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Date: April 18, 2018
To: Mayor and Council
Author: M. Durocher
RE: Parks, Recreation, Arts and Culture Master Plan Update
Report No.: PR-05-2018

AIM

To provide council with an update on the status of the Parks, Recreation, Arts and Culture Master Plan Update as provided by Monteith Brown Planning Consultants.

BACKGROUND

Monteith Brown Planning Consultants prepared the Parks, Recreation, Arts and Culture Master Plan in 2013. The Town of Kingsville strategic plan calls for a review of this plan in 2018 for a review of this document to determine its relevance and in turn the development of long range capital plans for the community. From 2019-2022 the Parks, Recreation, Arts and Culture department will implement the recommendations determined in the review as part of the Town of Kingsville's Strategic Plan.

DISCUSSION

Parks, Recreation, Arts and Culture (PRAC) master plans are reviewed frequently or when circumstances change in order to ensure that their directions are responsive to current and emerging trends and community needs. Monteith Brown has indicated that their objectives in this review are as follows:

1. Work with PRAC Committee to refine the work plan and public engagement program.
2. Update the status of recommendations from 2013.
3. Conduct new background research on local demographics, influencing factors and promising practices in other communities.
4. Review and assess the inventory and distribution of public facilities, parks, trails and programs available to area residents.

5. Gather public and stakeholder input to identify needs, improvements, gaps and future directions.
6. Assess programming needs for all ages and strategies for increasing participation.
7. Conduct a needs assessment for parks, recreation and culture facilities through the entire town.
8. Assess policies for parkland acquisition, design and development.
9. Review and assess the Town's capacity to implement service improvements. Consider the existing and potential partnerships with local organizations, as well as opportunities for volunteer support.
10. Develop an achievable multi-year implementation plan to meet the highest priority needs of the Town through the efficient use and allocation of resources.

The preliminary work plan for the PRAC review will include Research and Consultation, Assessments, and finally Master Plan development with the entire project being wrapped up in early 2019.

At the March 29 Parks Recreation Arts and Culture Committee meeting the following motion was made in support of contracting Monteith Brown Planning Consultants for the Recreation Master Plan as a continuation of the 2013 Master Plan.

PR-21-2018 Motion made by S. l'Anson and seconded by Councilor T. Gaffan that the quote for the recreation master plan be forwarded to council for their approval.

CARRIED

LINK TO STRATEGIC PLAN

Improve recreational and cultural facilities and opportunities within the Town of Kingsville.

FINANCIAL CONSIDERATIONS

The 2018 budget for the Parks, Recreation, Arts and Culture Master Plan is listed at \$70,000. Monteith Brown has presented a revised budget of \$69,992.20.

CONSULTATIONS

Parks, Recreation, Arts and Culture Committee
Peggy Van Mierlo-West-CAO

RECOMMENDATION

That Council approve the quote as submitted by Monteith Brown Planning Consultants for the Parks, Recreation, Arts and Culture Plan review, and further that they endorse their role in the review of the 2013 Parks, Recreation, Arts and Culture Master Plan. Furthermore that council amend the procurement by-law to allow for single source bids in order to allow Monteith Brown to undertake the work on the review of the PRAC master plan.

Maggie Durocher

Maggie Durocher Hons. BHK
Manager of Parks and Recreation Programs.

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer