



The Corporation of the Town of LaSalle

To: Mayor and Members of Council
Prepared by: Patti Funaro, Recreation Manager
Department: Culture and Recreation
Date of Report: January 7, 2020
Report Number: CR-2020-05
Subject: Outdoor Sports Field Use Policy Update

Recommendation

That the report of the Recreation Manager (CR-2020-05) dated January 7, 2020 regarding changes to the Outdoor Sports Surface Use Policy and Procedure BE RECEIVED; and that the Outdoor Sports Surface Use Policy and Procedure BE APPROVED; and further that the Allocation Policy & Procedure M-CR-002 approved March 14, 2017 BE RESCINDED.

Report

The Town of LaSalle Vollmer Culture and Recreation Complex Ten-Year Strategic Plan Master Plan 2019-2029 identifies concerns, gaps and areas for improvement with respect to outdoor spaces. One area that was identified in the consultation process was a lack of procedure/policy regarding things such as field opening dates, hours and inclement weather policies. The Outdoor Sports Surface Use Allocation Policy & Procedure has been updated, and renamed the Outdoor Sports Surface Use Policy & Procedure. The document reflects existing field usage requests and scheduling priorities, current maintenance practices and closure guidelines.

An overview of changes and additions include:

- Changes to the rental categories to include Town of LaSalle programs, activities and events
- The addition of established timelines to confirm sports surface rental requests
- Changes to the sports surface season opening dates from the first Saturday in May to the first Monday in May
- Additional information regarding sports surface maintenance
- Additional information regarding field resting
- Information regarding how to request modifications or upgrades to surfaces
- Additional information on inclement weather/poor field conditions

- Changes to the notification process for field closures
- Information on outdoor washroom schedules and maintenance

Once approved, administration will meet with representatives from each user group to share the updated policy (as recommended in the Town of LaSalle Vollmer Culture and Recreation Complex Ten-Year Strategic Plan Master Plan 2019-2029). In addition, the policy will be available on the Town of LaSalle website Sports Page with excerpts highlighting commonly requested information. Furthermore, a friendly URL will be created to easily find the page. This will assist user group representatives with sharing the policy with coaches, parents, players and the general public.

Consultations

Public Works

Communications Officer

Financial Implications

none

Prepared By:



Manager of Recreation and Culture

Patti Funaro

Link to Strategic Priorities

	Expanding and diversifying our assessment base
Yes	Effectively communicating the activities and interests of the Town
	Managing our human and financial resources in a responsible manner
	Promoting and marketing LaSalle
	Promote a healthy and environmentally conscious community

Communications

	Not applicable
Yes	Website
Yes	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

Notifications

Name	Address	Email

Report Approval Details

Document Title:	CR-2020-05-Sports Field Use Policy.docx
Attachments:	- Outdoor Sport Surface Use Policy Procedure2020.pdf
Final Approval Date:	Jan 17, 2020

This report and all of its attachments were approved and signed as outlined below:



Director, Council Services/Clerk

Agatha Robertson



Chief Administrative Officer

Joe Milicia