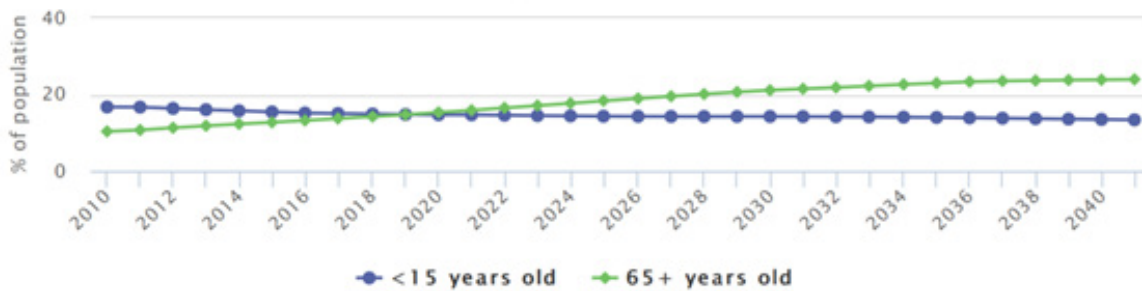
Port Coquitlam Annual-Report 2018

Figure 4 - Population in Age Distribution



BC Community Health Profile

Figure 5 - Projected Changes in Age Population



BC Community Health Profile 7

7 BC Community Health Profile – Port Coquitlam, <http://communityhealth.phsa.ca/HealthProfiles/PdfGenerator/Port%20Coquitlam>



Image Credit: PoCo Map

CURRENT SERVICE

04

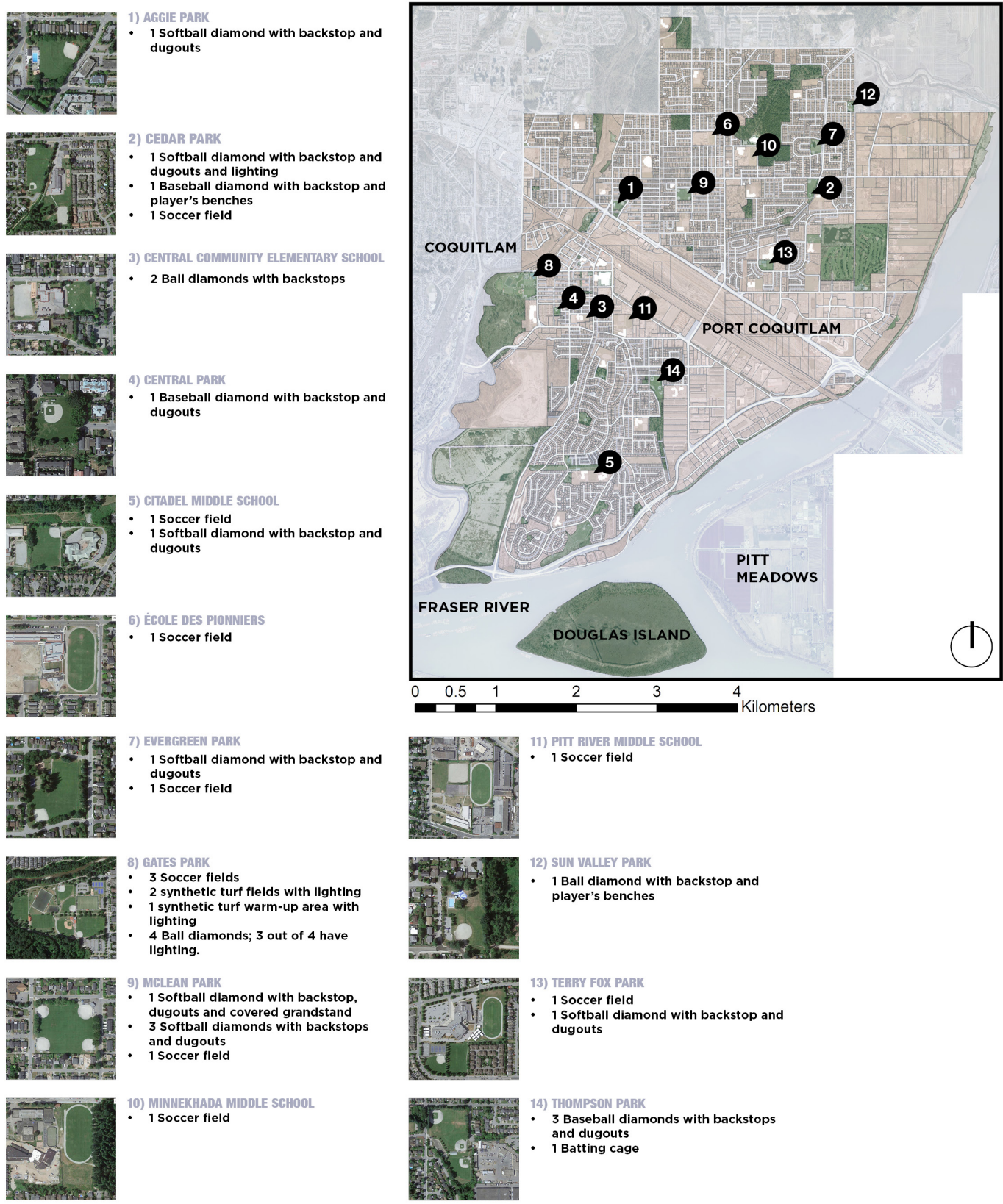
4.1 SYSTEM INVENTORY

The inventory of City and School District outdoor sports fields currently available for reservation include 12 sand and soil rectangular grass fields, two synthetic turf fields, one synthetic turf warm up area, and 21 grass ball diamonds. The fields are located at nine city park sites with five located on school sites.

CURRENT SERVICE

Figure 6 - Field Locations

CITY OF PORT COQUITLAM SPORTS FIELD AND BALL DIAMOND INVENTORY



CURRENT SERVICE

LEGEND





















- Ball diamond with dugouts
- Ball diamond without dugouts
- Natural grass field
- Synthetic turf field
- Storage (large)
- Storage (small)
- Portable toilet
- User access to school washroom or standalone washroom building
- Field Lights
- Bleachers
- Irrigation
- Benches
- Scorekeepers Shelter
- On-Site Parking Lot
- Batting cage
- Field house with washroom
- Soccer goal posts
- Soccer goal posts with netting
- Covered seating
- Players' Shelter










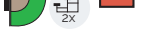














Table 2 - List of Facilities

Site	Dimensions	Users	Inventory	Profile	Drainage	Users	Level	Amenities
Aggie Park 3050 Chester St	230'/250'	Softball Men		soil		Softball Tournaments Softball - Adult, Youth	A	
Cedar Park 950 Prairie Ave.	180'/200'	Baseball 10U & 11U (Mosquito)		sand		Baseball - Youth	A	
	300'/300'	Slo-Pitch - Co-Ed		sand	Y	Softball - Youth, Adult Softball Tournaments	A	
	110m x 68m	Soccer - Adult		sand	Y	Community Events Lacrosse - Youth Soccer - Adult, Youth	A	
Central Park 2233 Central Avenue	180'/200'	Baseball 10U & 11U (Mosquito)		soil		Baseball - Youth	C	
Central School 2260 Central Avenue	130'/130'	Too small for any age group		soil		Baseball - Youth	C	
	130'/130'	Too small for any age group		soil		Baseball - Youth	C	
Citadel School 1265 Citadel Drive	265'/325'	Slo-Pitch - Co-Ed		sand	Y	Softball - Adult, Youth Community	A	
	110m x 60m	Soccer - Adult		sand	Y	Croquet Tournament - Adult Lacrosse Tournament - Adult Community - Church Sports Day Soccer - Youth Ultimate Frisbee	A	
EDP 1618 Patricia Ave.	100m x 64m	Soccer - Adult		mix	Y	Soccer - Adult	A	
Evergreen Park 3500 Cedar Drive	250'/250'	Slo-Pitch - Co-Ed		sand		Softball - Youth, Adult Softball Tournaments	A	
	110m x 58m	Soccer - Adult		sand		Soccer - Adult, Youth Community - Preschool	A	
Gates Park 2300 Reeve Street	240'/240'	Slo-Pitch - Co-Ed		sand	Y	Baseball - Youth	A	
	300'/300'	Slo-Pitch - Co-Ed		sand	Y	Softball - Adult, Youth Tournament - Softball - Adult Community	A	
	265'/290'	Baseball 15U (Bantam)		sand	Y	Softball - Adult, Youth Tournament - Softball - Adult Community	A	
	240'/240'	Slo-Pitch - Co-Ed		sand	Y	Softball - Adult, Youth Tournament - Softball - Adult Community	A	
	101m x 64m	Soccer - Adult		synthetic	Y	Lacrosse - Adult, Youth Soccer - Adult, Youth Tournaments - Soccer Youth School District	ATF	
45m x 26m (lines)	Non-Standard, in between U7 & U8 / U9 & 10			synthetic	Y	Lacrosse - Youth Soccer - Adult, Youth Community School District	ATF	

CURRENT SERVICE

LEGEND

 Ball diamond with dugouts	 Storage (large)	 Field Lights	 Scorekeepers Shelter	 Soccer goal posts
 Ball diamond without dugouts	 Storage (small)	 Bleachers	 On-Site Parking Lot	 Soccer goal posts with netting
 Natural grass field	 Portable toilet	 Irrigation	 Batting cage	 Covered bleachers
 Synthetic turf field	 User access to school washroom or standalone washroom building	 Benches	 Field house with washroom	 Players' Shelter

Site	Dimensions	Users	Inventory	Profile	Drainage	Users	Level	Amenities
Gates Park 2300 Reeve Street	105m x 65m	Soccer - Adult		synthetic	Y	Lacrosse - Adult, Youth Soccer - Adult, Youth Tournaments - Soccer Youth School District	ATF	
	2 mini fields - 55m x 60m	U11 & U12		sand	Y	Soccer - Youth Community Event School District	A	
	110m x 65m	Soccer - Adult		sand	Y	Soccer - Adult, Youth	A	
	105m x 68m	Soccer - Adult		sand	Y	Soccer - Adult, Youth School District Tournaments - Soccer - Youth	A	
Minnehada School 1390 Laurier Avenue	2x mini fields - 52m x 46m	U11 & U12 Fits 1x Adult Soccer		sand		Community Events - Terry Fox Run Soccer - Adult, Youth Volleyball Tournament	A	
McLean Park 3155 Wellington Street	250'/300' (no fence)	Slo-Pitch - Co-Ed		soil		Softball - Youth	A	
	250'/300' (no fence)	Slo-Pitch - Co-Ed		soil		Softball - Youth, Adult Softball Tournaments	A	
	250'/300' (no fence)	Slo-Pitch - Co-Ed		soil		PoCo Rec Department Softball - Adult, Youth Community - Youth Sports Day Softball Tournaments	A	
	250'/300' (no fence)	Slo-Pitch - Co-Ed		soil		PoCo Rec Department Softball - Adult, Youth Community Softball Tournaments	A	
	108m x 75m	Soccer - Adult		soil		Soccer - Adult, Youth Youth Sports Day Youth Ultimate Frisbee	A	
Pitt River School 2070 Tyner Street	105m x 65m	Soccer - Adult		mix		Soccer - Adult, Youth Community Event Team BC Lacrosse Practice	B	
Sun Valley Park 3700 Hamilton Street	160'/200'	Softball U10 Baseball U9		soil		Softball - Youth	C	
Terry Fox Park 1269 Riverside Drive	225'/225'	Softball Men		sand	Y	Softball - Youth Community	A	
	100m x 60m	Soccer - Adult		sand	Y	Football - Adult Soccer - Adult Rugby - Youth School District	A	
Thompson Park 1842 Morgan Avenue	250'/250'	Baseball 13U (Peewee)		soil		Baseball - Youth	A	
	210'/240'	Baseball 13U (Peewee)		soil		Baseball - Youth	A	
	310'/350'	Baseball 18U (Midget)		sand	Y	Baseball - Adult, Youth	A	

4.2 JOINT USE FACILITIES

The City and School District partners (School District 43 and Conseil Scolaire Francophone de la Colombie-Britannique) do share the use of facilities for the benefit of both school groups and community user groups. The following six facilities had formal cross-access agreements in place which expired in August 2020. As a best practice, the City and School District partners will continue to collaborate and formalize joint use arrangements to ensure cross access is ongoing.

Table 3 - Joint Use Agreements

Name of Field	Name of School	Terms of Use
Gates Park Synthetic Field #1	Riverside Drive High School	In inclement weather Synthetic Field #1 is used/reserved, during school hours. Used every day during weeknights and Weekends.
Pitt River School Soccer Grass	École Pitt River Community Middle School	Joint use for school on weekdays. Summer soccer and some fall soccer during weekends. Limited use.
Minnekhada School Soccer Sr. Grass	Minnekhada Middle School	Weekdays are for school use. Weekend are used (Sept-March) by user groups (small children soccer 5-8 years old)
Citadel Middle School -Jr. Ball Diamond and Sr. soccer field	Citadel Middle School	Weekdays are for school use. Some summer events but limited user group activity.
École des Pionniers Soccer Sr. Grass	École des Pionniers	Weekdays are for school use. Weekend are used (Sept-June) for user groups
Terry Fox Park	Terry Fox Secondary School	Soccer, Lacrosse Box, and Tennis court are used on weekdays by school
Terry Fox Grass Field	Terry Fox Secondary School	Weekdays used for school (both baseball and soccer field are used) Weekends used for user groups- during Sept-March touch football league and soccer.

JOINT-USE FACILITY GUIDELINES FOR HOURS OF USE (EXCERPTS FROM THE JOINT-USE AGREEMENT)

Facilities on District-owned land:

The District shall have priority use of the Facilities on District-owned land:

- Between the hours of 8:00am and 5:00pm on all weekdays during which school is in session in months other than July and August;
- As may be required for extracurricular purposes by the District during the months of July and August, as mutually agreed by the School Principal and the City designated Director of Recreation by June 15th of each year;
- At such other times as agreed to with the City; and
- As may be required for extracurricular purposes by the District during the months of July and August, as mutually agreed by the School Principal and the City designated Director of Recreation by June 15th of each year. These facilities are available from 3-6pm for after school programs for children

Facilities on City-owned land:

The City shall have priority use of the Facilities on City-owned land:

- Between the hours of 5:00pm and 11:00 pm on all weekdays during which school is in session other than July and August;
- Between the hours of 6:00am and 11:00pm on weekends during which school is in session other than July and August
- At such other times as agreed to with the District
- As may be required for extracurricular purposes by the District during the months of July and August, as mutually agreed by the School Principal and the City designated Director of Recreation by June 15th of each year.

The joint-use agreement also outlines conditions to share costs for field care with the City executing field operations and maintenance. Shared costs for infrastructure improvement or development would be coordinated according to the specifics of each project.



Image Credit: R.F. Binnie & Associates

4.3 FIELD RESERVATION AND ASSIGNMENT

The City currently administers field reservations according to the 2020 Allocation Policy which outlines the user priority classification, and field availability for reservations. Typically, larger clubs with several teams will reserve blocks of dates and times for a particular field or fields to cover their season of play. The finer task of coordinating and scheduling their individual teams is completed internally. Some groups coordinate among themselves to optimize use of prime time slots where possible to ensure popular play times are used. This is especially important for the higher-quality facilities.

Table 4 - User Group Priority

1 st Priority	Programs, services and events sponsored by the City of Port Coquitlam. City sponsored ice programs are subject to a maximum allocation of 15% of prime time hours ¹ .
2 nd Priority	Port Coquitlam Sport Alliance (PCSA) Members in the following priority order: Youth have higher priority than adults for allocation of synthetic turf fields (including the turf warm-up box) Youth have prioritized use until 8:00 p.m. weekdays and 4:00 p.m. weekends Adults have higher priority after 8:00 p.m. weekdays and 4:00 p.m. weekends
3 rd Priority	Local School Group, weekdays during the school year between 8:00 a.m. and 5:00 p.m.
4 th Priority	Local User Group hosting a major special event such as a tournament, championship, ceremony or trade show
5 th Priority	Local Not-for-Profit Group
6 th Priority	Local Private Group
7 th Priority	Port Coquitlam Individual
8 th Priority	Regional Sport Group
9 th Priority	User Group offering a sport skill development program during prime time hours ¹ for which participants pay a fee additional to their sport registration fee
10 th Priority	Other Group or Other Individual

(2020 Allocation Policy)

Prime time hours are defined as the hours between 4:00 p.m. and 10:00 p.m. Monday to Friday and 8:00 a.m. to 10:00 p.m. Saturday and Sunday (2020 Allocation Policy)

Table 5 - Seasonal Reservations

Seasonally Allocated Facilities	Requests in for Spring/Summer	Permits Issued	Requests in for Fall/Winter	Permits Issued
Fields & Outdoor Playing Surfaces	January 1 st	March 1 st	May 1 st	July 1 st
Outdoor Pool	January 15 th	March 15 th	N/A	N/A
Indoor Pool	January 15 th	March 15 th	June 15 th	August 15 th
Arena Ice	April 1 st	June 1 st	May 15 th	August 15 th
Arena Floor	November 1 st	March 15 th	N/A	N/A

2020 Allocation Policy

Refer to Appendix B for more information.

CURRENT SERVICE

4.4 SPORT USER GROUPS

There are approximately 20 clubs or teams who reserve Port Coquitlam's field and ball facilities for games and practices. Total registration is estimated at 4503. This estimate has not changed much from 2010 and shows steady participation with many organizations aspiring to build membership and expand their number of teams. Clubs are encouraged to become members of the Port Coquitlam Sport Alliance (PCSA) to benefit from their support, access to information and connection to the local sport community.

Table 6 - Sport Group Registration

Sport Group	Members
PoCo Euro-Rite FC Soccer	2300
PoCo Minor Baseball	350
PoCo Minor Softball	210
Saints Lax Indoor Box (Minor and Junior for Females and Males) and Outdoor Field (Female and Males)	420
Tri City Master's Field Lacrosse - (estimate)	160
City of PoCo Slo-Pitch (32 team Spring/Sum; 16 teams – Fall Ball) (375-750)	563
Tri-City Tritons (Female) Softball	150
Goal-Centre Academy Soccer (100-150)	125
Premier Soccer Academy (100-150)	125
PoCo Slo-Pitch (June) (32 Teams)	288
Non-Club Adult Soccer - Independent Teams (5 x 20)	100
<ul style="list-style-type: none"> • PoCo Blues Soccer • PoCo Celtic Soccer • Coq. Strikers • Andy's Capp • Eastern Block 	
Total	4503

City of Port Coquitlam, PoCo Sport Alliance, 2020

Other sports groups who also reserve field time include:

- Tri-City Sr. Men's Lacrosse
- Men's Baseball (not tied to PC Minor Baseball)
- Sr. Women's Softball (not tied to PC Minor Softball)
- Multiple slo-pitch teams
- Mud Football
- Ultimate Frisbee

Refer to Appendix C for more information.



Image Credit: Cindy Jones, Pixabay

PORT COQUITLAM SPORT ALLIANCE

The Port Coquitlam Sports Alliance (PCSA) resulted from the 2010 Sport Summit and built from the original Port Coquitlam Amateur Athletic Association to provide “one single voice for sport” inclusive of all athletes from young to old and recreational to elite. This ‘go-to’ group is aligned with national sport organizations in supporting and encouraging physical literacy, life-long activity and health through participation and development in various sport activities. It is organized to facilitate programs, policies between the city, user groups and school districts providing expertise and guidance with policies and procedures, club building, event management, sponsorship, retail sales, public and media relations, coaching, officiating, athlete development, and pathway programming. Tri-City based athletes, teams and clubs are eligible and encouraged to seek membership. Members (age dependent) also have priority with field allocation requests as outlined in the Allocation Bylaw.

The PCSA promotes the Sport Canada Long Term Development (LTD) framework that outlines stages of physical activity and development from initial developmental activities to training for competition. The PCSA and LTD framework can be valuable resources for clubs to guide development of programs for athlete development at all levels with their sport. Most national sport organizations have adapted the framework for long term player development including Soccer, Baseball, Softball, Football and Lacrosse Canada. More information about this framework can be found under Trends and Practices.



Image Credit: Tania Dimas, Pixabay

CURRENT SERVICE

An ongoing goal of the City recreation work plan is:

To collaborate with education and sport sectors via the Port Coquitlam Sports Alliance Society and School District #43 to align sport opportunities, build sport delivery capacity, encourage sport participation and collaboratively support a continuum of opportunities from introductory physical literacy to elite competition (Financial plan 2016-2020)

Many sport field clubs and teams are members of the PCSA including:

- Poco Minor Baseball
- Poco Minor Softball
- Poco Euro-Rite FC
- Archbishop Carney Regional Secondary School
- Sd43/Riverside Secondary Rapids
- Sd43/Terry Fox Secondary Ravens



Image Credit: Jeffrey F. Lin, Unsplash



STAKEHOLDER ENGAGEMENT

05

5.1 STAKEHOLDER ENGAGEMENT

Representatives from all local sport clubs, teams and school districts who reserve fields were invited to provide their feedback and comments at three key points in the process at scheduled stakeholder meetings and with questionnaires. The first meeting focused on hearing from user groups to gather valuable feedback about the current field facilities, amenities, and reservation system relative to supporting their sport. In the second session stakeholders were updated on initial findings from the data review and were given an opportunity to rank improvement priorities heard at the first meeting. At the third session, process highlights and draft recommendations were presented to stakeholders for their feedback and comments.

At the first session, representatives from 13 sports clubs and teams and SD43 provided their thoughts, concerns and suggestions on a range of topics that highlighted some key themes and priorities:

1. Enhancing Existing Facility Infrastructure
Representatives noted issues and provided suggestions specific to the fields their club or team uses. Common themes and priorities included:
 - Field lighting
 - Improve condition of grass (i.e. re-seeding muddy/heavily used areas such as goal mouths)
 - Field lines, foul lines/poles
 - Inventory expansion, artificial turf
 - Ball control, fencing
 - Storage, sports equipment
 - Update site amenities - change rooms, storage, seating

STAKEHOLDER ENGAGEMENT

2. Expanding Field Inventory

Expansion of the current inventory was suggested. Certain fields are in high demand to meet current programming needs for softball, slo-pitch, and baseball. A few ball clubs requested larger fields to run their programs. Pitt River Middle School and Minnehada Middle School were proposed for possible redevelopment as these sites have available space for expansion, and are already part of the City and School District system

3. Field Reservations

Some stakeholders expressed a desire to continue being able to reserve the same venues as they had previously and not lose their preferred venue. Others expressed a desire to have access to facilities better suited to their programs e.g. a deeper outfield. The matching of fields and teams will need a closer review to determine how existing inventory capacity can be better utilized and where improvements and/or new facilities are needed.

Refer to Appendix D for more detailed information.

Table 7 - Requests for Larger Facilities

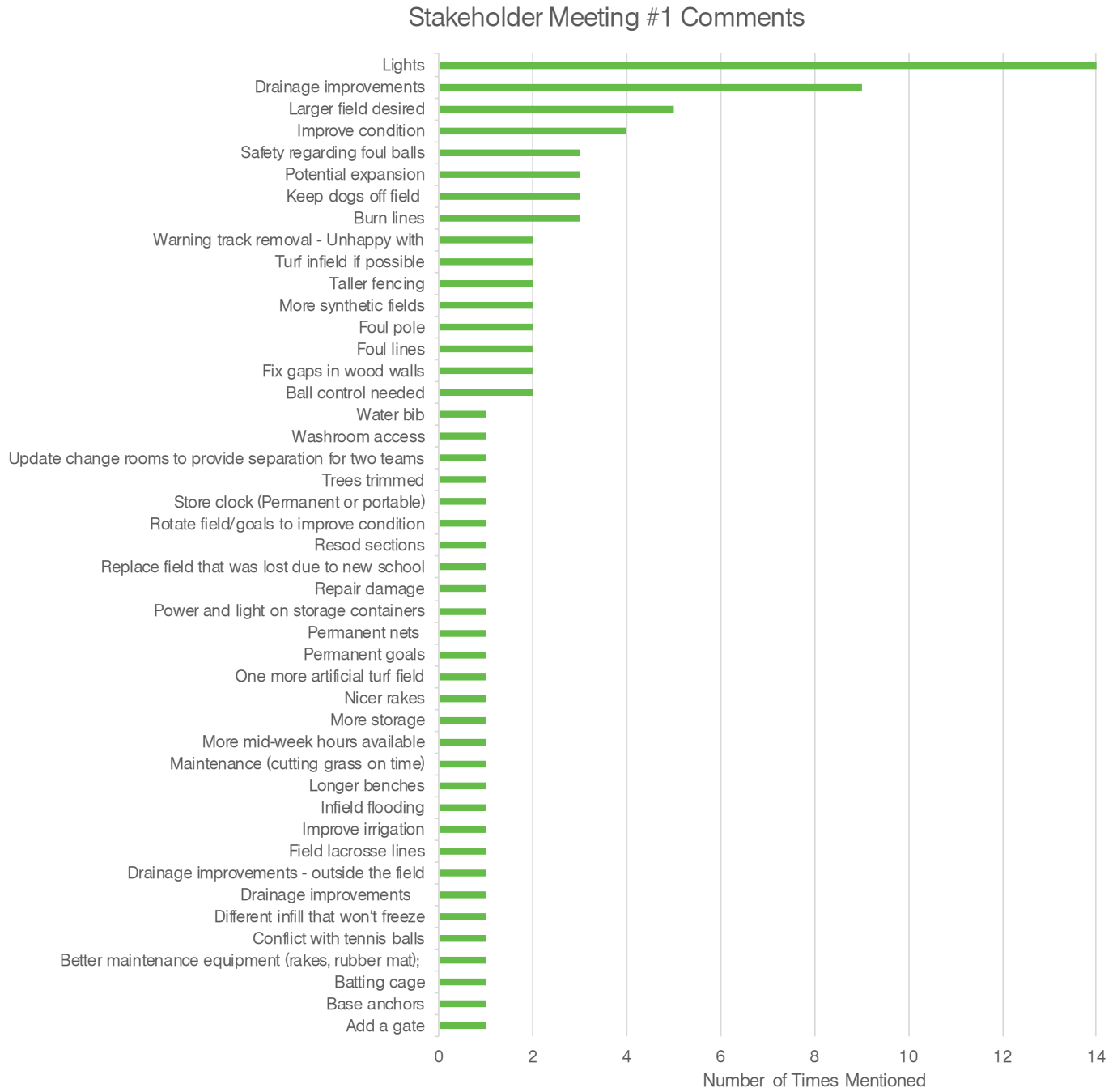
Teams	Fields	Comments
Ball		
Poco Minor Baseball	Citadel School Ball Sr Grass NE	Field for U18
	Gates Park SB3 or SS1	Larger field at Gates
PoCo Rec. Dept. – Slo-Pitch	Evergreen Park Ball Sr Grass	Currently 240-250' outfield. Expansion of outfield desired, but limited by adjacent tennis courts.
PoCo Slo-Pitch	Gates Park Ball Sr Grass 1	Expand outfield
Men's Fastball – no fencing Minor Softball – yes for fencing	Aggie Park	Portable fencing to provide options for users wanting larger outfield and use of soccer field



Image Credit: City of Port Coquitlam

STAKEHOLDER ENGAGEMENT

Figure 7 - Stakeholder Meeting #1 - Comments



STAKEHOLDER ENGAGEMENT

Figure 8 - Word Cloud for Stakeholder Meeting #1 - Comments



The second session was attended by 25 user representatives. They were asked to rank facility improvements identified in the first session. Lighting was a top priority followed by field markings, foul lines/poles, ball control and drainage. One or more of these top-ranking requests were identified at these five parks:

1. McLean Park – Lighting
2. Aggie Park – Lighting, foul lines, drainage
3. Cedar Park – Ball control, improve lighting, irrigation
4. Gates Park - Drainage
5. Thompson – Lighting is desired

More information is available in Appendix D.



TRENDS AND PRACTICES

06

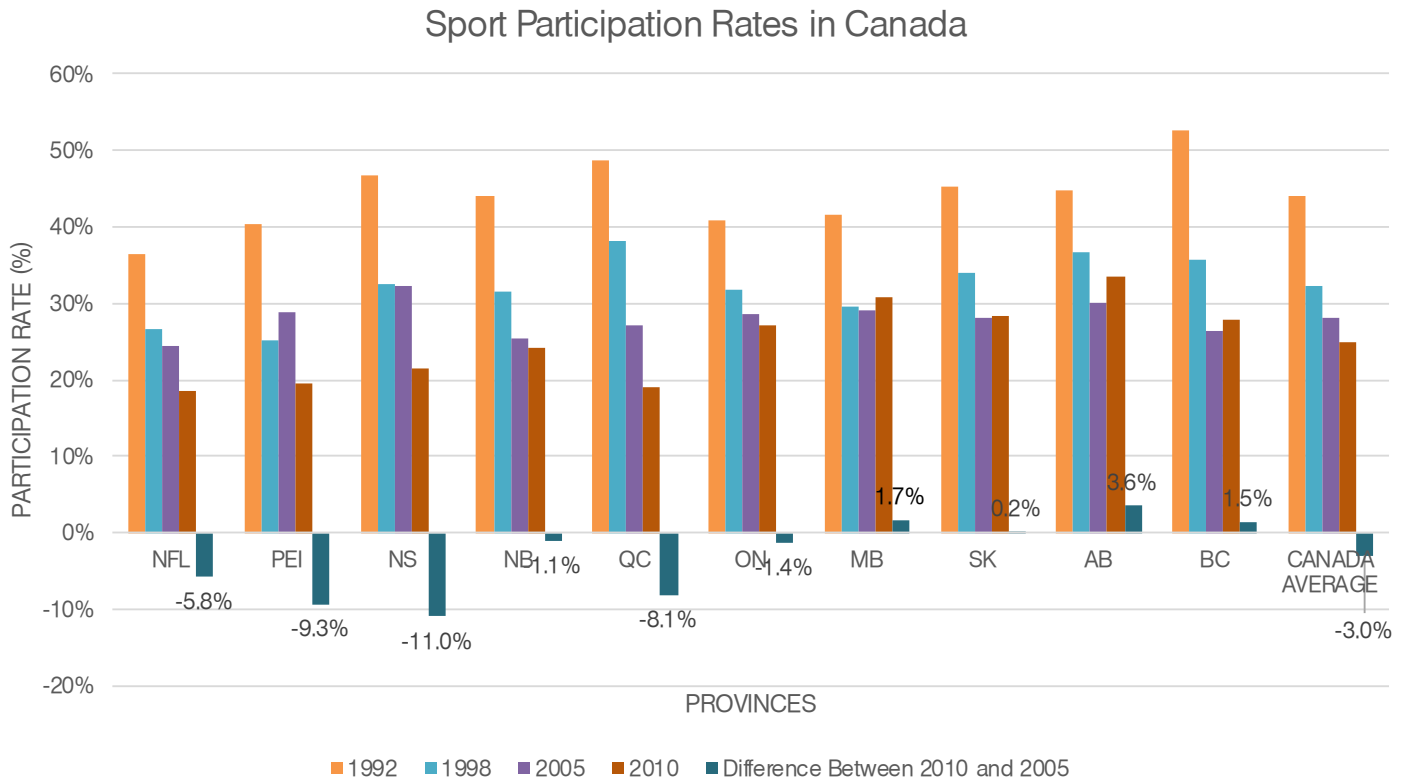
6.1 SPORT PARTICIPATION IN CANADA

RATES IN CANADA

An overview of broad trends in sport participation and practices provides context to local patterns. National information collected over a period has shown a general decline in sport participation rates and physical activity.

TRENDS AND PRACTICES

Figure 9 - Sport Participation Rates in Canada



Sport Participation 2010 Research Paper, Heritage Canada, 2013

There is a shift towards unstructured use and activities, with less participation in organized team sports activities. Competitive sport participation also experienced reduced growth in past years as well. (Yates and Thorn, Statistics Canada).

Despite an overall decline across Canada, BC sport participation rates showed an increase. This trend continues, and many sport user groups report steady membership in the past few years.

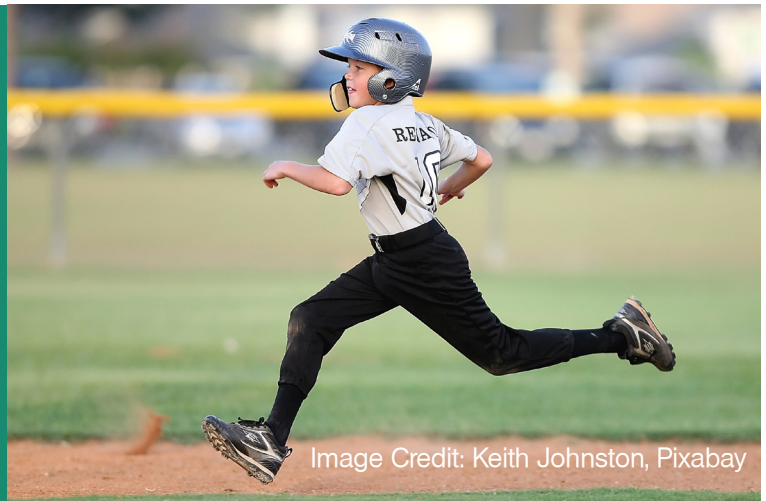


Image Credit: Keith Johnston, Pixabay

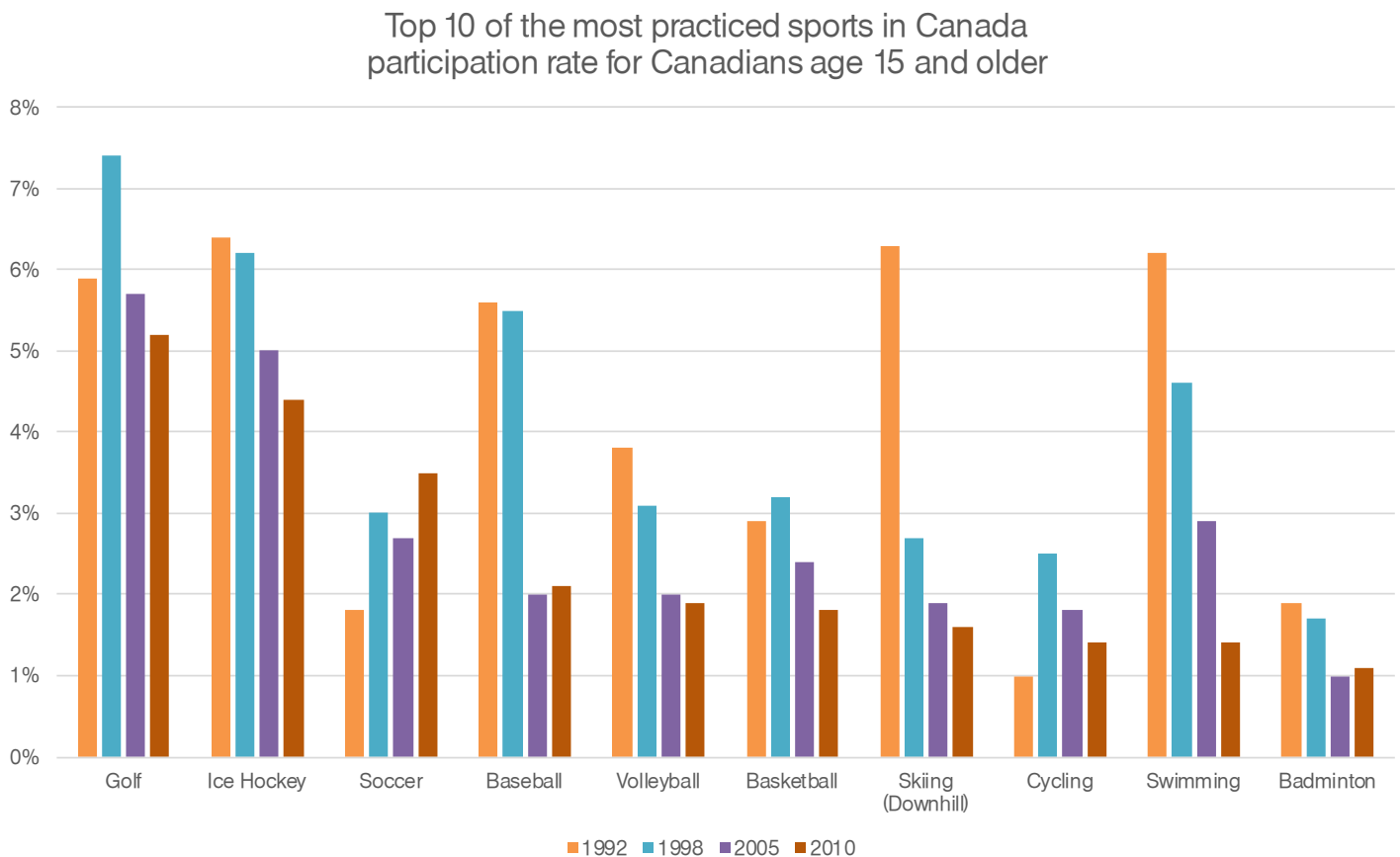
TRENDS AND PRACTICES

In Figure 10, Statistics Canada indicates most sports experienced a decline in participation, where baseball showed a 50% decrease. This pattern also occurred nationwide in Canada and the US. However, soccer appeared to be the only sport that grew⁸. For Youth & Adults (Ages 15 and Over) the data shows:

- Baseball ranks fourth in participation
- Overall baseball participation declined from 1992 to 2010.
- Participation in baseball decreased most significantly between 2005 and 2010
- Soccer participation showed steady growth from 1992-2010

⁸ Glen Mulcahy, *Paradigm Sports, Why is Sport Participation in Canada is Declining, 2017*

Figure 10 - Top 10 Most Practiced Sports in Canada



Sport Participation 2010 Research Paper, Heritage Canada, 2013

TRENDS AND PRACTICES

Figure 11 - Top 20 Tournament Sports - Total

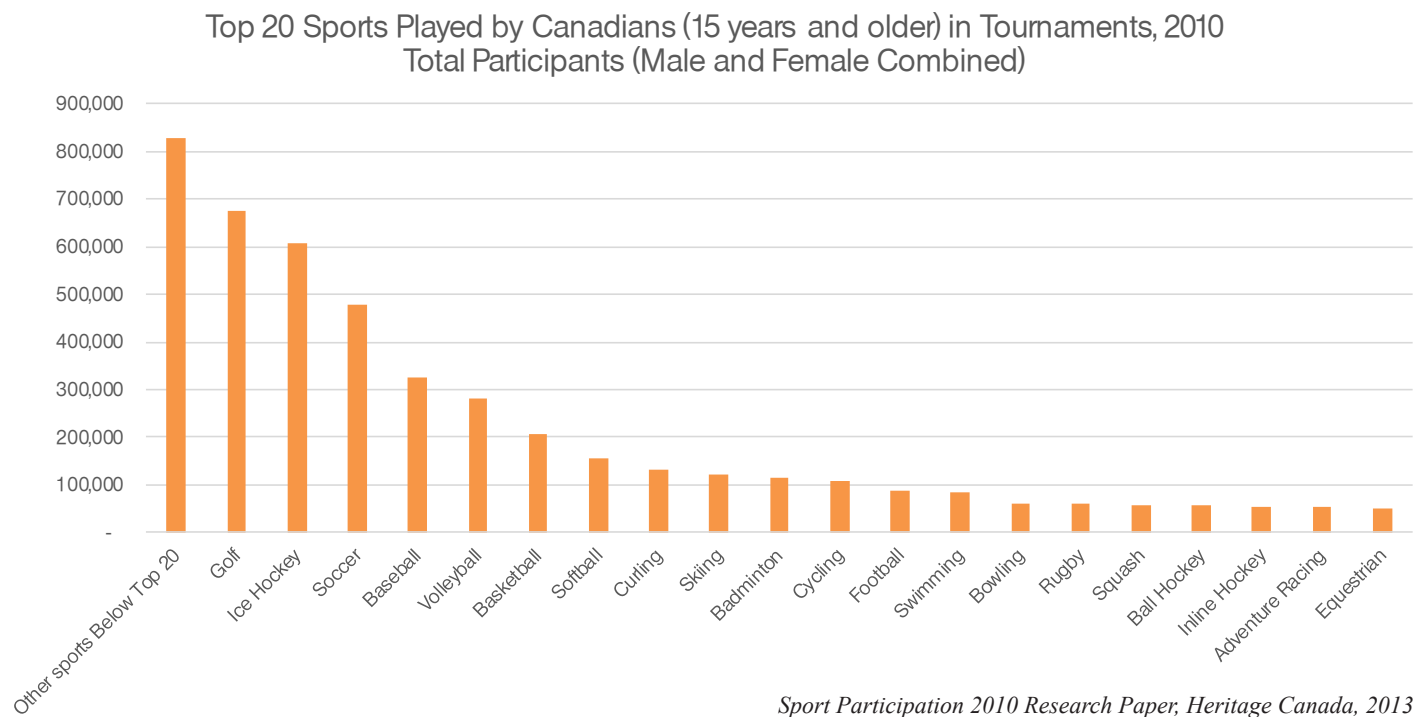
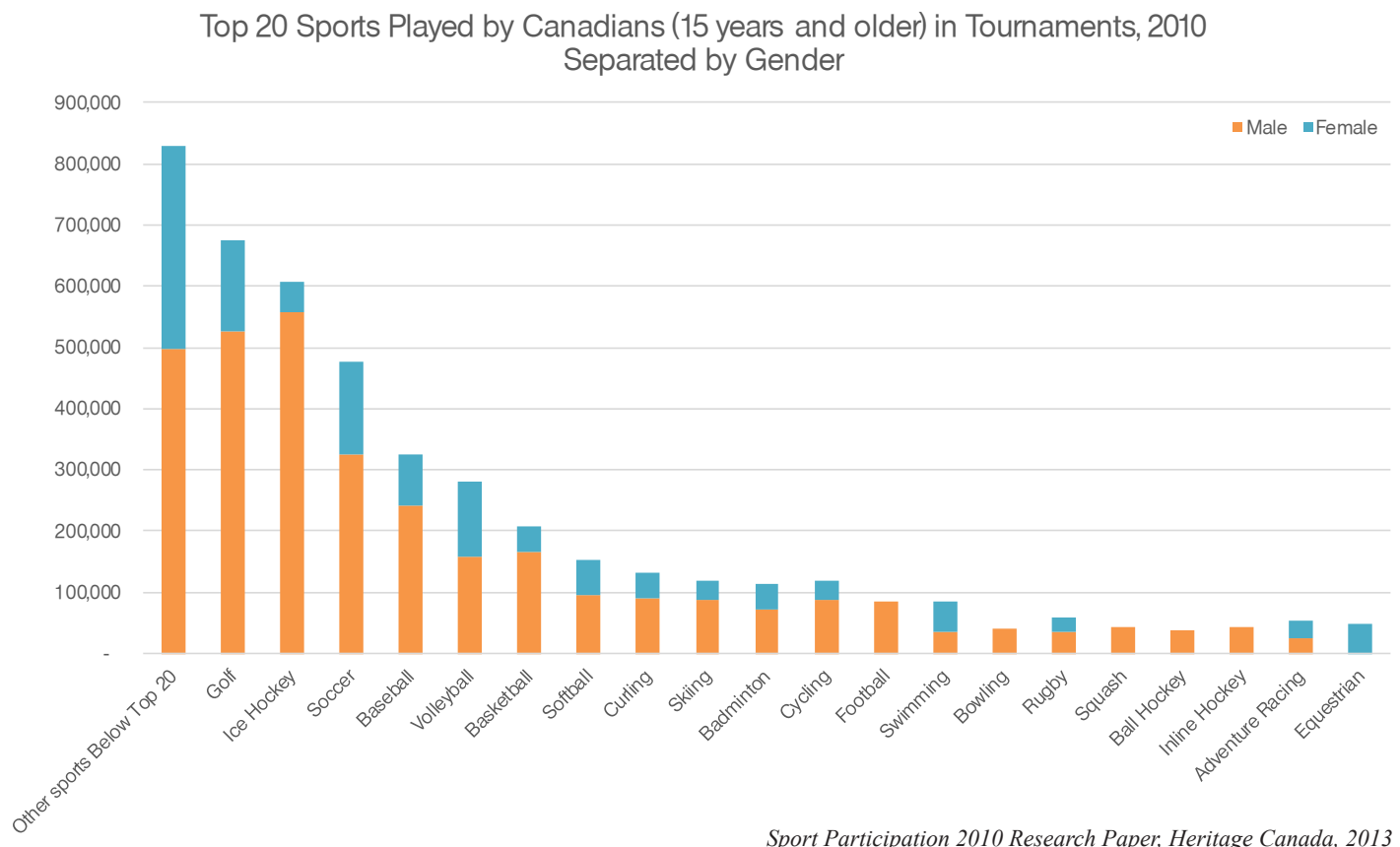


Figure 12 - Top 20 Tournament Sports - By Gender



FACTORS INFLUENCING PARTICIPATION

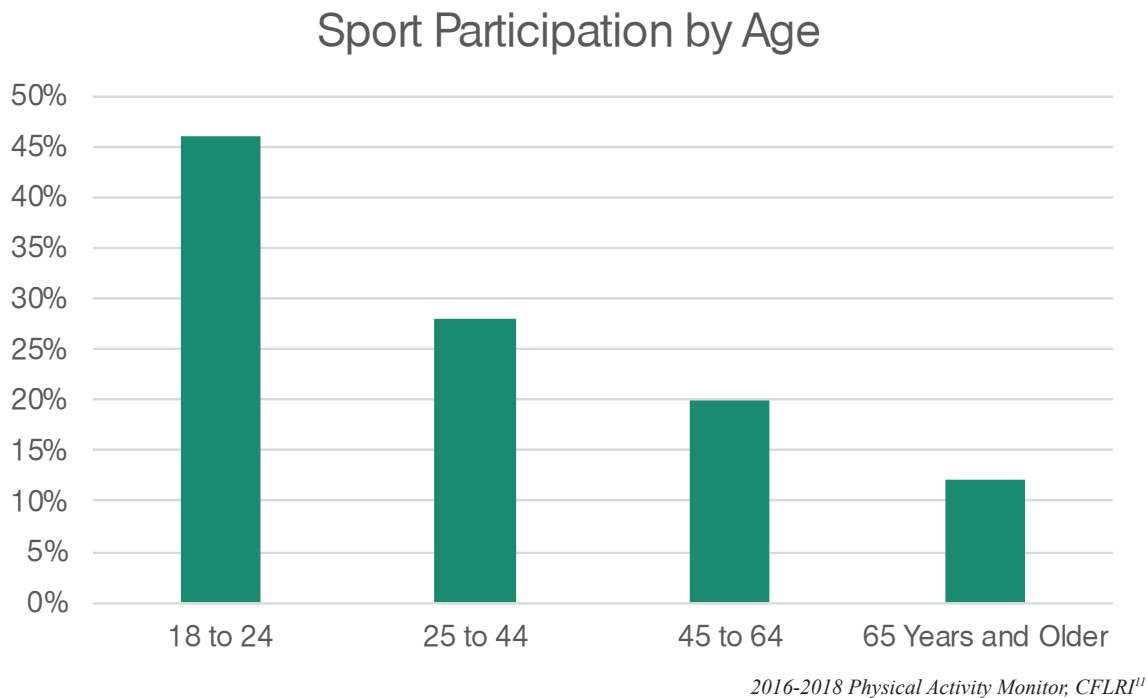
Age, gender, lifestyle, income, and education are all factors in the rates of participation.

Data shows:

- Participation declines in older age groups
- Men are more active more often than women
- Participation increases as income increases

According to a Government of Canada youth survey two top factors influencing sport participation are lack of time and interest.⁹ Conflict with busy schedules and time commitments of sport programs leave players and parents making hard choices. Negative experiences attributed to the loss of interest include over structured programs, too much/little parental involvement, focus on winning/too competitive, not fun, violence, injuries, poor coaching-lack of fair play, intolerance/not inclusive and harassment.¹⁰

Figure 13 - Sport Participation by Age



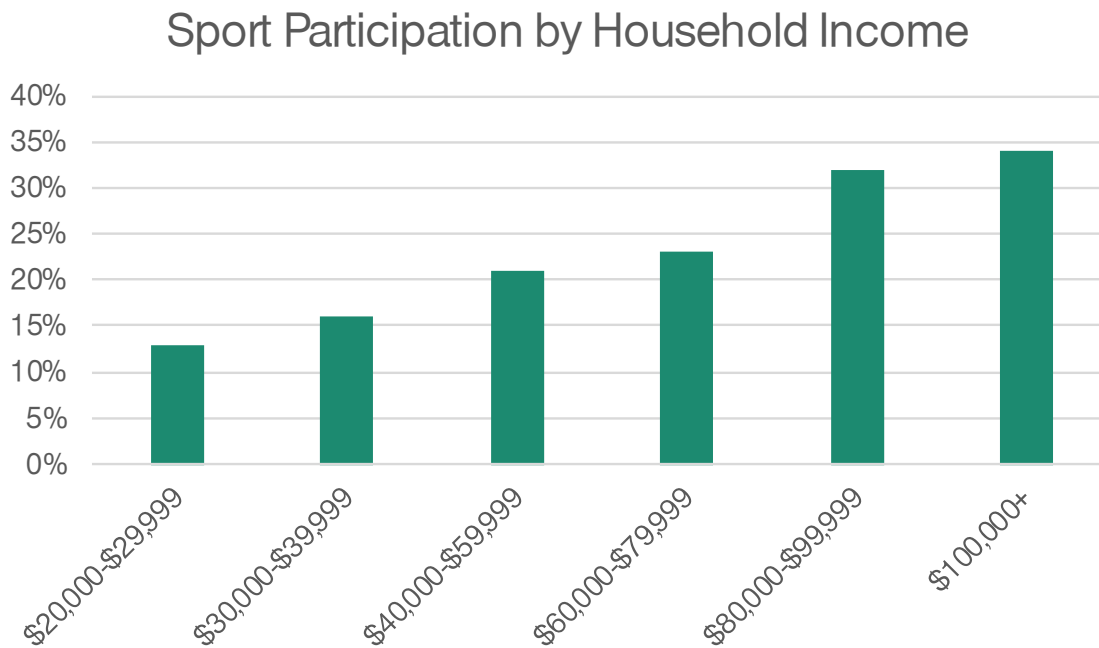
⁹ Glen Mulcahy, *Paradigm Sports, Why is Sport Participation in Canada is Declining*, 2017

¹⁰ 2002 Decima Study of Canadians/True Sport Report, 2008

¹¹ *Physical Activity and Sport Monitoring Report, Bulletin 1: Sport Participation in Canada*, Canadian Fitness & Lifestyle Research Institute (CFIRI), 2018

TRENDS AND PRACTICES

Figure 14 - Sport Participation by Income

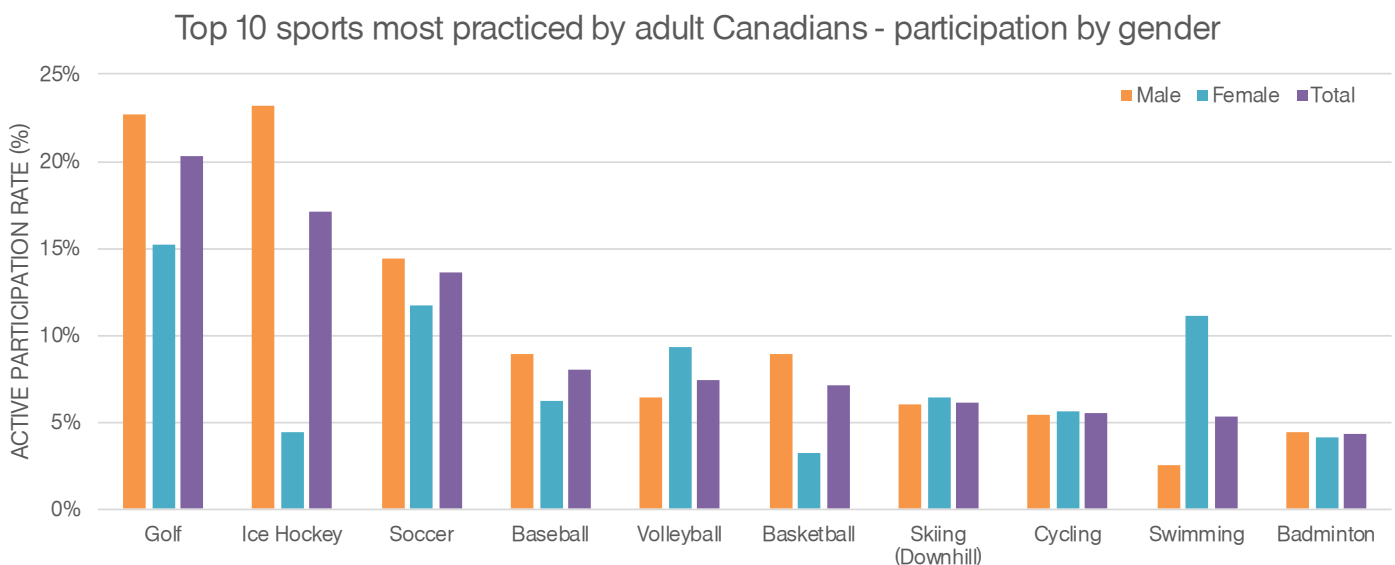


2016-2018 Physical Activity Monitor, CFLRI¹¹

GENDER PARTICIPATION RATES

Generally male participation remains higher than females in most organized sports such as soccer and baseball as shown.

Figure 15 - Top 10 Sports Most Practiced by Adults



Sport Participation 2010 Research Paper, Heritage Canada, 2013

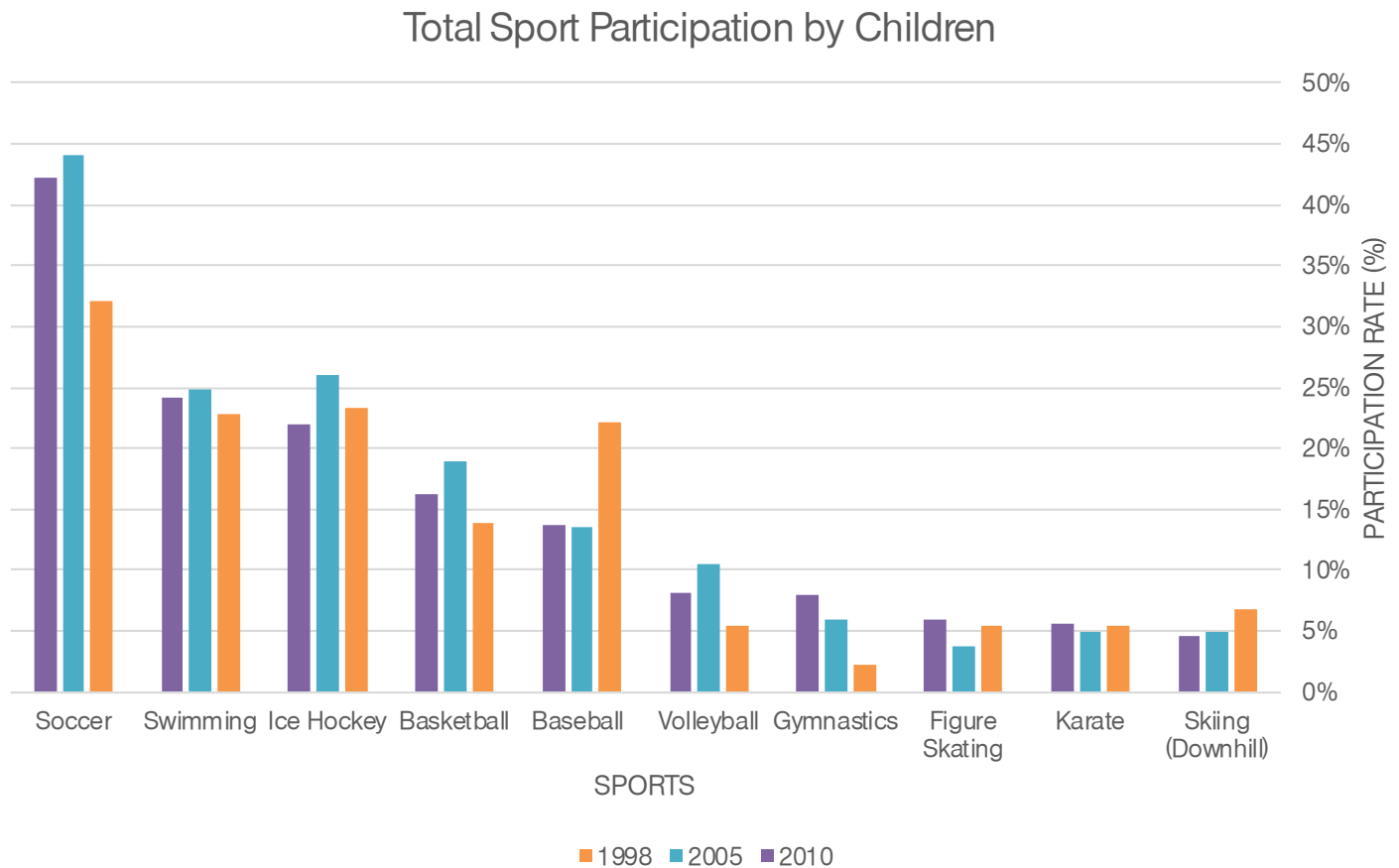
SPORT PARTICIPATION (CHILDREN AND YOUTH)

Results from Canada's 2018 Report Card on Physical Activity for Children and Youth indicates that the majority of children and youth are not meeting the physical activity recommendation of at least 60 minutes per day.¹² Specifically, only 35% of children and youth 5-17-years meet this recommendation. However, 77% of children and youth 11-19 years do participate in organized physical activity or sports. Therefore, the rate of participation is high, but the frequency is not.

The 2010 Sport Participation Report by Heritage Canada provides further information on how participation is distributed across different activities and age groups. For children aged 5 to 14 years, the data shows:

- Soccer is still a leading activity despite a period of decline between 2005 to 2010. It remains a choice for both boys and girls between the ages of 5 and 14 and for many years it has ranked as the number one sport activity for children engaging regularly in sport.
- Baseball is the fifth most played sport
- Participation rates in the four sports ahead of baseball declined from 2005 to 2010 whereas baseball increased.

Figure 16 - Total Sport Participation by Children



Sport Participation 2010 Research Paper, Heritage Canada, 2013

¹² <https://journals.humankinetics.com/view/journals/jpah/15/s2/article-pS328.xml>.

Canadian Fitness and Lifestyle Research Institute. *Bulletin 02: On-site School Facilities Supporting Physical Activity and Sport*. Ottawa, Canada: Canadian Fitness and Lifestyle Research Institute. 2016. www.cfri.ca/document/bulletin-02-site-school-facilities-supporting-physical-activity-and-sport. Accessed June 13, 2018.

TRENDS AND PRACTICES

TOP RANKING SPORTS

Recent information from the Canadian Youth Report and Statistics Canada reflects diverse and changing interests in sport and recreation activities, although the ranking may change, field sports like soccer and baseball consistently ranking high among the top activities in Canada. Lacrosse, football, field hockey, croquet, ultimate frisbee may not have high numbers to rank nationally, but locally there is both formal and spontaneous participation.

Table 8 - Sports and Activities Statistics

Top 10 Sports and Activities in Canada Among Youth 8-17 Source: The Canadian Youth Sport Report, 2014	
Activity	Participants
Swimming	1120000
Soccer	767000
Dance	625500
Hockey	531000
Skating	436000
Basketball	354000
Gymnastics	336000
Track and Field: Running	330000
Ballet	277300
Karate	230000

Source: From the Canadian Youth Sport Report, 2014

Again, more recently soccer ranks in the top five activities for Canadians according to information compiled from the 2016 General Social Survey on Canadians at Work and Home

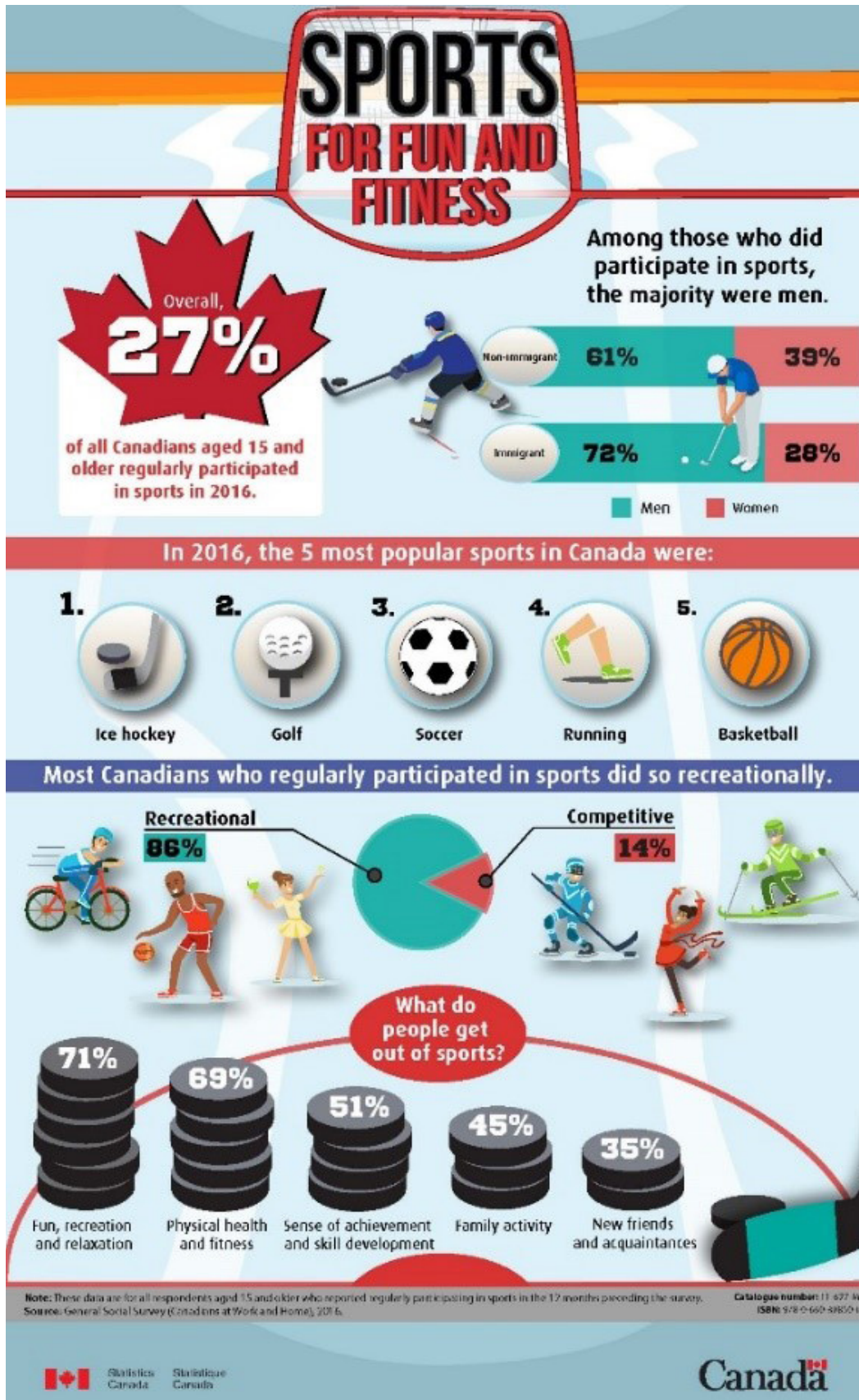
- 86% - Most Canadians 15 years and older participate in sport activities for recreation; 14% play sport competitively
- 71% - play sports for fun, recreation and relaxation
- 69% - physical health and fitness
- 51% - achievement and skill development
- 45% - family activity
- 35% - social interaction and meeting new people

Baseball in Canada has experienced a resurgence and continues steady participation. Between 2015 and 2016, participation in Baseball Canada increased by 14% to over 120,000 participants. From 2014 to 2015 participation increased by 8%¹³.

¹³ <https://www.baseball.ca/baseball-participation-on-the-rise-across-canada>

TRENDS AND PRACTICES

Figure 17 - Sports for Fun and Fitness Infographic



TRENDS AND PRACTICES

6.2 SPORT PARTICIPATION IN PORT COQUITLAM

Locally, the sport participation in the City appears to be consistent with national trends with usage data showing a general decline in participation across many typical field sports, with reductions in usage hours as compared to data from 2008. However, participation in soccer, softball and baseball are still strong and remain the top outdoor field sports played in the City. Among the top three sports, softball experienced a 34% decline in participation, with baseball down by 24% and soccer by 20% since 2008 as shown in Table 9. Lacrosse experienced the least drop of 16% showing more steadiness than football which experienced the most change with a decline of 69% illustrated in Figure 18. Usage data shows the emergence of other types of sports and recreation activities that are filling available field capacity. This has offset the changes in usage rates from the typical sports activities to show an overall reduction in field usage of only 8%. Another reason for the drop in hours booked may be attributed to a change in the field reservation process. Prior to 2008, user fees were not required and groups, without penalty, would be able to block book fields reserving more field time that perhaps was actually required or used to allow maximum flexibility for team use and programs. In 2008, the City implemented the current user fee system to ensure better access for all users to field hours and encouraged user groups to only reserve fields/times that would be guaranteed use.

Table 9 - Field Usage Comparison Between 2008 and 2019

Sport	2019 Booked Hours	2008 Booked Hours	Difference	Conclusion
Softball	4008.1	6076.5	-2068.4	Softball between 2008-2019 has decreased by 2068 hours, 34%
Baseball	1932.5	2540.5	-608	Baseball between 2008-2019 has decreased by 608 hours, 24%
Soccer	5549.25	6948	-1398.75	Soccer has decreased by 1398 hours, 20%
Field Lacrosse	544	652.75	-108.75	Field lacrosse has decreased by 108 hours, 16 %
Football	195	634	-439	Football has decreased by 439 hours, 69%
Field Hockey	0	6	-6	Field hockey is no longer booked in PoCo
Total Decrease in Hours			-4628.9	
Community Events + Sports Days	102	0	102	Sport was not booked at any fields in 2008 but was booked in 2019
PE Class (SD43)	3201	0	3201	Sport was not booked at any fields in 2008 but was booked in 2019
Rugby	3	0	3	Sport was not booked at any fields in 2008 but was booked in 2019
Croquet	33	0	33	Sport was not booked at any fields in 2008 but was booked in 2019
Volleyball	10	0	10	Sport was not booked at any fields in 2008 but was booked in 2019
Ultimate Frisbee	13.5	0	13.5	Sport was not booked at any fields in 2008 but was booked in 2019
Total Increase in New Activities			3362.5	
Net	15591.35	16857.75	-1266.4	8% Overall Decrease in Booked Hours

TRENDS AND PRACTICES

Figure 18 - 2019 vs 2008 Hours Booked

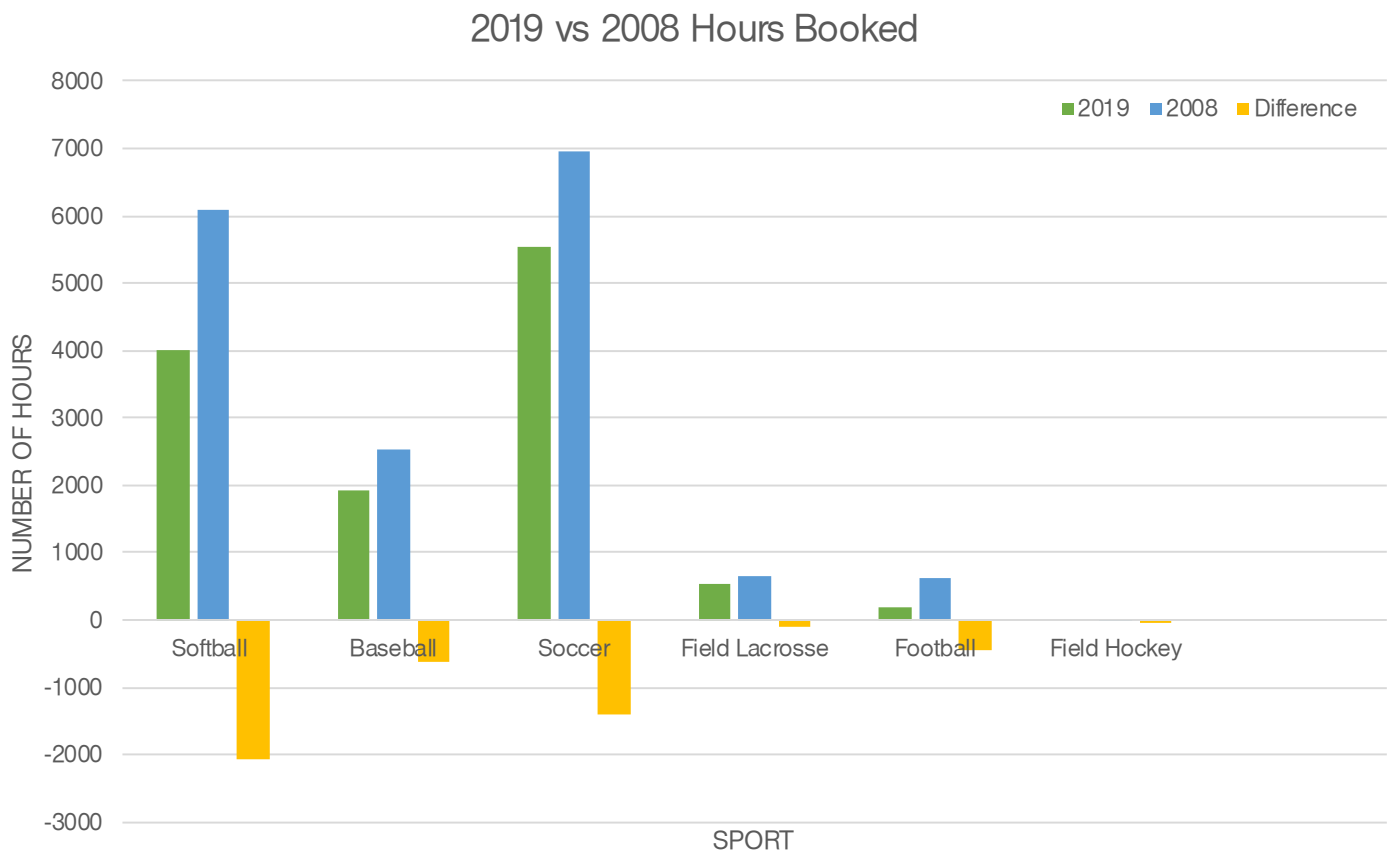


Image Credit: Cheryl Holt, Pixabay

TRENDS AND PRACTICES

6.3 LONG TERM DEVELOPMENT FRAMEWORK – SPORT FOR LIFE

The Long-Term Development framework (LTD) is widely adopted by many national sport organizations to help guide physical activity through defined stages of activity and development from initial developmental stages to training for competition. The LTD framework helps to guide organizations in the training of skills appropriate to age group, athletic ability, and skill level with the goal to engage participants in life-long activity and involvement. There are specific Sport Frameworks available for most sports including field sports¹⁴.

“Our LTPD model identifies the optimal training, competition and recovery principles and practices for our players through sequential stages from childhood through to adulthood. It recognizes there are two distinct streams in softball – the lifelong recreational sport and the elite competitive arena – and it is designed to promote and support players in both”. Softball Canada

Figure 19 – Long Term Development Framework - Stages

Awareness and First Involvement

To engage in sport and physical activity, individuals must be aware of what opportunities exist for them, and when they...



Train to Train

Athletes enter the Train to Train stage when they have developed proficiency in the athlete development performance components (physical, technical-tactical,...



Active Start

From 0-6 years, boys and girls need to be engaged in daily active play. Through play and movement, they develop...



Train to Compete

Athletes enter the Train to Compete stage when they are proficient in sport-specific Train to Train athlete development components (physical,...



FUNDamentals

In the FUNDamentals stage, participants develop fundamental movement skills in structured and unstructured environments for play. The focus is on...



Train to Win

Athletes in the Train to Win stage are world class competitors who are competing at the highest level of competition...



Learn to Train

Once a wide range of fundamental movement skills have been acquired, participants progress into the Learn to Train stage leading to...



Active for Life

Individuals who have a desire to be physically active are in the Active for Life stage. A participant may choose...



- The *Awareness and First Involvement* stage engages individuals in sport and physical activity, they must be aware of what opportunities exist, and when they try an activity for the first time, it is critical that the experience is positive.
- *Active Start*, *FUNDamentals*, and *Learn to Train* stages develop physical literacy before puberty so children have the basic skills to be active for life. Physical literacy also provides the foundation for those who choose to pursue elite training in one sport or activity after age 12.
- *Train to Train*, *Train to Compete*, and *Train to Win* stages provide elite training for those who want to specialize in one sport and compete at the highest level, maximizing the physical, mental, and emotional development of each athlete.
- The *Active for Life* stage is about staying active for life through lifelong participation in competitive or recreational sport or physical activity.

¹⁴ Sport For Life, <https://sportforlife.ca/long-term-development/>

TRENDS AND PRACTICES

6.4 INCREASING DEMAND FOR SYNTHETIC TURF FIELDS IN CANADA

Once considered solely for high performance sport fields, artificial turf (AT) is becoming an increasingly popular option for municipalities wanting to develop or redevelop recreational and participatory sports fields. Although requiring a higher initial capital investment, artificial turf is desirable for all levels of play because it can provide more hours of use with little loss of playtime due to surface damage or weather. A lit artificial turf field can accommodate 50-80 hours a week of use, while a natural turf field can only sustain 14 hours a week. An artificial turf field provides 3000 hours of play (Turf Manufacturer's warranty standard) , which is five times the 600 hours of play (Athletic Construction Manual, Sports Turf Association, Canada) provided by a natural grass turf field.

Artificial turf fields require less maintenance, with no need for mowing, seeding, pest control or fertilizing and can last 10-15 years with proper care. The lifespan of a natural grass field is 25-30 years but requires significantly more maintenance effort, down time for recovery and regeneration. Artificial turf infields for ball fields are becoming a popular option to upgrade existing skinned/grass fields, leaving the outfield in natural grass. The increased surface quality extends playability, reduces maintenance and resolves drainage issues. It is also increasingly common to see artificial turf ball diamond infields included in rectangular turf fields for the most efficient use of space and to maximize programming.

An artificial turf field can extend the playing season and provide a higher quality, wear-tolerant, multi-use surface. Artificial turf surfaces can be marked to accommodate multiple sports (soccer, lacrosse, field hockey, football, baseball and softball) and overlapping seasons Also, artificial turf fields are being designed for a variety of purposes from hosting community activities, events and gatherings, to being a destination venue for regional, national and international sports tournaments and events.

With the potential to be used for multiple sports, and for hosting, artificial turf fields can accommodate higher frequency and intensity of use and often designed with amenities including lighting, spectator seating, players benches, warm up area and changerooms.



Image Credit: IStock Photos



Image Credit: iStock Photos

Other considerations and trends include:

1. More recently artificial turf grass is now being designed and manufactured to better suit the surface performance preferred for play on ball diamond infields different from surface performance required for soccer. Artificial infields for ball diamonds are becoming more common.
2. ATF facilities work well planned as part of a community hub and to complement libraries, schools, recreation centres and private sector development benefitting many users.
3. Collaboration with school developments to have joint access to amenities and allow public/user group access to washroom/changeroom facilities outside of school hours.
4. Location of a new ATF needs to consider impact to and compatibility with surrounding land use from increased noise, traffic and glare of field lighting.
5. ATFs complement athletic parks with existing grass fields
6. AT is also being installed in the warning track area of ball fields.

6.5 MULTI-FIELD SITES – ATHLETIC PARKS; MULTI-USE FIELDS

Development of multiple fields together as hubs provides many conveniences for users as well as achieves financial and operational efficiencies. The assembly of fields and shared amenities brings the potential and benefit of hosting regional and national sport events and other types of activities. The planning and design of these sites would need to factor availability of a sizable parcel of land to accommodate the number of fields, programming requirements, capital, timing, site context, land use compatibility, proximity to multi-means of transportation (trails, greenways, transit), and commercial or other complementary service or amenities.

MULTI-USE FIELDS

Municipalities in Canada have traditionally provided rectangular athletic fields designed for single purpose such as soccer and football. With increased community need for amenities and limited budgets, a growing trend is to maximize and diversify use of new and existing facilities by designing for multiple programming opportunities. For example, artificial turf fields are now including line markings for multiple sports accommodating soccer, baseball/softball, lacrosse and field hockey. A combination soccer and ball diamond field is a popular solution to address site limitations and maximize use. Adding servicing infrastructure to support other sports, activities and events will provide opportunities for greater accessibility and adaptability for many types of sport and event hosting. Emerging sport organizations such as Ultimate Frisbee and Cricket are increasingly looking for dedicated field sites for their specific sports. The increasing diversification of many urban centres has resulted in several municipalities reviewing allocations models and servicing priorities.

Figure 20 - Soccer, Lacrosse and Softball Markings on a Multi-Use Field

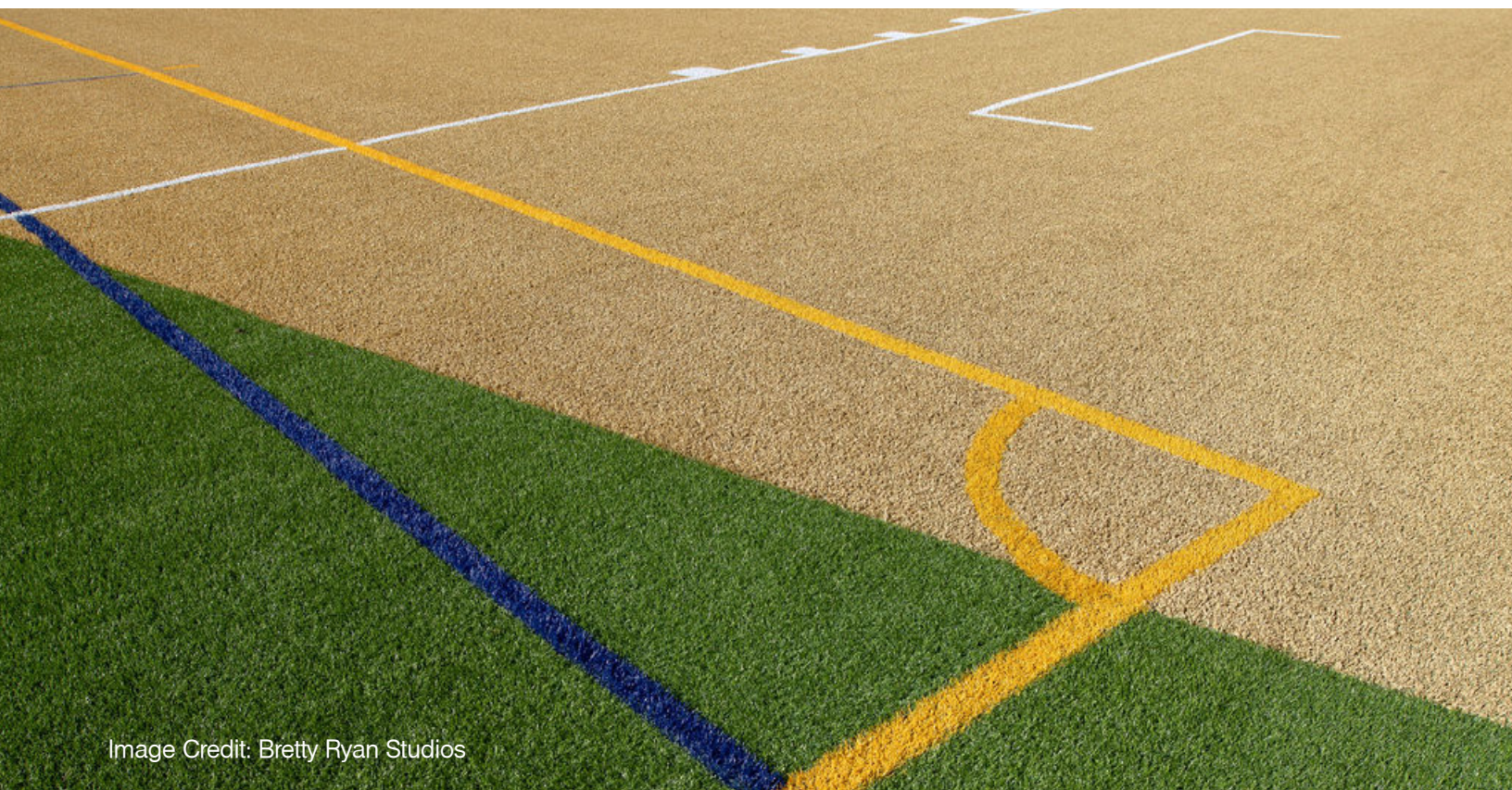


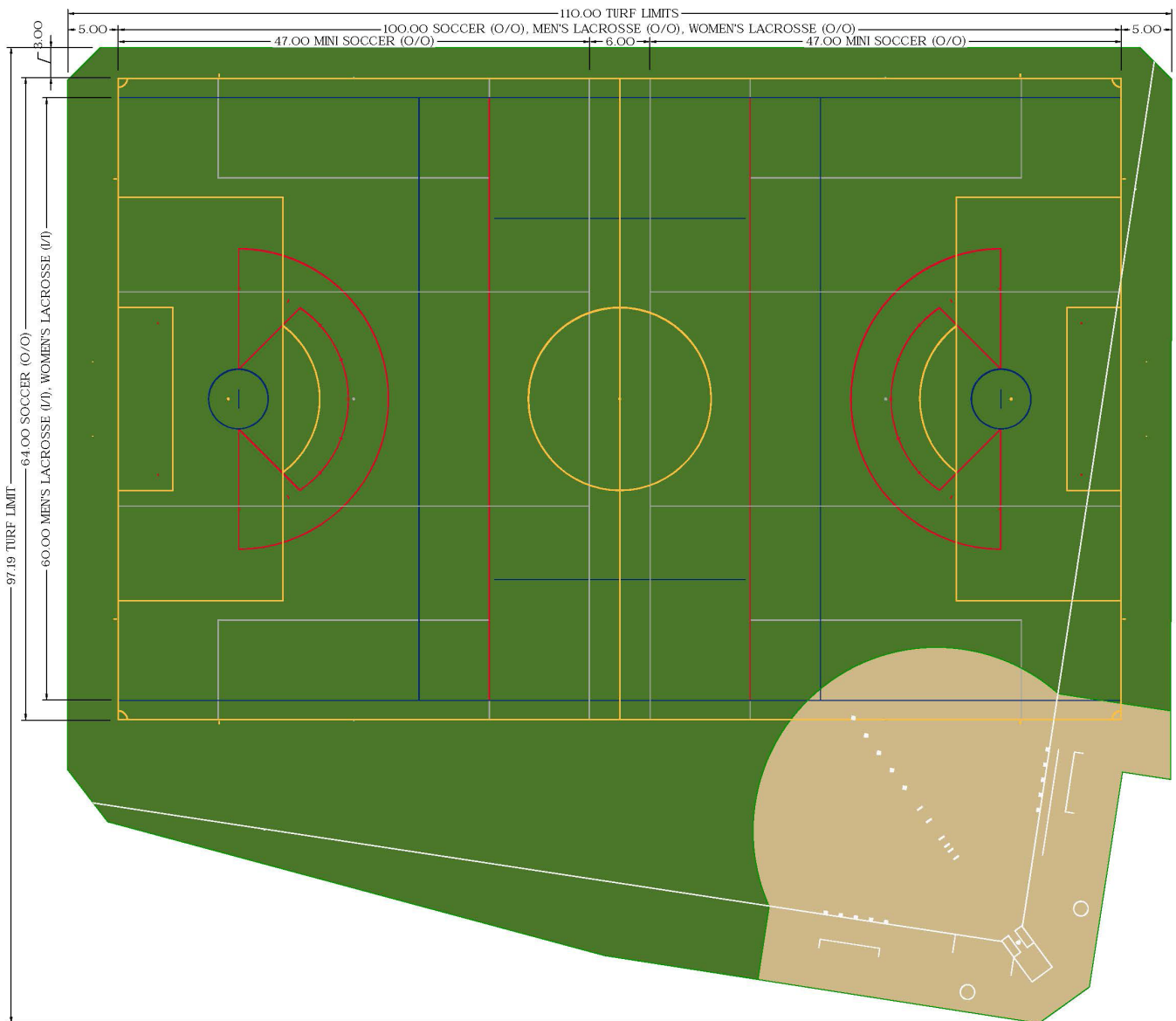
Image Credit: Bretty Ryan Studios

TRENDS AND PRACTICES

The following examples illustrate a variety of field configurations that show how multiple sports share the same turf surfacing.

Figure 21 - Telosky Stadium, Maple Ridge. Multiple line markings combining soccer, mini-soccer, men's lacrosse, womens lacrosse and softball.

Image Credit: AstroTurf



TRENDS AND PRACTICES

Figure 22 - Merkley Park, Maple Ridge. An example of a compact configuration to accommodate soccer, mini-soccer and ball diamond

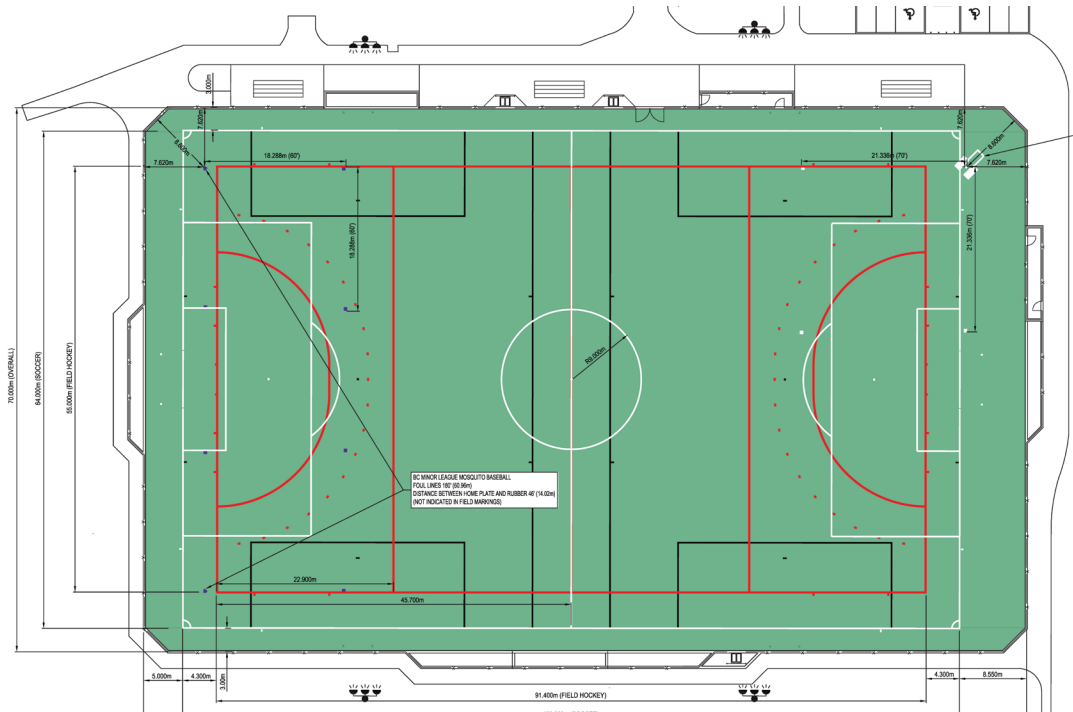


Image Credit: R.F. Binnie & Associates

Figure 23 - Minoru Field 3/Latrace Artificial Field, Richmond. An example illustrating another configuration with warning track and temporary fencing overlapping a soccer field more prominently.

Installation of AT infields at existing grass ball fields has become a growing trend to extend playability.

Figure 24 - Langley Blaze Diamond, Langley

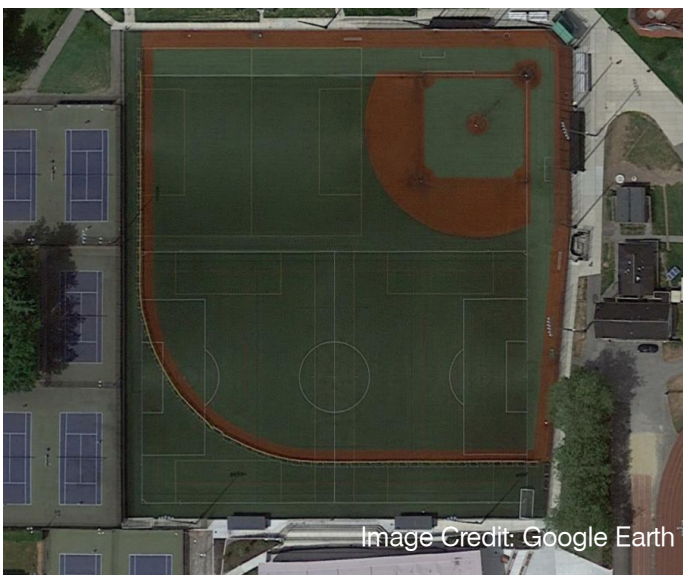


Image Credit: Google Earth



Image Credit: R.F. Binnie & Associates

TRENDS AND PRACTICES

6.6 FIELD MAINTENANCE AND QUALITY CONTROL

A comprehensive maintenance program to ensure consistent standard of care is important and has numerous benefits. Investment in ongoing maintenance should be standard practice to maximize the longevity and use of a field ensuring cost efficiencies and minimize the potential for major repairs. Consistent standard of care is also important to ensure maximum user safety and experience. In addition, a standard of care is often prescribed and required to maintain the manufacturer's warranty coverage in the case of artificial turf fields. An example of a field maintenance work schedule may include.

Table 10 - Maintenance Schedule

All Seasons	Litter pick-up and erosion control
Spring	Initial grass cutting, aeration, fertilizer start-up, top dressing, overseeding
Summer	Fertilizer, regular grass cutting program, field markings
Fall	Winter fertilizer

6.7 USER EXPECTATIONS AND THE DEMAND FOR CONVENIENCE AND AMENITIES

Facility users and spectators are more sophisticated with greater expectations to access quality sport and recreational facilities and associated amenities for an enhanced experience. Municipalities of all sizes locally and throughout Canada are working with community groups and partners, carefully planning investment to provide better designed and constructed sport infrastructure and amenities. To maximize investment, opportunity and access, where facilities are designed to support recreational and competitive sports, as well as to accommodate multiple sports, multi-use, and to be destination venues that are accessible and inclusive to host tournaments, community gatherings, special events. Services and amenities may now include Wi-Fi, PA systems, comfortable spectator seating, washroom/changeroom facilities, meeting/official's rooms, fieldhouses, storage, and children's play area.

Artificial turf maintenance activities include:

- Surface cleaning, brushing, disinfecting to remove litter, bird waste, mud, moss, spills
- Measuring infill levels and topping up in low areas
- De-compaction and aeration of infill
- Inspections of seams and panels
- Snow and ice removal
- G-Max Testing to measure surface hardness
- Line painting (if applicable)
- Repairing damaged turf



Image Credit: Ryan Stone, Unsplash

BENCHMARKING

07

7.1 BENCHMARKING

A review of sports field facilities in the greater context and against the practices of other comparable cities helps assess current service standards, best practices, and identify areas for possible improvement. The following table summarizes sports field provision from several comparable municipalities. The overview only measures the quantity and does not consider other variables such as quality or programming.

According to data from Yardstick benchmarking framework, Port Coquitlam provides 40ha of sports and premier parks. Of that 28 ha make up natural grass fields (see Table 11). The City is keeping pace with the provision 0.7 ha of sports park for every 1000 residents. This level is consistent with standards being met at the time of the 2010 Sports Field Strategy.

Figure 26 further shows that overall the City is providing 0.73 sports fields per 1000 residents. This works out to approximately one field for every 1500 residents and is the median in the field of comparable municipalities. This metric, based on the number of fields and population, is helpful as a high-level gauge to assess provision. As more detailed data is being gathered by municipalities including Port Coquitlam, defining provision standards can now be better determined after analyzing usage patterns against the total available play hours. These findings will guide system and infrastructure improvements that will best meet current needs and support future growth.

BENCHMARKING

Table 11 - Sports Park Provision in Comparable Canadian Cities

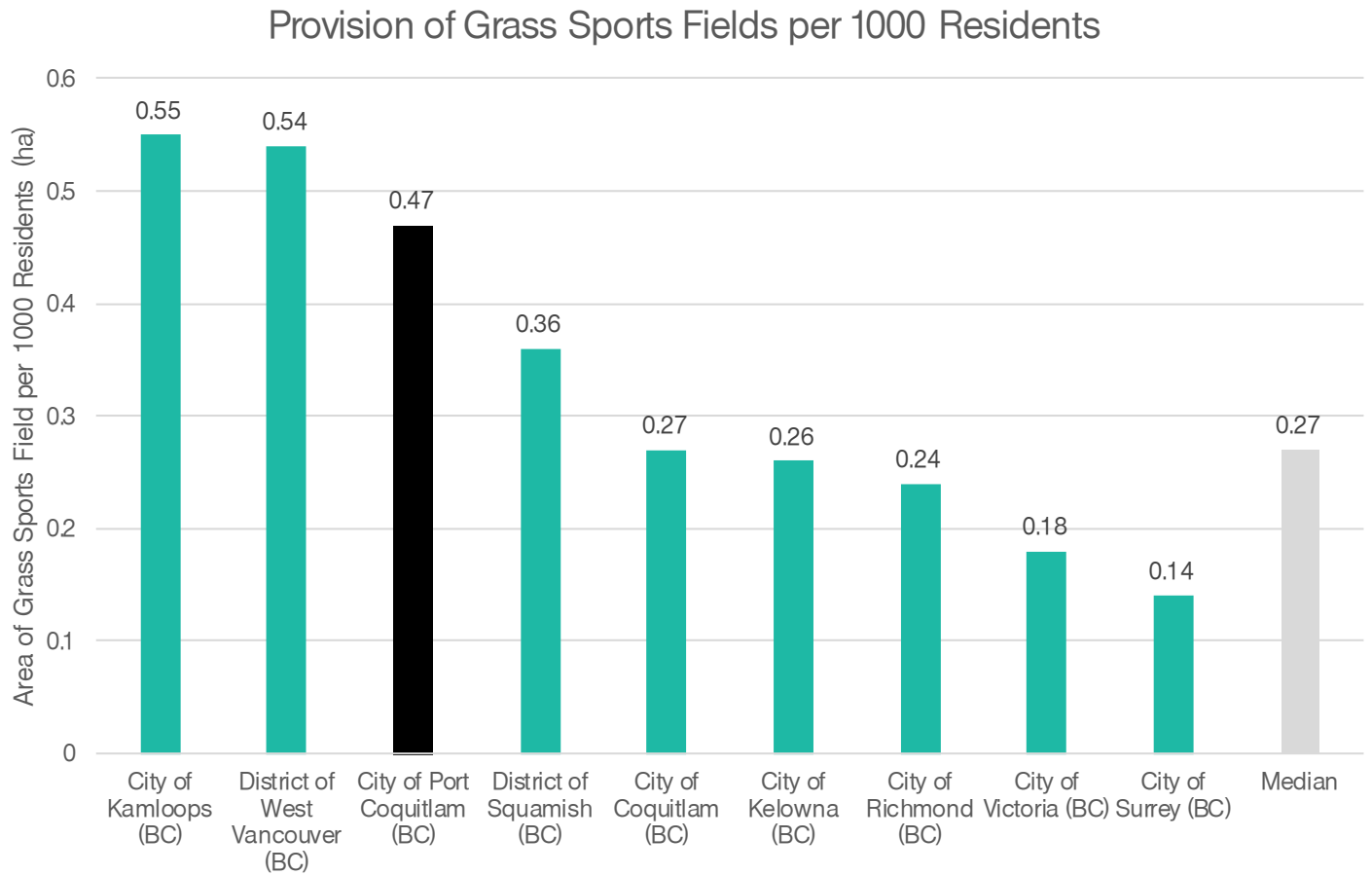
Municipality	Population*	Sports Park (ha)	Ha/Per 1000 ppl
District of Squamish (BC)	19512	43	2.2
City of Edmonton (AB)	932546	2912	3.1
City of Kamloops (BC)	90280	250	2.8
City of Port Coquitlam (BC)	58612	40	0.7
Town of Tilsonburg (ON)	15872	11	0.7
City of Coquitlam (BC)	139285	49	0.4
City of Calgary (AB)	1267344	575	0.5
Town of Aurora (ON)	63300	51	0.8
Town of Cochrane (AB)	26320	19	0.7
Resort Municipality of Whistler (BC)	11854	56	4.7
City of St. Albert (AB)	66082	230	3.5
City of Burlington (ON)	183314	386	2.1
City of Lethbridge (AB)	99769	165	1.7
City of Kelowna (BC)	127380	99	0.8
City of Surrey (BC)	557310	200	0.4
City of Thunder Bay (ON)	107909	79	0.7
City of Victoria (BC)	85792	105	1.2

Source: 2019 Yardstick
*2016 Census Population Figures



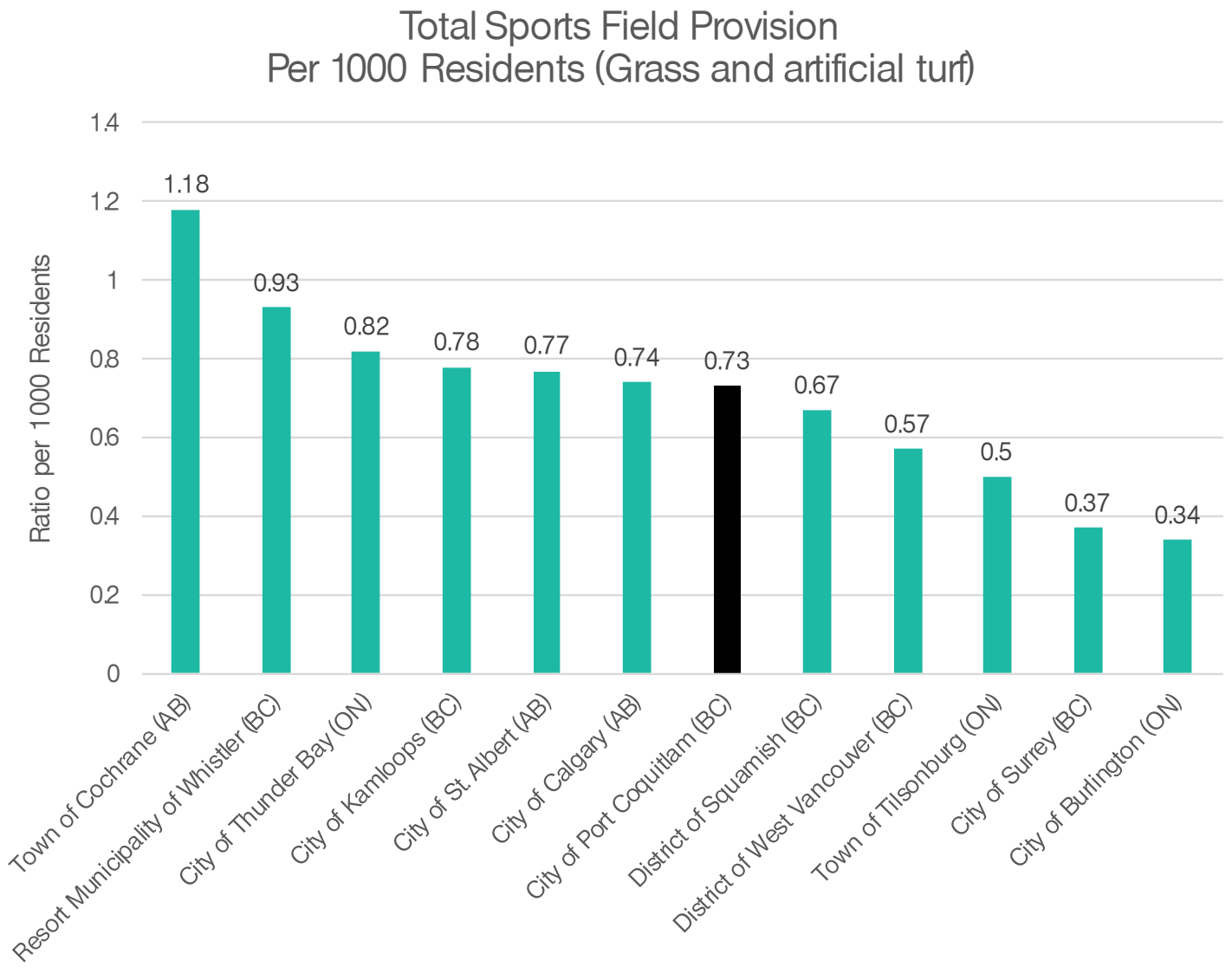
Photo Credit: R.F. Binnie & Associates

Figure 25 - Grass Sport Field Provision per 1000 Residents



BENCHMARKING

Figure 26 - Total Sports Field Provision per 1000 Residents



FIELD USE ANALYSIS

08

8.1 FIELD CAPACITY CALCULATIONS

"The best measure of whether there are enough sports fields in a community is to look at the number of hours that users want to book vs. the number of hours available on the existing number of fields in a Municipality's inventory. The number of hours available must be based on a usage that does not result in the field surface being damaged" (2010 Sports Field Strategy)

Analysis of city-tracked facility usage data revealed opportunities for improvements in:

- Re-balancing field use across over and under-utilized fields
- Infrastructure and maintenance to improve performance and capacity
- Matching facilities to sports programs for present and future needs.

FIELD USE ANALYSIS

The recommended maximum field usage hours are estimated based on hours that are likely to be reserved, type of field surface, maintenance program, and according to industry standards and guides such as the Athletic Construction Manual, Sports Turf Canada. Field hours can vary depending upon location, but generally factors affecting the estimated maximum hours recommended for field use include:

- Weekday primetime hours for most players and parents are evenings 6 -10 pm
- Weekends (Saturday and Sunday) prime hours in the morning 8 -11am
- Type of field surface (ATF vs. Natural - soil vs sand) and drainage. A sand-based field can withstand 60-70% more use in the same time period as a natural soil field.
- Lighting – Natural daylight hours and if the facility has lights
- Type of sport played – football and rugby are more damaging than frisbee, baseball and Slo-Pitch
- Age of players - youth vs adult
- Level of maintenance - coincides with type and level of play
- Field closures for maintenance (natural turf) – best management practices requirements for grass regeneration and recovery
- Field closures due to weather (natural and synthetic turf) – Precipitation, and extreme conditions such as snow and freezing temperatures will limit field availability

Port Coquitlam sports fields fall into one of four types: synthetic turf, natural turf – sand, natural turf- mixed sand and soil, and natural turf – soil. The capacity of each type of field is based on the ability for the surface to support use. Synthetic turf provides more hours of use, minimal closures for maintenance, due to extreme weather i.e. rainfall, snow. The strength and resilience of natural grass depends on the base on which it is grown. Natural grass grown in sand is more deeply rooted providing more strength and allowing more

hours of use than turf grown on modified sand/soil mix or natural turf soil. More time is required for recovery and regeneration for turf grown in soil and modified soil base in order to prevent major damage and longer periods of down time. The goal of setting and staying within recommended field play hours is to sustain field function, ensure surface quality, prevent major repair, and long field closures due to damage from Overuse.

Table 12 - Field Type and Recommended Maximum Use Capacity

Field Type	Recommended Maximum Usage Hours
AT Field	3,000 hours per year ¹
Natural Turf (Irrigated) Field- sand	600 hours per year ^{2,3}
Natural Turf (Irrigated) Field- sand/soil mix	460 hours per year ^{2,3}
Natural Turf Field- soil	320 hours per year ^{2,3}

1. Maximum Hours Based on Manufacturer's Warranty Standard, Athletic Construction Manual, Sports Turf Canada
2. Ball Fields with Skinned or ATF Infields may be played longer hours
3. Other factors:
 - a. Over ten years sand/soil fields revert back to a soil base and so will the available hours
 - b. Two-day recovery per week
 - c. April – one-month recovery period in spring; four – one-week recovery period during the year
 - d. Weather closure reduces available hours by 12-15%
 - e. Reduced play during late fall, early spring, midsummer months

The total hours available for all reservable fields is 24,880 based the estimated capacity for field type listed in Table 13.

FIELD USE ANALYSIS

Table 13 - Total Available Hours for All Reservable Fields

SPORT FIELD INVENTORY – CITY AND SCHOOL DISTRICT			
SPORT	LOCATION	SURFACE	MAX HRS
SAND BASED FIELDS			
SOCCER	Gates Pk Soccer Sr Grass 1 E	sand	600
	Gates Pk Soccer Sr Grass 3 W	sand	600
	Gates Pk Soccer Sr Grass 2 C	sand	600
	Cedar Pk Soccer Sr Grass	sand	600
	TF Pk Soccer Sr Grass	sand	600
	Minnehada School Soccer Sr Grass	sand	600
	Evergreen Pk Soccer Sr Grass	sand	600
	Citadel Sch Soccer Sr Grass	sand	600
BALL DIAMONDS	Gates Pk Ball Sr Grass Lit 1	sand	600
	Gates Pk Ball Sr Grass Lit 2	sand	600
	Gates Pk Ball Jr Grass (Bird)	sand	600
	Cedar Pk Ball Sr Grass NW	sand	600
	Thompson Pk Ball Sr 3 N*	sand	600
	TF Pk Ball Sr Grass	sand	600
	Evergreen Pk Ball Sr Grass	sand	600
	Gates Pk Ball Sr Grass 3	sand	600
	Cedar Pk Ball Jr Grass SW	sand	600
	Citadel Sch Ball Sr Grass NE	sand	600
MIXED FIELDS			
SOCCER	Pitt River Sch Soccer Sr Grass	mix	460
	EDP Soccer Sr Grass	mix	460
SOIL FIELDS			
BALL DIAMONDS	Thompson Pk Ball Jr 1 S*	soil	320
	MP Ball Sr Grass 1 NE	soil	320
	MP Ball Sr Grass 3 SW	soil	320
	MP Ball Sr Grass 2 NW	soil	320
	Thompson Pk Ball Jr 2 C	soil	320
	Aggie Pk Ball Sr Grass	soil	320
	MP Ball Jr Grass 4 SE	soil	320
	Central Pk Ball Jr Grass	soil	320
	SV Pk Ball Jr Grass	soil	320
	Central Sch Ball Jr Grass NW	soil	320
	Central Sch Ball Jr Grass SW	soil	320
	SOCCER	MP Soccer Sr Grass	soil
Aggie Pk Soccer Sr Grass		soil	320
SYNTHETIC FIELDS			
SOCCER	Gates Pk Soccer Art Turf 1	synthetic	3000
	Gates Pk Soccer Art Turf 1 Warm-up	synthetic	3000
	Gates Pk Soccer Art Turf 2	synthetic	3000
	Total		24880

FIELD USE ANALYSIS

8.2 FIELDS RESERVED BY GROUPS

Soccer, Softball, Slo-Pitch and Baseball groups are among the most active users of Port Coquitlam sports fields and ball diamonds. In 2019 the total number of hours reserved was 15591. Table 14 shows the breakdown of hours divided among teams and activities. This total is 27% lower than the 21,300 hours reported in the 2010 Sports Field Strategy. This decline appears to be consistent with the national participation trends over the last 10 years.

Soccer groups appear to reserve the most field time during the year at 5549 hours year-round, followed by softball, slo-pitch and baseball with a combined total of 4565.5 hours from March to November. School district activities and programs accounts for 3201 hours during January to June.

Table 14 - Playing Hours Booked in 2019 - Natural and Artificial Turf Fields

	Sport	Season (Based on Hours tracked by the City)	Total Hours
PRACTICES AND/OR GAMES	Softball,Slo-Pitch	March - November	2705.1
	Baseball	March - December	1860.5
	Soccer	Year-Round	5549.25 (3631.5)*
	Lacrosse	Year-Round	529 (475)
	Ultimate Frisbee	May, July	13.5
	Football	March - June, September, October	189
	Community Events + Sports Days	April-June, August, September	102
	PE Class (SD43)	Jan - June	3201(2566)
TOURNAMENTS	Tournament - Softball	April - Sept	1221.5
	Tournament - Baseball	May	72
	Tournament - Soccer	March, April, June, October, December	81.5 (68)
	Tournament - Lacrosse	October	15(3)
	Tournament - Football	June	6
	Tournament - Rugby	June	(3)
	Tournament - Croquet	July	33
	Tournament - Volleyball	August	10
Total Hours of Play: Practices, Games, Tournaments			15591.35 (6746)

* () represent totals on artificial fields

Refer to Appendix F for more information.

8.3 FIELD USAGE

The 2019 total of 15591 reserved hours represents 63% of the total available hours (24,880) that can be reserved by user groups (including school usage as their activity contributes to the wear and tear of fields) leaving 37% capacity available. However, when we look at individual fields, not all fields appear to have the same utilization rate. Some fields appear to be over prescribed while other are underutilized. Table 15 illustrates the patterns of use across all reserved fields.

The schedule of practices and games for the many sports programs are guided by their specific LTD model. As an example, for intermediate stages of skill development Soccer BC recommends, a training to competition ratio of 5-12:1 with training sessions of 60 -75mins. Baseball BC prescribes a similar ratio for intermediate stages of 9-12 sessions per week at 1-3 hours with more time shifting from training to games as players progress to the more advanced stages of skill development. The demand for field time is concentrated around prime times on weekday evenings and weekend mornings. Indicators that suggest the system is not meeting program needs, include times when games are being scheduled on weekdays, practices are being scheduled every two weeks, when teams are needing to share fields for practice and game times are shortened.

Hours reserved and hours used are not always the same. It is difficult to reconcile hours reserved with actual hours played in the field as there is currently no mechanism in place for the City to track specific team utilization data. Large clubs with many teams will reserve blocks of dates and times and will also manage and coordinate internally the finer allocations among their teams. This information would be useful to help maximize utilization and reduce any vacancies, especially for quality facilities in high demand during primetime hours. Cooperation and coordination of field schedules between clubs and teams do occur and is encouraged to ensure any unused time on high demand fields can be filled. Regular field allocation meetings are typically and continue to be the best forum to facilitate supply and demand among groups (2010 Sports Field Strategy).

Refer to Appendix F for more detailed information.



Image Credit: Kakudmi, Unsplash

FIELD USE ANALYSIS

Table 15 - Field Usage Summary – 2019

Sport	Field	Sum of Rental Hours	Type of Field	Max available hours to use	Utilization % >90% at/over capacity <40% under capacity
SAND BASED FIELDS – Refer to Figure 27					
SOCCER	Gates Pk Soccer Sr Grass 1 E	865	sand	600	144%
	Gates Pk Soccer Sr Grass 3 W	456	sand	600	76%
	Gates Pk Soccer Sr Grass 2 C	388	sand	600	65%
	Cedar Pk Soccer Sr Grass	248.5	sand	600	41%
	TF Pk Soccer Sr Grass	237	sand	600	39%
	Minnehada School Soccer Sr Grass	145	sand	600	24%
	Evergreen Pk Soccer Sr Grass	104.5	sand	600	17%
	Citadel Sch Soccer Sr Grass	62	sand	600	10%
BALL DIAMONDS	Gates Pk Ball Sr Grass Lit 1	820.6	sand	600	137%
	Gates Pk Ball Sr Grass Lit 2	730.5	sand	600	122%
	Gates Pk Ball Jr Grass (Bird)	501.5	sand	600	84%
	Cedar Pk Ball Sr Grass NW	301	sand	600	50%
	Thompson Pk Ball Sr 3 N	283.5	sand	600	47%
	TF Pk Ball Sr Grass	177.5	sand	600	30%
	Evergreen Pk Ball Sr Grass	158	sand	600	26%
	Gates Pk Ball Sr Grass 3	108.5	sand	600	18%
	Cedar Pk Ball Jr Grass SW	107.5	sand	600	18%
	Citadel Sch Ball Sr Grass NE	69	sand	600	11%
SOIL FIELDS – Refer to Figure 28					
BALL DIAMONDS	Thompson Pk Ball Jr 1 S*	450.5	soil	320	141%
	MP Ball Sr Grass 1 NE	441.5	soil	320	138%
	MP Ball Sr Grass 3 SW	431.5	soil	320	135%
	MP Ball Sr Grass 2 NW	327.75	soil	320	102%
	Thompson Pk Ball Jr 2 C	250	soil	320	78%
	Aggie Pk Ball Sr Grass	193	soil	320	60%
	MP Ball Jr Grass 4 SE	171.75	soil	320	54%
	Central Pk Ball Jr Grass	142.5	soil	320	45%
	SV Pk Ball Jr Grass	113	soil	320	35%
	Central Sch Ball Jr Grass NW	50	soil	320	16%
	Central Sch Ball Jr Grass SW	37	soil	320	12%
	SOCCER	MP Soccer Sr Grass	146.5	soil	320
Aggie Pk Soccer Sr Grass		18	soil	320	6%
MIXED FIELDS – Refer to Figure 29					
SOCCER	Pitt River Sch Soccer Sr Grass	282.75	mix	460	61%
	EDP Soccer Sr Grass	26	mix	460	6%
SYNTHETIC FIELDS – Refer to Figure 30					
SOCCER	Gates Pk Soccer Art Turf 1	3032.75	synthetic	3000	101%
	Gates Pk Soccer Art Turf 1 Warm-up	2169.5	synthetic	3000	72%
	Gates Pk Soccer Art Turf 2	1543.75	synthetic	3000	51%
	Total hours	15591.3		24880	

Over Utilization >100% Under Utilization <50%

*Numbers for Thompson fields are inflated/deflated due to Senior Ball (3N) field renovation July-Oct 2019 - thereby closing that field during construction, and the south diamond may be over capacity as a result.

FIELD USE ANALYSIS

Figure 27 - Sand-Based Field Usage

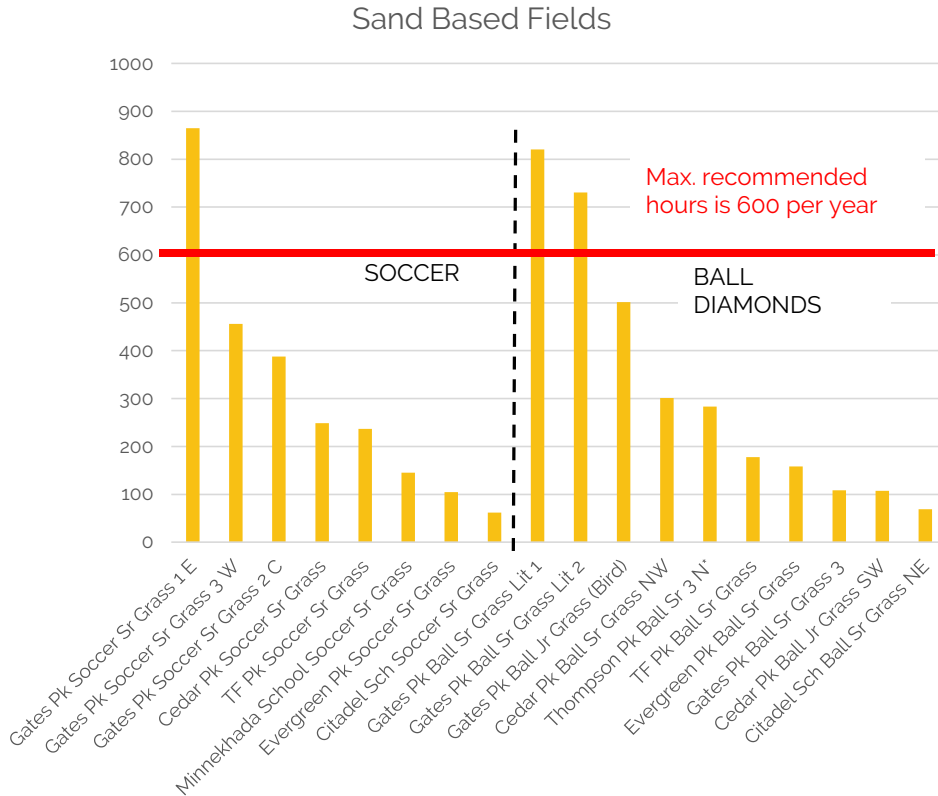
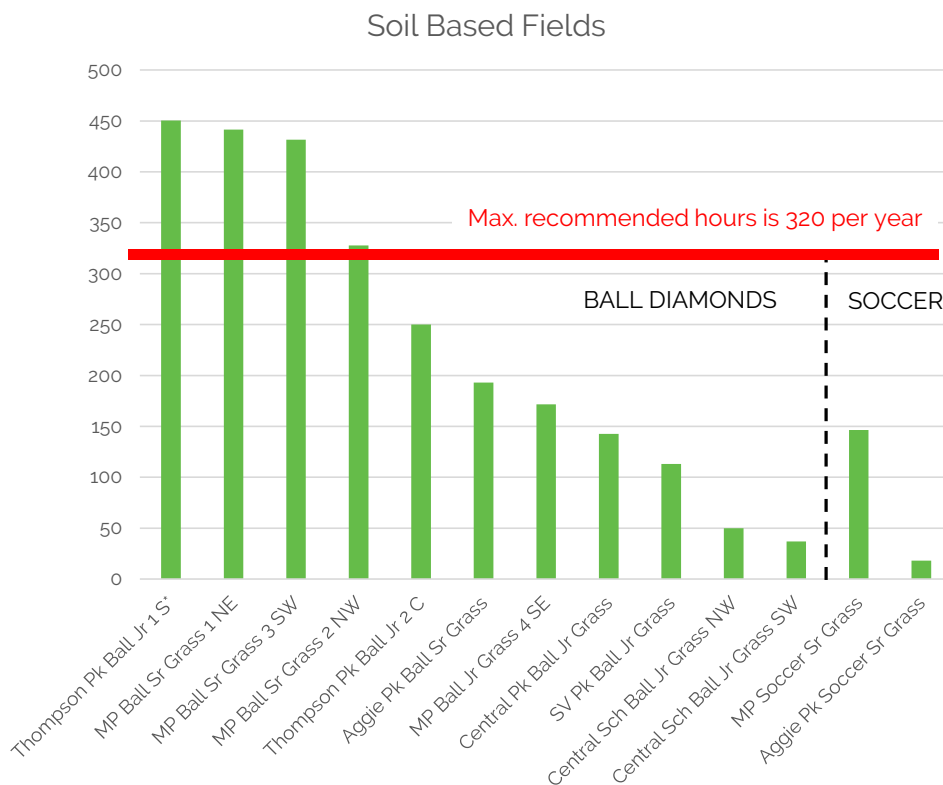


Figure 28 - Soil-Based Field Usage



FIELD USE ANALYSIS

Figure 29- Mix-Based Field Usage

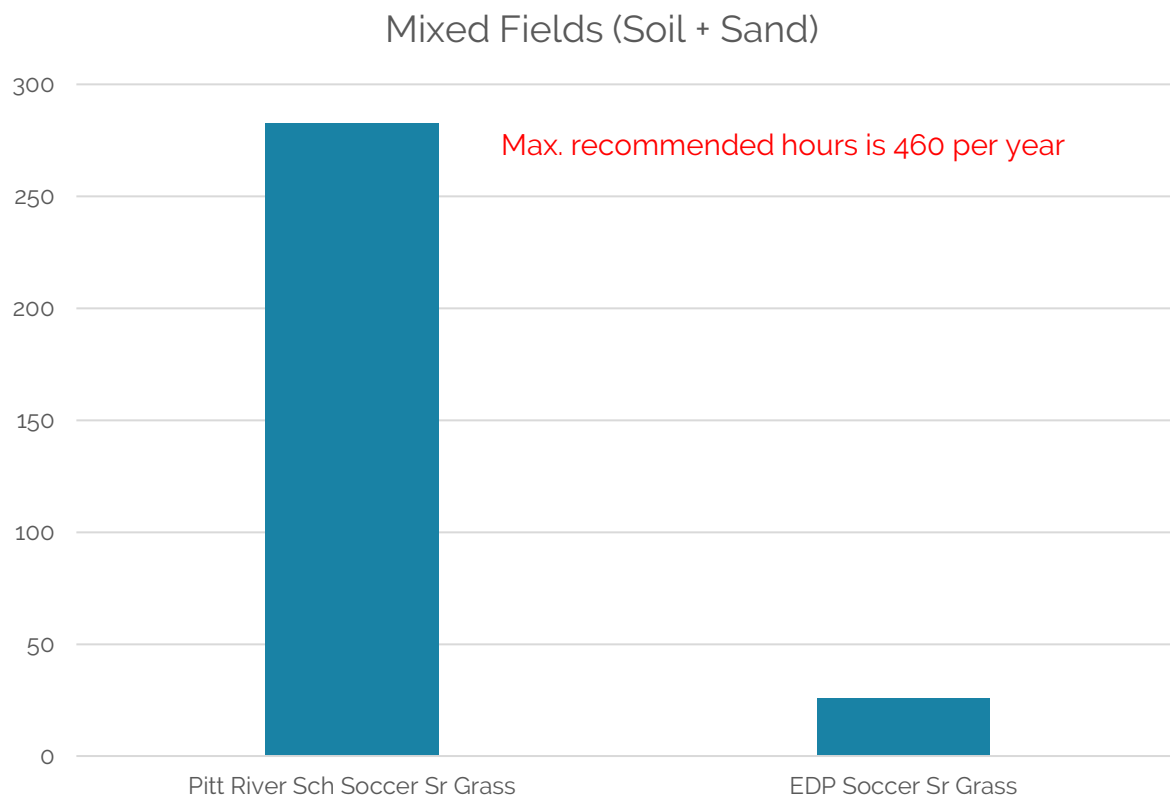
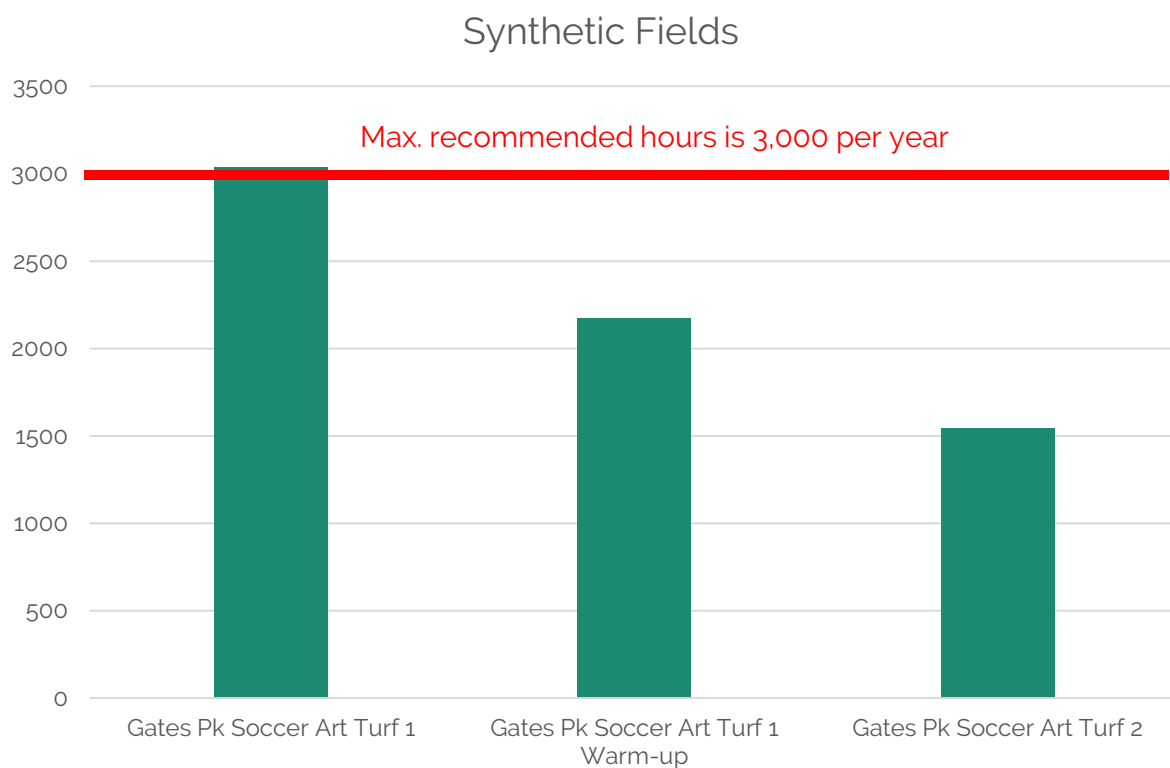


Figure 30 - Synthetic Field Usage



FIELD USE ANALYSIS

FIELD USE - WEEKDAYS

The data shows the most heavily reserved rectangular and ball fields are located at Gates Park, and ball fields at McLean Park with most hours reserved between 5-9pm on weekdays. Thompson Park (ball) and Pitt River School (rectangular) show significant reservation totals as well. During weekdays between 5-9pm, fields are booked a total of 3233 hours (47%) out of a total 6847 hours reserved across the whole inventory. Redistribution of hours to spread the concentration of demand more evenly across evening hours may be encouraged with providing adjusted rates for adult programs and provision of lighting if feasible.

Table 16 - Top 12 Reserved Fields – Weekdays Overall – Sum of Rental Hours

Fields	5 PM	6 PM	7 PM	8 PM	9 PM	Annual Total Hours
Gates Pk Soccer Art Turf 1	507	9	120	129	154	988
Gates Pk Soccer Art Turf 2	622	9	59	12.5	150	921
Gates Pk Soccer Art Turf 1 Warm-up	429	118	66.5	183	13	821.5
Gates Pk Ball Sr Grass Lit 1		407.85		13.75		441.6
Gates Pk Ball Sr Grass Lit 2		357.5		28		393.5
Gates Pk Ball Jr Grass (Bird)	61	209				275.5
Thompson Pk Ball Jr 1 S		230.5				268.5
Cedar Pk Ball Sr Grass NW		139.5	58	3.5		201
MP Ball Sr Grass 1 NE	6	144				181
Gates Pk Soccer Sr Grass 3 W		98	2			169
Pitt River Sch Soccer Sr Grass	97		68.25			166.75
Gates Pk Soccer Sr Grass 2 C		40				152

Timeslots with 50h+ are indicated with red font.

Not surprisingly, for many fields, the most reserved time during weekdays is from 5-7pm. Interestingly the top three most reserved fields showed the highest demand for the 5-6 pm time slot when soccer is the predominant activity. But the most reserved time slot is from 6-7pm, when ball practice and games are the predominant activities.

Table 17 - Most Reserved Time Slot – Weekdays 6-7 pm

Fields	Hrs Booked at 6-7 pm
Gates Pk Ball Sr Grass Lit 1	407.85
Gates Pk Ball Sr Grass Lit 2	357.5
Thompson Pk Ball Jr 1 S	230.5
Gates Pk Ball Jr Grass (Bird)	209
Thompson Pk Ball Jr 2 C	150
TF Pk Ball Sr Grass	147.5
MP Ball Sr Grass 1 NE	144
Cedar Pk Ball Sr Grass NW	139.5
Evergreen Pk Ball Sr Grass	136
MP Ball Sr Grass 3 SW	131
Gates Pk Soccer Art Turf 1 Warm-up	118
MP Ball Sr Grass 2 NW	112.25
SV Pk Ball Jr Grass	110

Fields	Hrs Booked at 6-7 pm
Thompson Pk Ball Sr 3 N	105.5
Aggie Pk Ball Sr Grass	102
Gates Pk Soccer Sr Grass 3 W	98
Central Pk Ball Jr Grass	94.5
MP Ball Jr Grass 4 SE	79.75
Cedar Pk Ball Jr Grass SW	75
Citadel Sch Ball Sr Grass NE	63
Central Sch Ball Jr Grass NW	50
Gates Pk Soccer Sr Grass 2 C	40
Central Sch Ball Jr Grass SW	37
Gates Pk Ball Sr Grass 3	32
Cedar Pk Soccer Sr Grass	27
TF Pk Soccer Sr Grass	18
Gates Pk Soccer Art Turf 2	9
Gates Pk Soccer Art Turf 1	9
Total	3233

Refer to Appendix F for more information.

FIELD USE ANALYSIS

FIELD USE - WEEKENDS

The data shows the most heavily reserved rectangular and ball fields on the weekends are located at Gates Park. Most activities are scheduled in the morning with only the artificial fields showing activity throughout the day to 8 pm. Across most fields in the inventory, the most reserved timeslots are between 9-11am. Early afternoon and evening time slots are also reserved at a few other parks but at the same demand. Between 9-11am, a total of 2463 hours (44%) is reserved out of the total of 5544 hours reserved across the inventory.

Table 18 - Top 12 Most Reserved Fields – Weekends Overall

Fields	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	Grand Total Hours
Gates Pk Soccer Art Turf 1		17.25	132.5	167	98.5		121.5			40		124	10	8	718.75
Gates Pk Soccer Art Turf 2		13.25	211.5	152	141	3		2		6	2	78	2	12	622.75
Gates Pk Ball Sr Grass Lit 1		70	30	273						6					379
Gates Pk Ball Sr Grass Lit 2		70	41	217		9									337
MP Ball Sr Grass 3 SW		151	32.5	91	7										281.5
Gates Pk Soc Sr Grass 3 W		11.5	7.5	254											273
MP Ball Sr Grass 1 NE		160	37.5	56	7										260.5
Gates Pk Soccer Sr Grass 2 C				236											236
Gates Pk Soccer Sr Grass 1 E			7	222			3								232
Gates Pk Ball Jr Grass (Bird)			167	27	24		3		5						226
TF Pk Soccer Sr Grass			189	25											214
MP Ball Sr Grass 2 NW		142	37.5	7			4								190.5
Thompson Pk Ball Jr 1 S			8	170		2						2			182
Thompson Pk Ball Sr 3 N		5	99				2	72							178
Cedar Pk Soc Sr Grass			13	38		46		36							133
Minnehada Sch Soc Sr Grass		10	18	93			3								131
Pitt River Sch Soccer Sr Grass				18		72	20	2			2	2			116

The 9-10 am timeslot is well used, but the most reserved time slot during the weekend is between 10-11am where soccer and ball are equally played.

FIELD USE ANALYSIS

Table 19 - Most Reserved Time Slot – Weekends 10-11 am

Fields	Hrs Booked at 10 am
Gates Pk Ball Sr Grass Lit 1	273
Gates Pk Soccer Sr Grass 3 W	254
Gates Pk Soccer Sr Grass 2 C	236
Gates Pk Soccer Sr Grass 1 E	222
Gates Pk Ball Sr Grass Lit 2	217
Thompson Pk Ball Jr 1 S	170
Gates Pk Soccer Art Turf 1	167
Gates Pk Soccer Art Turf 2	152
Minnekhada School Soccer Sr Grass	93
Thompson Pk Ball Jr 2 C	92
MP Ball Sr Grass 3 SW	91
Gates Pk Soccer Art Turf 1 Warm-up	67
Evergreen Pk Soccer Sr Grass	62
MP Ball Sr Grass 1 NE	56
Central Pk Ball Jr Grass	48
Cedar Pk Soccer Sr Grass	38
MP Soccer Sr Grass	36
Cedar Pk Ball Sr Grass NW	30.5
Aggie Pk Ball Sr Grass	30
Gates Pk Ball Jr Grass (Bird)	27
EDP Soccer Sr Grass	26
TF Pk Soccer Sr Grass	25
TF Pk Ball Sr Grass	23.5
Pitt River Sch Soccer Sr Grass	18
MP Ball Sr Grass 2 NW	7
Citadel Sch Soccer Sr Grass	2
Total	2463

Refer to Appendix F for more information.

FIELD USE ANALYSIS

UTILIZATION - OVER AND UNDER CAPACITY

These extreme usage patterns present opportunities to rebalance use where possible to shift pressure on highly used fields to those with capacity. This is a good first step to maximize utility within the existing inventory. For fields with limited adaptability to meet current needs, other solutions will need to be considered to fill gaps, expand capacity and inventory. Fields that are not easily adapted to accommodate the program needs of user groups, may be considered for other less formal use or programming.


Table 20 - Fields Near or Over Capacity

Field	Hours Reserved	Surface	Field Capacity	Utilization
Rectangular				
Gates Park Soccer Sr Grass 1 E	865	sand	600	144%
Gates Park Soccer Art Turf 1	3032.75	synthetic	3000	101%
Ball Diamonds				
McLean Park Ball Sr Grass 1 NE	441.5	soil	320	138%
McLean Park Ball Sr Grass 2 NW	431.5	soil	320	135%
McLean Park Ball Sr Grass 3 SW	327.75	soil	320	102%
Gates Park Ball Sr. Grass Lit 1	820.6	sand	600	137%
Gates Park Ball Sr. Grass Lit 2	730.5	sand	600	122%
Thompson Pk JB 1 S	450.5	soil	320	141%

Table 21 - Fields Under Utilized

Field	Hours Reserved	Surface	Field Capacity	Utilization
Rectangular				
Aggie Park Soccer Sr. Grass	18	soil	320	6%
EDP Soccer Sr Grass	26	mix	460	6%
Citadel School Soccer Sr Grass	62	sand	600	10%
Evergreen Pk Soccer Sr Grass	104.5	sand	600	17%
Minnehada School Soc Sr Grass	145	sand	600	24%
Gates Pk Soccer Art Turf 2	1543.75	synthetic	3000	51%
Ball Diamonds				
Citadel Sch Ball Sr Grass NE	69	sand	600	11%
Central Sch Ball Jr Grass SW	37	soil	320	12%
Central Sch Ball Jr Grass NW	50	soil	320	16%
Gates Pk Ball Sr Grass 3	108.5	sand	600	18%
Cedar Pk Ball Jr Grass SW	107.5	sand	600	18%
Evergreen Pk Ball Sr Grass	158	sand	600	26%
TF Pk Ball Sr Grass	177.5	sand	600	30%
SV Pk Ball Jr Grass	113	soil	320	35%

Some fields are not as well used due to limitations with field size, field surface quality, amenities, site conditions, location and ability to accommodate programs for larger clubs. Multi-field sites allow for centralization of sports programs making coordination and logistics easier for parents and coaches of groups with multiple teams. To help shift use more evenly across the field inventory, field assignments and programming will need to be assessed, and potential facility upgrades identified to help meet the needs of current and future user groups.



SUMMARY OF ANALYSIS AND RECOMMENDATIONS

09

9.1 SPORT FIELD PROVISION

Port Coquitlam is currently maintaining provision of 0.7 ha of athletic park for every 1000 residents. This measure is on track with the proposed standard of 0.75 ha/1000 prescribed in the 2007 Parks, Recreation and Culture Plan. The population in Port Coquitlam in 2031 is expected to reach 79,000, representing a 13% increase.

In anticipating future provision by applying previous measures:

1. The City would need to acquire and develop an additional 10 ha of athletic park to maintain the current provision of 0.7 ha to serve every 1000 residents,
2. The City would need to develop an additional 10 new outdoor sports fields by 2031 to maintain the current provision of one field for every 1500 residents (0.73 field per 1000 residents – Figure 26).

SUMMARY OF ANALYSIS AND RECOMMENDATIONS

This approach of using a hectares per 1000 residents metric to meet future community service levels is challenging, very expensive, and not sustainable. The high cost of land, construction and limited municipal budgets, requires another approach to setting and meeting service levels:

- Land acquisition costs for 10 ha (24.7 acres) at current market prices (\$3M/acre¹⁵) are estimated at \$74M.
- Construction costs for a new lit grass ball or soccer field is estimated at \$1.5M and 10 new fields will total \$15M.
- Additional annual maintenance cost will be increased by \$10,000 per field for total of \$100,000

The recommended strategy is to focus on accommodating projected hours of use by maximizing use of existing infrastructure. First, estimate projected need from estimated growth and existing usage gaps. Second, create capacity by looking for efficiencies within the current system and identify opportunities for capital investment in improvements at key fields that can best optimize capacity, develop available land, improve programming, infrastructure, serve user group needs, and reduce maintenance and operational costs.

9.2 FIELD USAGE

If the estimated percentage population growth of 13% is applied to determine relative increase in field use hours, then an additional 2000 field hours would be the projected demand by 2031, estimating future demand for field time will increase to 17,591 hours from 15,591 (Table 15).

There appears to be capacity within the existing inventory of 24,880 hours to accommodate the projected need. However a closer look reveals the fit between supply and demand is not perfect. The analysis highlights needed improvements on specific fields that will better align them with current sports programs and needs, optimize field capacity, and reduce underutilization. Improvements may include:

- Adjusting field assignments to better match user groups with appropriate fields and adjust schedules to prevent overuse and field damage
- Expanding inventory through redevelopment and improvement of existing fields and/or available land where possible (site constraints and land use compatibility may be limiting factors)
- Upgrading soil-based fields (surfacing, base material, drainage) to increase playable hours
- Redeveloping high use grass fields with synthetic turf to increase playable hours
- Adding field lights on popular fields will help to extend play during prime time hours
- Upgrading infield surfacing to artificial turf increases durability and eliminates down time

9.3 BALANCING FIELD USE

A detailed review of the field usage data identified opportunities to shift hours from over-used to underutilized fields and reassign sport users groups. Along with suggested reassignments are associated improvements (also see recommendation 9.7) needed to facilitate users and their programs. This may be challenging as some fields have limited adaptability and may not be suitable or best matched to support certain sport programs. Table 22 summarizes the oversubscribed fields and the top user groups.

¹⁵ <https://www.westerninvestor.com/news/british-columbia/tri-cities-wrestle-with-surging-real-estate-demand-1.24039605>

Table 22 - Over Used Fields and Most Frequent Users

Gates Pk Soccer Sr Grass 1 E	Gates Pk Ball Sr Grass Lit 1	MP Ball Sr Grass 3 SW
<p>Riverside Secondary School (PS)</p> <p>Port Coquitlam Euro-Rite FC Soccer (PS)</p> <p>Port Coquitlam Recreation Department</p>	<p>Port Coquitlam Recreation Department</p> <p>Port Coquitlam SloPitch Association</p> <p>Port Coquitlam SloPitch - Fall Ball</p> <p>Port Coquitlam Minor Softball (PS)</p> <p>New View Society</p>	<p>Port Coquitlam Minor Softball (PS)</p> <p>Port Coquitlam Recreation Department</p> <p>Port Coquitlam SloPitch Association</p> <p>Tri-Cities SloPitch</p> <p>Tri-Cities Chamber Of Commerce</p> <p>Port Coquitlam Fire Department</p>
Gates Pk Soccer Art Turf 1	Thompson Pk Ball Jr 1 S	MP Ball Sr Grass 2 NW
<p>Riverside Secondary School (PS)</p> <p>Port Coquitlam Euro-Rite FC Soccer (PS)</p> <p>Port Coquitlam Euro-Rite FC Soccer - Ad (PS)</p> <p>Port Coquitlam Minor Lacrosse (PS)</p> <p>Tri City Masters Field Lacrosse</p>	<p>Port Coquitlam Minor Baseball (PS)</p>	<p>Port Coquitlam Minor Softball (PS)</p> <p>Port Coquitlam SloPitch Association</p> <p>Tri-Cities SloPitch</p> <p>Port Coquitlam Recreation Department</p> <p>Tri-Cities Chamber Of Commerce</p> <p>Port Coquitlam Fire Department</p> <p>Liniment League</p> <p>Hope Lutheran Christian School K-6</p>
MP Ball Sr Grass 1 NE		
<p>Port Coquitlam Minor Softball (PS)</p> <p>Port Coquitlam SloPitch Association</p> <p>Port Coquitlam Recreation Department</p> <p>Tri-Cities SloPitch</p> <p>Tri-Cities Chamber Of Commerce</p> <p>Port Coquitlam Fire Department</p> <p>Liniment League</p>		

SUMMARY OF ANALYSIS AND RECOMMENDATIONS

Table 23 summarizes recommendations to redistribute an estimated 2065 hours of play for both soccer and ball to other available fields. Most critically is the focus to better match fields for Slo-Pitch requirements where many user groups have had challenges playing on fields too small for their level of play.

Table 23 - Recommended Relocation of Hours

Field Assignment Adjustments		
Programs – Current Location (From)	Proposed Location(s) (To)	# Hours Moved
Adult Baseball - Thompson Park JB2	Gates - new ATF field SB3/SS1 (2509h w ATF upgrade)	283.5
Adult Slo-pitch - Gates Park SB1, SB2	Any combination of these : Thompson #3 (600h avail) Pitt River Middle (600h avail) Aggie Park (127h avail, or 407 with ATF infield upgrade) Cedar Park (300h avail)	1362
Adult Ball Programs out of McLean Park	Any combination of these: Aggie Park (127h avail, or 407 with ATF upgrade) Cedar Park (300h avail) Gates SB3 (491h avail, or 2509 with ATF upgrade) Thompson #3 (600h avail) Pitt River Middle (600h avail) Citadel Middle (531h avail)	702.5
All Programs on Soccer Field - Aggie Park	Any of these: Cedar Park (351.5h avail) Citadel (538h avail) Terry Fox (422.5h avail) Minnekhada (455h avail) Evergreen (495.5h avail)	18
All Programs on Soccer Field - McLean Park (Soccer, Ultimate Frisbee, Minor Lacrosse Groups)	Any of these: Cedar Park (351.5h avail) Citadel (538h avail) Terry Fox (422.5h avail) Minnekhada (455h avail) Evergreen (495.5h avail)	146.5
Youth Softball - Sun Valley	McLean Park 4SE (148.25h avail)	3
Adult Soccer - Gates SS1	Gates ATF 2 (1456.25h avail)	232
Youth Soccer - Gates SS1	Gates SS2 (212h avail)	154
Youth Soccer – ATF 1	Gates ATF 2 (1456.25h avail)	750

PRIMETIME HOURS USAGE

To alleviate the concentration of demand for primetime hours, especially on weekday evenings at 6-7pm, encourage programs to shift to other available time slots before and after this time slot by investing in lighting where feasible to extend the window of use, and offering adjusted rates especially for adult programs. The following fields appear to have the highest concentration of reservations during this time slot with a few oversubscribed beyond their recommended capacity.

1. Aggie SB Grass
2. Cedar SB Grass
3. Cedar SB NW
4. Evergreen SB
5. Gates SB 3
6. Gates SB Lit 2*
7. Gates SB Lit 1*
8. McLean Park - SB 1 NE*
9. Mclean Park - SB 2NW*
10. Mclean Park - SB 3 SW*
11. Pitt River School

* - Lights

SUMMARY OF ANALYSIS AND RECOMMENDATIONS

9.4 FIELD CLASSIFICATION

Current field categories or levels are largely defined by type of surface and maintenance level. These field categories would benefit with a review and further definition that may include level of program (tournament, games, practice, or casual/spontaneous use), standard list of core amenities such as lighting, seating, storage, washroom/change rooms etc. and user groups. The addition of a casual and spontaneous use category will encourage future planning to focus on equitable access and distribution of facilities throughout the City. Fields for consideration include:

1. Central Elementary School – The Junior Ball NW and SW fields are not used very much with only PoCo Minor Baseball reserving time. Redeveloping the two fields to a large single field for older baseball programs is an option although ranked at as a lower priority. As such reclassify these fields for casual or spontaneous community use only should be a consideration.
2. With improvements to Aggie Park to better serve Slo-Pitch programming, the soccer grass field may be reclassified for non-formal community and spontaneous use outside of league play (e.g. pilates, yoga, bootcamp, frisbee, disc golf, movie nights).

9.5 DATA COLLECTION OF USER GROUP INFORMATION

The City in partnership with the Port Coquitlam Sport Alliance, should formalize collection of information from user groups at the end of the season to better track membership statistics, facility reservation, internal allocation practices, programs, and registration numbers.

9.6 PARTNERSHIPS

Continue to partner and collaborate with school district partners in the development and delivery of facilities specifically with opportunities to develop or redevelop fields for the benefit of both community and school users at Pitt River Middle School, Minnekhada Middle School and Terry Fox Secondary School. Formalize and update joint-use agreements governing shared use, operations and maintenance procedures.

9.7 FIELD INFRASTRUCTURE IMPROVEMENTS

Table 24 summarizes the comprehensive list of proposed field improvements identified through the review process and stakeholder feedback. They are sorted according to high, medium, and low priority for implementation in future capital planning. High ranking priorities include improvements that will address key objectives to better serve the immediate needs of adult slo-pitch and baseball programs, optimize the potential of underutilized fields and create capacity to meet projected needs, and improve user experience.

Table 24 - Full List of Proposed Improvements

Priority	Status	Facility	Priority Improvements	Estimated Budget (\$)
A		Aggie Park	1. Field Lights – Ball Diamond	\$750,000
A			2. AT Infield (Option to 3)	\$200,000
A			3. Upgrade surface to sand ²	\$950,000
A			a. Drainage (see upgrade surface) \$150,000	-
A		Cedar Park	1. Improve ball field lights	\$750,000
A			2. Ball Control – Fencing and netting \$300/lin m	\$80,000
A			3. Artificial Turf Infield	\$200,000
C			4. Site improvements – Pathway, backstop kick boards, grass infield, soccer goal, changerooms	\$100,000
A	*Pending new joint use agreements	Citadel Park	1. Field Lights – Ball Diamond	\$750,000
A			2. 3.0 m ht. fencing and netting along retaining wall	\$80,000
B			3. Drainage – soccer, ball field	\$300,000
C		EDP	1. Soccer field improvements	\$500,000
B	Completed	Evergreen Park	1. Dugout roofs \$30,000	-
C			2. Drainage – soccer, ball field	\$300,000
A		Gates Park	1. SB3 and SS1– Redevelop grass to ATF with Lights for Baseball and Soccer ¹	\$4.0M
A			a. SB3 - Foul lines markings (see redevelop diamond) \$80,000	-
A			b. SB3 – Lights (see redevelop diamond) \$700,000	-
A			c. SB3 - Drainage (see redevelop diamond) \$150,000	-
A	2022 (Already in budget cycle)		2. ATF2 – Turf and infill replacement (incl line markings)	\$1.5M
B			3. SB1 – Drainage	\$150,000
B			4. SB2 – Drainage	\$150,000
A	2023 (Proposed)		5. ATF #1 – Turf replacement	\$1.5M
C			a. Lacrosse markings (completed under turf replacement) \$50,000	-
C			6. Score clock - Lacrosse (assume service available)	\$50,000
C			7. SS2 - Drainage	\$150,000

SUMMARY OF ANALYSIS AND RECOMMENDATIONS

Priority	Status	Facility	Priority Improvements	Estimated Budget (\$)
C			8. SS2 – Ball Control – Foul Balls \$300/lin m	\$50,000
C			9. SS2 – Redevelop to ATF ¹	\$3M
C			10. ATF1 – Surrounding Drainage and new gate	\$100,000
C			11. ATF Warm up – Fencing – 2 m ht \$250/lin. m	\$135,000
C			12. Equipment – storage, etc.	\$100,000
A		McLean Park	1. Field Lights – 4 Fields (\$650,000 each)	\$2.6M
A			2. Fencing – 2 m ht – SB 1, 2, & 3 (\$80,000 per) \$300/lin m	\$240,000
A			3. AT infield – SB 1,2,3 and JB 4 (\$200,000 each)	\$800,000
A	2020		4. Backstop improvements	\$280,000
B			5. Batting Cage	\$150,000
C			6. Upgrade surface to sand SB1 and SB3 2	\$2M
C			a. Drainage improvements - 4 Fields (see upgrade surface) \$1M	-
B	*Pending new joint use agreements	Minnekhada M School	1. New rectangular ATF – Option ¹ + Lights	\$3M
A	*Pending new joint use agreements	Pitt River M School	1. Develop new sand turf ball field w AT infield, lights for Slo-Pitch, natural grass soccer area	\$2.7M
C			2. New rectangular ATF – Option ¹	\$3M
B			3. Field Lights – Soccer (existing)	\$700,000
B		Sun Valley	1. Reconfigure and develop for baseball	\$300,000
B			a. Drainage (see reconfigure for baseball) \$150,000	-
B			b. Upgrade backstop and dugouts (see reconfigure for baseball) \$100,000	-
A		Thompson Park	1. Reconfigure SB#3 for Slo-Pitch	\$50,000
A			2. Ball field Lights – Field #3	\$750,000
B			3. Upgrading Field to sand – JB1, SB2 ²	\$2.0M
B			4. AT Infield JB 1, SB2 ² (Option to upgrading to sand)	\$400,000
B			5. Site improvements and amenities	\$100,000
C	Fields 1+2 complete		6. Outfield fencing \$300/lin m	\$80,000
B		Terry Fox	1. Dugout roof	\$20,000
C			2. Field Damage Repair – drainage, sand, grass	\$700,000
C			3. AT Infield (option to 2)	\$200,000
C			4. Upgrade field to new AT field -Option ¹	\$3.5M

A – High (\$18,180,000) B - Medium (\$7,270,000) C – Low (\$13,965,000)

¹Location options for new artificial rectangular field

- Gates SS2, SS1 – as part of redevelopment of ball fields
- Minnekhada Park
- Pitt River Middle School - good location, compatible with surrounding land use
- Terry Fox School – upgrade football field to offer equitable access for north Port Coquitlam

²Increase hours on high use fields

Table 25 proposes projects for implementation in the next five years that will significantly address the priority objectives and help inform the capital budget planning. Other high priority projects not listed in for implementation in 2021-2026 will be considered for implementation in the following five years between 2026-2030. The City will review and assess the planning and timing of project implementation based on emerging shifts in priorities, opportunities, or efficiencies to align with other capital projects, and budget constraints.

Table 25 - Proposed List of A Priority Projects for the 2022 - 2026 Capital Plan

Five Year Capital Plan (A Priority Projects)			
Programs – Current Location (From)	Proposed Location(s) (To)	Proposed Improvements	Total Cost (\$)
Adult baseball - Thompson Park	Gates - new ATF field SB3/SS1* see Figure 31	New ATF Soccer/ball Field (SB3/SS1)	\$4,000,000
Adult Slo-pitch - Gates Park SB1,SB2	Thompson #3	Reconfigure field #3 for Slo-Pitch, add lights	\$800,000
	Pitt River Middle	New sand turf, AT infield, lights	\$2,700,000
	Aggie Park	Field lights, AT infield, drainage, upgrade outfield to sand	\$1,900,000
	Cedar Park	Improve lights, ball control fencing/netting, Irrigation, AT infield	\$1,030,000
Adult Ball Programs - McLean Park	Aggie Park Cedar Park Gates new ATF field - SB3/SS1 Thompson #3 Pitt River Middle Citadel Middle	All items listed above except Citadel. Citadel priority A items: Field lights, fencing	\$830,000
Youth Softball – McLean Park	McLean Park becomes home of Youth Softball	Field lights, Fencing, AT infield, dugout + backstop improvements	\$3,920,000
Sport Programs - ATF 1 Gates	ATF 1	Turf and Infill Replacement (Already in 2022 Budget Cycle)	\$1,500,000
Sport Programs - ATF 1 Gates	ATF 2	Turf and Infill Replacement (Proposed for 2023 Budget Cycle)	\$1,500,000
		Total	\$18,180,000
		Total without Gates ATF	\$15,180,000

SUMMARY OF ANALYSIS AND RECOMMENDATIONS

Figure 31 shows a concept layout for redevelopment of Gates SB 3 and SS1 to include upgrading to an artificial turf surface and reconfiguring the existing SW diamond for baseball to accommodate relocated users from Thompson Park. The field will have soccer with overlapping ball outfield markings and location of temporary fence line. Figure 32 shows a local example of fields combining ball diamond and soccer together.

Figure 31 - Gates Park – Concept Layout for Redevelopment of SB 3 and SS 1



Telosky Stadium in Maple Ridge combines 2 Soccer fields and 2 softball fields.

Figure 32 - Images of Telosky Stadium





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Image Credit: City of Port Coquitlam

APPENDICES

10.1 LIST OF APPENDICES

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

APPENDIX B - 2020 PORT COQUITLAM ALLOCATION POLICY

APPENDIX C - SPORTS USER GROUPS

APPENDIX D - STAKEHOLDER MEETINGS AND FEEDBACK

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APPENDIX H - PREVIOUS RECOMMENDATIONS AND STATUS

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FACILITY INVENTORY AND ASSESSMENT SUMMARY

Image Credit: Aida L, Unsplash

APPENDIX A

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Aggie Pk Ball Sr Grass	1 Soil soccer field 101x62m (not used) 1 Softball diamond with backstop and dugouts 3 Bleachers with pads Irrigation	Outdoor pool with change rooms, washrooms, staff room Street parking with 60 stalls (2HC stalls) 1 Playground 1 Steel storage container 6 Garbage cans 1 Recycle bin Security lighting - At pool	No soccer goals or line markings on the soccer field Top rail of outfield fence was slightly bent in some areas but repaired in 2020 along with fence topper. Northwest corner of diamond outfield muddy as well as a hole (dug out by dogs?) where outfield gate is located and mud along outfield fence line Netting is detached at pole on Flint St. - rusted attachment piece Infield granular drainage is ok Dugouts and bleachers in good condition Things that have changed from the 2010 Inventory: - Irrigation is new - Recycle bin is new - 3 bleachers now instead of 6 - no sand court anymore - no wooden storage shed anymore - no portable toilets (2) anymore - Water fountain is still there but is out of commission, completely rusted and broken	A level field - good condition	2010: Follow service level B maintenance standards 2020: The 2010 recommendation is being followed. Top rail has been repaired in 2020. Potential recommendations: - Re-seed muddy areas - Attach netting where it has come off the pole - Replace water fountain - Add lights to the ball diamond
Aggie Pk Soccer Sr Grass	See above	See above		See above	See above

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Cedar Pk Ball Jr Grass SW	<p>1 Softball diamond with backstop and dugouts</p> <p>1 Baseball diamond with backstop and player benches</p> <p>1 Soil modified soccer field 110x68m</p> <p>1 Automated irrigation system</p> <p>3 Bleachers on concrete pads</p> <p>Field Lights (6)</p>	<p>Building with change rooms, washrooms, utility room, concession area (not used)</p> <p>6 garbage cans</p> <p>1 Gravel parking lot at the North end with approx. 70 stalls</p> <p>1 Paved parking lot at the South end with approx. 30 stalls</p>	<p>North parking lot has uneven gravel, potholes</p> <p>North Diamond:</p> <p>Dugouts in good condition, Bleachers are mixed materials - looks like seats have been replaced by wood as the metal ones get broken.</p> <p>Infield drainage is good</p> <p>South diamond - grass growing in infield gravel, some drainage issues, bleachers good condition, kickplates need replacing and metal fittings are completely rusted; netting is frayed at bottom - repairs have been made in 2020.</p> <p>Asphalt parking lot looks good</p> <p>There is a desire line path along the west side of the park</p> <p>- 2 soccer goals; painted soccer markings, north goal mouth area is muddy, south is ok</p> <p>Things that have changed from the 2010 Inventory:</p> <p>- 1 new garbage can (6 total not 5)</p>	<p>A level field - East side drainage issue, lip between soccer field and outfield</p>	<p>2010: Follow service level A maintenance standards</p> <p>Remove the lip between the soccer field and the softball outfield.</p> <p>After the construction of the recommended two new synthetic turf fields it could be allowed to revert to A level soil based field.</p> <p>2020: Lip between soccer and softball outfield has been removed. Level A maintenance standards followed. Currently no synthetic fields. Repairs to South Diamond completed in 2020.</p> <p>Potential recommendations:</p> <ul style="list-style-type: none"> - Even out the gravel in the north parking lot - Formalize desire line into a path - currently no path exists north south. - reseed muddy area at soccer goal
Cedar Pk Ball Sr Grass NW	See above	See above		See above	2010 : Follow service level A maintenance standards
Cedar Pk Soccer Sr Grass	See above	See above		See above	2010: Follow service level A maintenance standards

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Central Sch Ball Jr Grass NW	2 Ball diamonds with backstops 1 Soil soccer field 1 Recreational ball diamond with backstop 1 Basketball court 1 All weather soccer field	1 Bench 2 Garbage cans 1 Long jump runway and sand pit Playground	Field is uneven and dead in some places, and very muddy along south edge of park where it is shaded and grass cannot grow easily Southwest backstop mesh completely rusted South east backstop post is angled/falling over 2 soccer goal posts Things that have changed from the 2010 Inventory: - No picnic table anymore	C level field, good drainage, but angulated and uneven	2010: Follow service level C maintenance standards Remove from Inventory 2020: Removed from Inventory
Central Sch Ball Jr Grass SW	See above	See above		See above	See above
Central Pk Ball Jr Grass	1 Baseball diamond with backstop and dugouts 2 Bleachers on gravel pad	1 Paved off street parking with approx. 20 stalls 3 Garbage cans 1 Steel storage container Community garden	Very muddy north of parking lot, at the south entrance to the park (access route to community garden) and behind the bleachers Dugouts are aged; mesh is bent Bleachers are also aged but still functional Muddy and wet in between pitching mound and home plate Also some ponding in infield along inside edge Soil has eroded along north dugout Things that have changed from the 2010 Inventory: - 1 less garbage can (3, not 4) - No portable toilet	C level field, soil based, small size - parking, too close to residential buildings.	2010: Follow service level B maintenance standards Remove from Inventory 2020: Field is still allocated on a limited basis. Not removed. Potential recommendations: Improve drainage in infield and outfield Fix the area with erosion along north dugout

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Citadel Sch Ball Sr Grass NE	<p>1 Soil modified soccer field</p> <p>1 Ball diamond with backstop</p> <p>1 Ball diamond with backstop and dugouts</p> <p>1 Automated irrigation system</p> <p>1 Basketball court</p>	<p>1 Steel storage container</p> <p>2 Garbage cans</p> <p>Playground</p>	<p>Northwest corner field wet but overall the field is in good condition</p> <p>No signage indicating field - and it is on a plateau, so cannot see it from the school entrance</p> <p>Fencing in good condition</p> <p>Wood edger along east pathway is falling apart</p> <p>Blackberry growing through fence along south part of the field, mesh is also bent there</p> <p>Painted salmon art decorating the east fence</p> <p>Dugouts in good condition</p> <p>2 soccer goals</p> <p>Uneven asphalt pathway due to cracking and roots growing through it</p> <p>Flooding in north dugout and also some ponding in gravel infield</p> <p>Retaining wall looks fine</p> <p>Lots of leaf debris on field</p> <p>Lower mesh on southwest backstop is bent inwards</p> <p>Things that have changed from the 2010 Inventory:</p> <p>- 2 garbage cans not 4</p>	<p>A (or B 2003) level field - good condition.</p> <p>The baseball diamond overlaps the field. Weeds - needs topdressing/overseeding</p>	<p>2010: Follow service level B maintenance standards</p> <p>Reduce the Number of Usable Hours. After the construction of the recommended two new synthetic turf fields it could be allowed to revert to A level soil based field.</p> <p>2020: Removed from Inventory</p>
Citadel Sch Soccer Sr Grass	See above	See above		See above	See above

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
EDP Soccer Sr Grass	1 Basketball court Ball hockey court Soccer field Asphalt track	Playground 4 steel storage containers 2 garbage cans 1 steel storage container Washrooms at back of school	This site was not included in the 2010 Inventory Part of school grounds under construction (new parking lot and landscape) Many rocks/boulders along gravel track (tripping hazard) and lots of areas with ponding water 2 soccer goals. Area around goals is muddy. Soccer lines are painted in Wooden track edger incomplete - it ends before the north east corner Fencing in north east corner damaged, posts are bent and mesh is bent (perhaps a car hit it) North east corner very muddy, little grass remaining		2010: Follow service level A maintenance standards Potential recommendations: Many muddy areas on site with no grass - re-seed these areas
Evergreen Pk Ball Sr Grass	1 Softball diamond with backstop and dugouts 1 Soil based soccer field 110x 58m 1 Tennis court - asphalt 1 Basketball court 1 Automated irrigation system 1 Bleacher on concrete pad	Playground 2 benches 7 garbage cans Storage container Washroom building	Painted soccer lines, 2 soccer nets, fencing in good condition, field is slightly muddy at soccer goals but not as bad as at other sites Cedar grove around washroom is very dark (no visibility through it, can't see tennis courts) Ball diamond: Asphalt ground in dugout cracked significantly but was repaired in 2020 Infield in good condition Bleachers in good condition Dugout roofs were added in 2020 Washroom building in good condition. Things that have changed from the 2010 Inventory: -No picnic table	B level field, wet - not full size, dugouts do not have roofs, uneven tennis court surface - needs major renovation	2010: Follow service level A maintenance standards Restore the subsurface and resurface the tennis court. Extend the width of the soccer field with 2m (to 60m) for U11/U12 soccer play. 2020: The 2010 recommendations are being followed, tennis N/A Repairs to ball diamond completed in 2020.
Evergreen Pk Soccer Sr Grass	See above	See above		See above	See above

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Gates Pk Ball Jr Grass (Bird)	<p>Soccer: 3 soccer fields (natural grass) 2 artificial turf fields (U13-18) Warm-up area (artificial turf, approx. 25m x 45m)</p> <p>Softball/Baseball: 4 ball diamonds with backstops and dugouts. 3 out of 4 have lights.</p> <p>Other: 6 tennis courts and half court with backboard with automated lighting. Surface coating. 3 automated irrigation systems 8 aluminum bleachers (2 of which have a roof over them)</p>	<p>2 Off street parking lots with 163 parking stalls, nearby school parking lot with 156 stalls 1 Change room building with washrooms 1 Building with caretaker suite, meeting room, concession, washrooms, change rooms and 1 two bay garage 1 Playground 24 benches 6 picnic tables 27 garbage cans 6 recycling bins Outdoor exercise equipment area</p>	<p>Area of park with most flooding is northwest - especially around AF#1 and SS3 Artificial field #2 has cork infill in piles - has been washed away and needs redistribution. Also, the carpet is detached from the edge anchor in at least one area. Mud around soccer goals especially SS1 Ball diamonds in good condition. Locked, so cannot enter 3 out of 4 of them. SB2 has infield flooding. In general, gaps between mini soccer fields are completely muddy on all fields except SS2 is ok Park is well-used - plenty of cars in parking lot, and people walking around even on a rainy day. Much busier than all other parks in the city. Flooding on pavers on central pathway Painted mini soccer lines</p> <p>Things that have changed from the 2010 Inventory: - 24 benches now, not 17 - 27 garbage cans now instead of 37 - 6 recycling bins are new - 8 bleachers, not 7</p>	<p>A level field – good condition 2,3 drainage issues (East (Gates 1), Central (Gates 2), West (Gates 3). The west field is the furthest from the parking lot!)</p> <p>Synthetic field turf needs replacement - carpet lifting/ splitting.</p> <p>Notes: Softball/ Baseball - A level field, good condition #5 – C level field</p>	<p>2010: Follow service level A maintenance standards Rectangular fields: Construct one or two synthetic turf fields. The placement of two additional synthetic turf fields at Gates Park would also allow the City's sport groups to host major tournaments of all kinds as the site would have three synthetic turf fields. In this case a renovation of the existing change room facility would be required. Tennis courts: Construct a second rebound wall and provide electrical power for the courts (one outlet per two courts).</p> <p>2020: The 2010 recommendations are being followed, tennis N/A</p>
Gates Pk Ball Sr Grass 3	See above	See above		See above	See above
Gates Pk Ball Sr Grass Lit 1	See above	See above		See above	See above
Gates Pk Ball Sr Grass Lit 2	See above	See above		See above	See above
Gates Pk Soccer Art Turf 1	See above	See above		See above	See above
Gates Pk Soccer Art Turf 2	See above	See above		See above	See above

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Gates Pk Soccer Sr Grass 1 E	See above	See above		See above	See above
Gates Pk Soccer Sr Grass 2 C	See above	See above		See above	See above
Gates Pk Soccer Sr Grass 3 W	See above	See above		See above	See above
MP Ball Jr Grass 4 SE	<p>1 Softball diamond with backstop, dugouts and covered grandstand</p> <p>3 Softball diamonds with backstops and dugouts</p> <p>1 Soil based soccer field 108x75m small skinned area overlap on SW corner</p> <p>1 Automated irrigation system</p> <p>8 Aluminum bleachers on concrete pads</p>	<p>Building with change rooms, washrooms, utility room, concession area</p> <p>1 Playground</p> <p>1 Paved off-street parking area</p> <p>2 security lights</p> <p>9 garbage cans (8 regular and 1 dumpster)</p>	<p>Dugout roof was repaired in 2020</p> <p>Seating in grandstand is aged (paint is chipping off)</p> <p>2 soccer goals</p> <p>Soccer lines are painted</p> <p>Minor areas of mud around soccer goals (not significant)</p> <p>Some areas of ball diamond outfield are muddy</p> <p>Some mesh on backstops was rusted, but was repaired in 2020</p> <p>Fencing along south field varies with each house - and many of them are covered in vines</p> <p>Drainage in ball diamond infields is good</p> <p>No grass at all around SB2 bleachers and dugouts (completely gone)</p> <p>Bleachers in good condition</p> <p>Dugout floor was repaired in 2020</p> <p>Things that have changed from the 2010 Inventory: - 8 bleachers not 7</p>	<p>A level field, ongoing drainage issues, lighting on field #1 is desired</p>	<p>2010: Follow service level A maintenance standards</p> <p>Maintain McLean Park as softball tournament centre.</p> <p>2020: The 2010 recommendations are being followed</p> <p>All dugouts have been upgraded in 2020.</p>
MP Ball Sr Grass 1 NE	See above	See above		See above	See above
MP Ball Sr Grass 2 NW	See above	See above		See above	See above
MP Ball Sr Grass 3 SW	See above	See above		See above	See above
MP Soccer Sr Grass	See above	See above		See above	See above

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Minnehada School Soccer Sr Grass	<p>Included in joint use agreement with the City: 2 mini soccer fields in the oval inside the track</p> <p>Not included in joint use agreement with the City: 1 Lacrosse box with deflection netting at the south end 4 basketball nets (4 half courts) 1 Gravel track 2 long jump runways with sand pits Asphalt arc for high jump</p>	<p>Washroom in School Port Coquitlam F.C. Soccer Association Clubhouse 5 Garbage cans Sand volleyball court</p>	<p>Painted lines on field for 9 mini soccer fields - grass in these fields is in good condition. Outside of track, grass is yellow, lots of crows - chafer beetle? and also flooding issues South field is unusable - uneven, almost no grass left. The 2 soccer goal posts are rusted. Muddy entrances to park</p> <p>Things that have changed from the 2010 Inventory: Building with washrooms and changerooms - now 2 separate buildings - 1 is the Port Coquitlam F.C. Soccer Association Clubhouse and one is a washroom trailer. No more gravel off-street parking No more playground 5 garbage cans not 7 Sand volleyball court</p>	<p>A (or B 2003) level field, South field still wet, 3rd field needs repair</p>	<p>2010: Follow service level A maintenance standards - Field #1. Follow service level B maintenance standards - Field #2/3. After the construction of the recommended two new synthetic turf fields, the soil modified fields could be allowed to revert to A level soil based fields.</p> <p>2020: The 2010 recommendations are being followed except no synthetic turf fields have been built</p> <p>Potential recommendations: Field itself is in good condition, areas outside of it could be improved (drainage and amount of grass)</p>

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Pitt River Sch Soccer Sr Grass	<p>Included in joint use agreement with the City: 2 Soccer fields</p> <p>Not included in joint use agreement with the City: 1 All weather field 2 Ball hockey courts 2 Basketball courts and 3 basketball practice areas 1 gravel track</p>	<p>1 Playground 1 Garbage can 1 portable toilet 3 dumpsters in parking lot</p>	<p>No lines on any fields 2 soccer goals in main grass field, 1 soccer goal in gravel field and 1 backstop. Gravel field is very wet East grass field is in ok condition West grass field is in excellent condition Access between gravel and grass field isn't great - only in 2 areas (one official and one where fence has been rolled back) due to slope and ditch Track is flooded in most places</p> <p>Things that have changed from the 2010 Inventory: -no more wading pool -no more bench -no public washroom building - 1 garbage can now, not 2 -2 field lights not 3 -no aluminum bleacher - 3 dumpsters in parking lot are new</p>	B level field - poor condition, overused. Irrigation system does not overlap causing dead zones	<p>2010: Follow service level B maintenance standards Reduce the number of usable hours to the recommended maximum 370 hours per year.</p> <p>2020: Removed from inventory</p>
SV Pk Ball Jr Grass	1 Ball diamond with backstop and player benches	<p>Wading pool with building (washrooms, filter room and staff room) 1 Playground 1 Spray park 3 Picnic tables 2 Garbage cans 1 recycling bin 2 Benches</p>	<p>No dugouts at ball diamond just benches Infield drainage is ok Outfield a little uneven and some bare patches Informal path from Lincoln ave. to the east Rusted mesh on top panel of backstop, bottom is ok Metal fasteners for kick board are completely rusted</p> <p>Things that have changed from the 2010 Inventory: 0 bleachers not 3 4 garbage cans not 2 1 recycling bin new</p>	C level field	<p>2010: Follow service level C maintenance standards</p> <p>2020: The 2010 recommendations are being followed</p> <p>Potential recommendations: Replace rusted mesh Repair uneven areas in outfield (especially south east corner)</p>

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Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
TF Pk Ball Sr Grass	<p>1 Soil modified soccer field 100x60m</p> <p>1 Softball diamond with backstop and dugouts</p> <p>1 Lacrosse box</p> <p>4 Tennis courts. Surface coating.</p> <p>1 Automated irrigation system</p> <p>Adjacent school has a gravel track with soccer/football field inside and 4 basketball practice areas</p>	<p>3 Benches</p> <p>7 Garbage cans</p>	<p>No roof on dugouts</p> <p>Infield and outfield of ball diamond in good condition. backstop fencing in good condition. Netting slightly detached at top.</p> <p>Soccer goals (2)</p> <p>Soccer markings burned into grass (no paint)</p> <p>Some wet areas at perimeter of soccer field</p> <p>Concrete mow strip along soccer backstop.</p> <p>Tree growing into backstop mesh (could be trimmed)</p> <p>No fence between ball diamond and soccer field, however there are large deciduous trees instead</p> <p>Things that have changed from the 2010 Inventory: no bleachers (used to be 2)</p>	<p>A level field, worn out from SD usage</p>	<p>2010: Follow service level A maintenance standards</p> <p>Rectangular field: Reduce the number of usable hours to the recommended maximum 630 hours per year. After the construction of the recommended two new synthetic turf fields it could be allowed to revert to A level soil based field.</p> <p>Tennis courts: Construct two rebound walls and provide electrical power for the courts (one outlet per two courts).</p> <p>2020: The 2010 recommendations are being followed. The rectangular field is being used infrequently. Tennis courts N/A.</p> <p>Potential recommendations: Add roof to dugouts</p>
TF Pk Soccer Sr Grass	See above	See above		See above	See above

APPENDIX A - FACILITY INVENTORY AND ASSESSMENT SUMMARY

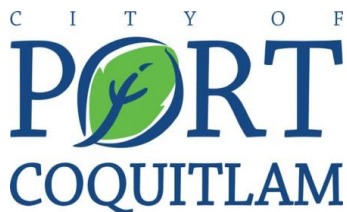
Facility Name	Sport Facilities	Amenities	Observations from Site Visits (Dec. 17-18)	Notes from 2010 Appendix	Recommendation
Thompson Pk Ball Jr 1 S	3 Baseball diamonds with backstops and dugouts 2 Automated irrigation systems 8 Bleachers 1 Batting cage	Building with change rooms, washrooms, utility room and concession 2 storage containers 1 Off street gravel parking lot for approx. 50 cars 6 Garbage cans	Some exits to the street are so overgrown they cannot be used, perimeter fence in some areas is very slanted (falling over) SB3: -Drainage channels in infield, gravel is being washed out off the infield behind the backstop -Fencing, bleachers, dugouts in good condition -Water from roof of batting cage is draining into ball diamond and ponding JB2: Poor drainage in infield and behind backstop Informal path behind dugouts JB1: Bleachers are aged - some seats are wood others are metal as they are being replaced; still functional Raised scorekeeper's shelter with staircase to access it Some areas of infield have grass growing in it Some leaf debris on grass Outfield fence is bent and some posts are falling over Drainage issue at outfield exit gate Gravel parking lot drainage channels Things that have changed from the 2010 Inventory: 2 storage containers not 3 6 garbage cans not 8 No portable toilet	A level field Field 1 – Good, Soil modified field 2,3 - poor/drainage/irrigation	2010: Follow service level A maintenance standards To be sold as a means of raising revenue for a new ballpark or after the development of the new ballpark removed from the inventory and redesigned as a neighborhood park. 2020: 2010 Maintenance standards are followed, Fields 2 and 3 were renewed in 2019.
Thompson Pk Ball Jr 2 C	See above	See above		See above	2010: Follow service level B maintenance standards
Thompson Pk Ball Sr 3 N	See above	See above		See above	2010: Follow service level B maintenance standards



2020 PORT COQUITLAM ALLOCATION POLICY

Image Credit: City of Port Coquitlam

APPENDIX B



POLICY

Subject Area:	Recreation Department	Policy #	11.16
Policy Title:	Facility Allocation Policy		
Authority:	Legislative	X	Effective Date: 2020-01-01
	Administrative		Review Date: 2025-01-01
Issued By:	Director of Recreation	Issue Date:	2019-11-15
		Manner Issued:	E-mail to Department Heads

Purpose

The purpose of this policy is to provide a framework for the allocation of the City of Port Coquitlam’s parks, sports fields and facilities including, but not limited to: parks, park shelters, arenas, tennis courts, pools, athletic fields, community and recreation centres, multi-purpose rooms and gymnasiums. The priority of users and allocation guidelines outlined in this policy are intended to enable City staff to conduct a fair and equitable allocation process to ensure a variety of activities and opportunities are available to all Port Coquitlam residents.

Policy

1. Introduction

As parks, sports fields and facilities continue to be developed, the inventory available for allocation to individuals, groups, organizations and businesses increases. This policy consolidates previous policies for outdoor athletic field and ice allocations to consistently govern the use of all City-managed parks, sports fields and facilities, and provides a framework for consistent, fair and equitable allocation decisions. Further, it is intended to serve as a guide to a consensus decision-making process with key stakeholders around priority allocations. The City, as the owner and operator of the parks, sports fields and facilities, must carefully evaluate and prioritize all demands to maximize the public good; this policy provides direction to that end.

Policy Title: Facility Allocation Policy

Policy # 11.16

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2. User Groups

The following user groups are identified as eligible to reserve parks, sports fields and facilities in accordance with this policy.

City of Port Coquitlam: The City for its events, maintenance purposes and for use by the general public on a “first-come, first-served” basis

Port Coquitlam Sports Alliance Society (PCSA) Member: A youth or adult sport group which is a member in good standing with the PCSA

Local School Group: A public or private school recognized as an education institution and located within the City of Port Coquitlam or part of School District #43

Local Not-for-Profit Group: A non-sporting group or organization with either registered not-for-profit or charitable society status with at least 75% of active members being residents of Port Coquitlam

Local Private Group: A group or organization other than a Local Not-For-Profit Group with at least 75% of active members being residents of Port Coquitlam

Regional Sport Group: A sporting group or organization having a registered not-for-profit or charitable status if fewer than 75% of active members are Port Coquitlam residents

Port Coquitlam Individual: A person with a permanent residence or owning a business located in Port Coquitlam

Other Individual: A person with a permanent residence not located in Port Coquitlam

Other Group: A commercial, political, institutional or other organization not defined as a User Group by this policy.

3. Priority Allocation of Parks, Sports Fields and Facilities

3.1 Priority of User Groups: Allocations will be in accordance with Table 3.1

Table 3.1: Priority of User Groups

1 st Priority	Programs, services and events sponsored by the City of Port Coquitlam. City sponsored ice programs are subject to a maximum allocation of 15% of prime time hours ¹ .
2 nd Priority	PCSA Members in the following priority order: <ul style="list-style-type: none"> • Youth have higher priority than adults for allocation of artificial turf fields (including the turf warm-up box) • Youth have prioritized use until 8:00 p.m. weekdays and 4:00 p.m. weekends • Adults have higher priority after 8:00 p.m. weekdays and 4:00 p.m. weekends
3 rd Priority	Local School Group, weekdays during the school year between 8:00 a.m. and

	5:00 p.m.
4 th Priority	Local User Group hosting a major special event such as a tournament, championship, ceremony or trade show
5 th Priority	Local Not-for-Profit Group
6 th Priority	Local Private Group
7 th Priority	Port Coquitlam Individual
8 th Priority	Regional Sport Group
9 th Priority	User Group offering a sport skill development program during prime time hours ¹ for which participants pay a fee additional to their sport registration fee
10 th Priority	Other Group or Other Individual

¹Prime time hours are defined as the hours between 4:00 p.m. and 10:00 p.m. Monday to Friday and 8:00 a.m. to 10:00 p.m. Saturday and Sunday

3.2. Allocation Guidelines:

(1) Overlapping Requests: When an overlapping request for use of a facility occurs between User Groups, the following criteria will guide the allocation decision:

- a) Higher number of Port Coquitlam residents registered as players or athletes in the organization (excludes coaches/volunteers/executives)
- b) Higher number of players or athletes to use the facility during the allocated time (density of use)
- c) Achieving a balance in number of hours allocated to the User Groups (percentage of prime time and non-prime hours used historically and requested for current season)
- d) Retention of historical allocations
- e) Activity is consistent with maximizing public good by ensuring a variety of sport options for residents, aligning with current trends and community demands and promoting active living for all ages and abilities.
- f) Activity does not duplicate or conflict with City programs or with another User Group's offerings (what is the facility being used for).
- g) Achieving the minimal allotment hours required to keep the User Group viable per the recommendations of a relevant governing body (e.g., Pacific Coast Amateur Hockey Association, Skate Canada).
- h) If other formal agreements exist outside the allocation process for the use group or activity and for which there is Council approval.

(2) Port Coquitlam Residency

- a) Evaluation of a request from a Local Not-for-Profit or a Local Private User Group which advises that it is unable to attain 75% of its members as Port

Coquitlam residents will be made on a case-by-case basis if the group advises it is unable to achieve this percentage.

3.3. Conditions of Allocation: The City reserves the right to deny approval of a rental permit or rescind a rental permit if the following circumstances apply to the User Group:

- a) Not in good financial standing with the City of Port Coquitlam
- b) Participants or spectators not observing posted guidelines (Code of Conduct)
- c) Damage or poor condition of parks, sports fields or facilities after use
- d) Failure to use and or report unneeded or unused time
- e) Membership has significantly decreased from previous seasons
- f) Membership data is not made available, is inaccurate or indicates User Group qualifications are not met
- g) Lack of adherence to the terms and conditions listed on the rental permit.

3.4. Major Special Events:

- (1) An application to use parks, sports fields or facilities for a major special event will be evaluated individually. A User Group shall provide one year's advance notice for consideration of an application for a major special event.
- (2) Consideration of approval for a major special event will be based on an assessment of the following factors:
 - a) Duration and frequency of disruption to current park, sports fields or facility users
 - b) Level of competition (e.g., regional, provincial, western, national)
 - c) Hosted or supported by a local organization (City, sport or community group)
 - d) Value to the community
- (3) Given the nature of the bid process for major special events, applications for major special events are exempt from the application deadlines set by this policy.

4. Allocation Procedures

- 4.1.** All applicants must submit a completed allocation request form in the form provided by the Recreation Department. The form must be filled in with all information such as participant enrollment numbers, residency status of participants, organizational contacts, etc.
- 4.2.** Allocation requests for facilities other than the seasonally allocated facilities identified in Table 4.3 (e.g., rooms, gymnasiums) will be considered upon receipt of the request. Allocations will be determined based on availability, generally on a first come, first served basis.
- 4.3.** Allocation requests for seasonally allocated facilities must be submitted prior to the application deadline outlined in Table 4.3. Should a User Group miss the deadline, the group will forfeit their priority order and be considered on a first-come, first-served basis after all of the other applications have been addressed.

Table 4.3 – Application Deadlines

Seasonally Allocated Facilities	Requests in for Spring/Summer	Permits Issued	Requests in for Fall/Winter	Permits Issued
Fields & Outdoor Playing Surfaces	January 1 st	March 1 st	May 1 st	July 1 st
Outdoor Pool	January 15 th	March 15 th	N/A	N/A
Indoor Pool	January 15 th	March 15 th	June 15 th	August 15 th
Arena Ice	April 1 st	June 1 st	May 15 th	August 15 th
Arena Floor	November 1 st	March 15 th	N/A	N/A

- 4.4. User Group Allocation Meeting: Staff will consult with User Groups in making the final allocation decision. The allocation process will include a User Group meeting at which User Groups meeting the requirements of this policy will be invited to attend.
 - 4.5. Decision: If there is a conflict in allocations and a consensus on allocation cannot be achieved during the User Group allocation meeting, a review panel including a Recreation Area Manager, a representative of the User Groups and the Executive Director of PCSA will make the allocation decision.
 - 4.6. The typical seasonal schedule for ice will be September 1st – Spring Break. There will be a transition period between ice and dry floor (approximately two weeks depending on required maintenance work). When the third arena is operating, staff will work with user group schedules to transition one arena earlier between ice and dry floor seasons.
5. **Appeals:** A User Group wishing to appeal an allocation decision must do so within two weeks of notification of the decision. The appeal in writing should be submitted to:

Director of Recreation
 Recreation Department
 City of Port Coquitlam
 2150 Wilson Avenue
 Port Coquitlam, BC V3C 6J5

A decision on the appeal will be made by the Director of Recreation.

Associated Regulations, Policy Documents and Agreements

- Fees and Charges Bylaw
- Park and Facilities Bylaw
- Inappropriate User Conduct Policy

Policy Title: Facility Allocation Policy

Policy # 11.16

Page 6

- Refund Policy
- Joint Use Maintenance Agreement for Outdoor Facilities and the Terry Fox Theatre
- Memorandum of Understanding with the Port Coquitlam Sports Alliance

Responsibility

The Director of Recreation shall have the authority to administer this Policy.

END OF POLICY

Record of Amendments

Policy ##.##	Issue date	Reviewed	Replaced	Re-issue Date
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User Group Categories Diagram

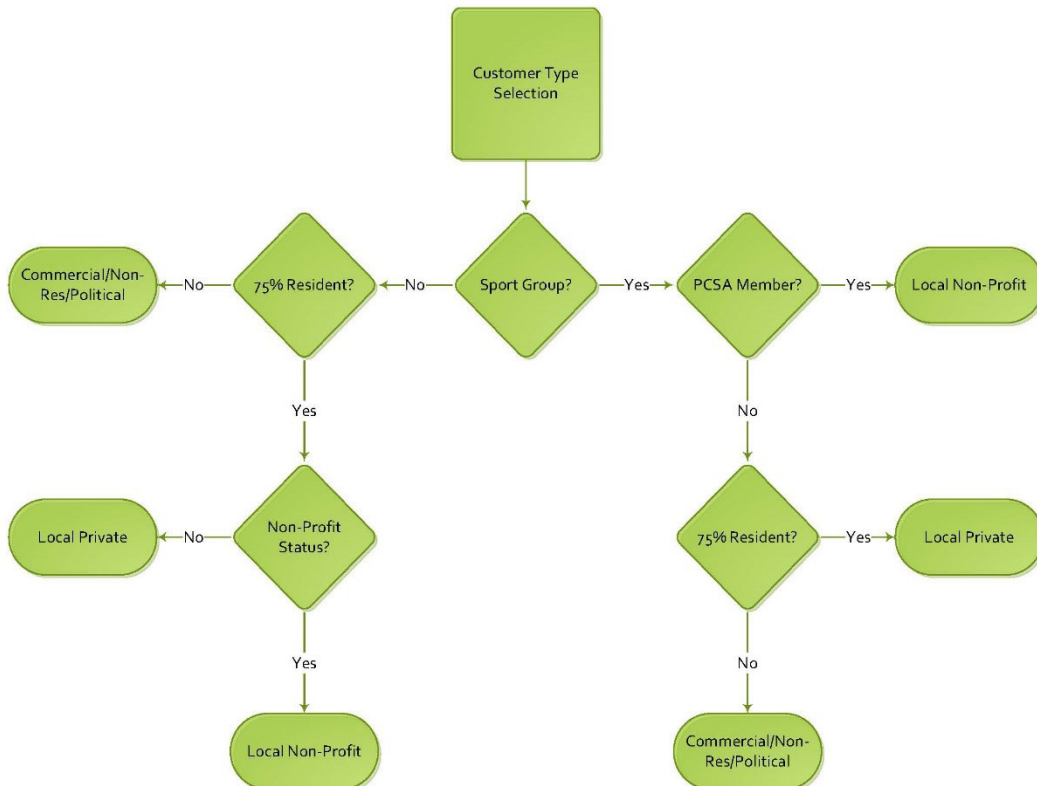




Image Credit: Christopher Campbell, Unsplash



SPORTS USER GROUPS

Image Credit: Jeffrey F. Lin, Unsplash

APPENDIX C

APPENDIX C - SPORTS USER GROUPS

Association	Main Contact	Address
PoCo Euro-Rite Soccer	President – Fred Malmberg	P.O. Box 78040, PoCo, V3B 7H5
	VP – Sean Walker	
	Daniella Munroe	Youth
	Joan Duncan	Adult
BCMSL (Formerly BCOT)		
All Teams Except 60+	Kami Rahmati	424 Columbia Street, New West, V3L 0A5
PoCo Blues 60+	Bert Bast	3561 Baycrest Avenue, Coq, V3B 2W7
FVSL		
Tri City FC	Richard Emanuel	416-2628 Maple Street, PoCo, V3C 0E2
Burnaby 30 Something		
PoCo Rookies	Michelle Miller (Scheduler) Carol Miller (President) Rita Schaeffer (Rookie Rep.)	2135 York Place, PoCo, V3C 1H6 1242 Benneck Way, Poco
Miscellaneous Field Users – Soccer/Field Lacrosse/Football		
Adult Mixed Soccer	Herb Nijjer	1246 Oriole Pl, PoCo, V3B 5K5
BCCSL	Tom Kobelt	19651 21 st Avenue, Langley, V2Z 1Y8
TriCity Touch Football	Dan Becker	11685 89 Avenue, Delta, V4C 7G3
Minor Field Lacrosse	Margot Gallant (Scheduler) Josh Wahl (President)	2133-2850 Shaughnessy St, PoCo, V3C 6K5
Tri City Masters Field Lacrosse	Bill Schonewille	150-700 W. Georgia, Van, V7Y 1A1
Premier Soccer League	Shawn Agnew	
Ball Contacts		
PoCo Minor Softball	Bob Buchan Brent Lahti	P.O. Box 78016 Pharmasave, PoCo, V3B 7H5
TriCity Minor Softball	Dave Roeseler Cam Morrison(scheduler)	P.O. Box 78098 Northside, PoCo, V3B 5B4
PoCo Minor Baseball	Darcy Jago	P.O. Box 271, PoCo, V3C 3V7
PoCo Slopitch	Don Keserich Chris Nantel	41037-2529 Shaughnessy St, PoCo, V3B 5Q9
Poco SloPitch Fall Ball	Corey Boyne	
Rec Dept. Slopitch	Graham Danziger Glenn Christensen (Scheduler)	N/A
PoCo Men's Fastball	Alex Szabo John Fitzgerald	2148 Drawbridge Close, PoCo, V3C 6H8
PoCo Men's Over 30's Baseball	Jordan Lorenzetto	
Liniment League	Mark Withenshaw	1250 Benneck Way, PoCo, V3C 5Y9
School Contacts		
Arch Bishop Carney	Giorgio Santoro	1335 Dominion Avenue, Port Coquitlam, V3B 8G7
École Des Pionniers	Marie-Josée Patry Solange Bernie (Secretary)	1618 Patricia Avenue, Port Coquitlam, BC V3B 4A8
Riverside Secondary	Rob Colombo	2215 Reeve Street, Port Coquitlam, BC V3C 6K8
Terry Fox Secondary	Rhonda Trunkfield	1260 Riverwood Gate, Port Coquitlam, BC V3B 7Z5



STAKEHOLDER MEETINGS AND FEEDBACK

APPENDIX D

STAKEHOLDER MEETINGS

Name of Meeting	Date	Stakeholders Present
Stakeholder Meeting #1	December 11, 2019	BC Christian Soccer League Minor Field Lacrosse PoCo Blues 60+ Soccer League PoCo Euro-Rite Soccer PoCo Men's Fastball PoCo Minor Baseball PoCo Minor Softball PoCo Slo-Pitch Rec Dept. Slo-Pitch SD43 Tri City FC
Stakeholder Meeting #2	February 12, 2020	Adult Mixed Soccer BC Christian Soccer BC Master's Soccer League Burnaby 30 Women's Liniment League PCEFC PoCo Men's Fastball PoCo Minor Baseball PoCo over 60's PoCo Minor Softball Premier Soccer Academy Rec Dept. Slo-Pitch TCM lacrosse Touch Football BC Tricity Minor Softball Weekday Softball
Stakeholder Meeting #3	June 23, 2020	TCM Lacrosse PoCo Slo-Pitch PoCo Minor Baseball PoCo Euro-Rite Soccer Port Coquitlam Sport Alliance

SUBMITTED QUESTIONNAIRES - STAKEHOLDER MEETING #1

- Adult Mixed Soccer
- PoCo Men's Fastball
- PoCo Minor Softball
- TriCity Master's Field Lacrosse
- BC Masters Soccer League
- PoCo Minor Lacrosse

SUBMITTED QUESTIONNAIRES - STAKEHOLDER MEETING #3

- Chris Nantel
- Jason Edgar
- John Aljola

Parks/ Fields	# of Times Mentioned	Name of Request	Suggested Improvements (Original Text)
AGGIE PARK	2	Eliminate fencing	Foul lines; foul pole; no fencing • Outfield fence at Aggie park fixed recently which is great • Don't use a mound • SS is unusual space – only used by dogs • Storage is sufficient Access to washrooms at pool • Aggie Park: lights, foul poles, trees trimmed along 1st base line; burned in foul lines, plug and play bases – base anchors (eliminate digging holes to install before each game). • minor drainage improvements around home plate and 2nd base. • Leave fencing out • Nicer rakes.
	2	Foul lines	
	2	Foul pole	
	1	Nicer rakes	
	1	Drainage improvements	
	1	Washroom access	
	1	Base anchors	
	1	Lights	
	1	Keep dogs off field	
	1	Trees trimmed	
CEDAR PARK	2	Ball control needed	Ball control • Cedar Park is heavily used by dogs Lights at Cedar • Cedar – Balls in backyards of houses to the west. • Cedar – need to keep dogs off • Cedar – lights, improve irrigation, re-sod sections, update change rooms to provide separation for two teams, storage, permanent goals • Cedar – rotated field/goal more (would improve field conditions)
	2	Keep dogs off field	
	2	Lights	
	1	Improve irrigation	
	1	Re-sod sections	
	1	Update change rooms to provide separation for two teams	
	1	More storage	
	1	Permanent goals	
CITADEL	1	Larger field desired	Citadel - Need larger field for U18+ • Citadel is not playable.
	1	Improve condition	
EDP	1	Burn lines	• EDP – Due to construction activities, kids do not have much outdoor space at recess and wearing/use the field edge. It will be better maintained once construction is done. • Burn lines in at EDP
	1	Improve condition	
EVERGREEN	1	Improve condition	• Evergreen: not playable for adults and tennis balls frequently interfere, past field development not appropriate for adult play Evergreen field too short due to tennis court and trees
	1	Conflict with tennis balls	
	1	Larger field desired	

APPENDIX D - STAKEHOLDER MEETINGS AND FEEDBACK

Parks/ Fields	# of Times Mentioned	Name of Request	Suggested Improvements (Original Text)
MINNEKHADA	1	Replace field that was lost due to new school	<ul style="list-style-type: none"> • New schools e.g. Minnekhada are designed with larger gyms for community- adult use • Lost a field at Minnekhada due to new school building being constructed.
SUN VALLEY	1	Infield flooding	Infield flooding
TERRY FOX	1	Repair damage	Terry Fox – Best field for practicing football. • Terry Fox High School field is too poor quality and crowned, too narrow. Damage from football teams
	1	Larger field desired	
THOMPSON PARK	3	Lights	Lights • Lights at Thompson – would disturb/impact neighbouring residents • Thompson - Lights to extend play;
PITT RIVER MIDDLE	3	Potential expansion	Potential for lit field at Pitt River Middle School. • Pitt River Middle School has a lot of unused land for expansion near industrial area so field development w lighting wouldn't be an issue in the evenings – however, school board does not have finances improvements. • Potential expansion at Pitt River Middle School. • Potential expansion at Pitt River Middle School. • Turf infield if possible • Turf infield if possible
	2	Turf infield if possible	
	2	Lights	
GENERAL COMMENTS (NON-FIELD SPECIFIC)	3	Lights	Maintenance (cutting grass on time) Permanent nets Permanent lines on fields Burning field lines • Better maintenance equipment (rakes, rubber mat); lights (3) More synthetic fields; more mid-week hours available, training hours (3 for every 1h of game) • Add more ATFs to increase training hours. Goal is 3:1 ratio (trainings to games - LTAD). • Before PoCo had a second ATF, they used more grass fields such as Citadel, Terry Fox, Pitt River Middle. • Larger outfield – need 240-250;
	2	Burn lines	
	2	More synthetic fields	
	1	Permanent nets	
	1	Better maintenance equipment (rakes, rubber mat);	
	1	More mid-week hours available	
	1	Larger field desired	
	1	Maintenance (cutting grass on time)	

Parks/ Fields	# of Times Mentioned	Name of Request	Suggested Improvements (Original Text)
MCLEAN PARK	1	Batting cage	Batting Cage water bib McLean drainage issues. • McLean JB4 too short fencing McLean 1 lighting for night games
	1	Water bib	
	1	Drainage improvements	
	1	Taller fencing	
	1	Lights	
GATES AF #1	1	Add a gate	• Field Hockey is played by Riverside high school students at Gates AF#1. • Add another gate to AF1 near the training field. • Convert triangular areas west of AF1 to usable space and fix drainage (too wet most of the time).
	1	Drainage improvements - outside the field	
GATES AF #2	1	Store clock (Permanent or portable)	Store clock (Permanent or portable) • No field lacrosse lines at Gates AF #2, use cones • Gates AF#2 freezes more than AF#1 (AF#1 doesn't freeze as easily due to rubber infill, snow melts faster)
	1	Field lacrosse lines	
	1	Different infill that won't freeze	
GATES AF WARM UP FIELD	2	Fix gaps in wood walls	• Large gaps at wood walls at practice field - too large for lacrosse balls; • Fence height only 3 ft at warm up field too low. warm up area - fix wood wall
	1	Taller fencing	
GATES BIRD	1	Larger field desired	• Gates Bird (Baseball) - expand outfield so more age groups can play but a service road and forest are located where the expansion would be.
GATES SB #3	2	Lights	Improved lights at gates SB3 for more senior play • Larger field at Gates - SB3 or SS1 near Riverside HS • Lights at Gates SB3. Infield drainage improvements
	1	Larger field desired	
	1	Drainage improvements	
GATES SB #2	1	Drainage improvements	• Infield drainage issues at Gates SB2. Warning track removal at Gates SB2
	1	Warning track removal - Unhappy with	

APPENDIX D - STAKEHOLDER MEETINGS AND FEEDBACK

Parks/ Fields	# of Times Mentioned	Name of Request	Suggested Improvements (Original Text)
GATES SS #2	4	Drainage improvements	<ul style="list-style-type: none"> • Safety regarding foul balls • Drainage issues • Safety regarding foul balls • Drainage issues Drainage at SS2 <ul style="list-style-type: none"> • Gates SS2 - Safety regarding foul balls and drainage issues. • Gates SS2 – poor condition
	3	Safety regarding foul balls	
	1	Improve condition	
GATES SB#1	1	Drainage improvements	Infield drainage issues at Gates SB 1 <ul style="list-style-type: none"> • Warning track removal at Gates SB1
	1	Warning track removal - Unhappy with	
GATES - GENERAL COMMENTS	1	One more artificial turf field	one more Art T Power and light on storage containers Drainage <ul style="list-style-type: none"> • Longer benches at Gates for teams waiting to play.
	1	Power and light on storage containers	
	1	Drainage improvements	
	1	Longer benches	

STAKEHOLDER MEETING #2 – FEEDBACK – SETTING PRIORITIES FOR IMPROVEMENTS

Each participant was given 10 dots to allocate among this list, to help set priorities.

Facility	Dots (Combined Boards)	Priority Improvements
McLean Park	24	Lights – 4 Fields
Aggie Park	11	Lighting
Cedar Park	11	Ball Control – Fencing
Aggie Park	9	Foul lines
Thompson Park	8	Lights – 3 Ball Fields
Cedar Park	6	Improve ball field lights
Cedar Park	6	Expand Irrigation
Evergreen Park	4	Dugout roofs
Gates Park	4	SB2 – Drainage
Gates Park	4	SB1 – Drainage
Pitt River M Sch	4	New Ball Field
Aggie Park	3	Drainage
Gates Park	3	ATF2 – Turf replacement
McLean Park	3	Batting Cage
Pitt River M Sch	3	Field Lights
Terry Fox	3	Dugout roof
Gates Park	2	SB3 -Drainage
Thompson Park	2	Upgrading field to sand – SB 2, 3
Thompson Park	2	Site and amenity improvements
Citadel Park	1	Drainage – soccer, ball field
Gates Park	1	SB3 – Lights
Gates Park	1	SB3 – Redevelop Field with lights
McLean Park	1	Fencing – 2 m ht
Pitt River M Sch	1	Turf Infield
EDP	1	Soccer field improvements
Gates Park	1	Lighting Improvements
Cedar Park	0	Site improvements/equipment – Pathway, backstop kick boards, grass infield, soccer goal

APPENDIX D - STAKEHOLDER MEETINGS AND FEEDBACK

Facility	Dots (Combined Boards)	Priority Improvements
Evergreen Park	0	Drainage – soccer, ball field
Gates Park	0	ATF1 – Turf replacement c/w markings
Gates Park	0	ATF 2 - Score clock (<i>assume service available</i>)
Gates Park	0	SS2 - Drainage
Gates Park	0	SS2 - Ball control – foul balls
Gates Park	0	SS2 – Redevelop to ATF
Gates Park	0	SB3 - Foul lines markings
Gates Park	0	ATF1 – Surrounding drainage and gate
Gates Park	0	ATF Warm up – Fencing – 2 m ht and wall repair
McLean Park	0	Drainage improvements - 4 Fields
McLean Park	0	Resurface to sand
McLean Park	0	Water – Hose bib
Pitt River M Sch	0	New ATF – Option
Sun Valley	0	Drainage
Sun Valley	0	Backstop upgrades and dugouts
Thompson Park	0	Outfield fencing
Terry Fox	0	Field Damage Repair – drainage, surfacing
Terry Fox	0	Upgrade l field to new AT field -Option ¹
Minnekhaha Park	0	New ATF – Option



STAKEHOLDER QUESTIONNAIRE

Image Credit: Alberto Frias, Unsplash

APPENDIX E

City of Port Coquitlam - Sportsfield and Ball Diamond Needs Review Stakeholder Meeting #1

The City is seeking feedback from user groups to assess service levels and to help plan for future needs to better serve the community. Your feedback is valued and will help determine priorities for the next 10 years. Although not all suggestions can be addressed in the context of existing facilities, available resources/budgets and finite timelines, the City will review ongoing priorities annually to consider strategic changes or opportunities that may affect priority status.

In preparation for the scheduled stakeholders meeting, please take some to time to complete the following questions. (You may attach printed material to the back, if information is too lengthy for the space provided.)

Thank you for your participation!

If you have further question please contact: Doug Rose rosed@portcoquitlam.ca; Glenn Mitzel mitzelg@portcoquitlam.ca; Wai-Sue Louie wlouie@binnie.com

Organization/Club_____

Enrolment/Membership

1. What's your current registration total? Is this it steady, declining or increasing from previous years (2016, 2017, 2018)? Male and Female information.

Name of Group	Response
PoCo Minor Softball	2019 - 205 - F 203; M2 2018 - 202 - F 194; M8 2017 - 157 - F152; M5
PoCo Men's Fastball	20 players; coaches; steady
TriCity Masters Field Lacrosse	Our registration is over 35 year old males, total approximately 150 players and numbers are expected to remain stable for the next 3 to 5 years
Adult Mixed Soccer	We have lost one team over the past 3 years, but it looks like we will get it back this year
BC Master Soccer League	The same - almost increased by 2 teams
PoCo Minor Lacrosse	No information provided

Club Activities and Programs

2. What is your club's main program season of play? List other supplemental programs you run outside of main program times.

Name of Group	Response
PoCo Minor Softball	April - July - Main Season Sept - March - Indoor Training and Clinics
PoCo Men's Fastball	April - August
TriCity Masters Field Lacrosse	March to October, Sunday nights
Adult Mixed Soccer	Our opening tournament in the last weekend of April
BC Master Soccer League	Summer and winter
PoCo Minor Lacrosse	September to March. Would like summer camps and high-performance clinics in-season.

APPENDIX E - STAKEHOLDER QUESTIONNAIRE

3. What programs does the club currently run? Groups/youth/adult/male/female, activities, skill level (house, rep, development, metro, etc.)? (Attach printed information if necessary)

Name of Group	Response
PoCo Minor Softball	Youth Male - 4 - 12 yrs Youth Female - 4 - 19 yrs Adult Female - 19 - 50+ yrs Skill: House and Rep
PoCo Men's Fastball	Men's fastball - highest level in the city
TriCity Masters Field Lacrosse	The club currently runs a Masters' field lacrosse program for all skill levels. Included in our program are players in the Canadian hall of fame and players who have less than 5 years playing experience.
Adult Mixed Soccer	Adult CO-ED soccer
BC Master Soccer League	Adult male
PoCo Minor Lacrosse	Youth male/female

4. What is the vision for future or new programs?

Name of Group	Response
PoCo Minor Softball	To continue to grow the game
PoCo Men's Fastball	Hopefully 10 more years of the same or maybe even adding 1 more team
TriCity Masters Field Lacrosse	The club is currently satisfied with our programs as is. In the past we have run drop-in programs for new players, we will likely include some form of drop-in program in future seasons but on a small scale, less than 4 events per year.
Adult Mixed Soccer	Unchanged More teams if possible
BC Master Soccer League	I would like to organize the program more and add over 35 year olds to the league
PoCo Minor Lacrosse	High performance clinics

5. What programs would you like to run but can't due to (circle all that apply)

- a. Access or availability of appropriate facility type
 - i. surface
 - ii. lighting
 - iii. size (age appropriate)
 - iv. location i.e. too far
- b. Interest
- c. Expense
- d. Others_____

Please provide details:

Name of Group	Response
PoCo Minor Softball	Lighting Gym Facilities Lighting is needed for evening games (8:30pm) for the U19 and senior teams
PoCo Men's Fastball	N/A
TriCity Masters Field Lacrosse	N/A
Adult Mixed Soccer	none
BC Master Soccer League	lighting
PoCo Minor Lacrosse	Surface, lighting

APPENDIX E - STAKEHOLDER QUESTIONNAIRE

6. Any plans to change programming due to shifting trends, membership, interest, access to facilities etc.?

Name of Group	Response
PoCo Minor Softball	not at present
PoCo Men's Fastball	No
TriCity Masters Field Lacrosse	We recently changed our season to a spring/summer timeline instead of a fall/winter timeline to avoid conflicts with soccer and avoid overlap with minor field lacrosse programs, as a large percentage of our membership are coaches, managers and executive for minor lacrosse programs across the lower mainland.
Adult Mixed Soccer	No
BC Master Soccer League	No
PoCo Minor Lacrosse	No

Facility Access/Allocation and Field Bookings

7. Where do you play? Which field (s) does/do the club use for their various activities and programs - in and outside of Port Coquitlam? Please provide reason why outside facilities are used.

Name of Group	Response
PoCo Minor Softball	Games and Practices Gates - SB #1 and SB #2 McLean - SB1, SB2, SB3, JB4 Cedar Drive Terry Fox Indoor programs - Several gyms for practices and clinics Gyms in Pitt Meadows for clinics because we couldn't find space in PoCo
PoCo Men's Fastball	Aggie Park Steveston The Hill Connaught Ladner Surrey/Newton Seattle
TriCity Masters Field Lacrosse	Being a field lacrosse club we use the West artificial turf at Gates park
Adult Mixed Soccer	Pitt River Middle/Terry Fox/ Ioco Elementary/Port Moddy Turf, Town Center Turf/Burnaby West Turf Use outside facilities as Sunday is our busy day and we need fields outside to facilitate the amount of teams
BC Master Soccer League	We use several fields for the league; we use lit outdoor soccer fields
PoCo Minor Lacrosse	Gates Away games

8. What is working well with field bookings and allocations for locations, dates and times?

Name of Group	Response
PoCo Minor Softball	We get priority booking fields and once we have our schedules we return what we don't need to the city
PoCo Men's Fastball	No response provided
TriCity Masters Field Lacrosse	The bi-annual booking review meetings work well for our club although being able to book from March to October would be a benefit, having to book mid-August to mid-October separate from the March-Aug portion leads to some uncertainty for scheduling the full season in advance, but we understand the main bookings are aligned with minor sports clubs.
Adult Mixed Soccer	Everything is perfect as we have maintained our allotments over the past 6+ years
BC Master Soccer League	I think it is easy to book the field maybe online booking helps more but Anne is really a big help doing a great job
PoCo Minor Lacrosse	No information provided

9. What improvements will help with field usage for your sport?

Name of Group	Response
PoCo Minor Softball	At McLean Park being able to water down the infields. Lights at McLean #1 to have late games (8:30 pm start)
PoCo Men's Fastball	We need Gates Park
TriCity Masters Field Lacrosse	Fields and facilities are excellent, having power for lights in the containers or a secure solar light setup would help with late night games and gear storage in the evenings.
Adult Mixed Soccer	nothing
BC Master Soccer League	Sometimes grass is not cut and line up is lots of work. I will make a permanent line up and make sure grass is cut on regular schedule
PoCo Minor Lacrosse	Lighting, Drainage

APPENDIX E - STAKEHOLDER QUESTIONNAIRE

10. How does your club organize and coordinate internally field bookings and allocations for your organization's team activities, practices and games? How do you prioritize allocating field times within your organization?

Name of Group	Response
PoCo Minor Softball	We have a scheduler that allocates for games which take priority, then practices
PoCo Men's Fastball	No response provided
TriCity Masters Field Lacrosse	All field game times are booked in advance and times are assigned to teams at the beginning of the season by our club manager. No change requests occur during the season as schedules are fixed. Cancellations are submitted by one of the executives as required.
Adult Mixed Soccer	We just would like to have the same allotments year over year
BC Master Soccer League	I do all the teams and schedule them to play
PoCo Minor Lacrosse	Coordinator

Facility Infrastructure

11. What about your current facility is working well for your sport? Parking, lighting, washrooms/ changerooms, field surface type, quality, storage, etc.?

Name of Group	Response
PoCo Minor Softball	McLean is a great facility, we would really like to have lights there. Fencing for diamonds 1,2, &3 would be very helpful too
PoCo Men's Fastball	Aggie is Ok; Gates is preferred by our visiting associations
TriCity Masters Field Lacrosse	We enjoy the regular availability of parking, the covered benches and the container for equipment storage at the Gates park facility. We do regularly have an issue with the center lock on the men's bathroom being locked, and we only have a key for the top and bottom locks.
Adult Mixed Soccer	It has everything we need
BC Master Soccer League	yes and it is getting much better and lots of improvements
PoCo Minor Lacrosse	Self-administered lighting at Gates Turf Storage Room at Gates

12) Which field (s) is a priority for improvements? Why?

Name of Group	Response
PoCo Minor Softball	McLean Park (lights)
PoCo Men's Fastball	Aggie - Foul line burnt in - Foul Pole in the outfield
TriCity Masters Field Lacrosse	The west artificial field at Gates park is always well maintained, we have no issues.
Adult Mixed Soccer	Pitt River Middle, grass/toilet/parking/ away from residential houses
BC Master Soccer League	I am happy with the way the fields are but if we can make a permanent line up it will be great.
PoCo Minor Lacrosse	Gates - 1 more turf

13) How is your group contributing to improve or maintain the facilities it currently uses? If not, how can your club contribute?

Name of Group	Response
PoCo Minor Softball	We maintain the playing surface by raking before and after every game or practice.
PoCo Men's Fastball	We have bought tools/rakes etc. We maintain the field before and after every game
TriCity Masters Field Lacrosse	We work with the minor lacrosse club to ensure equipment storage is kept clean and organized and we re-string the nets as needed through the season.
Adult Mixed Soccer	Would love to work towards new nets that were permanent
BC Master Soccer League	I think we make sure grass is been look after and cut on time
PoCo Minor Lacrosse	No answer provided

APPENDIX E - STAKEHOLDER QUESTIONNAIRE

General Comments:

14. What are the top three priority concerns/ improvements/changes for your club in the next ten years?

Name of Group	Response
PoCo Minor Softball	Lighting at McLean #1 Fencing at McLean Batting Cage at McLean
PoCo Men's Fastball	No response provided
TriCity Masters Field Lacrosse	Gates Park a - Power in the storage container b - Lighting in the storage container, we have considered some solar options but theft of panels continues to be a concern c - Score clock – either permanent or portable, we have looked at a number of options but in all cases require power to charge the portable units
Adult Mixed Soccer	More teams if possible
BC Master Soccer League	1. Lighting for grass fields 2. Permanent lines on grass
PoCo Minor Lacrosse	Turf field, lighting, drainage, wooden walls too spaced out, warm up area in Gates, on deck area at turf - masters. Train 50 min - game 1.25hr.

15. Any additional comments or suggestions?

Name of Group	Response
PoCo Minor Softball	No response provided
PoCo Men's Fastball	No response provided
TriCity Masters Field Lacrosse	Having attended field meetings at a number of other cities the job the PoCo team is doing is superb, keep up the good work!
Adult Mixed Soccer	No response provided
BC Master Soccer League	Keep up great job. Looking forward to working together for a long time.
PoCo Minor Lacrosse	No answer provided

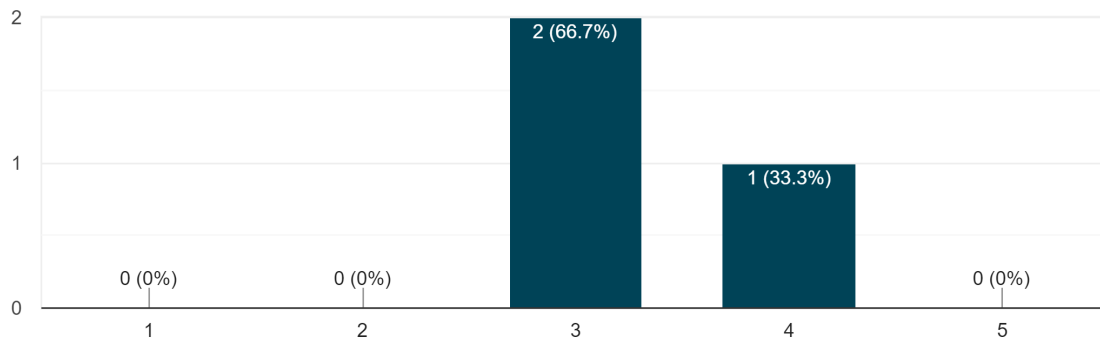
Stakeholder Meeting #3

3 stakeholders responded to the questionnaire.

1) Are you in agreement with the recommendations in the Sports Field Needs Assessment?

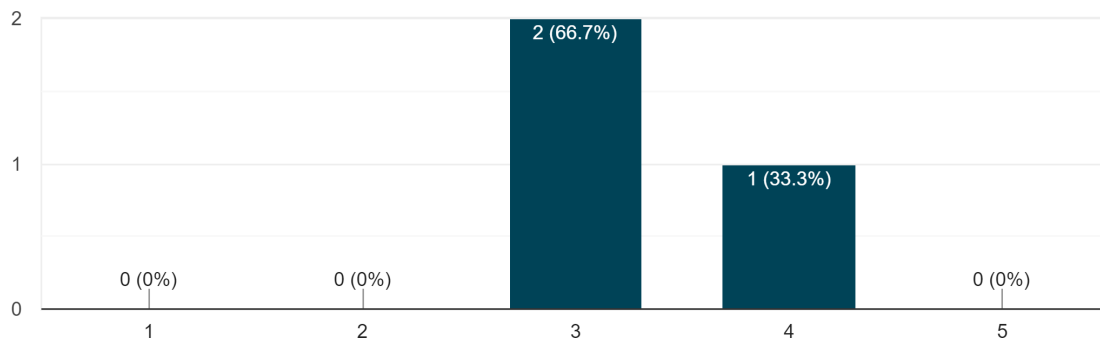
A. Sport Field Provision

3 responses



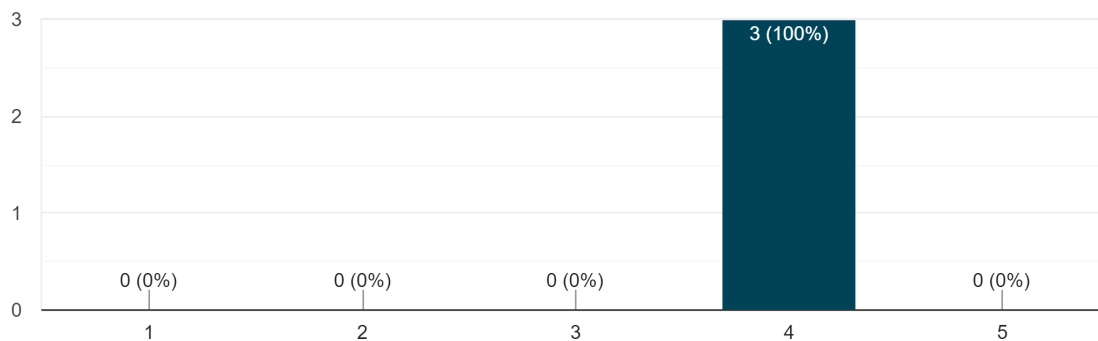
B. Balancing Field Usage

3 responses



C. Field Classification

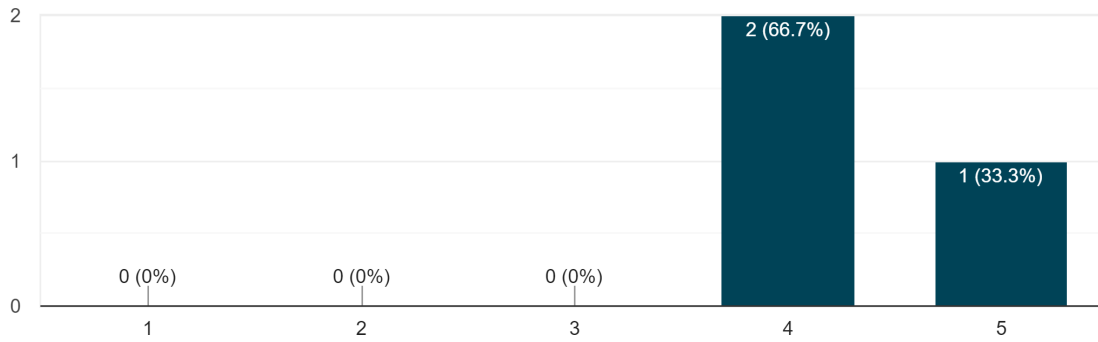
3 responses



APPENDIX E - STAKEHOLDER QUESTIONNAIRE

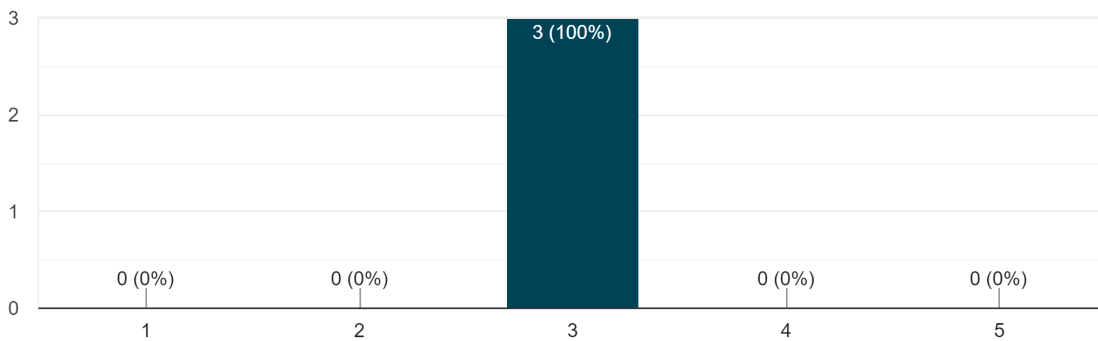
D. Data Collection of User Groups

3 responses



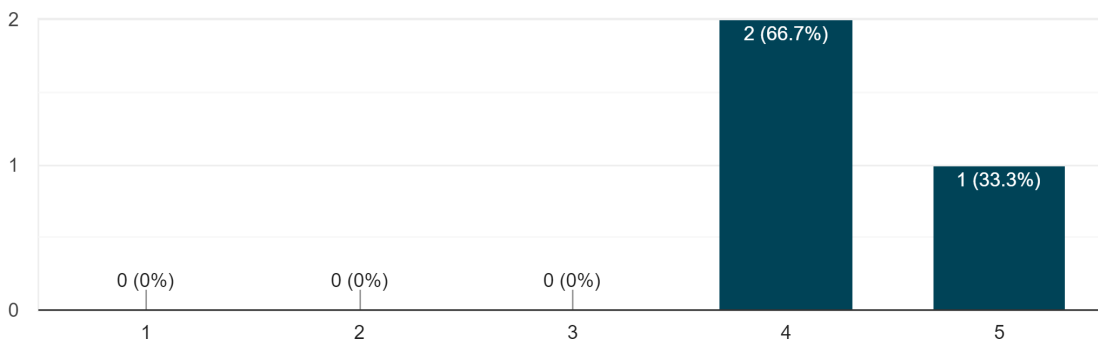
E. Partnerships

3 responses



F. Infrastructure Improvements

3 responses



Any comments about the recommendations?

I play for the men's fastpitch league in Poco. Aggie Park has been our home field as long as I have played. I would love to see lights added there to allow us to host more games and play evening double-headers. Our experience and the experience of visiting teams would be improved if we could get 1) Permanent bases put it 2)Foul lines burned into the ground and foul poles installed.

Due to Aggie's condition, we are often forced to play on neutral sites in Surrey due to teams not wanting to come here and lack of lights.

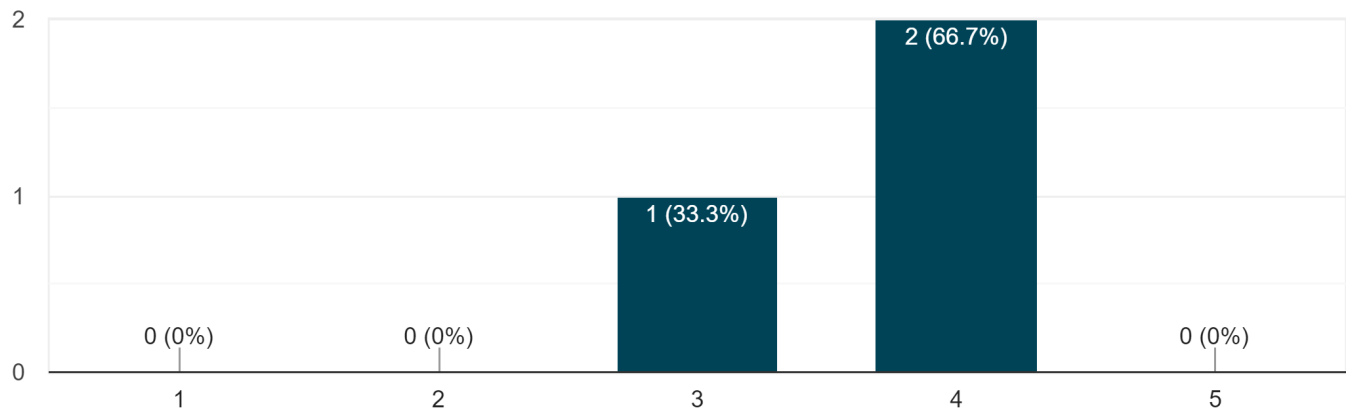
Thanks for your consideration!
I can be contacted @ john@aljola.com if you have any further questions about improving Aggie park.

The goals outlined seem expensive. Adult slo-pitch's biggest fear is if Pitt River Middle school and Thompson park aren't sufficiently upgraded (new turf, fencing and lighting) we will be forced into these fields in their current state. Pitt River needs a complete overhaul and I've heard it would take \$800,000 just to make Thompson park playable for 2 years as it is built on a bog.

Closer tie with School District for development reads well, but is not realistic. City would not invest into land they don't own.

2. Are you in agreement with the priorities list of infrastructure improvements?

3 responses



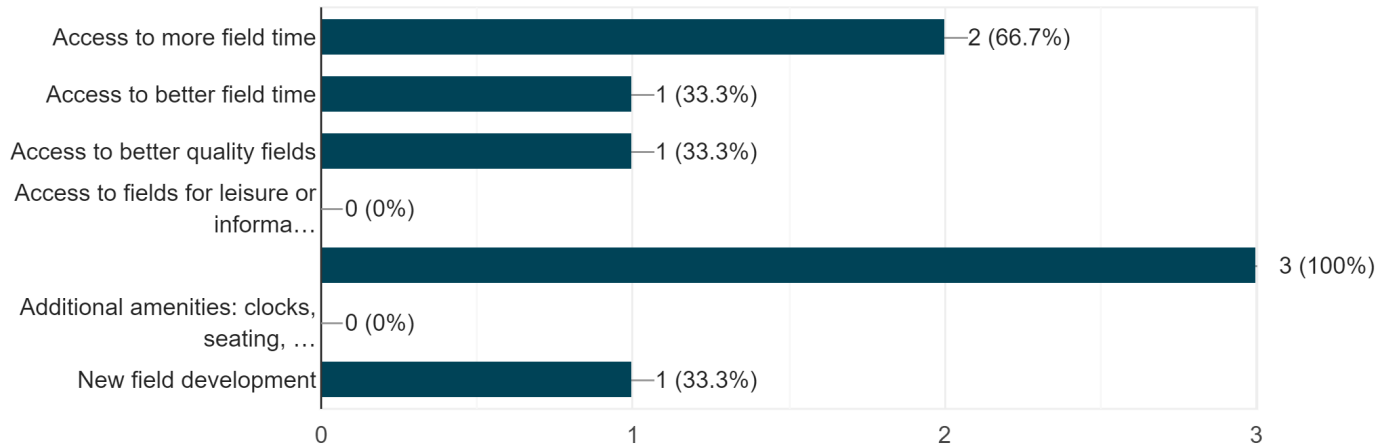
Any comments about the recommendations?

Can the table be sent in Priority Order instead of Field Order. Would read better for all then trying to mix-match

APPENDIX E - STAKEHOLDER QUESTIONNAIRE

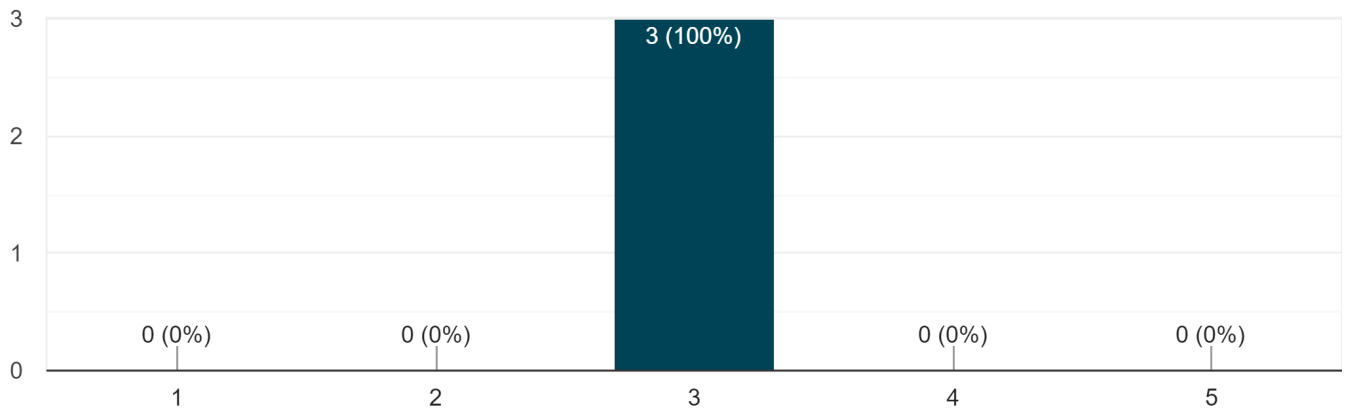
3. What is your priority for improvement?

3 responses



4. Do you agree that stakeholder feedback has been reflected?

3 responses

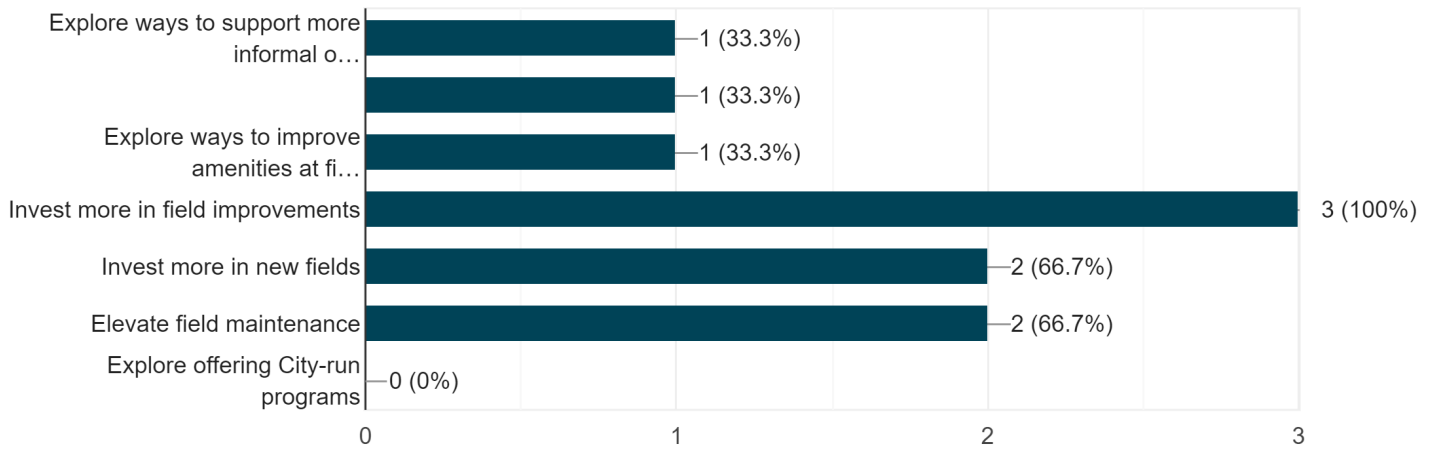


Any comments about reflecting stakeholder feedback?

I feel the changes are positive provided current user groups don't lose many fields.

5. How can the City of Port Coquitlam better support all field users?

3 responses



Provide your suggestions

Added Turf and/or lighting at the major locations such as Gates, McLean, Thompson is where a very large majority of both youth and adults play. This will add to play hours and provide year round play (= physical health). This also supports volunteers organizers who have to worry about cancelling games due weather, hassle of scheduling make-ups. It provides opportunity for more pre-season for youth skill development/physical health (ie. get them outdoors). More adult games in the evenings that will help allow the balance.

Maintaining the quality of the fields is important and costly. Perhaps the city could run the concession stands to help off set costs. Also, we don't have proper drag mats to help maintain the field after each use.

Providing an easy to use online option for checking field availability and reserving less used fields such as Gates 3, Cedar, and Mclean.

Thanks!

APPENDIX E - STAKEHOLDER QUESTIONNAIRE

6. Provide other comments or suggestions to improve your experience using sports fields?

Having more fields washroom facilities, be it proper washrooms or maintained outhouses.

Build in quality viewing stands at more of the major locations. Avoid the simple metal 4 row drop-off ones that look bad and visually poor quality.. build into the facility to make - i.e. a 4-5 row with cement or other solid material so to enhance the play area visual, ability to get a gathering place.

7. What trends in sports fields and use should be the City consider implementing?

Turning Gates and/or McLean park into a Softball City type facility would allow the city to hold major international tournaments which would help generate revenue. Upgrades to Thompson park would also beneficial in that sense.

Seating close up to fields that visually enhances the facility and experience. Especially important for youth game-days



FIELD USAGE DATA

Image Credit: Sheri Hooley, Unsplash

APPENDIX F

APPENDIX F - FIELD USAGE DATA

FIELD HOURS BOOKED IN 2019 - GRASS AND ARTIFICIAL FIELDS

	Sport	Season (Booked Hours in Permit Spreadsheet)	Adult Hours	Youth Hours	SD43	Mixed or Unknown Age Category	City of Port Coquitlam Recreation	Total Hours	% of Total
PRACTICES AND/OR GAMES	Softball	March - November	1054.75	832.35			818	2705.1	6.4%
	Baseball	March - December	12.5	1848				1860.5	4.4%
	Soccer	Year-Round	748.75	311.5		4487	2	5549.25	13.2%
	Lacrosse	Year-Round	106	413.5		9.5		529	1.3%
	Ultimate Frisbee	May, July		10.5		3		13.5	0.0%
	Football	March - June, September, October	189					189	0.4%
	Community Events + Sports Days	April-June, August, September				90	12	102	0.2%
	PE Class (SD43)	Jan - June			3201			3201	7.6%
TOURNAMENTS	Tournament - Softball	April - Sept	572.5	418.5			230.5	1221.5	2.9%
	Tournament - Baseball	May		72				72	0.2%
	Tournament - Soccer	March, April, June, October, December		79.5		2		81.5	0.2%
	Tournament - Lacrosse	October	15					15	0.0%
	Tournament - Football	June		6				6	0.0%
	Tournament - Rugby	June			3			3	0.0%
	Tournament - Croquet	July				33		33	0.1%
	Tournament - Volleyball	August	10					10	0.0%
Total Hours of Play: Practices, Games, Tournaments			2708.5	3991.85	3204	4624.5	1062.5	15591.35	37.0%
SEASONAL CLOSURE	Scheduled Maintenance						21482.5	21482.5	50.9%
	Extreme Weather - Snow Day						5120	5120	12.1%
Total Closure Hours								26602.5	63.0%
Total Field Use Hours								42193.85	

**FIELD HOURS BOOKED IN 2019
ARTIFICIAL TURF ONLY - AT 1, AT 2 AND WARM UP FIELD**

PRACTICES AND/OR GAMES	Sport	Season (Booked Hours in Permit Spreadsheet)	Adult Hours	Youth Hours	SD43	Mixed or Unknown Age Category	City of Port Coquitlam Recreation	Total Hours	% of Total
	Lacrosse	Year-Round	106	364.5			4		474.5
PE Class (SD43)	January - June, September - December				2566			2566	31.1%
Soccer	Year-Round	207	78			3346.5		3631.5	44.0%
TOURNAMENT	Tournament - Soccer	March, April, October		59		9		68	0.8%
	Tournament - Football	June		3				3	0.0%
	Tournament - Lacrosse	October	3					3	0.0%
Total Hours of Play: Practices, Games, Tournaments			316	504.5	2566	3359.5		6746	81.8%
SEASONAL CLOSURE	Scheduled Maintenance	January, August					158	158	1.9%
	Extreme Weather - Snow Day	February, March					1340.5	1340.5	16.3%
Total Closure Hours								1498.5	18.2%
Total Field Use Hours								8244.5	

APPENDIX F - FIELD USAGE DATA

FIELD TIMES RESERVATIONS - WEEKDAYS

(Sum of Hrs reserved by start time)

Field	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	Grand Total
Gates Pk Soccer Art Turf 1	14	42	8		3			2	507	9	120	129	154	988
Gates Pk Soccer Art Turf 2	21	19				2.5	26		622	9	59	12.5	150	921
Gates Pk Soccer Art Turf 1 Wm-up					12				429	118	66.5	183	13	821.5
Gates Pk Ball Sr Grass Lit 1		8	12							407.85		13.75		441.6
Gates Pk Ball Sr Grass Lit 2		8								357.5		28		393.5
Gates Pk Ball Jr Grass (Bird)							5.5		61	209				275.5
Thompson Pk Ball Jr 1 S	35			3						230.5				268.5
Cedar Pk Ball Sr Grass NW										139.5	58	3.5		201
MP Ball Sr Grass 1 NE	19	12							6	144				181
Gates Pk Soccer Sr Grass 3 W			66		3					98	2			169
Pitt River Sch Soccer Sr Grass								1.5	97		68.25			166.75
Gates Pk Soccer Sr Grass 2 C			112							40				152
TF Pk Ball Sr Grass									4	147.5				151.5
Thompson Pk Ball Jr 2 C										150				150
MP Ball Sr Grass 3 SW	19									131				150
MP Ball Sr Grass 2 NW	19								6	112.25				137.25
Evergreen Pk Ball Sr Grass										136				136
Aggie Pk Ball Sr Grass				5					9	102				116
Cedar Pk Soccer Sr Grass							2	2	27.5	27	37	20		115.5
SV Pk Ball Jr Grass										110				110
Cedar Pk Ball Jr Grass SW									32.5	75				107.5
Thompson Pk Ball Sr 3 N										105.5				105.5
Central Pk Ball Jr Grass										94.5				94.5
MP Ball Jr Grass 4 SE	8									79.75				87.75
MP Soccer Sr Grass	31			22	4	4	11.5		10					82.5
Gates Pk Ball Sr Grass 3		8							33	32				73
Citadel Sch Ball Sr Grass NE										63				63
Central Sch Ball Jr Grass NW										50				50
Citadel Sch Soccer Sr Grass	33								5		8			46
Central Sch Ball Jr Grass SW										37				37
TF Pk Soccer Sr Grass									3	18	2			23
Minnehada School Soccer Sr Grass									14					14
Gates Pk Soccer Sr Grass 1 E									12					12
Aggie Pk Soccer Sr Grass									3					3
Evergreen Pk Soccer Sr Grass		2.5												2.5
Grand Total	199	99.5	198	30	22	6.5	45	5.5	1881	3232.85	420.75	389.75	317	6846.85

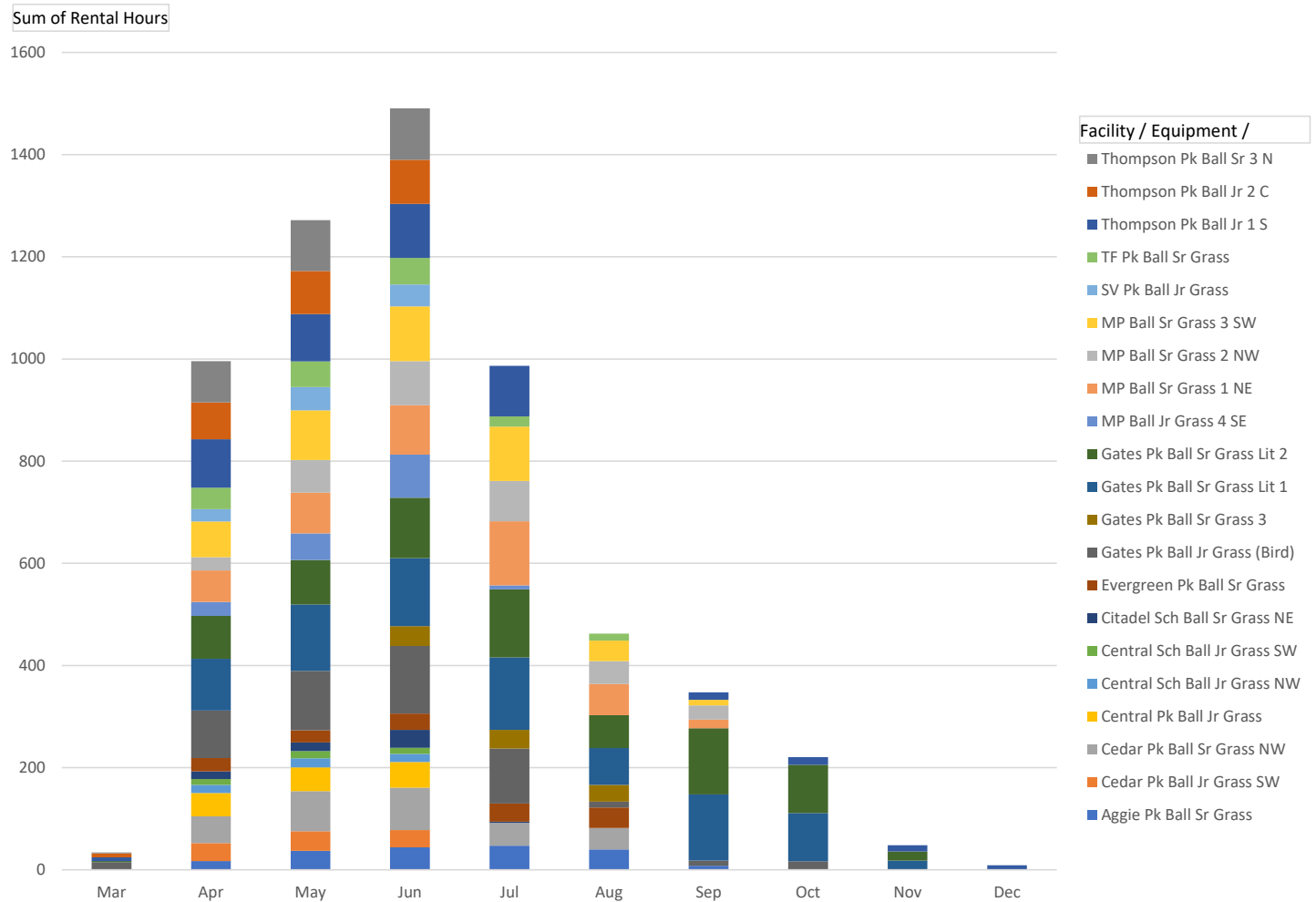
FIELD TIMES RESERVATIONS - WEEKEND DAYS

(Sum of Hrs reserved by start time)

Fields	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	Grand Total
Gates Pk Soccer Art Turf 1			17.25	132.5	167	98.5		121.5			40		124	10	8	718.75
Gates Pk Soccer Art Turf 2			13.25	211.5	152	141	3		2		6	2	78	2	12	622.75
Gates Pk Ball Sr Grass Lit 1			70	30	273						6					379
Gates Pk Ball Sr Grass Lit 2			70	41	217		9									337
MP Ball Sr Grass 3 SW			151	32.5	91	7										281.5
Gates Pk Soccer Sr Grass 3 W			11.5	7.5	254											273
MP Ball Sr Grass 1 NE			160	37.5	56	7										260.5
Gates Pk Soccer Sr Grass 2 C					236											236
Gates Pk Soccer Sr Grass 1 E				7	222			3								232
Gates Pk Ball Jr Grass (Bird)				167	27	24		3		5						226
TF Pk Soccer Sr Grass				189	25											214
MP Ball Sr Grass 2 NW			142	37.5	7			4								190.5
Thompson Pk Ball Jr 1 S				8	170		2						2			182
Thompson Pk Ball Sr 3 N			5	99				2	72							178
Cedar Pk Soccer Sr Grass				13	38		46		36							133
Minnekhada School Soccer Sr Grass	7		10	18	93			3								131
Pitt River Sch Soccer Sr Grass					18		72	20	2			2	2			116
Gates Pk Soccer Art Turf 1 Warm-up			2	4	67	13			6	2			14			108
Evergreen Pk Soccer Sr Grass					62		18		22							102
Thompson Pk Ball Jr 2 C				8	92											100
Cedar Pk Ball Sr Grass NW			38.5		30.5	13	18									100
MP Ball Jr Grass 4 SE			84													84
Aggie Pk Ball Sr Grass			22		30	7	16						2			77
MP Soccer Sr Grass					36		2		26							64
Central Pk Ball Jr Grass					48											48
Gates Pk Ball Sr Grass 3			22	10.5				3								35.5
TF Pk Ball Sr Grass					23.5			2.5								26
EDP Soccer Sr Grass					26											26
Evergreen Pk Ball Sr Grass			22													22
Citadel Sch Soccer Sr Grass		12			2				2							16
Aggie Pk Soccer Sr Grass			15													15
Citadel Sch Ball Sr Grass NE						6										6
SV Pk Ball Jr Grass						3										3
Grand Total	7	12	855.5	1053.5	2463	319.5	186	162	168	7	52	4	222	12	20	5543.5

APPENDIX F - FIELD USAGE DATA

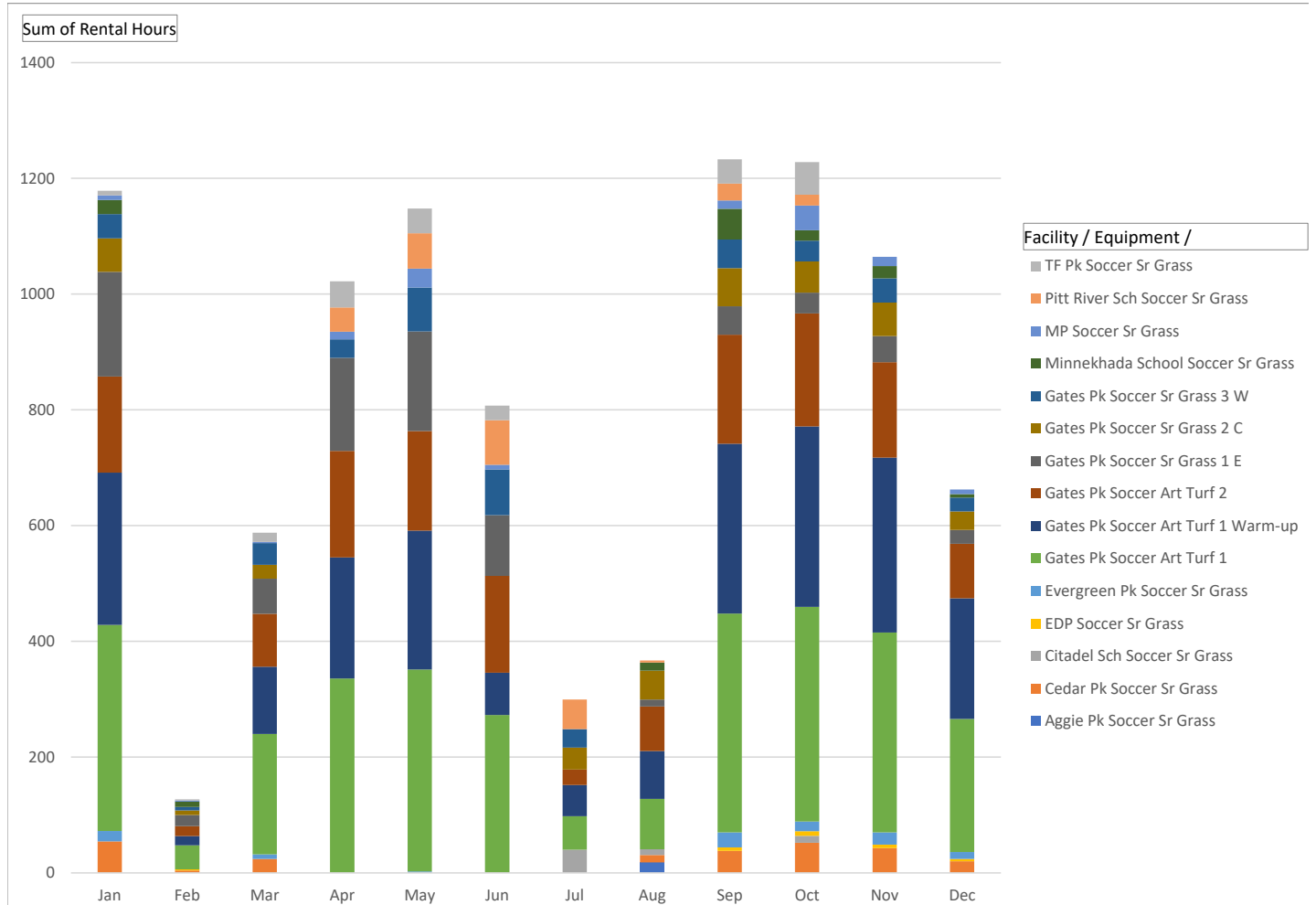
BALL DIAMOND SEASON



When analyzing field closure and maintenance hours, it appears they do not compete significantly with hours of play (shown above). November and December have the highest closure/maintenance hours for ball diamonds in PoCo, and there are the least amount of practice hours booked by teams during this time. There are no maintenance/closure hours at all in February, June or April at any ball diamond. Maintenance/closure hours (for all ball diamonds) are indicated below:

Total hours in 2019	Month
4175	Dec
3302.25	Nov
1054	Aug
1054	Oct
1020	Sep
987	Jul
824	Mar
52	Jan
20	May

SOCCER SEASON

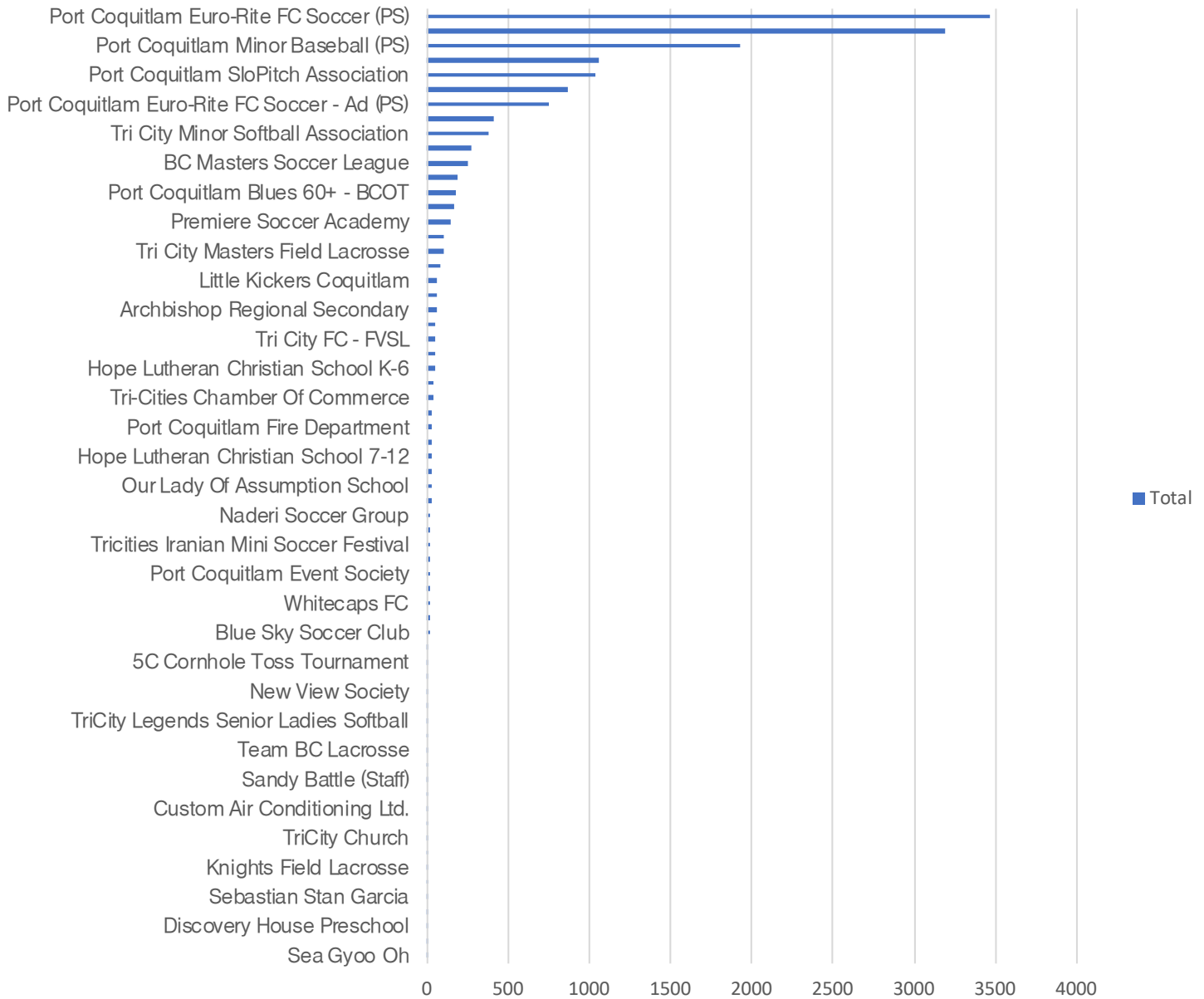


Almost all fields receive maintenance in August. No maintenance/closures at all in October, November and December. Several fields have scheduled closures in January. No other months have scheduled closure times.

Maintenance/closure hours (for all soccer fields) are indicated below:	
2476.75	Aug
1781	Jul
793.5	Jun
724	Mar
527	May
510	Apr
428	Feb
389	Jan
187	Sep

HOURS BOOKED BY VARIOUS ORGANIZATIONS IN 2019

Total Hours Booked by Organization



An aerial photograph of a large, well-maintained green sports field. The field is divided into sections by mowed stripes, creating a pattern of light and dark green. In the lower right quadrant, a person is operating a green and black lawnmower, moving across the field. The overall scene is bright and clear, suggesting a sunny day.

FIELD INVENTORY CLASSIFICATION AND MAINTENANCE LEVEL

Image Credit: Remi Muller, Unsplash

APPENDIX G

APPENDIX G - FIELD INVENTORY CLASSIFICATION AND MAINTENANCE LEVEL

Activity	Level A	Level B	Level C
Aeration/Top Dressing	1x/yr	N/A	N/A
Aeroway	1x/yr	2-3x/yr	1x/yr
Overseeding	2-3x/yr	2x/yr	1x/yr
Fertilizing	monthly (12x)	2 mo - 6x/yr	6 mo - 2x/yr

Level A Fields	Level B Fields	Level C Fields	Artificial Turf
Aggie Pk Ball Sr Grass	Pitt River Sch Soccer Sr Grass	Central Pk Ball Jr Grass	AT 1
Aggie Pk Soccer Sr Grass		Central Sch Ball Jr Grass NW	AT 2
Cedar Pk Ball Jr Grass SW		Central Sch Ball Jr Grass SW	Warm up
Cedar Pk Ball Sr Grass NW		SV Pk Ball Jr Grass	
Cedar Pk Soccer Sr Grass			
Citadel Sch Ball Sr Grass NE			
Citadel Sch Soccer Sr Grass			
EDP Soccer Sr Grass			
Evergreen Pk Ball Sr Grass			
Evergreen Pk Soccer Sr Grass			
Gates Pk Ball Jr Grass (Bird)			
Gates Pk Ball Sr Grass 3			
Gates Pk Ball Sr Grass Lit 1			
Gates Pk Ball Sr Grass Lit 2			
Gates Pk Soccer Sr Grass 1 E			
Gates Pk Soccer Sr Grass 2 C			
Gates Pk Soccer Sr Grass 3 W			
Minnekhada School Soccer Sr Grass			
MP Ball Jr Grass 4 SE			
MP Ball Sr Grass 1 NE			
MP Ball Sr Grass 2 NW			
MP Ball Sr Grass 3 SW			
MP Soccer Sr Grass			
TF Pk Ball Sr Grass			
TF Pk Soccer Sr Grass			
Thompson Pk Ball Jr 1 S			
Thompson Pk Ball Jr 2 C			
Thompson Pk Ball Sr 3 N			

MAINTENANCE

In order to preserve and maintain optimum performance and available field capacity, a well prescribed maintenance program is recommended. Maintenance is generally scheduled outside of main seasons of play.

Ball fields are used during April – July, but not much during November to December. The most maintenance hours are spent during these months. Fields are then typically closed for 4 weeks in January or February for annual maintenance.

Soccer fields are used year-round but rarely in February in line with field closures for annual maintenance. The highest amount of maintenance hours is in August and July.

Reducing play during periods of time when grass is most vulnerable to damage is recommended. Specifically, late fall/winter, early spring and mid-summer.

SPORT FIELD MAINTENANCE COSTS IN PORT COQUITLAM

Name of Park	Type of Maintenance	Actual 2018 Cost	Actual 2019 Cost
Aggie Park	Sport Field Maintenance	\$7,438	\$11,232
Cedar Park	Sport Field Maintenance	\$19,764	\$20,452
Central Elementary	Sport Field Maintenance	\$843	\$907
Central Park	Sport Field Maintenance	\$1,071	\$2,451
Citadel	Sport Field Maintenance	\$3,487	\$8,381
EDP	Sport Field Maintenance	\$14,073	\$9,810
Evergreen	Sport Field Maintenance	\$29,999	\$18,195
Gates	Sport Field Maintenance	\$117,612	\$77,481
McLean	Sport Field Maintenance	\$25,335	\$20,689
Minnehada Middle	Sport Field Maintenance	\$22,738	\$11,288
Pitt River Middle	Sport Field Maintenance	\$3,595	\$7,301
Sun Valley	Sport Field Maintenance	\$587	\$863
Terry Fox	Park Maintenance	\$239	\$311
Terry Fox	Sport Field Maintenance	\$16,387	\$16,992
Thompson	Sport Field Maintenance	\$6,936	\$4,454

General			
Parks Administration	Sport Field Maintenance	\$58	\$0
Parks General	Turf Maintenance - Training/Meetings	\$22,785	\$12,409
Parks General	Sport Field Maintenance	\$44,899	\$54,128
Parks General	Sport Field Maintenance - Equipment Maintenance	\$2,911	\$8,462
Parks General	Personal Protective Equipment	\$163	\$1,405

APPENDIX G - FIELD INVENTORY CLASSIFICATION AND MAINTENANCE LEVEL

BALL DIAMOND MAINTENANCE COSTS IN PORT COQUITLAM

Name of Park	Type of Maintenance	Actual 2018 Cost	Actual 2019 Cost
Aggie Park	Ball diamond maintenance	\$16,389	\$13,643
Cedar Park	Ball diamond maintenance	\$8,399	\$4,377
Central Elementary	Ball diamond maintenance	\$1,323	\$110
Central Park	Ball diamond maintenance	\$3,326	\$2,052
Citadel	Ball diamond maintenance	\$3,645	\$3,645
Evergreen	Ball diamond maintenance	\$6,069	\$3,212
Gates	Ball diamond maintenance	\$33,793	\$30,614
McLean	Ball diamond maintenance	\$14,062	\$11,758
Minnehada Middle	Ball diamond maintenance	\$0	\$210
Pitt River Middle	Ball diamond maintenance	\$0	\$332
Sun Valley	Ball diamond maintenance	\$2,384	\$4,588
Terry Fox	Ball diamond maintenance	\$3,722	\$2,148
Thompson	Ball diamond maintenance	\$42,493	\$43,392

General

Parks General - Ball Diamond Maintenance	Ball diamond maintenance	\$1,489	\$150
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IRRIGATION COSTS IN PORT COQUITLAM

Name of Park	Type of Maintenance	Actual 2018 Cost	Actual 2019 Cost
Aggie Park	Irrigation	\$3,352	\$1,650
Cedar Park	Irrigation	\$2,375	\$5,546
Citadel	Irrigation	\$4,716	\$1,828
EDP	Irrigation	\$1,153	\$1,049
Evergreen	Irrigation	\$3,431	\$1,318
Gates	Turf Maintenance - Irrigation	\$12,785	\$6,283
McLean	Irrigation	\$3,146	\$4,742
Minnehada Middle School	Irrigation	\$944	\$2,651
Pitt River Middle School	Irrigation	\$462	\$618
Sun Valley	Irrigation	\$0	\$32
Terry Fox	Irrigation	\$868	\$1,892
Thompson	Irrigation	\$3,557	\$6,790

General

Parks General	Irrigation	\$1,919	\$10,074
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MAINTENANCE COSTS FOR EACH PARK

Name of Park	Type of Maintenance	Actual 2018 Cost	Actual 2019 Cost
Aggie Park	Sport Field Maintenance	\$ 7,438	\$ 11,232
Aggie Park	Irrigation	\$ 3,352	\$ 1,650
Aggie Park	Ball diamond maintenance	\$ 16,389	\$ 13,643
Total		\$ 27,179	\$ 26,525
Cedar Park	Sport Field Maintenance	\$ 19,764	\$ 20,452
Cedar Park	Ball diamond maintenance	\$ 8,399	\$ 4,377
Cedar Park	Irrigation	\$ 2,375	\$ 5,546
Total		\$ 30,538	\$ 30,375
Central Elementary	Sport Field Maintenance	\$ 843	\$ 907
Central Elementary	Ball diamond maintenance	\$ 1,323	\$ 110
Total		\$ 2,166	\$ 1,017
Central Park	Sport Field Maintenance	\$ 1,071	\$ 2,451
Central Park	Ball diamond maintenance	\$ 3,326	\$ 2,052
Total		\$ 4,397	\$ 4,503
Citadel	Sport Field Maintenance	\$ 3,487	\$ 8,381
Citadel	Irrigation	\$ 4,716	\$ 1,828
Citadel	Ball diamond maintenance	\$ 3,645	\$ 3,645
Total		\$ 11,848	\$ 13,854
EDP	Irrigation	\$ 1,153	\$ 1,049
EDP	Sport Field Maintenance	\$ 14,073	\$ 9,810
Total		\$ 15,226	\$ 10,859
Evergreen	Sport Field Maintenance	\$ 29,999	\$ 18,195
Evergreen	Ball diamond maintenance	\$ 6,069	\$ 3,212
Evergreen	Irrigation	\$ 3,431	\$ 1,318
Total		\$ 39,499	\$ 22,725
Gates	Sport Field Maintenance	\$ 117,612	\$ 77,481
Gates	Ball diamond maintenance	\$ 33,793	\$ 30,614
Gates	Turf Maintenance - Irrigation	\$ 12,785	\$ 6,283
Total		\$ 164,190	\$ 114,378

APPENDIX G - FIELD INVENTORY CLASSIFICATION AND MAINTENANCE LEVEL

Name of Park	Type of Maintenance	Actual 2018 Cost	Actual 2019 Cost
McLean	Sport Field Maintenance	\$ 25,335	\$ 20,689
McLean	Ball diamond maintenance	\$ 14,062	\$ 11,758
McLean	Irrigation	\$ 3,146	\$ 4,742
Total		\$ 42,543	\$ 37,189
Minnehada Middle	Ball diamond maintenance	\$ -	\$ 210
Minnehada Middle	Sport Field Maintenance	\$ 22,738	\$ 11,288
Minnehada Middle School	Irrigation	\$ 944	\$ 2,651
Total		\$ 23,682	\$ 14,149
Pitt River Middle	Sport Field Maintenance	\$ 3,595	\$ 7,301
Pitt River Middle	Ball diamond maintenance	\$ -	\$ 332
Total		\$ 3,595	\$ 7,633
Pitt River Middle School	Irrigation	\$ 462	\$ 618
Total		\$ 462	\$ 618
Sun Valley	Sport Field Maintenance	\$ 587	\$ 863
Sun Valley	Ball diamond maintenance	\$ 2,384	\$ 4,588
Sun Valley	Irrigation	\$ -	\$ 32
Total		\$ 2,971	\$ 5,483
Terry Fox	Park Maintenance	\$ 239	\$ 311
Terry Fox	Sport Field Maintenance	\$ 16,387	\$ 16,992
Terry Fox	Ball diamond maintenance	\$ 3,722	\$ 2,148
Terry Fox	Irrigation	\$ 868	\$ 1,892
Total		\$ 21,216	\$ 21,343
Thompson	Sport Field Maintenance	\$ 6,936	\$ 4,454
Thompson	Ball diamond maintenance	\$ 42,493	\$ 43,392
Thompson	Irrigation	\$ 3,557	\$ 6,790
Total		\$ 52,986	\$ 54,636

MOST USED FIELDS AND MAINTENANCE COST

Field	Hours Reserved	Utilization	Maintenance Cost in 2019 (Does not include irrigation)
Rectangular			
Gates Park Soccer Sr Grass 1 E	865	144%	\$12,914 ¹
Gates Park Soccer Art Turf 1	3032.75	101%	\$12,914 ¹
Ball Diamonds			
McLean Park Ball Sr Grass 1 NE	441.5	138%	\$2940 ^{*2}
McLean Park Ball Sr Grass 2 NW	431.5	135%	\$2940 ^{*2}
McLean Park Ball Sr Grass 3 SW	327.75	102%	\$2940 ^{*2}
Gates Park Ball Sr. Grass Lit 1	820.6	137%	\$7,654 ^{*4}
Gates Park Ball Sr. Grass Lit 2	730.5	122%	\$7,654 ^{*4}
Thompson Pk JB 1 S	450.5	141%	\$14,464 ^{*4}

MOST USED FIELDS AND MAINTENANCE COST

Field	Hours Reserved	Utilization	Maintenance Cost in 2019 (Does not include irrigation)
Rectangular			
Aggie Park Soccer Sr. Grass	18	6%	\$11,232
EDP Soccer Sr Grass	26	6%	\$9,810
Citadel School Soccer Sr Grass	62	10%	\$8,381
Evergreen Pk Soccer Sr Grass	104.5	17%	\$18,195
Minnehada School Soc Sr Grass	145	24%	\$11,288
Gates Pk Soccer Art Turf 2	1543.75	51%	\$12,914 ^{*1}
Ball Diamonds			
Citadel Sch Ball Sr Grass NE	69	11%	\$3,645
Central Sch Ball Jr Grass SW	37	12%	\$55 ^{*5}
Central Sch Ball Jr Grass NW	50	16%	\$55 ^{*5}
Gates Pk Ball Sr Grass 3	108.5	18%	\$7,654 ^{*4}
Cedar Pk Ball Jr Grass SW	107.5	18%	\$4,377
Evergreen Pk Ball Sr Grass	158	26%	\$3,212
TF Pk Ball Sr Grass	177.5	30%	\$2,148
SV Pk Ball Jr Grass	113	35%	\$4,588

¹\$77,481 for all soccer fields at Gates (incl. ATF), divided by 6 fields. \$12,913.5 each.

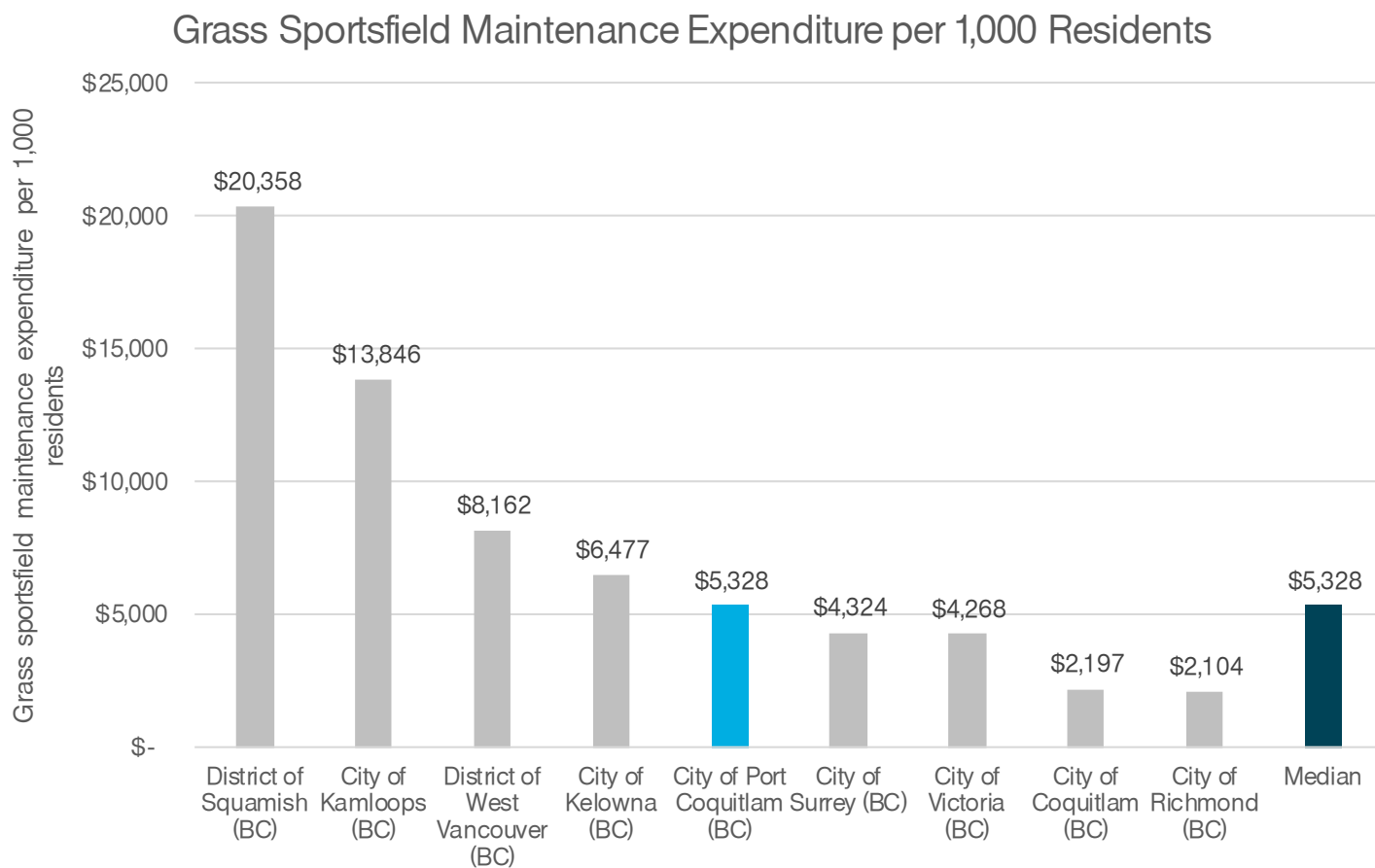
²\$11,758 for all ball diamonds at McLean, divided by 4 fields. \$2,939.5

³\$43,392 for all ball diamonds at Thompson, divided by 3 fields. \$14,464

⁴\$30,614 for all ball diamonds at Gates, divided by 4 fields=\$7653.5 each

⁵\$110 for Central school, divided by 2 fields = \$55 each

GRASS SPORT FIELD MAINTENANCE PER 1000 RESIDENTS



PREVIOUS RECOMMENDATIONS AND STATUS



Image Credit: Lisa Wall, Unsplash

APPENDIX H

APPENDIX H - PREVIOUS RECOMMENDATIONS AND STATUS

The 2010 Sports Field Strategy, 2007 Park and Recreation Master Plan and 1988 Park and Recreation Master Plan identified a list of recommendations most of which have been completed. The table below summarizes their status.

SUMMARY OF RECOMMENDATIONS

2010 Sports Field Strategy Recommendations						
Year	Priority	Recommendation	Type of Recommendation	Timeline	Cost	2020 Update
2010	High	Continue rationalizing the inventory of sports fields by removing non-suitable fields from inventory: Terry Fox Oval, Blakeburn, Klayquitlam, Central School and Central Park Baseball Diamond	Planning/ Administrative	Short term	Minimal	Ongoing. Some fields are still over capacity and some are under.
2010	High	Reduce the number of usable hours on the grass fields to the recommended maximum	Planning/ Administrative	Short term	Minimal	Continuing to monitor hours on fields. Adding an artificial field will help achieve this goal.
2010	High	Consider incentives in order to encourage the user groups to use the hours from 4-6pm preceding the "prime time" hours from 6-10pm.	Planning/ Administrative	Short term	Minimal	Incentives will maximize existing inventory – need to do more of this.
2010	High	Consider improving the quality of its inventory of sports fields by constructing two more synthetic turf fields with field lighting.	Capital Infrastructure	Short/mid term	Major	One field with lights has been installed at Gates Park since 2010.
2010	High	Establish life cycle funds in the capital budget for all fields to allow for timely replacement and update the operating maintenance funds.	Capital Infrastructure	Mid/long term	Major	This is currently being done. Backstops are being replaced as needed, irrigation installed, artificial turf field carpet replacement.

Year	Priority	Recommendation	Type of Recommendation	Timeline	Cost	2020 Update
2010	High/ Medium	Consider providing an annual life cycle fund for tennis courts.	Planning/ Administrative and Operating Budget	Short/mid term	Moderate	Not Applicable to 2020 report
2010	High/ Medium	Consider providing an annual life cycle fund for lacrosse boxes.	Planning/ Administrative and Operating Budget	Short/mid term	Moderate	Not Applicable to 2020 report
2010	Medium	Consider acquiring land and develop a new full-size baseball complex with a minimum of four diamonds as the "Home of Baseball" in Port Coquitlam.	Capital Infrastructure	Long term	Major	2020 Update: At this time, land is too expensive to acquire – renovating existing fields is more cost-effective. - consideration when opportunity is available? Or perhaps look at converting/ expanding ex. facility to be a "home"
2010	Medium	Consider building a new soil softball/ slo-pitch field with lights.	Capital Infrastructure	Long term	Major	No new softball/slo- pitch fields have been built. Existing ball diamonds with lights are only at Cedar Park and Gates. Could add lights to Aggie Park or renovate Pitt River.
2010	High	Consider developing sport user group agreements to further expand the existing "Home of" agreements with certain sport groups	Planning/ Administrative	Short term	Minimal	Monitor interest or demand

APPENDIX H - PREVIOUS RECOMMENDATIONS AND STATUS

Year	Priority	Recommendation	Type of Recommendation	Timeline	Cost	2020 Update
2010	Medium	Consider developing tournament sites for soccer and other rectangular field sports at Gates Park, dedicating McLean Park as a softball tournament facility.	Capital Infrastructure	Long term	Major	Monitor interest or demand
2010	Medium	Review the need for a competition running track	Capital Infrastructure	Long term	Major	Not applicable to 2020 report
<p>1988 Master Plan Recommendation: Add lights at Thompson and Cedar Park sports fields 2020 Update: Partially Implemented. Lights have been installed at Cedar Park at the Senior ball diamond, but not at the junior one. Lights have not been installed at any of the 3 diamonds at Thompson park.</p>						
<p>2007 PRC Master Plan Recommendations</p> <p>10a Continue to improve Athletic Fields, Diamonds and Pitches and upgrade Athletic Field Strategy - ongoing</p> <p>10b Upgrade infrastructure at Thompson, Evergreen, McLean & Central Parks – Thompson on hold; Evergreen, McLean and Central</p> <p>10c Construct one artificial turf surface, including a Business Case Analysis – AFT #2 completed</p> <p>10d Secure funding for replacement of existing artificial field surface to ensure its ongoing stability - ongoing</p>						



OPTIONS FOR REDISTRIBUTION

Image Credit: Jeffrey F. Lin, Unsplash

APPENDIX I

APPENDIX I - OPTIONS FOR REDISTRIBUTION

RECOMMENDED FIELD AND TEAM ASSIGNMENTS

	Name of Field	Scenario #	Proposed Field Booking Changes	Proposed Relocation	Comments
A) Soccer - Sand Fields	Gates SS Grass #1	1	232h - PoCo Euro Rite FC Soccer	232h - Gates ATF 2	- If possible, adjust terms of current joint-use contract terms 54 hrs – all 3-5pm weekdays slots; 100 hrs 8-3pm on Tuesdays and Wednesdays
		1	154h - Riverside School	154h - Gates SS2	
	Gates SS Grass #1	2	No change		
B) AT Fields	Gates ATF#1	1	750h - Riverside School	750h - Gates ATF #2	Surface improvements required and planned in 2022 (re-carpet) All hours are 8-5pm weekdays
C) Slo-Pitch - Sand Fields	Gates SB#1	1	716h - PoCo Co-Ed Slo Pitch	Options Listed under 'Field Options'	- Current field is too small to accommodate Slo-Pitch –300' outfield required
	Gates SB#2	2	646h - PoCo Co-Ed Slo Pitch	Options Listed under 'Field Options'	- Current field is too small to accommodate Slo-Pitch –300' outfield required
	McLean Park (All Fields)	1	702.5h – relocate all adult programs	Options Listed under 'Field Options'	-Youth bookings to stay - Park becomes home for minor softball - Add outfield fencing and light to fields SB #1, #2 and #3 - Add artificial turf infield at JB #4 to be used as practice area.
		1	All Soccer Hours	Any of the available soccer fields with capacity: Cedar, Terry Fox, Minnekhada, Evergreen, Citadel.	
The estimated total hours (Gates and McLean) needing redistribution to other fields: 2065					

FIELD OPTIONS FOR REDISTRIBUTION

An estimated potential of **2929 (up to 5438')** hours are available at the locations listed in Table 24. With noted improvements, they can better accommodate hours needing redistribution from Gates and McLean Parks:

	Name of Park	Recommendation
C) Slo-Pitch – Sand Fields	Aggie Park	Currently 127hrs available – with upgrades a potential of 407hrs i. Upgrade infield with artificial turf to gain additional net 407 hours capacity ii. Expand outfield fence to 300' iii. Add lights (not many houses will be affected, should support it). iv. The PoCo Events Society music festival will need to be hosted at another park with large (soccer) grass field. v. Soccer hours (18hrs) are moved out and redistributed to another soccer field with lower capacity: Cedar, Terry Fox, Minnekhada, Evergreen, Citadel.
	Cedar Park	(300hrs available) i. Improve field lighting and control potential overspill ii. Ball control fencing iii. Improve irrigation (expand extents) iv. Site improvements: pathways, storage, grass infields
	Gates Park	Gates SB 3 (currently 491hrs available. With upgrade, potentially 2509hrs* ii. Upgrade to AT and reconfigure the existing SW diamond for baseball to accommodate the relocated users from Thompson Park (D 2) (283,5hrs) iii. Redevelop soccer field surface to be AT with line markings to indicate extent of ball outfield overlap and location of temporary fence line. Local field examples with ATF fields with both ball diamond and soccer together include Minoru, Tzeachten, and Dennis Elsom. See Figure 27 for concept layout
	Thompson Park	Thompson Park – Sr. 3 N – (600hrs available) i. Reconfigure field for Slo-Pitch. ii. Baseball club will move to a redeveloped Gates Park Sr. Ball #3 that will accommodate baseball. See diagram of Gates Park Concept plan.
	Pitt River Middle	600h available - Coordinate with School District 43 to develop new lit sand turf slo-pitch field at northwest corner
	Citadel Middle	531h available - Install new lights and higher fencing at retaining wall
D) Baseball - Soil Fields	Sun Valley Park	Reconfigure diamond for minor baseball and move softball to McLean Park for better use
	Thompson Park	JB #1 – overused 130.5 hrs - Option 1 - Upgrade infield to AT or field profile to sand base to add additional 280 play hours - Option 2 – Shift user groups to Gates Bird (50hrs) and redevelop Central Elementary School JB fields to provide one larger diamond for U15 (280') (80.5hrs) - Option 3 – Redevelop Gates Park SB#3 into multi-use artificial field to accommodate both slo-pitch and baseball. Redistribute 130.5 hrs here. PeeWee Fields will remain

