



**City of Kingston
Report to Council
Report Number 18-030**

To:	Mayor and Members of Council
From:	Lanie Hurdle, Commissioner, Community Services
Resource Staff:	Luke Follwell, Director, Recreation & Leisure Services
Date of Meeting:	January 9, 2018
Subject:	Grass Creek Park Washroom and Change Room Renovation

Executive Summary:

In the fall of 2017, staff were contacted by members of the Pittsburgh Community Benefit Fund (PCBF) to discuss options for advancement of elements contained within the Grass Creek Park Master Plan. It was identified that the highest priority element would be improvements to the existing washroom and change room facility.

The improvements associated with the Grass Creek Park Master Plan are currently forecasted to occur beyond the 15 year capital planning horizon; however, it was recognized in the Waterfront Master Plan that if opportunities for partnerships were identified for advancement of projects that these would be presented to Council for consideration.

Staff is recommending the advancement of the washroom and change room renovation with a cash contribution of \$499K from the PCBF. This project was included in the 2018 capital budget approved by Council.

Recommendation:

That Mayor and Clerk be authorized to enter into a contribution agreement with the Pittsburgh Community Benefit Fund for the renovation of the Grass Creek Park washroom and change room facility, for the funding amount of \$499K, in a form satisfactory to the Director of Legal Services.

January 9, 2018

Page 2 of 4

Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

Lanie Hurdle, Commissioner, Community Services

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

- Desirée Kennedy, Chief Financial Officer & City Treasurer ✓
- Denis Leger, Commissioner, Corporate & Emergency Services ✓
- Mark Van Buren, Acting Commissioner, Transportation & Infrastructure Services ✓

January 9, 2018

Page 3 of 4

Options/Discussion:**Background**

In 2013, the city consulted with the community and engaged Basterfield & Associates Landscape Architects Inc. to create a master plan (Exhibit A) for Grass Creek Park. Grass Creek Park is a 38.4 hectare community park located at 2991 Highway 2 in the east end of the city. The project focused on improvements to trails, park identity, trees and naturalization, beaches and amenities, washrooms, dog walking, historical log cabin improvements and event space.

In March 2016, the Waterfront Master Plan was approved by Council. The Waterfront Master Plan includes six large scale, or signature projects, including Grass Creek Park, which was the second lowest ranked signature project and projected to be completed beyond the current 15 year capital plan.

Feedback and consultation on the Waterfront Master Plan indicated that there may be interest from stakeholders to participate in the partnering in the waterfront and some of the improvement projects including the advancement of projects if external funding was provided.

Staff were contacted by members of the PCBF to discuss possible advancement of major elements of Grass Creek Park, more specifically the aging washroom and change room facility near the waterfront. Staff provided the PCBF with options for consideration. The PCBF approved a cash contribution of \$499K to advance the construction of a new washroom and change room facility. The total projected budget for this project is estimated at \$900K. The funds for this project were included in the 2018 capital budget approved by Council in December. The renovations are proposed to be funded through the contribution from the PCBF and the Municipal Capital Reserve Fund. Staff have prepared high level concepts (Exhibit B) of the proposed facility, which will incorporate the former Phoebe shelter structure that has been in dry storage since being dismantled from the Pump House Museum property.

It is expected that, if approved, the Grass Creek Park project would be under construction in the fall of 2018 with a grand opening in the spring of 2019. The work is forecasted to be completed when the park is less busy and has the lowest impact on events, bookings and public use. Staff will be completing public consultation on the design of the new facility with input from the PCBF through key milestones of the project.

Terms of the Grant

As a condition of advancing any part or all of the funds, the city will have to enter into an agreement or agreements with the PCBF on the understanding and condition that the city will undertake to ensure:

- a. the development of the project in accordance with the mutually approved general project design and timeline;
- b. the Board of the PCBF is apprised at all times of the progress with the project at specific milestone points to be agreed upon; and

January 9, 2018

Page 4 of 4

- c. the Board of the PCBF has approved the final design before construction of the project.

Existing Policy/By-Law:

Not applicable

Notice Provisions:

Not applicable

Accessibility Considerations:

The new washroom and change room facility will comply with the City of Kingston's Facility Accessibility Design Guidelines and will be reviewed with the Municipal Accessibility Advisory Committee prior to construction.

Financial Considerations:

The total project cost is expected to be \$900K, to be expended from the 2018 council approved Recreation & Leisure Services capital budgets. \$499K would be funded from a non-repayable grant from the PCBF with the remaining \$401K taken from the Municipal Capital Reserve Fund.

Contacts:

Lanie Hurdle, Commissioner, Community Services 613-546-4291 extension 1231

Luke Follwell, Director, Recreation & Leisure Services 613-546-4291 extension 1815

Other City of Kingston Staff Consulted:

Alan McLeod, Senior Legal Counsel, Legal Services Department

Damon Wells, Director, Public Works, Public Works Department

Neal Unsworth, Manager, Parks Development, Recreation & Leisure Services Department

Exhibits Attached:





Exhibit A Grass Creek Park Master Plan

Exhibit B Washroom and Change Room Concept

GRASS CREEK PARK MASTER PLAN

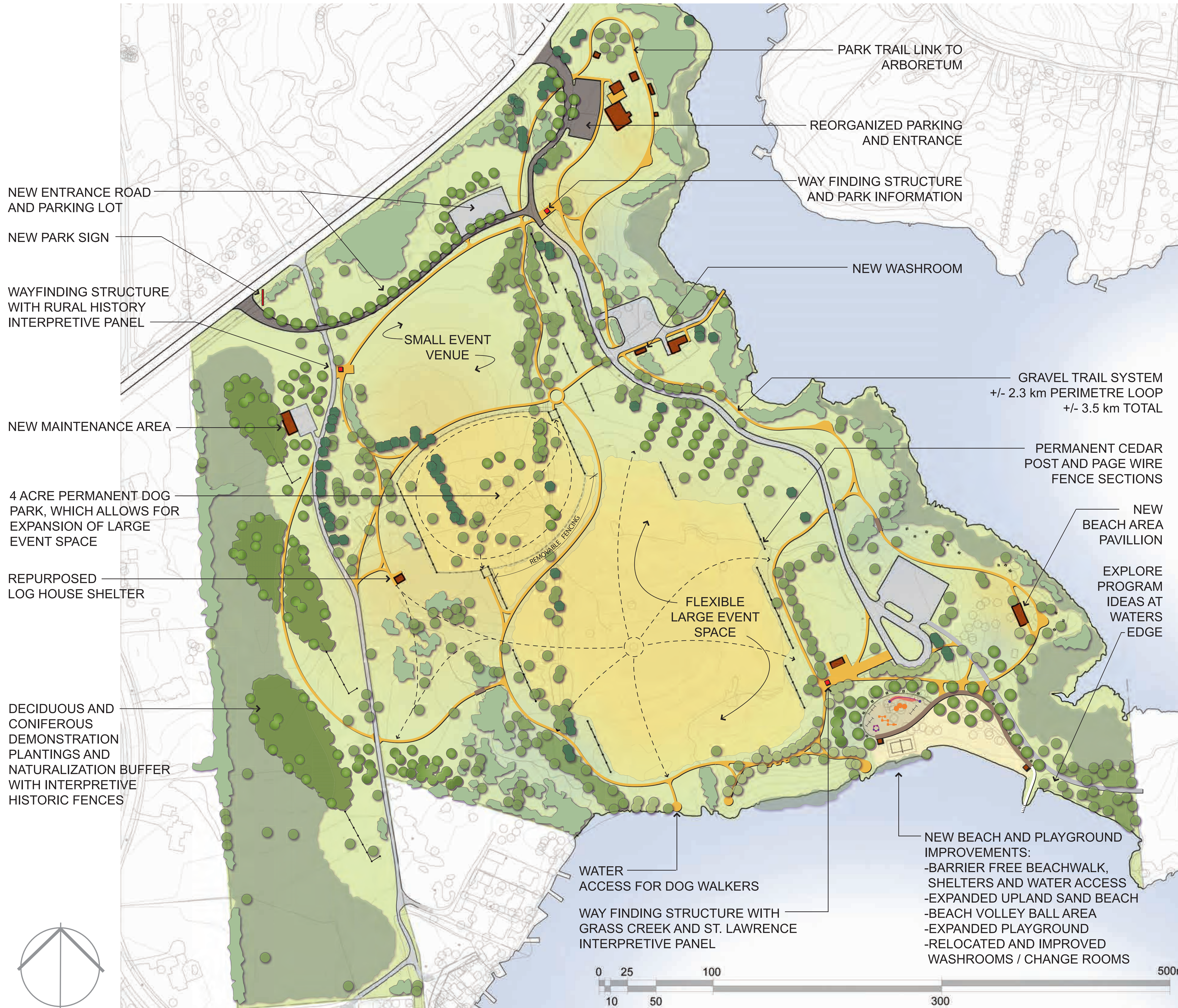
CITY OF KINGSTON
JUNE 2013

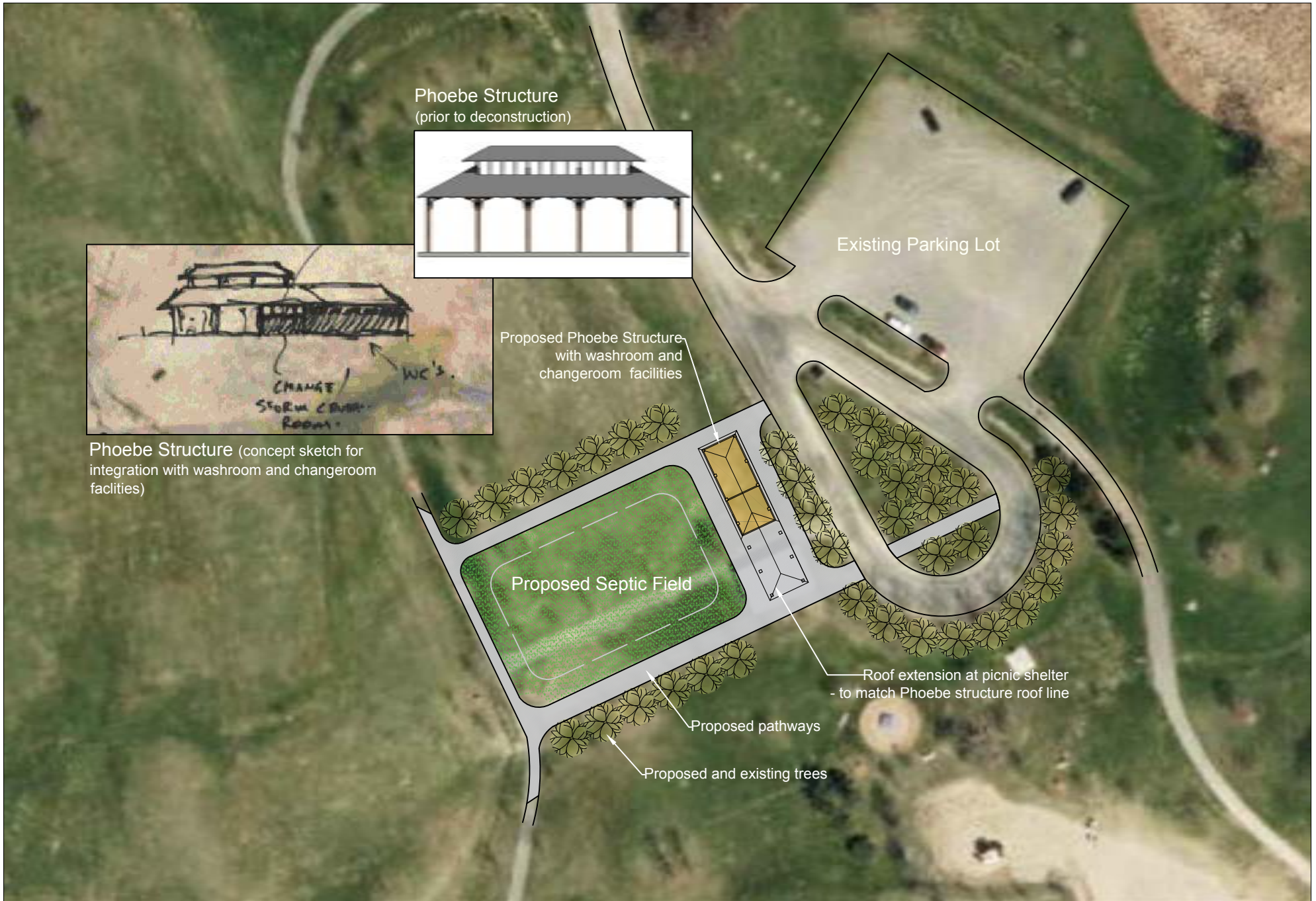
LEGEND:

-  EXISTING VEGETATION
-  EXISTING CONIFEROUS TREES
-  PROPOSED DECIDUOUS TREES
-  ASPHALT ROADS AND PARKING
-  GRAVEL ROADS AND PARKING
-  TRAILS
-  LOOKOUT NODES
-  MOWN TRAILS
-  BUILDINGS AND STRUCTURES
-  PICNIC AREAS
-  CEDAR POST & PAGE WIRE FENCE

TOP RANKED COMMUNITY WISH LIST:

1. **Trails**
 - to make connections between park areas and activities.
 - to expand the rural passive recreational activities of the park.
 - to attract visitation from existing waterfront trail users.
2. **Park Identity**
 - to make visible the extent and type of park (rural waterfront).
 - to make a trail entry at the West end of the park at Hwy 2.
 - to improve visibility, safety and define uses at the museum entrance.
3. **Trees and Naturalization**
 - to expand the natural "Rural Character" of the site.
 - to help define the outdoor spaces and provide more shade.
 - to buffer site uses from adjacent residential areas.
4. **Beach and Amenities**
 - to better accommodate the need for more beach activity area.
 - to improve the park visitor experience and contact with the waterfront.
5. **Washrooms**
 - to improve accessibility, safety and capacity of existing washrooms/changerooms.
 - to improve the aesthetics and rural waterfront theme.
6. **Dog Walking Improvements**
 - to provide more shade in the dog park and waterfront access.
7. **Historical Log Cabin Improvement**
 - to provide a suitable adaptive reuse of the structure.
 - to preserve and enhance the rural interpretive experience
8. **Event Space**
 - to improve opportunities to host community events.
 - to provide flexibility to host both large and small events.





Grass Creek Park Proposed Washroom and Changeroom Facilities

Council Meeting 03 January 9, 2018