



**SAULT
STE. MARIE**

ACTION PLAN 2020-2025

Parks and Recreation Master Plan

Municipal recreation facilities, services and programs will focus on enriching the lives of community members by supporting accessible and inclusive play



THE FOCUS AREA:

INFRASTRUCTURE



ASSET MANAGEMENT



MAINTAINING EXISTING
INFRASTRUCTURE



NEW INFRASTRUCTURE

This priority focuses on maintaining the existing indoor and outdoor recreational facilities to meet the current needs, as well as monitoring and developing new strategies to address future facility needs. It supports the corporate strategic focus of asset management, maintaining existing infrastructure and planning for new infrastructure.

Priority 1	Objective
Infrastructure	<ul style="list-style-type: none">a) Develop a plan that details the status of existing indoor municipal recreational facilities, preventive maintenance, future development and redevelopment options to meet demographic/cultural requirements from 2015 - 2025.b) Develop a plan that details the status of existing outdoor municipal recreational facilities, preventive maintenance, future development and redevelopment options to meet demographic/cultural requirements from 2015 - 2025.c) Develop a plan that details the status of existing parks infrastructure, future development and redevelopment options to meet demographic/cultural requirements from 2015 - 2025.

Sault Ste. Marie Parks and Recreation 2015-2025 Action Plan

Projects in Progress ■
Completed ■
 R&C = Recreation & Culture Division
 PWE = Public Works & Engineering Services
 CCD = Community Centres Division

Infrastructure					
Objectives	Operational & Maintenance Actions	Time Frame			Lead
		2015-18	2019-22	2022-25	
A. Develop a plan that details the status of existing indoor municipal recreational facilities, preventive maintenance, future development and redevelopment options to meet demographic/cultural requirements from 2015 - 2025.	John Rhodes Community Centre				
	Replace fire sprinkler system		X		CCD
	Replace ice refrigeration plant compressor	X			CCD
	Repair, seal, patch and line parking lot	X			CCD
	Repair sprinkler valve & manual shut off valves (contingency)	X			CCD
	Replace starting blocks at John Rhodes Pool			X	R&C
	Develop an accessible viewing area at John Rhodes arena 2		X		CCD
	Northern Community Centre				
	Protective padding on steel columns at Northern Community Centre	X			CCD
	Assess the need for the addition of the 3 rd indoor soccer turf (Phase 4)		X		R&C
	W.J. McMeeken Arena				
	Complete feasibility study to determine next steps for the rehabilitation or replacement of the McMeeken Arena to include a recommendation on the number of ice surfaces required		X		CSD
	Replace the McMeeken Arena with a new twin pad facility			X	CD&ES
	New departmental ice re-surfacer			X	CCD
	GFL Memorial Gardens				
	Upgrade main heating system-install Glycol feed system reservoir tank	X			CCD
	Glass replacement at GFL Memorial Gardens	X			CCD
	Obtain new ice re-surfacer	X			CCD
	Repair and replace glass light enclosure on Memorial Tower	X			CCD/R&C
	Repair interior stucco finish and exterior painting of the Memorial Tower		X		CCD
	GFL Suite Expansion – conversion of boardroom and office into a private lounge		X		CCD
	Seniors Drop In Centre				
	Replace sealants at window perimeters	X			R&C

Operational & Maintenance Actions		2015-18	2019-22	2022-25	LEAD
	Replace Lennox forced air furnaces & cooling units	X			R&C
	Upgrade walkway/ramp from south parking lot	X			R&C
	Resurface Seniors Drop In Centre Parking lot and install drainage.		X		R&C
	Replace lobby roof -Steelton	X			R&C
	Replace lobby fan coil unit & 4 older rooftop units at main wing-SDC & develop accessible route at Senior Drop in Centre	X			R&C
	Replace Boiler at Steelton	X			R&C
B. Develop a plan that details the status of existing outdoor municipal recreational facilities and sports complexes, preventive maintenance, future development and redevelopment options to meet demographic/cultural requirements from 2015 - 2025.	Marinas (Bellevue and Bondar)				
	Resurface Shore Drive	X			R&C/PWE
	Resurface from Shore Drive to Ticket Dispenser		X		R&C
	Replace roof on Bellevue Marina building	X			R&C/PWE
	Develop asset replacement plan for dock infrastructure	X			R&C
	Replace E and B Dock at Bellevue Marina	X			R&C
	Replace D Dock at Bellevue Marina	X	X		R&C
	Replace A Dock at Bellevue Marina		X		R&C
	Replace G Dock at Bellevue Marina			X	R&C
	Replace F Dock at Bellevue Marina			X	R&C
	Complete reconfiguration and replace Bondar Marina dock system to include electrical service upgrades and low profile dock for canoes and kayaks	X	X		R&C
	Replace Bondar Marina Siding		X		R&C
	Upgrade Bondar Dock/Port fender system for cruise ships		X		R&C
	Installation of a Fuel Leak Detection System RB Marina	X			R&C
	Roberta Bondar Park				
	Replace main service building roof at south office Roberta Bondar Park (RBP)		X		R&C
	Touch up galvanized coating on tent cables and anchors - RBP		X		R&C
	Outdoor Pools				
	Replace pool filtration System at Greco Pool		X		R&C/CCD
	Sandblast and gel coat outdoor pool basin at Greco Pool		X		R&C/CCD

	Operational & Maintenance Actions	2015-18	2019-22	2022-25	LEAD
	Sandblast and gel coat outdoor pool basin at Manzo Pool		X		R&C/CCD
	Outdoor Sports Complexes				
	Install lights at Strathclair 'A' field, funded through grants, and support from Sault Ste. Marie Slo-pitch league	X			R&C/PWE
	Install parking lot lighting at the Strathclair sports complex			X	R&C/PWE
	Expand parking area at Strathclair Sports Complex to meet demand and improve accessibility through grants and partnerships	X			R&C/PWE
	Widen exit onto Black Road from Strathclair to include a turning lane.		X		PWE
	Install netting slo-pitch field 'A' at Strathclair			X	PWE
	Installation of sprinkler system on Tom Tipton field to improve overall turf quality		X		PWE
	Install a new score clock at Tom Tipton soccer field, funding in partnership with SASA/SYSC		X		R&C/PWE
	Review and assess Jo Foreman Track surfacing to determine costs and future needs		X		R&C/PWE
	Assess bleachers at Rocky DiPietro Field and implement recommendations		X		PWE
	Replace field lighting at the Rocky DiPietro field			X	R&C/PWE
C. Develop a plan that details the status of existing parks infrastructure future development and redevelopment options to meet demographic/cultural requirements from 2015 - 2025.	Review and update the master plan for Bellevue Park			X	R&C
	Develop a comprehensive G.I.S. inventory of City parks including amenities and equipment with aging report	X			R&C/Planning
	Complete an analysis of city owned parks using demographic data within 500 m walk, in addition to current playground equipment, amenities and aging	X	X		R&C
	Develop a multi-year plan, which prioritizes neighbourhood parks to determine needs and those which may require investment in parks infrastructure and or services to improve quality of life and to ensure accessibility standards are met		X		R&C/PWE
	Construct an inclusive, user-friendly all-wheels pump track at Esposito Park	X			R&C
	Develop barrier-free playground model - 1st at Bellevue Park, followed by other playgrounds	X			PWE/R&C
	Replace the rink shack at Esposito Park with new building to include a multi-functional space to support summer and winter programming requirements, washrooms, water fountain and outdoor sheltered area			X	R&C/PWE

Operational & Maintenance Actions	2015-18	2019-22	2022-25	LEAD
Evaluate municipal inventory and utilization of public tennis courts. Develop a plan for resurfacing and lining	X			R&C/PWE
Investigate the possible expansion of Anna Marinelli Park and the conversion of unused green space in the area for recreational use		X		Planning/ PWE/CSD
Installation of 2 new tennis/pickleball courts at William Merrifield	X			PWE
Identify a solution for addressing the poor circulation in the Bellevue Park Duck Pond as Per the Bellevue Park Pond Alternative Solutions Report	X			PWE
Monitor Bellevue Park Duck Pond circulation to determine is circulation needs to be addressed in the future – current high water levels have improve circulation			X	PWE
Review present Skate park, equipment & opportunities for Phase 2 expansion, based on funding		X		R&C
Replace Picnic Shelter at Pointe Des Chenes day park		X		PWE
Develop a disc golf course at Penhorwood park in partnership with Sault Ultimate Players Association and the Kiwanis Club of Lakeshore	X			R&C/PWE
Complete official size cricket pitch at Queen E Park, with storage shed and batting cage in shared field model	X			PWE/R&C
Research the feasibility of creating two additional dog parks, on east end preferably Bellevue Park and the other in the west end		X		R&C
Install outdoor fitness equipment at Clergue Park	X			R&C/PWE
Manage environmental tree issues with plan for replacement (ex Dutch Elm disease)	X			PWE
Review parking options at Rosedale park to support ultimate frisbee		X		R&C/PWE



THE FOCUS AREA:

SERVICE DELIVERY



DELIVERING EXCELLENT
CUSTOMER SERVICE



ELIMINATING BARRIERS
TO BUSINESS &
STREAMLINING
PROCESSES



DEVELOPING
EMPLOYEES

Service Delivery is a priority for the City of Sault Ste. Marie. Local government is viewed as the ‘frontline’ service provider with a vision that is forward thinking, transparent, responsive to community needs, and makes a difference in addressing community issues.

The City’s recreation service areas must be flexible and respond not only to the ongoing strategic and operational requirements of their respective mandates but be able to free up limited resources to address pressing and emerging issues.³ This priority supports the corporate strategic focus area of Service Delivery and the strategic directions of: Delivering excellent customer service; Eliminating Barriers to Business and Streamlining Processes and Developing Employees.

Priority 2	Objective
Service Delivery	<ul style="list-style-type: none">a) Review internal processes and identify ways to improve efficiencies in the management of resources and provide better customer serviceb) Review policies, procedures and by-laws to ensure relevance and to define roles and responsibilities of key City departments in the delivery and administration of parks and recreation services.c) Support recreational opportunities that enable unstructured, self-scheduled, multi-ability and low cost activities in parks and recreation activities, programs and services for all residents, regardless of age, gender, physical ability, ethnic origin, and economic means.

Projects in Progress ■
Completed ■
 R&C = Recreation & Culture Division
 PWE = Public Works & Engineering Services
 CCD = Community Centres Division

Service Delivery					
Objectives	Operational & Maintenance Actions	Time Frame			Lead
		2015-18	2019-22	2022-25	
A. Review internal processes and identify ways to improve efficiencies in the management of resources and to improve customer service	Improve information on City website regarding park amenities and options for user to search features (Ex. Pickleball)	X			R&C/I.T.
	Investigate and implement a new program registration and facility booking system	X			R&C/CCD I.T.
	Conduct staff training in customer service to include orientation on new computer facility booking system	X			R&C/CCD
	Provide option for customers to view and book ice/fields online to improve efficiencies and customer service	X			R&C/CCD I.T.
	Improve the City's communication with community members, groups and partners in terms of all leisure opportunities available to them		X		R&C/CCD I.T.
	Provide access and training on 'Activenet' facility scheduling system to appropriate parks staff		X		R&C/PWE
	Investigate and implement a new marina registration system		X		R&C
	Develop a consistent design for recreation and culture activity guides and booking packages		X		R&C/CCD
	Implement a consistent communication policy in the area of electronic communication with the part-time and area specific staff (schedules, facility news, etc.)		X		R&C/CCD
	Develop a comprehensive event planning guide online to provide necessary information in one location on the city website to assist individuals/organizations planning events at city parks/recreational facilities		X		R&C
	Ensure that policies regarding staff use of technology align with the communication preferences of youth		X		R&C/CCD
	Provide information and opportunities for youth focused use of municipal parks and recreation services		X		Mayor's Office/R&C
	Review procedures to ensure long-term financial sustainability through the fiscally responsible and efficient management of resources		X		CSD
	Investigate opportunity and cost to implement a program whereby users can purchase insurance for events which ties directly to City Policy		X		R&C/Risk Manager
Improve layout of Sault Ste. Marie Sports Hall of Fame located at the John Rhodes Community Centre		X		R&C	

Objectives	Operational & Maintenance Actions	2015-18	2019-22	2022-25	LEAD
B. Review policies, procedures and by-laws to ensure relevance and define roles and responsibilities of key City departments in the delivery and administration of parks and recreation services.	Develop a donation policy to guide the acceptance and administration of monetary and in-kind donations made to the Corporation of the City of Sault Ste. Marie in support of Parks and Recreation	X			R&C
	Develop a policy to address permitting and fee structure for the showcase floral beds		X		R&C/PWE
	Update Commemorative Bench program to expand locations		X		R&C
	Develop a memorial tree program		X		R&C
	Develop a policy and process to provide guidelines for sidewalk artists/buskers on municipal property and parks		X		R&C
	Update Alcohol Policy to develop a streamlined guide which for individuals hosting alcohol events at city recreational facilities and park locations		X		R&C/Risk Manager
	Ongoing review & updates will occur	X	X	X	ALL
C. Support recreational opportunities to participate that enable unstructured, self-scheduled, multi-ability and low cost activities in parks and recreation activities, programs and services for all residents, regardless of age, gender, physical ability, ethnic origin, and economic means.	Determine feasibility of converting outdoor ice rinks to plant operated multi season & multi-sport facilities and implement the design when funding and financial targets are met		X		R&C/PWE
	Enroll in Easter Seals 'Access 2' program to provide support workers free access to open swims and public skating		X		R&C
	Develop a plan to address the changing needs of residents 55 years of age and over through increased variety in programming		X		R&C
	Assess basketball courts located in city parks and develop a plan to refurbish the spaces to include resurfacing, net replacement, lining of court and other activities (Ex 4 square)		X		R&C/PWE



THE FOCUS AREA: QUALITY OF LIFE



PROMOTE
QUALITY
OF LIFE
ADVANTAGES



PROMOTE &
SUPPORT
ARTS &
CULTURE



WELCOME &
SEEK OUT
IMMIGRATION



VIBRANT
DOWNTOWN
AREAS

Community health and wellness is an important value that is enhanced by participation in recreation activities. This priority supports the corporate strategic focus area: Quality of Life.

Priority 3	Objective
Quality of Life	<ul style="list-style-type: none"> a) Enhance or curtail programs and services to address gaps and meet the changing needs of the community. b) Implement proactive strategies that accommodate the unique and growing parks and recreation needs with an emphasis on ‘walkability’ and improved accessibility. c) Implement strategies for providing amenities that enhance and enrich the lives of community members.

Projects in Progress ■
Completed ■
R&C = Recreation & Culture Division
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Quality of Life					
Objectives	Operational & Maintenance Actions	Time Frame			Lead
		2015-18	2019-22	2022-25	
A. Enhance or curtail programs and services to address gaps and meet the changing needs of the community.	Investigate options for the replacement of the slide at John Rhodes Pool		X		R&C
	Increase recreation opportunities through the installation of a climbing wall at the John Rhodes Community Centre Pool		X		CCD
	Purchase a portable flooring system for the Northern Community Centre to support conventions/tradeshows			X	R&C
	Implementation of the Cycling Master Plan	X	X	X	Planning
	Assess the direct and indirect costs of a 3km mountain bike trail and skills at the Finn Hill section of the hub trail and report back to Council on said costs, project feasibility and any recommendations		X		Planning
	Develop programming at the skating trail during the winter months		X		R&C
	Provide drop in family programming at the NCC to include sensitive play times during March Break and Christmas Breaks	X			R&C
	Expand drop in programming to provide additional times on PD Days at the NCC		X		R&C
	Develop guidelines, improve processes and create a lending program to support neighbourhood block parties		X		R&C
	Implement a Bike Rental program at the Roberta Bondar Tent Pavilion		X		R&C
	Expand programming on the waterfront (Bondar Park and Clergue Park) areas		X		R&C
	Review and expand active living opportunities at the 55+ Active Living Centre	X	X		R&C
	Expand opportunities for individuals to obtain certification in First Aid, CPR, Babysitting Course, Bronze Cross, Bronze Medallion, NL and NL Waterfront.		X		R&C
	Investigate the addition of a winter fat bike trail at the Bellevue Park location		X		R&C/PWE
Continue to provide a range and expand the range of events offered at City Facilities and explore partnerships to deliver these events (Ex Canada Day, MYAC Movies in Park, Summer Concert Series, Go Skate Day)	X	X	X	R&C	

Objectives	Operational & Maintenance Actions	2015-18	2019-22	2022-25	LEAD
B. Implement proactive strategies that accommodate the unique and growing parks and recreation needs with an emphasis on 'walkability' and improved accessibility to parks, recreation programs and services.	Develop a range of workout programs designed for a variety of target groups (beginners, intermediate, seniors and accessible options) available on City website	X			R&C
	Installation of additional accessible playground components at City of Sault Ste. Marie playgrounds	X			PWE/R&C
	Install additional adaptive swing seats in various neighbourhood parks		X		PWE
	Improve accessibility features at the NCC to include foot contact actuator and handrails at the NCC	X			R&C/ Accessibility
	Install handrails along buildings south entrance at the Seniors Drop In Centre	X			
	Installation of an additional accessible swing for children with limited mobility at Bellevue Park	X			PWE
	Develop an accessible community splash park		X		R&C/PWE
	Develop a paved pathway from bus stop on Queen Street to the Splash pad to improve accessibility		X		PWE
	Develop a skating trail at Clergue Park		X		R&C/PWE
	Support the development of community gardens in city owned park spaces (Ex Forest Heights Community Garden)	X	X	X	R&C
	Develop an equipment loan program to improve access to pickleball and disc golf equipment	X			R&C
	Purchase disc golf sets to be loaned out at public library locations to improve access		X		R&C
	Expand network of paved pathways at Strathclair Sports Complex to improve accessibility to soccer fields and slo-pitch fields	X			R&C
	Install dugouts at slo-pitch diamonds in partnership with Sault Ste. Marie Slo-Pitch League		X		R&C/PWE
	Expand network of accessibly asphalt pathways through Bellevue Park		X		PWE
	Expand network of accessibly asphalt pathways through Elliot Sports Complex		X		PWE
	Expand network of accessibly asphalt pathways through Point des Chenes Day park			X	PWE
	Add an additional washroom facility and water bottle filling station at the Strathclair soccer complex to improve accessibility			X	R&C/PWE
Enhance Bellevue Park playground components through community partnerships	X			R&C/PWE	

Objectives	Operational & Maintenance Actions	2015-18	2019-22	2022-25	LEAD
C. Implement strategies for providing amenities that enhance and enrich the lives of community members	Development of a community dog park in partnership with the L.O.L. Dog Group	X			R&C/PWE
	Improve amenities at the Bellevue Park band shell to provide enhanced sound services for those utilizing the band shell	X			MYAC/R&C
	Enhance site services to include lighting particularly in the band shelter area and parking lots at Bellevue Park		X		PWE
	Install an additional picnic shelter with a common architectural theme near the parking lots off Shore Drive at Bellevue Park		X		R&C/PWE
	Installation of shaded seating areas at Manzo and Greco Pool locations		X		MYAC/R&C
	Installation of shaded seating area at Skate Park location		X		MYAC/R&C
	Add lighting at the Esposito Pump Track		X		PWE
	Improve lighting at the skating trail to include a seasonal lighting display		X		R&C/PWE
	Redesign layout of Anna McCrea outdoor ice rink to improve efficiencies	X			PWE
	Review rink shacks and services supporting use of park area (i.e.: water fountains, washrooms, storage)		X		PWE
	Review amenities at Clergue park to support special events and community usage (ex. Access to power)		X		R&C
	Horticulture – Focus on positive environmental planting to include a yearly tree planting program, creatively provide a diverse variety of floral displays, shrub beds, tree trimming and planting. Keeping pace with the diversity of species through the growing and producing of all plants used in the displays at the show houses at Bellevue Park and City Hall	X			PWE
	Design and build a “Centennial” hedge maze at Bellevue Park	X			PWE
	Create and expand naturalized forest floral displays at various locations	X	X	X	PWE
	Develop a community garden at the Seniors Drop In Centre	X			R&C
	Install shaded benches throughout Strathclair			X	R&C/PWE
	Engage with neighborhood residents to develop a implementation plan on a park by park basis	X	X	X	R&C
	Improve seating areas in the lobby of the NCC	X			R&C
	Improve layout and seating in pool viewing –lobby area JRCC		X		R&C
	Improve layout and seating options in lobby of pool entrance at JRCC		X		R&C
Review the need for additional amenities at outdoor recreational areas such as; washrooms, shelters, benches and water fountains at outdoor recreation locations			X	X	R&C/PWE



THE FOCUS AREA:

COMMUNITY DEVELOPMENT & PARTNERSHIPS



CREATE SOCIAL & ECONOMIC ACTIVITY



DEVELOP PARTNERSHIPS WITH KEY STAKEHOLDERS



MAXIMIZE ECONOMIC DEVELOPMENT & INVESTMENT

Everyone has a stake in local recreation and parks. Strengthening relationships with user groups, community organizations, and public partners with the intent of enhancing community cooperation and partnerships will ensure tax dollars are spent wisely, that partnerships are being maximized, and that service gaps are being addressed in an efficient and effective manner.

Priority 4	Objective
Community Development & Partnerships	a) Explore partnerships with other recreation providers and community partners to provide quality and affordable programs and assist with infrastructure development.

Projects in Progress ■
Completed ■
 R&C = Recreation & Culture Division
 PWE = Public Works & Engineering Services
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Community Development and Partnerships

Objectives	Operational & Maintenance Actions	Time Frame			Lead
		2015-18	2019-22	2022-25	
A. Explore partnerships with other recreation providers and community partners to provide quality and affordable programs and assist with infrastructure development.	Review programs and services on a divisional basis to ensure effective and efficient delivery	X			R&C/CCD
	Provide outdoor play spaces that provide options for affordable free play such as ball hockey, refrigerated outdoor ice rinks and amenities		X		R&C/PWE
	Partner with Sault Ultimate Players' Association to investigate developing a disc golf course and work with Kiwanis Club of Lakeshore to secure financial support	X			R & C
	Partner with Tourism Sault Ste. Marie to improve infrastructure at the Roberta Bondar Port to support increase in cruise ship visits		X		R&C/ Tourism
	Implement a plan to enhance the visitor experience for Cruises Ship through markets, activations, staff welcome through a partnership with the Downtown Association and other potential partners		X	X	R&C
	In partnership with community organizations develop one set of 6-8 outdoor recreational pickleball courts at the Elliot Sports Complex		X		R&C/PWE
	Investigate partnerships to assist with restoration of bocce courts at Downey Park and Elliot Sports Complex		X		R&C/PWE
	Advocate for the development of a Sault Ste. Marie grass roots sport tourism support network which would provide guidance, support and collaboration with volunteer sporting organizations in pursuit of tournaments and special events		X		CCD
	Prepare a plan to regularly engage and consult the community regarding parks and recreation services, through surveys and open houses	X	X	X	R&C
	Promote successes in engaging youth and identify any gaps in the provision/enabling of youth services, as a recognized "Youth Friendly Community" by the Parks and Recreation Ontario Play Works program	X			R&C
	Recreation and Culture in partnership with the Mayor's Office develop and administer the Mayor's Youth Advisory Council	X			Mayor's Office/R&C
	Develop a pricing strategy for participation in programs, as well as a financial assistance program for those who cannot afford to participate in programs and services through partnerships		X		R&C
	In partnership with Rotary Club of SSM – plant 75 trees along the Hub Trail (Carmen's Way section)	X			PWE/R&C
	Review and prepare updated agreement with parks Canada for the operation of the recreational lock			X	R&C

