

# PARKS STRATEGIC PLAN

Corporation of the Township of Southwold



Adopted: October 6, 2014

# **SOUTHWOLD PARKS STRATEGIC PLAN – SEPTEMBER 25, 2014**

## **Table of Contents**

1. Executive Summary
2. Mission and Vision Statements
3. Purpose
4. Research
  - 4.1 Facilities and Services
  - 4.2 Southwold Demographics
  - 4.3 Baseball and Soccer Usage
  - 4.4 Southwold Keystone Complex Usage
  - 4.5 Southwold Parks and Complex Expenses And Revenue
  - 4.6 Other Municipalities Budgets
  - 4.7 Southwold And Other Municipalities Sports Facilities and Community Centre Fee Comparisons
  - 4.8 User Group Surveys Key Findings
  - 4.9 Issues Identified Through User Group Surveys, Focus Groups, Site Visits
  - 4.10 Township Responsibilities 2014
  - 4.11 User Group Responsibilities 2014
  - 4.12 Park Committees Responsibilities 2014
  - 4.13 Other Non-Township Recreation Facilities
5. Analysis
  - 5.1 Facilities and Services
  - 5.2 Southwold Demographics
  - 5.3 Baseball and Soccer Usage
  - 5.4 Southwold Keystone Complex Usage
  - 5.5 Southwold Parks and Complex Expenses And Revenue
  - 5.6 Other Municipalities Budgets
  - 5.7 Southwold And Other Municipalities Sports Facilities and Community Centre Fee Comparisons
  - 5.8 User Group Surveys Key Findings
  - 5.9 Issues Identified Through User Group Surveys, Focus Groups, Site Visits
  - 5.10 Township Responsibilities 2014
  - 5.11 User Group Responsibilities 2014
  - 5.12 Park Committees Responsibilities 2014
  - 5.13 Other Non-Township Recreation Facilities

## 6. Recommendations

6.1 Parks and Recreation Manager

6.2 Site Plans

6.3 Regular and Preventative Maintenance Programs, and Regular Turf and Grounds Management Programs

6.4 LED Light Fixtures

6.5 Location Specific

6.5.1 Fingal Ball Park

6.5.2 Shedden Park

6.5.3 Southwold Keystone Complex

6.5.4 Talbotville Optimist Park

6.5.5 Fingal Children's' Park

6.5.6 Ferndale Community Park

6.6 Committees

## 7. Progress Measurement

## 8. Potential Financing Options

### Appendices

A - Recreational Facility User Group Survey

B - Recreational Facility User Group Survey Results

C - Focus Groups Questions

D - Focus Groups Data - General & Non-Sport

E - Focus Groups Data - Baseball

F - Focus Groups Data - Soccer

## **1.0 EXECUTIVE SUMMARY**

### **Purpose**

In 2013 Southwold Township Council approved new “Mission And Vision” statements for the Township which included the recognition of a need to work towards improving the quality of life for residents resulting in a commitment towards the promotion of a number of related items including parks and recreation. In 2013 Council also released a new “Sustainability Plan” for the Township. This document included a further commitment to support recreational activities.

To ensure these commitments would be met, the Southwold Parks Strategic Planning Committee was established to review the current situation and to develop a suitable long-term plan for the five parks and the community centre owned by the Township.

### **Research**

The following report reviews a great deal of data collected by user groups surveys, user groups focus group meetings, Township parks and facilities site visits, neighbouring municipalities, Township staff, Township residents, park volunteers, Statistics Canada, and Active Elgin.

### **Analysis**

Over the years, there have been numerous changes in terms of park users' expectations. Many of these changes relate to an increased interest in active living which includes the desire for a variety in fitness programming, convenient, ready to use facilities and the availability of pleasant physical activity environments. Budget constraints have not allowed the Township to keep pace with these user expectation changes. Accordingly, the list of items requiring attention is long and varied.

### **Recommendation**

Hiring a Parks and Recreation Supervisor to serve full time April 1 to Sept 30 to manage and execute all the park and complex duties is recommended. The Parks and Recreation Supervisor position would be part-time the remainder of the year to manage the Southwold Keystone Complex and prepare for the next outdoor recreation season. Funding from all the various current staff and contracts used to run the parks and facilities would be directed towards this position. A site plan for the 20 acre Shedden Park is recommended to take into consideration all the at times, conflicting needs, of the multitude of user groups. There is also a number of specific site maintenance recommendations listed. Establishing the role of a Parks and Recreation Supervisor is key to ensuring that current facilities are brought up to today's standards to retain current users and to avoid future problems due to neglect and lack of planning.

## **2.0 MISSION AND VISION STATEMENTS**

### **Mission Statement**

The Township of Southwold is committed to providing a healthy, safe community to all residents, businesses and visitors by providing services in a cost effective manner to further growth and prosperity.

### **Vision Statement**

We envision the Township of Southwold as a thriving, community-oriented municipality that continues to grow and prosper by enabling and pursuing residential, agricultural and commercial growth opportunities through expansion and delivery of key municipal services.

The sense of community will be strengthened by promoting a wide variety of consumer-friendly services, such as health, culture, connectivity, parks and recreation. Council and staff will serve the residents of the community with a caring attitude focused on customer service.



### 3.0 PURPOSE

As early as 1830 there is a record of baseball being played at recess and noon at SS#11 Public School located at Watson's Corners (Scotch Line at Fingal Line). Today, 184 years later, baseball is still one of the most popular sports played in Southwold Township, with soccer being the other, and 800 youth and adult players participated in these two sports at Southwold parks in 2013.

Over the years there have been many significant changes in terms of park use and user expectations which relate to an increased interest in active living. There is a desire for variety in fitness programming, convenient scheduling, and the availability of pleasant physical activity environments. An examination of Southwold Township's parks and recreation facilities in response to today's preferences is long overdue.

The Mission and Vision state *"The sense of community will be strengthened by promoting a wide variety of consumer friendly services, such as health, culture, connectivity, parks and recreation."*

The recently adopted Sustainability Plan states *"To promote residential, agricultural, commercial and industrial development by ensuring policies and services are in place to support growth in the Township of Southwold, thereby stabilizing the tax base."* Of significant importance in the success of the residential component of this plan is the availability of attractive, well maintained parks and recreational facilities, offering programs and services of interest to the residents.

The last three years have seen a notable reduction in the Township tax base primarily caused by factors beyond the Township's control. This reduction has severely limited the investment capacity. While there has been some capital investment in playground equipment, the Southwold Keystone Complex, a new Fingal Park pavilion, a new Shedden Park activity pad, there has been limited investment in the soccer fields, baseball diamonds, and the overall appearance of the parks and service levels.

The Southwold Parks Strategic Planning Committee was given the responsibility of developing a long-term strategic plan for the Township recreational facilities. From March 2013 to May 2014 the committee gathered data from:

- user group surveys
- user group focus groups
- Township parks and facilities site visits
- neighbouring municipalities
- Township staff
- Township residents
- park volunteers
- Statistics Canada
- Active Elgin

All relevant information was carefully considered prior to making recommendations. The Purpose of this report is to highlight the findings of the committee and provide

recommendations on how to best address current issues and meet the goals described in both of the Mission, Vision, and Sustainability Plan.

As of the May 26, 2014, date of the filing of this report the members of the Southwold Parks Strategic Planning Committee are:

Gayle Bogart, Councillor, Shedden Complex Committee

Ian Chard, Councillor, Talbotville Park Committee

Grant Jones, Deputy Mayor, Fingal Park Committee

Janice Fisher, Talbotville Minor Ball

Randy Fisher, Talbotville Park Committee

Trevor Martin, Shedden Baseball

Don Miller, Shedden Fair Board

Michele Lant, Southwold Township staff resource

Michelle Lackey, Southwold Township staff resource

## **4.0 RESEARCH**

### **4.1 Facilities and Services**

There are five parks in Southwold Township totalling 47.02 acres, and one community centre as follows:

#### **Ferndale Community Park, 2.34 Acres**

- phase one to be completed in 2014: walking trails and site cleanup

#### **Fingal Ball Park, 15.78 Acres**

- baseball diamonds, tennis court, basketball court, grass walking trail, food booth, washrooms, pavilion to be completed in 2014

#### **Fingal Children's Park, 1.3 Acres**

- children's playground equipment

#### **Shedden Park, 20.08 Acres**

- baseball diamond, soccer fields, children's playground, pavilion with food booth, washrooms, tractor pull track, horse corral, show barn, batting cage, beach volleyball court, incomplete multi activity pad incomplete, memorial park, incomplete walking trail, outdoor skating, fall fair, Rosy Rhubarb summer festival, and numerous community center activities

#### **Southwold Keystone Complex, located on the Shedden Fair Grounds**

- large room seating 310, small meeting room seating 25, full service kitchen, bar and washrooms. A public library addition is planned for the complex in the future.

#### **Talbotville Optimist Park, 7.52 Acres**

- baseball diamond, soccer fields, children's playground, basketball nets, pavilion, washrooms

### **4.2 Southwold Demographics**

- population: 4494, Census Canada 2011
- private dwellings: 1643, average 2.74 persons per dwelling. Census Canada 2011
- new dwellings: 19 total built in 2012 and 2013, average 9.5 each year, similar to last ten years
- a housing development for Talbotville is in the approval process that could see over 100 new homes built beginning in 2015



### **4.3 Baseball & Soccer Usage**

533 youth and adult soccer players registered, and 267 youth and adult baseball players registered for teams based in Southwold Township in 2013. Teams are comprised of both resident and non-resident members.

Facility usage May 1-August 31, 2013: 123 total days available including Saturday and Sunday.

#### **Baseball Diamonds**

Location	Days Used	Usage Rate
Fingal	49	39.8%
Shedden	31	25.2%
Talbotville	44	35.8%

#### **Soccer Fields**

Location	Days Used	Usage Rate
Shedden	61	49.6%
Talbotville	52	42.3%

### **4.4 Southwold Keystone Complex Usage**

2013 bookings:

- 250 events
- 212 days
- 34 Saturdays
- 21 Sundays
- 67 days for paid bookings
- 69 days for Southwold based non-profit groups at no charge: Shedden Fair meetings, Shedden Soccer Club, Shedden Minor Baseball, Southwold Community Policing Association events, Volunteer Firefighters, Tractor Pull, Optimist Halloween
- 108 days for other non-profit groups at no charge: VON, Ontario Early Years, CCAC foot clinic, Scouts, 4-H
- 6 days for Southwold based fundraisers: Southwold Community Policing Association Trivia Night, Frome United Church barbeque, Rosy Rhubarb, Tractor Pull, Shedden Fair, Firefighters BBQ
- Southwold based non-profit groups paid bookings: Eastern Star, Rosy Rhubarb, Triple C Saddle Club, Frome United Church, Southwold Community Policing Association Trivia night
- other non-profit groups paid booking, Retired Teachers, Junior Farmers

## **4.5 Southwold Parks and Complex Expenses and Revenue**

### **2013 Actual (Unaudited)**

	Expenses	Revenue	Recovery
Keystone Complex	\$64,783	\$23,543	36.3%
Parks	\$29,810	\$6,279	21.1%
Total	\$94,592	\$29,823	31.5%

### **2014 Budget**

	Expenses	Revenue	Recovery
Keystone Complex	\$61,355	\$23,000	37.5%
Parks	\$40,648	\$9,100	22.4%
Total	\$102,002	\$32,100	31.5%

### **Comparison**

	Expenses	Revenue	Recovery
2014 budget	\$102,002	\$32,100	31.5%
2013 actual	\$94,592	\$29,823	31.5%
Net increase	\$7,410 (+7.8%)	\$2,278 (+7.6%)	

### **Capital Expenditures**

	2013 actual	2014 budget
Ferndale Park walking trail		\$20,000
Fingal Pavilion		\$40,000
Fingal Pavilion access trail		\$15,000
Port Stanley arena upgrades		\$31,734
Parks Total	\$107,186	\$106,734
Keystone Complex new fridge and chair carts	\$33,086	\$6,950

## **4.6 Other Municipalities Budgets**

	Expenses	Revenue	Recovery
Dutton/Dunwich	\$326,831	\$138,105	42.3%
West Elgin 2013	\$266,727	\$14,872	5.58%
West Elgin 2014 budget	\$207,050	\$15,450	7.46%
Malahide 2013	\$125,800	\$45,000	35.8%
Malahide 2014 budget	\$99,950	\$12,000	12.00%

## **4.7 Southwold And Other Municipalities Sports Facilities and Community Centre Fee Comparisons**

### **Baseball Fees**

	Adult	Youth	Tournament
Southwold	\$47/game/Fingal \$40/game/Shedden /Talbotville	\$5/player/season	\$120/day
Aylmer	\$218/season	\$7/player/season	\$36/team/day
Central Elgin	\$40/game \$17/lights	\$23/game	\$226/day
Dutton/Dunwich	\$29/game	\$7/player/season	\$254/weekend
Malahide	\$36/game	\$18/game	\$131/adult \$68/youth
St. Thomas	\$60/game	\$30/game	\$322/adult/2days \$270/youth/2days

### **Soccer Fees**

	Adult	Youth	Tournament
Southwold (Shedden and Talbotville)	\$37/game/full field \$32/game/mini field	\$5/player/season	
Aylmer	\$132/team/season	\$6/player/season	\$32/field/day
Central Elgin	\$35/game	\$20/game	\$200/day \$950/season
Dutton/Dunwich	\$100/season	\$6/player/season	
St. Thomas	\$9/2 hr game \$38/field/day \$2162/season		\$249/ 1day \$454/ 2day \$557/ 3day

## Community Centre Fees

	Sun-Thurs	Friday & Saturday	Deposit	Other
Bayham (Straffordville and Vienna centres,)	\$275 residents \$350 non-residents	\$330 residents \$405 non-residents	\$320 for damage	includes events serving alcohol and kitchen use \$1,000,000 insurance required, Eastern Star & Lions \$30/mtg
Dutton/Dunwich	\$325	\$425	\$150 for stag and does	includes events serving alcohol and kitchen use, \$60 for Friday evening set up
Meeting room	\$15/hr			
Central Elgin	\$50/hr, or \$250/9hrs + \$25/hr after 9 hrs	same	\$500 for stag and does	includes events serving alcohol and kitchen use
Malahide (Springfield 250 seat hall can be divided into smaller rooms for less cost)	\$560	\$616	\$500 for damage	includes events serving alcohol and kitchen use \$32 for set up day prior to booking
St. Thomas Memorial Auditorium and Timken Doug Tarry room	\$708/day	Same		Includes alcohol serving
Peter J Lynch room	\$253	Same		
Southwold Keystone Complex	\$390 \$265 charities and non-profit \$25/small room	\$450 \$600 with kitchen  \$25/small room	\$805 for stag and does	includes events serving alcohol and kitchen use

### 4.8 User Group Surveys Key Findings

40 user groups surveys were distributed with 16 completed and returned.

- 90% opposed to going to one large multi-purpose facility
- 75% opposed to concentrating activities in one location
- 91% opposed to only offering our most popular activity
- 11% in favour of raising user fees
- 91% in favour of making a serious attempt to attract more users

#### **4.9 Issues Identified Through User Group Surveys, Focus Groups, Site Visits**

40 user groups surveys were distributed with 16 completed and returned. There were four focus groups held: one baseball, two soccer, and one general user groups with an average of 5 participants per focus group. Numerous issues were identified and all have become part of the Recommendations (6.0) and location specific action plan (6.5).

#### **4.10 Township Responsibilities 2014**

- insurance
- hydro
- clean and stock washrooms, empty holding tanks
- drag diamonds
- contract grass cutting
- dump garbage cans, put out garbage for pick-up, and have dumpster emptied
- capital investment budget
- minor facility repairs and maintenance under \$5000
- pavilion rentals and scheduling
- maintain user schedule
- collect baseball & soccer user fees, pavilion rental fees
- establish annual fees
- overall park management

#### **4.11 User Group Responsibilities 2014**

- pick up garbage from facility used and place in cans
- unlock and lock washrooms, ensuring no water running, turn out lights
- advise township of user schedule and schedule changes
- line diamond, set out bases, put bases away after game
- turn diamond lights on & off as needed
- supply and put soccer nets on existing posts
- supply smaller soccer posts and netting
- paint soccer lines
- soccer registration
- baseball registration
- ensure players wear the appropriate sport specific protective equipment
- reporting accidents/incidents in a timely manner to the township
- carry liability insurance

#### **4.12 Park Committees Responsibilities 2014**

Fingal and Talbotville parks each have their own committees that meet in the spring and fall with the committee comprised of representatives from the various user groups: adult and youth baseball, adult and youth soccer, and/or general volunteers, and a Township Councillor.

Shedden Park and Southwold Keystone Complex has its own committee that meets every other month and is comprised of representatives from the various user groups: Shedden Minor Ball, Shedden Soccer, Tractor Pullers, Triple C Saddle Club, Optimist Club, multi-use pad committee, the complex manager, and Township Councillor.

The committees act as advisory boards only and make recommendations to the Township that the Township, in turn, may or may not act on.

Duties of the committee have changed within the past 10 years from a volunteer park board format that ran all aspects of the park including finances to the current status.

#### **4.13 Other Non-Township Recreation Facilities**

The following are located in Southwold Township and open to the public for recreational uses at no charge

- Fingal Wildlife Management Area, managed by the Elgin Stewardship Council and Ministry of Natural Resources
- Southwold Earthworks National Historic Site, managed by Parks Canada
- Elgin Hiking Trail, managed by the Elgin Hiking Trail Club



## **5.0 ANALYSIS**

### **5.1 Facilities and Services**

Southwold Township has much to offer its residents in terms of outdoor recreation parks, both owned and public, as well as a good community centre facility. Most user groups wish to continue using the facilities, but see a need for improvement in facilities and services.

### **5.2 Southwold Demographics**

Southwold's population of 4494 individuals with 1643 private dwellings is a small residential tax base upon which to fund programs. The proposed new subdivision for Talbotville would increase the need for suitable parks and recreation facilities and services.

### **5.3 Baseball and Soccer Usage**

Baseball and soccer are the two most popular organized sports using Southwold facilities with 800 combined participants on teams composed of resident and non-resident members.

### **5.4 Southwold Keystone Complex Usage**

A very wide variety of groups and individuals booked the complex for 250 events during 212 days in 2013. The majority of these groups are community based and do not pay for the use of the facilities although the decision of which groups are non-paying is more by tradition than written rule. This could be viewed as a loss of revenue, or this could be viewed as Southwold Township being a good community partner in that the community groups in general contribute to the quality of life for residents.

### **5.5 Southwold Parks and Complex Expenses and Revenue**

Southwold Parks recovered 21% of their expenses with revenue in 2013, and are budgeted for 22% in 2014.

Southwold Keystone Complex recovered 36% of it's expenses with revenue in 2013 and is budgeted for 38% in 2014.

A combined average for the Southwold parks and complex is 32%.

## **5.6 Other Municipalities Budgets**

Neighbouring municipalities cost recovery ranged from 5.57% to 42.3%.

## **5.7 Southwold And Other Municipalities Sports Facilities and Community Centre Fee Comparisons**

Adult baseball rates in Southwold are \$40-\$47/game with other municipalities \$36-\$85/game or \$218/season

Adult soccer rates in Southwold are \$32-\$35/game with other municipalities \$35/game to \$132/team/season - \$2162/season

Rates for youth in soccer and baseball are \$5/player/season in Southwold and \$6-\$7/player/season or \$18-\$30/game in other municipalities

Southwold Keystone Complex rents for \$295 non-profit, \$390 mid week, \$450-600 weekend. Neighbouring municipalities range from \$275 - \$708. A closer examination of what is included in each rental would be advisable to stay competitive.

## **5.8 User Group Surveys Key Findings**

Users are overwhelmingly in favour of maintaining all the five current facilities, services, and the activities held at these facilities.

Users were in favour of attracting new users to assist in keeping the user fee rates stable.

Users would prefer facilities that are made ready to use by Southwold, as is the case in neighbouring municipalities, and not require upkeep or set up from paying users.

## **5.9 Issues Identified Through User Groups Surveys, Focus Groups, Site visits** **Issues Identified to Southwold Township Councillors**

The list of issues identified is long and is an indication of the need for an on-going annual maintenance plan for all of the recreational facilities. Contributors to this report were very clear about the need for long term facility upgrades as a key element in the plan to improve the parks' appearance and increase usage.

## **5.10 Township Responsibilities**

Roles and responsibilities have been one of the most contentious aspects of the parks management, primarily as there has not been a designated person in charge with the time, authority, knowledge, and ability to deal with the diverse issues as they arise, and who is available to work the hours when the parks are in use. This must be addressed

in order to prevent further decline and future issues with the Townships recreation facilities.

### **5.11 User Group Responsibilities**

The user groups do all the site preparation for their games and events. This is in contrast to many neighbouring municipalities that have ready to use sports fields or diamonds for paying users.

### **5.12 Park Board Responsibilities**

The function of the volunteer park boards has changed greatly in the last decade from the park board running all aspects including finances, scheduling, and upkeep, to the township taking control of these areas. While the Township took control of the financial and scheduling aspects of the park it neglected to put into place a management system for the oversight and upkeep of the parks. The park boards can make recommendations to the Township regarding the park and facilities but it is the Township's discretion as to whether to follow any of the recommendations. A clearer understanding of the function of these boards is required.

The Shedden Park is the most complex to manage as there are a great number of different user groups with conflicting needs as well as the Southwold Keystone Complex on site to manage. The lack of a site plan for this 20 acre site hinders the ability to effectively manage the space so that the user requests do not hinder or conflict with each other. A proper site plan design would show the most efficient use of the layout of the grounds for current and future uses.

### **5.13 Other Non-Township Recreation Facilities**

Southwold Township has many other outdoor recreation areas that are available for use by the public at no charge. A greater awareness of these would provide residents with additional choices for leisure and recreation activities.

The Township must also be open to new recreation options as brought forth by future residents and users. In particular, activities for teens and seniors are two areas that have not been addressed.

## 6.0 RECOMMENDATIONS

In order to meet the goals as outlined in Southwold Township's Mission and Vision statements and the goal of the Sustainability Plan “*To promote residential, agricultural, commercial and industrial development by ensuring policies and services are in place to support growth in the Township of Southwold, thereby stabilizing the tax base*” the findings of this committee clearly indicate a need for changes to the maintenance and management of the parks and complex. Following the defined Purpose of the Southwold Parks Strategic Planning committee and based on analysis of the completed research the recommendations are:

### **6.1 Parks and Recreation Supervisor**

It is the opinion of our park user groups, members of the public and this committee, that the most important factor in the overall success of this plan is the hiring of a Parks and Recreation Supervisor.

Position description duties would include, but not limited to, planning for and the execution of:

- All routine and preventative maintenance of buildings and sports structure
- A grounds and turf management plan for all sports fields and recreation areas
- Grounds keeping, grass cutting (after 2015), diamond dragging and lining, soccer field lining and gardens manicuring
- Facility rentals, bookings, payments, scheduling of all diamonds and soccer fields, pavilions, complex and parks
- Fundraising
- Facility access, open facilities and washrooms for events, clean facilities, pavilions and washrooms
- Attend parks committee meetings
- Act as a single point of contact for all parks and recreation matters
- Be available for all hours the parks and facilities are in use to respond to user issues
- Identify, prioritize and request capital expenditure items
- Ensure all facilities are in compliance with health and safety requirements

The Parks and Recreation Supervisor would report to the Public Works Supervisor.

Funding for the Parks and Recreation Supervisor could come from a combination of the following:

- Any available “new hire” programs
- Reduction of one current summer student position
- Cost savings from a realignment of responsibilities currently being performed by other employees

- Fundraising
- Minimizing number of 2015 location specific action plan cost items

## **6.2 Site Plans**

Completing site plans for all outdoor facilities is recommended. In particular the 20 acre parcel comprising the Shedden Park, Baseball Diamond, and Keystone Complex Site has multiple users with varied and at times contrary requirements. A proper site plan would enable the space to be used to its best potential, assist in planning for future requirements, and alleviate current issues of competing uses. Site plans for the Fingal and Talbotville Parks would lay the groundwork for any future changes or additions of land or activities.

## **6.3 Regular Preventative Maintenance Program And Regular Turf And Grounds Management Programs**

The development of a regular preventative maintenance program for all buildings and sport and recreation structures, and the development of a regular turf and grounds management program, is recommended.

## **6.4 LED Light Fixtures**

As the technology becomes available changing the diamond lights to LED fixtures at all three baseball parks is recommended. This will greatly reduce future operating costs for each park.

## **6.5 Location Specific Action Plan**

In addition to the above named recommendations for all parks the following are the top recommendations for each specific park:

### **6.51 Fingal Ball Park:**

#### **2015:**

- Construction of new pavilion
- Pressure wash washrooms
- Trim trees along north side of diamond one as necessary
- Creation of site plan
- Creation and implementation of park maintenance plan
- Review of tennis/basketball court future usage potential
- Review of walking trail future usage potential

#### **2016:**

- Repaint and refurbish diamond 1 bleachers
- Refurbish diamond 1 light towers
- Install energy efficient lighting at diamond 1 and in parking lot

- Review potential additional activities - i.e. disc golf
- Review booth electrical system and upgrade as necessary
- Investigate future usage potential for diamond 2
- Upgrade tennis/basketball court if justified
- Upgrade walking trail if justified
- Install new directional signs on Fingal Line and Union Road
- Ready to use facilities

**2017:**

- Refurbish diamond 1 fencing
- Upgrade diamond 2 if justified
- Installation of justified new activities

**6.52 Shedden Park:**

**2015:**

- Investigate the impact of removing the ball park right field catch basin
- Cost/benefit justification of long term ball park, batting cage and volleyball court investment
- Remove or replace rear ball park gate
- Creation of a site plan with emphasis on improving long term soccer service
- Creation and implementation of park maintenance plan
- Review and justify need for additional barrier between children's playground and parking lot
- Involve Drainage Superintendent in plan to fix pavilion booth flooding
- Creation and implementation of turf management plan with emphasis on improving soccer fields
- Find use for multi-purpose pad
- Investigate best long term solution to drainage issues
- Pressure wash washrooms
- Install low flow toilets

**2016:**

- Depending on outcome of 2015 research, repairs to either the ball park, batting cage, volleyball court, site drainage or some combination of these items
- Possible structure purchase for multi-purpose pad
- Ready to use facilities

**2017:**

- Depending on 2016 funding availability, repair items not completed from 2016 list
- Depending on site analysis, possible soccer field upgrade



### **6.53 Southwold Keystone Complex:**

#### **2015:**

- Confirm wall carpet smell issue and replace carpets if necessary **Note:-**this item may be completed in 2014
- Lock replacements
- Correct issue of slippery floor in kitchen, lobby and washrooms
- Cost/benefit justification of sliding room divider replacement
- Creation of site plan with emphasis on parking and outdoor wedding facilities
- Creation and implementation of building maintenance plan

#### **2016:**

- Current plans state library construction to begin. Once completed this will significantly reduce current storage problems and provide roof over kitchen delivery door
- Implement any projects approved with justification in 2015
- Sliding room divider replacement if justified in 2015

#### **2017:**

- Plans are dependent of library construction status

### **6.54 Talbotville Optimist Park:**

#### **2015:**

- Fix diamond weed and dust/chip depth problems
- Repair pavilion floor
- Remove dead ash trees from south perimeter fence
- Remove stumps, weed and branch pile from back of tractor shed
- Trim branches interfering with ball park light panel wiring
- Low cost solution for fencing off children's soccer fields
- Creation of site plan with emphasis on long term parking and soccer field requirements
- Creation and implementation of park maintenance plan
- Pressure wash washrooms

#### **2016:**

- Refurbish light towers and install energy efficient diamond lights
- Refurbish diamond fencing and repair backstop
- Replace team bench area
- Creation and implementation of a soccer field turf management plan
- Ready to use facilities

#### **2017:**

- Refurbish, repair and repaint bleachers as necessary
- Increase park size if justified by local housing growth and site plan

### **6.55 Fingal Children's Park:**

#### **2015:**

- Installation of portable toilet
- Creation of long term plan
- Creation of site plan
- Creation and implementation of park maintenance plan

#### **2016:**

- Possible construction of items identified in long term plan

#### **2017:**

- Possible construction of items identified in long term plan

### **6.56 Ferndale Community Park:**

#### **2015:**

- Creation of site plan
- Creation and implementation of park maintenance plan
- Completion of trail system
- Fundraising for playground

#### **2016:**

- Playground construction
- Completion of long term plan

#### **2017:**

- Possible construction of items identified in long term plan

## **6.6 Committees**

It is recommended that the Fingal and Talbotville park committees be replaced with one committee consisting of the Parks and Recreation Supervisor, two representatives from each park, as well as one representative from the Shedden park users, two Councillors, and one staff resource person. This combined committee would continue to meet spring and fall each year.

It is recommended that the Shedden Complex Committee composition remain as is with the addition of the Parks and Recreation Supervisor and continue to meet every other month for the first year of the Parks and Recreation Supervisor's role. Within the second year of the Parks and Recreation Supervisor's mandate this meeting schedule may also be reduced to spring and fall as the Parks and Recreation Supervisor, being a single point of contact, should have acquired the knowledge and connections to manage the coordination of the needs of each group.

In conclusion, the implementation of the first recommendation 6.1, hiring a Parks and Recreation Supervisor, will also lead to the eventual completion of the subsequent recommendations 6.2 through 6.6. The Parks and Recreation Supervisor will be able to identify which current deficits in facilities or operations need immediate attention, prevent further issues with regular oversight and maintenance, and plan for future uses.

We believe that this appointment is crucial to the success of this plan and a very important factor in the success of the Sustainability plan.

## **7.0 PROGRESS MEASUREMENT**

Implementation of a progress measurement system similar to that devised for the recently adopted Sustainability Plan. This will provide the information needed to report in the spring of each year to Council, Parks committees and residents via the Township website and direct mail on the actual plan performance. In addition, we will also provide:

- a) The results of a user group/public poll on park appearance, service satisfaction and new program acceptance
- b) Prior two years facility usage level comparison
- c) Prior two years facility cost recovery comparison
- d) Prior two years and current year capital investment comparison

## **8.0 POTENTIAL FINANCING OPTIONS**

1. Reducing costs with help from volunteers
2. Local fundraising
3. Increased facility usage
4. Federal and provincial government programs
5. Donations from community groups and local service clubs
6. Partnering with user groups and other community members
7. Property development fees
8. Share in new residential housing and industrial development tax dollars