

**CITY OF GRANDE PRAIRIE**



**COMMUNITY LIVING COMMITTEE AGENDA**

**JANUARY 16, 2018 AT 10:00 AM  
FIRST FLOOR, NORTH CONFERENCE ROOM, CITY HALL**

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**ATTENDEES**

**Councillor C. Thiessen, Chair  
Councillor D. Bressey**

**Councillor W. Pilat  
Mayor B. Given**

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**1. DELEGATIONS**

1.1. Tosh Mugambi - Dockless Bike Sharing Program

**2. REPORTS**

2.1. 2017 Park Improvement Grant Allocation

Caleb Benson

**3. OTHER BUSINESS**

**4. OUTSTANDING ITEMS LIST**

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## ADMINISTRATIVE REPORT

<b>TO:</b> Robert Nicolay, City Manager	<b>DATE:</b> January 16, 2018
<b>FROM:</b> Caleb Benson	<b>MEETING:</b> Community Living Committee
<b>SUBJECT:</b> 2017 Park Improvement Grant Allocation	

### RECOMMENDATIONS

That Council;

Allocate funds for the 2017 Park Improvement Grant Program as follows;

- ***Cobblestone and Riverstone Neighbourhood Association:***
  - **\$2,000.00** to be applied towards the supply and installation of two bike racks for the following 2 parks: Clifford Hook Park and Harry Watcher Park.
  
- ***Ecole St Gerard School Playground Committee:***
  - **\$2,000.00** to be applied towards Playground Enhancement Project
  
- ***Highland Park Neighbourhood Association:***
  - **\$2,486.00** to be applied towards the supply and installation of the 2 park benches and 3 concrete pads.
  
- ***Hillside Neighbourhood Association:***
  - **\$2,500.00** to be applied towards the supply and install of 20 fruit trees and 40 fruit bushes.
  
- ***Royal Oaks Neighbourhood Association:***
  - **\$13,514.00** to be applied towards the supply and install of an LED light and pole for outdoor rink at John Edwards (Jack) Soars Park.
  
- ***Signature Falls Neighborhood Association:***
  - **\$2,500.00** to be applied towards the supply and installation of Multi-Use, Multi-Season Play Surface Phase 1B.

### PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

During the 2015-2018 Budget deliberations, Council set aside \$25,000.<sup>00</sup> annually for the Park Improvement Funding Program

## BACKGROUND

The Parks Improvement Funding Program provides grant funds to qualifying organizations (Neighbourhood Associations, Schools, Not for Profits, etc.) looking to improve or enhance an existing neighbourhood parks.

During the 2015-2018 Budget deliberations, Council set aside \$25,000.<sup>00</sup> annually for the Park Improvement Funding Program. On the September 30<sup>th</sup> annual application deadline, the program received applications from the following organisations:

- *Cobblestone and Riverstone Neighbourhood Association*
- *Ecole St Gerard School Playground Committee*
- *Highland Park Neighbourhood Association*
- *Hillside Neighborhood Association*
- *Royal Oaks Neighbourhood Association*
- *Signature Falls Neighborhood Association*

Each applicant received this year met the following application requirements:

- Goal/ Scope of the Project
- Project Budget - Include other financial donations, Gifts in Kind, volunteer labour.
- Identify associated volunteers
- Project Timelines
- Additional Cost Potentials including maintenance and replacement costs

The application details are as follows;

1. Cobblestone / Riverstone Neighbourhood Association:
  - a. Goal/ Scope of the Project: Supply and installation of bike racks (3) onto concrete pads within the Cobblestone / Riverstone Neighbourhoods
  - b. Project Budget: \$3,995.13
  - c. Associated Volunteers: Cobblestone/ Riverstone Neighbourhood Association
  - d. Project Time Lines: 2018
  - e. Financial Considerations: Additional park infrastructure will add to overall park/facilities maintenance costs.
2. Ecole St Gerard School Playground Committee:
  - a. Goal/ Scope of the Project: Supply and installation of new senior Playground Equipment at Ecole St Gerard School.
  - b. Project Budget: \$300,000.00
  - c. Associated Volunteers: School Parent Council / Supplier & Installer
  - d. Project Time Lines: 2019/2020
  - e. Financial Considerations: Under the SCORES Agreement, the respective school board maintain all school playground installation; therefore zero future financial impact to City of Grande Prairie.
3. Highland Park Neighbourhood Association:
  - a. Goal/Scope of the Project: Supply and installation of 2 park benches and 3 concrete pads within the Highland Park Neighbourhood.
  - b. Project Budget: \$7659.00
  - c. Associated Volunteers: Highland Park Neighbourhood Association
  - d. Project Time Lines: 2017/2018

- e. Financial Considerations: Additional park infrastructure will add to overall park/facilities maintenance costs.
4. Hillside Neighbourhood Association:
- a. Goal/Scope of the Project: Supply and plant 20 fruit trees and 40 fruit bushes within Hillside Neighbourhood.
  - b. Project Budget: \$1,720.00 + soil cost (\$780.00)
  - c. Associated Volunteers: Hillside Neighbourhood Association including Skid-steer if required.
  - d. Project Time Lines: Summer 2018
  - e. Financial Considerations: Additional park trees will add to overall park maintenance costs.
5. Royal Oaks Neighbourhood Association:
- a. Goal/Scope of the Project: Supply and installation of a rink light (pole, 88 W LED light and photo electric control) in John Edwards (Jack) Soars Park.
  - b. Project Budget: \$13,514.00
  - c. Associated Volunteers: None due to nature of work (power pole install)
  - d. Project Time Lines: Fall 2017
  - e. Financial Considerations: Additional park infrastructure will add to overall park/facilities maintenance costs.
6. Signature Falls Neighborhood Association:
- a. Goal/Scope of the Project: Supply and installation of Multi-Use, Multi-Season Play Surface Phase 1B (install asphalt, basketball uprights and hoops).
  - b. Project Budget: \$10,395.00
  - c. Associated Volunteers: Signature Falls Neighbourhood Association
  - d. Project Time Lines: Summer 2018
  - e. Financial Considerations: Additional park infrastructure will add to overall park/facilities maintenance costs.

#### Application Review:

1. Cobblestone / Riverstone Neighbourhood Association:
- a. Application meets the intent and requirements of the program.
  - b. Applicants have received Neighbourhood Enhancement Grant for a portion of this project.
  - c. Recommendation is to approve funding to be for bike racks and concrete piles according to the City of Grande Prairie Construction Manual for Clifford Hook Park and Harry Watcher Park instead of concrete pads; this will decrease cost.
  - d. Funding recommended at \$2,000.
2. Ecole St Gerard School Playground Committee:
- a. Application meets the intent and requirements of the program.
  - b. Recommendation is to approve funding to be used for future playground.
  - c. Funding recommended at \$2,000.00.
3. Highland Park Neighbourhood Association:
- a. Applicant meets the intent and requirements of the program.
  - b. City of Grande Prairie is having a sign installed in Clifford Turner Park and proposes to install the 3 concrete pads at the same time.
  - c. Funding recommended at \$2,486.00.

4. Hillside Neighbourhood Association:
  - a. Application meets the intent and requirements of the program.
  - b. Applicant has met and discussed logistics for orchard/edible garden locations as outlined in Policy 212 Community Garden/Edible Landscaping with Parks Planning Technician.
  - c. City of Grande Prairie Park staff will be present during initial planting and oversee long term care of trees/shrubs.
  - d. Recommendation is to approve funding to be used for plant materials and soil needed for the planting.
  - e. Funding recommended at \$2,500.00
  
5. Royal Oaks Neighborhood Association:
  - a. Applicant meets the intent and requirements of the program.
  - b. Historically, this rink site has been used for more than 5 years and users have wanted a rink light.
  - c. Recommendation is to approve the funding for the installation of a rink light at \$13,514.00
  
6. Signature Falls Neighbourhood Association:
  - a. Application meets the intent and requirements of the program.
  - b. Applicants have received Neighbourhood Enhancement Grant for a portion of this project (Phase 1A).

Due to limited budget, Park Improvement Grant can fund \$2,500.00 to this project for 2017 budget.

## ANALYSIS

### **Relationship to City Council's Focus Areas / Strategic Directions**

The Park Improvement Grant fits within Council's Focus Area:

- Capitalizing on Growth – *Invest in infrastructure to meet the burgeoning demand and future needs*

### **Environmental Impact**

During the installation process, some minor turf damage is anticipated. Applicants are advised that any negative impact caused by the construction (equipment etc) be mitigated as soon as possible.

Tree and shrub planting will add wildlife habitat, store carbon, and aid in water mitigation/filtration.

### **Economic Impact**

By providing funding under the Park Improvement Program, our well-equipped parks, playgrounds and public spaces provide a positive economic impact to residents and visitors to our community and attract business and tourism.

### **Social Impact**

By providing funding under the Park Improvement Program, our well-equipped parks provide a positive social impact to our community and neighbourhoods. They provide spaces for our young families and residents to come together to socialise, play, recreate and seek solace.

## **Relevant Statutes / Master Plans / City Documents**

The Park Improvement Funding Program meets the intent of ***Parks and Open Space Master Plan***;

*Recommendation 10.03 – It is recommended that the development and retrofit of neighbourhood parks be done with cooperation of community members and other groups.*

## **Risk**

There are potential risks associated volunteer organisations building / constructing infrastructure on public spaces. In this case, Parks Operations would ensure these groups are briefed on safety issues /concerns and inspect the installations to ensure no hazards are present. We provide the groups with specifications and installation instructions in order to mitigate any potential hazards.

Playground structures on School Sites are maintained by respective school boards and we request that the structures meet CSA Z-614 requirements (Children’s playspaces and equipment).

## **Alternatives (Optional)**

### **STAKEHOLDER ENGAGEMENT**

Administration have been in contact with the Neighbourhood Association applicants and we are working with them to source materials and equipment from a common supplier(s).

### **BUDGET / FINANCIAL IMPLICATIONS**

1. Council has budgeted \$25,000 for the Park Improvement Grant Program for 2017.
2. Recommendations for allocation of funds fall within the budget established by Council.
3. Equipment/infrastructure placed on City property under this program will meet City Specifications.

Annually, there is nominal cost associated to maintenance of park furnishings within our Neighbourhood Parks. This cost would include basic checks to ensure the equipment is secure/safe and removal of graffiti if required.

### **SUMMARY / CONCLUSION**

1. Administration received six applications for the 2017 Park Improvement Grant funding program.
2. Six applications meet the intent of the funding program and allocation of funds towards the applicant’s projects is recommended.

### **ATTACHMENTS**

No attachments.

**COMMUNITY LIVING COMMITTEE - OUTSTANDING ITEMS LIST - JANUARY 16, 2018**

ID	Subject	Requested on	People Responsible	Item Notes	Expected Report Date
921	Metis Local 1990	12/19/2017	Administration	Committee direct Administration bring back a report following up on the 3 requests outlined in the letter from the Metis Local 1990.	
922	Housing Development Corporation	12/19/2017	Administration	Committee direct Administration explore an 'arms-length' Housing Development Corporation created by the City of Grande Prairie and bring back an interim update when practicable.	
923	Smith Subdivision - Grande Spirit Foundation	12/19/2017	Administration	Committee direct Administration work with the Grande Spirit Foundation to identify their needs with respect to land requirements within the Smith Subdivision and bring back to Committee.	
924	"Arms-length" Housing Development Corporation	12/19/2017	Administration	Committee direct Administration bring back a report outlining the resources required to further the development of a Business Case with regard to an "Arms-length" Housing Development Corporation.	
925	Smith Subdivision - Council Strategic Planning Session	12/19/2017	Administration	Committee refer the matter of the future development of the Smith Subdivision to the Council Strategic Planning session.	
915	Community Living Service Area Departments	11/7/2017	Administration	Committee direct Administration bring back a report outlining staffing levels and operating budget amounts per department including the population of the City of Grande Prairie in 2007, 2012, and currently.  This will be presented for discussion at the Council Strategy session on February 26, 2018.	2/26/2018
914	Transit Option - Evergreen Park	11/6/2017	Community Living	Council refer the option of transit to Evergreen Park to the appropriate Standing Committee.  Report expected to come before Committee on February 27, 2018.	2/27/2018

909	Pickle Ball	9/5/2017	Karen McGriskin	Committee refer the concept of establishing of a dedicated Pickle Ball facility to Administration for a report back to Committee.	3/13/2018
887	Policy - Naming of Municipally Owned Public Facilities	4/18/2017	Karen McGriskin	Committee direct Administration to develop a policy on the naming of municipally owned public facilities and report back to Committee.	2/27/2018
888	City Funded Spaces - St Catherine's School, Royal Oaks	4/18/2017	Karen McGriskin	Committee direct Administration endorse the concept of a community use studio in the Saint Catherine's School in Royal Oaks and further direct Administration bring back a conceptual list of facility components and a draft operational agreement.	1/30/2018
916	Community Funding Strategy	11/16/2017	Community Living	Council direct Administration bring back a report regarding Community Funding information to the Strategic Planning session to assess the value of existing and new Community Funding opportunities.	
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