

Township of
North Dundas



Recreation and Culture Master Plan



Executive Summary
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Prepared by:

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EXECUTIVE SUMMARY

The North Dundas Recreation and Culture Master Plan describes a strategy for improving and further developing parks, recreation and cultural services in the community over the next ten years. Key directions and recommendations are summarized below.

Indoor and Outdoor Recreation Facility Needs

There are very few recreational facility needs that must be addressed in the next ten years in North Dundas. The existing supply of facilities, in most cases, is not fully utilized and very little population growth is projected. To date, the Culture and Recreation Department has had a limited programming role and has placed little demand on facilities. With the exception of an expressed desire for an indoor pool, the public was generally satisfied with available facilities and none of the organized user groups reported significant unmet demand for facility time. While of considerable interest to the community, there is not a large enough market in North Dundas to support a financially viable indoor pool.

The following are the Master Plan recommendations concerning indoor and outdoor facilities.

- Recommendation 4.1:** No additional indoor ice surfaces are required during the period of the Master Plan. .
- Recommendation 4.2:** The Township in conjunction with the ice user groups should investigate opportunities to better schedule arena use to maximize operating efficiencies.
- Recommendation 4.3:** Future planning for the arena buildings and the arena sites should retain the option for twinning these arenas in the future. .
- Recommendation 4.4:** The Township should concentrate its efforts on expanded programming to better utilize existing multi-purpose space. No additional multi-use facilities should be provided until existing facilities are fully utilized or there is sufficient demand for specialized programs that cannot be accommodated in the existing facilities.
- Recommendation 4.5:** The Township should continue to make use of available school gymnasias until such time as community demand for these facilities exceeds supply and/or the Township develops a major indoor recreation complex, at which time a municipal gymnasium should be provided to augment those available in the schools.
- Recommendation 4.6:** The Township should not develop an indoor aquatic facility within the term of the Master Plan. .
- Recommendation 5.1:** The Township does not require additional ball diamonds during the period of the Master Plan.
- Recommendation 5.2:** The Township should plan for one additional full size soccer field over the life of the Master Plan. The field should be provided when existing facilities are fully used and demonstrated demand exceeds supply.
- Recommendation 5.3:** The Township should continue to provide outdoor rinks, in conjunction with the Recreation Associations, at the existing locations.
- Recommendation 5.4:** The Township should ensure playgrounds structures are regularly inspected and maintained to CSA standards. The Municipality should replace those that do not meet CSA standards and where there is a demonstrate need for these facilities.
- Recommendation 5.5:** In the future playgrounds should only be provided in new development areas in response to demonstrated demand and in local or community municipal parks designed and developed in accordance with the recommended park classification system.

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- Recommendation 5.6:** The Township should work with local boards of education and other agencies as appropriate to develop or upgrade play structures for community use. .
- Recommendation 5.7:** The Township should not provide additional tennis courts during the term of the Master Plan.
- Recommendation 5.8:** The Township should investigate and acquire appropriate mobile skateboard facilities and design a program to serve all areas of the community.

Parks and Open Space

The existing supply of parkland in North Dundas is adequate given modest population growth and limited demand for park space to accommodate required facilities. Nonetheless, the Master Plan supports plans for the expansion of the 100 Club Park, in part to provide a land base for future facility requirements. The 100 Club Park expansion complemented by park development in new subdivisions and some park upgrades, will meet the community's future needs.

The major focus of the Master Plan is improved policies and approaches for planning and developing the parks system. These policies are largely not in place in North Dundas. The Master Plan recommends a park classification system; the review and possible disposal of small undeveloped park parcels with little functional value and an approach for dealing with park dedications in new subdivisions.

While the overall park supply is adequate for current and future needs, there are possible park developments that have merit and should be pursued. In addition to the 100 Club Park, the Master Plan suggests the restructuring and redevelopment of parks in Hallville; the development of a recreational trail to link Winchester and Chesterville; and the possible development of the Chesterville riverfront. These are in some cases long-term projects and while they might be initiated in the next ten years, they may not be fully implemented.

The following recommendations from the Master Plan deal with parks and open space.

- Recommendation 6.1:** The Township should adopt a three-tier classification system as outlined here in the Master Plan for the purposes of future parks planning and development.
- Recommendation 6.2:** The proposed park classification system should be used as a guideline for future park development. In particular, if new parkland is considered in the future, the guidelines should be used to evaluate minimum park size, connectivity, functions, design requirements, etc.
- Recommendation 6.3:** The Township should prepare development and maintenance guidelines for parks and outdoor facilities.
- Recommendation 6.4:** All future park and outdoor facility development should be guided by an overall concept plan prepared by a qualified landscape architect and park features should be consistent with the development guidelines.
- Recommendation 6.5:** A guideline of 7.5 acres per 1,000 population should be adopted for the purposes of planning for future parkland. The guideline does not include regional parks, conservation or environmental lands controlled by other public agencies.
- Recommendation 6.6:** The Township should proceed with the assembly of additional parkland to extend the 100 Club Park in Winchester.

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- Recommendation 6.7:** In addition to the 100 Club Park development, parkland should only be assembled in new subdivisions when consistent with the recommendations elsewhere in the Master Plan and/or if a unique opportunity to acquire or develop an important park parcel becomes available.
- Recommendation 6.8:** The Township should commit an annual budget to park improvements and adopt a long-range strategy for the continuous improvement of parks and open space areas.
- Recommendation 6.9:** The Township should identify and dispose of surplus parkland parcels based on the criteria suggested in the Master Plan.
- Recommendation 6.10:** The Township should sell parcels that are not required for other municipal purposes at full market value and invest the funds from the disposed parkland in park and open space improvements.
- Recommendation 6.11:** The Township should adopt a comprehensive policy statement governing the assembly of parkland in new residential developments. The policy should indicate when parkland will be taken and the general conditions surrounding the type and condition of parkland to be assembled.
- Recommendation 6.12:** The Township should demonstrate environmental responsibility through the development and adoption of environmentally sound policies and practices for use in the planning, development and management of parks and recreation facilities, wherever possible and practicable.
- Recommendation 6.13:** The Township should continue to collaborate with Conservation Authorities and other agencies and environmental and community groups to identify priorities and implement a program for restoration of degraded natural areas.
- Recommendation 6.14:** The Township should prepare a Trails Master Plan that identifies local recreational trail requirements and priorities as well as opportunities to link with regional trail systems.
- Recommendation 6.15:** The Township should pursue all available opportunities to establish a linked park system by ensuring there is pedestrian and cyclist access wherever possible to existing and planned park sites
- Recommendation 6.16:** The Township should expand the 100 Club Park by acquiring additional property. The recreational uses of this property require further investigation.
- Recommendation 6.17:** The Township should review and as necessary revise the existing concept plan for the 100 Club Park when the end uses are determined. The park's development should be guided by an updated Master Plan prepared by a qualified landscape architect. The full implementation of this plan will likely not occur until after the period of the master plan.
- Recommendation 6.18** The Township should prepare a park plan for the undeveloped open space in Hallville to accommodate the rink/rink building that would be relocated to this site. A park of about 2-3 acres should be developed. The remainder of the site is not required for park purposes and should not be retained.
- Recommendation 6.19:** The Township should investigate opportunities, in partnership with other agencies including the South Nation Conservation Authority, for developing the Chesterville riverfront. The existing concept plan should be revisited and as warranted updated.
- Recommendation 6.20:** The Township should undertake to detailed planning study to determine the opportunities and costs associated with a recreational trail linking Winchester and Chesterville and, subject to the results of this assessment, proceed with the development of the trail.
- Recommendation 6.21:** The municipally owned open space area near the landfill is not required for purposes identified in the Master Plan but might be developed to meet a community recreational need if a partner was prepared to assume financial and operating responsibilities.
- Recommendation 6.22:** Prepare a development plan for the Mountain Memorial Park.

Recreation Programs and Services

Expanded recreation programs and services is a major focus of the Master Plan. It is recommended that the Township play a much more significant role in support of community programming with improved and expanded services for volunteers; expanded marketing and promotion; new policies in support of programming and additional program staff. A number of possible areas for new program development are also identified.

The following are the key programming recommendations.

- Recommendation 7.1:** The Township should increase the supply of programming available to community residents through expanded facilitation and partnerships.
- Recommendation 7.2:** The Township should assist the Recreation Associations to expand programming.
- Recommendation 7.3:** The Township should create a full-time Recreation Coordinator position, reporting to the Recreation and Culture Director, to handle increased responsibilities and to accommodate the needs and support requirements of volunteer community organizations.
- Recommendation 7.4:** The Township should establish a Volunteer Development Policy and consistent with the policy initiate activities to support to the volunteer sector.
- Recommendation 7.5:** The Township should expand its communication and marketing activities and publish a simple information brochure at least twice annually to inform local residents about upcoming program opportunities and events.
- Recommendation 7.6:** The Township should expand programming in a number of key areas including active living, adult general interest, arts and cultural activities; outdoor recreation and the environment, special events; and youth.
- Recommendation 7.7:** The Township should approach other recreation, health and social service providers in the community and if there is sufficient interest and staff resources, prepare a physical activity plan for North Dundas.

Recreation Service Delivery

The Master Plan recommends a number of improvements for the Township's parks and recreation service delivery. Many of these recommendations suggest that new or revised policies be developed.

The Master Plan also support a new relationship between the Township and community volunteers with recommendations for a community funding policy and a more formal and mutually supportive relationship with the Recreation Associations.

Finally, the Master Plan provides direction for the ongoing updating of the plan, the evaluation of services and long range planning.

The following are the relevant recommendations.

- Recommendation 8.1:** The Township should prepare a detailed user fee policy to maximize revenues without restricting access to parks and recreation facilities. The guidelines developed by Parks and Recreation Ontario should be used to develop the policy.

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- Recommendation 8.2:** Fees should be established for outdoor playing fields as part of the process of developing a comprehensive user fee policy.
- Recommendation 8.3:** The Township should investigate revenue-producing strategies to offset operating costs.
- Recommendation 8.4:** The Township should prepare a Community Funding Policy to guide decisions concerning financial support to community organizations.
- Recommendation 8.5:** The Department should prepare a facility allocation policy.
- Recommendation 8.6:** If required in the future, the Township should establish a formal reciprocal use agreement with the Upper Canada District School Board to facilitate community access to gymnasias and multi-purpose space in North Dundas Township schools.
- Recommendation 8.7:** The Township should establish formal procedures for conducting and documenting safety audits on playgrounds, community halls, and other parks and recreation facilities, as warranted.
- Recommendation 8.8:** In conjunction with regularly scheduled playground structure inspections, the Township should develop clear procedures identifying when the audit was done, who conducted the audit, what items were found wanting, and, what initiatives were taken to remedy features that don't meet safety standards.
- Recommendation 8.9:** The Township should review current procedures and policies governing the operation and use of municipal facilities by volunteers and volunteer involvement in special events to ensure proper management and safety procedures are followed.
- Recommendation 8.10:** The Township should review its procedures for training and orienting volunteers.
- Recommendation 8.11:** The Township should adopt standard procedures to ensure special events or programs provided in partnership do not place the municipality at risk or jeopardize the safety of program participants.
- Recommendation 8.12:** The Township should investigate software available to support operations and purchase the most appropriate technology to support its current and future operations.
- Recommendation 8.13:** The Township should undertake a detailed study of all municipal recreation facilities to determine current deficiencies and future requirements for upgrades, maintenance and repairs. The costs of maintaining the existing infrastructure should be documented and used to prepare future capital budgets.
- Recommendation 8.14:** The Township should prepare a capital conservation policy outlining the manner in which funds will be set aside in reserves for future expenditures.
- Recommendation 8.15:** The Department should adopt the procedures required to generate a database for long-range planning and establish formal criteria to evaluate project priorities.
- Recommendation 8.16:** The Department should identify and implement performance measures for key aspects of its service delivery.
- Recommendation 8.17:** The partnership between the Recreation Associations and the Township should be governed by a formal agreement that protects both parties from liability, protects the Township's investment in parks and facilities and ensures that the community's needs are met to the greatest extent possible. This agreement should specify operating procedures and funding and financing arrangements.
- Recommendation 8.18:** The Township should expect the Recreation Associations to develop programs and services that will effectively promote and use the facilities and parks for which they are responsible. Township staff should play a major role in supporting these activities.

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- Recommendation 8.19:** The Township should facilitate regular meetings amongst Recreation Associations to share program ideas, coordinate leadership and training programs for current and future members and to assist in the joint marketing of various programs and services.
- Recommendation 8.20:** The proposed Recreation Coordinator should assist Recreation Associations to adopt procedures and recruit members with the appropriate range of interests and expertise to effectively support their program role and build a stronger local association.
- Recommendation 8.21:** The Township should review current operating and management procedures at the Morewood Community Centre and Morewood Recreation Association to clarify the role of the volunteers, ensure the facilities are operated in an appropriate manner, and formalize an agreement for the future of these facilities.