

Vancouver Field Sport Federation
Quarterly Meeting & Annual General Meeting

Monday November 27, 2017 @ 6:30pm
Hillcrest Centre – Curling Club Board Room

Agenda – Quarterly Meeting

1. Call to Order & Introductions
 - a. Jennifer Trach – Coordinator, Outdoor Sports Facilities
 - b. Susie Hutchison – Manager, Recreation Services
 - c. Erica McDonald – Supervisor, Sports and Wellness
 - d. Alexandre Man-Bourdon – Landscape architect
 - e. Tiina Mack – Manager, Park Development
 - f. Casey Crawford – Park Board Commissioner
 - g. Mike Knoll – Maintenance
2. Review Minutes from September 27, 2017.

1st Jasmine, 2nd Tom yip, approved.
3. Maintenance & Projects
 - a. Current maintenance activity
 - Hilcrest little league infields
 - Fall fertilizer application done
 - Irrigation and backstop still in works
 - Chafer damage has been minimal this year
 - Andy Livingston drainage always an issue coming up for renewal with NEFC plan
 - b. Closures

Jericho E, Slocan C	Status update (opened)
Slocan SW	Closed until April 2018
 - c. Active Projects

Hamber/Oak Meadows field house	Status update (ETA Jan 2018) Year behind schedule
Columbia field house	On hold (needs capital funds)
Track & Field Facility	Status update RFP Dec 1 st email to go out hope to
select site by summer build in 2019	
Hillcrest SE field leveling	Status update (grade change due to Challenger) Tara to
look into, still needs a lot of work hoping for a spring work plan	
Andy Livingstone drainage	Status update (investigation was in progress)
Field House Activations	On hold (capital needed for upgrades) co compliance
upgrades looking to award work within the month. Still need to figure out through capital plan what will be activated 3 or 4 are sports related. Co compliance is just the caretaker houses.	
Backstop at Nanaimo SE	before the start of the season
 - d. Consultations

Area Plan for False Creek Flats (Trillium & Strathcona) – Darcy – No update – follow up request
NE False Creek Park Design Advisory Group (Andy Livingstone) – Floyd/Anne – No update parks board position is that those two fields are essential. Park design is paused due to consultation with first nations community. Online survey is available
4. Old business
 - a. Signage at fields policy – Peter Delaney. Permits currently say no signage. Unless there is complaints they don't have the capacity to police them all. Status is fine with most groups. Item closed for now.
5. New business
 - a. None
6. Committees
 - a. Long-term Planning: Anne (chair), Graeme, Geoff, Floyd, Wendy, Mary, Rob, Darcy,
 - o Data Collection – status update
 - o Capital Plan submissions – see page 2
 - b. Next AT Field: Anne (chair), Jasmine, Darren S, Gord, Wendy, James, Thomas
 - o Shortlist includes Churchill Secondary, Clinton, Beaconsfield
 - o RFP being finalized for consultants – to be awarded in January. Engagement will be Feb-March. To examine best location. Construction on new field wouldn't be likely to start construction 2019.

Consultants to review best AT field type.

- c. Grass Upgrades: Craig (chair), Mary, Geoff, Darcy
 - o Shortlist include: Montgomery Park, Slocan Park
 - o Also using consultants for final designs. Slocan most likely due to rough costing. Targeting summer for start of construction, with field closed through spring 2019. RFP going out at end of Nov. Looking for full detail design. Begin construction fall 2018 likely complete early 2019, ready for use fall 2019.

7. Reminders

- AT fields:
 - o Do not enter field until your permitted time
 - o "Bumping" groups forward in time is not permitted and can result in the loss of booking.
- Spring/Summer renewals due Jan 2 - Feb 2, and Fall/Winter between July 2 - August 2.
- Payment, insurance, and NPO number before permit is issued. Do not play without a permit.
- \$25.00 Admin fee and 10 business days to process refunds on paid permits.
- Sanitation and Park Rangers are reached by calling 311.

8. Adjournment – 7:45pm

Agenda – AGM

- 1. Call to Order – 7:45pm
- 2. Review of AGM Minutes from November 24, 2016
Acceptance - 1st Gord, 2nd Mary, all in favour
- 3. President's Report
 - a. Thanks to the VFSF Delegates
 - b. Thanks to the VFSF Executive and Committee members for taking the time out of your busy schedules.
 - c. Jennifer Trach – For handling all of our requests and complaints with patience and professionalism.
 - d. Cmmr Crawford – For coming to the meetings and taking concerns back to the VPB.
 - e. VPB Management – For recognizing the VFSF as an important voice in Vancouver

4. Election of Delegates: up to 2 for each sport

Baseball	Delegate	Mary McCann
	Delegate	Richard Saunders – TBC
	Alternate	Tony Borean
Cricket	Delegate	Len Layton – TBC
	Delegate	Stuart Grills – TBC
Field Hockey	Delegate	Ian MacKenzie
	Delegate	Clare Ford
	Alternate	Anne Thompson
	Alternate	Sophie Pilkington
Field Lacrosse	Delegate	Dennis Dong
	Delegate	Michael Hagel
	Alternate	Michael O'Conner
Football	Delegate	Jayce Barreiro
	Delegate	Sanjay Prasad
Rugby	Delegate	Marcus Treacy
	Delegate	Frank Fekete
	Alternate	Thomas Viljoen
Soccer	Delegate	Gord Jaggs
	Delegate	Jo-Dee Stanley
	Alternate	Geoff Catliff (VP)
Softball	Delegate	Darcy Simpson
	Delegate	Tom Yipp
	Alternate	Marilyn Everett – TBC
Track and Field	Delegate	Graeme Fell
	Delegate	Besnik Mece – TBC
	Alternate	Karen Cooke – TBC
Ultimate / Disc sports	Delegate	Troe Weston
	Delegate	Wendy Lebreton
	Alternate	William Artlotta
	Alternate	Craig Woods
Volleyball	Delegate	Rex Go
	Delegate	TBD from Volleyball BC

5. Election of Officers: Secretary, 1st and 2nd VP, President
Secretary – Jo-Dee Stanley
1st VP– Anne Thompson
2nd VP – Geoff Catliff
President – Craig Woods
6. Adjournment – 7:59pm

Capital Planning

The City of Vancouver allocates funds for large capital projects on a 4-year basis (e.g. new fields, major upgrades, new buildings). The next Capital Plan will be 2019-2023.

The Vancouver Field Sports Federation has a long history of supporting the planning process by compiling submissions for capital projects and working as a federation to identify the highest priority items for the VPB. Our work is vital in the process and helps to guide decision making in a way that benefits sports field users.

If your organization has any requests for capital projects, we encourage you to participate in this process. PLEASE NOTE: Many organizations may have holdover projects from previous submissions. Please update these and re-submit for incorporation in the current process.

The timeline for submissions to the VFSF Capital Planning Committee is as follows:

2017

September 1 – first call

October 15 – second call

November – summary of submissions received to date

December 1 – deadline for submissions

2018

January – special meeting of VFSF delegates to discuss and vote on final recommendations

February – presentation to VPB staff

Two documents are available on our website: vfsf.weebly.com

- Capital Submission Form – key information needed for a proposal
- Guiding Principles for decisions as agreed by the VFSF in 2013.

If you have any questions please contact Anne Thompson (vp1@vfsf.ca) Projects of any size are welcome (although note that minor maintenance is not covered by capital funds). Please also consider working together within your sport with other community sports groups to identify the key facilities that need renovation, rebuild or a new facility. Many thanks for your participation in this important process,