

# PARKS, HORTICULTURE & FORESTRY

## SERVICE LEVEL REVIEW REPORT

September 6, 2024



Parks & Forestry Operations Branch

Operations Department

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Appendix 'C' - Activity Descriptions and Level of Service

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Appendix 'E' - Park Asset Changes – 2018 to 2024

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## Background

### 1. Introduction

Parks, Horticulture and Forestry Operations Branch (the Branch) provides services to the community, starting with customer service. As a front-line Branch in the Operations Department, staff are dedicated to providing the best services. In 2016, staff developed a vision focused on this goal:

*Operations Department Staff Workforce Vision - Dedicated, customer focused, skilled team committed to delivering high quality services to promote and maintain an attractive, safe and livable community enhancing the quality of life for City of Barrie citizens, visitors and businesses.*

The purpose of this report is to provide the information requested by Council Motion 23-G-281, Amendment 1. c) which stated “That staff in the Operations Department undertake a review of the service levels, staffing and resource requirements for the Parks and Forestry Operations branch in order to:

- i. To assist City Council with the prioritization of services offered in relation to the Branch;
- ii. Allow for staff to develop budgets commensurate with the desired service levels; and
- iii. Prepare for anticipated growth or expansion of parks, trails, sport fields and courts. and report back to General Committee.”

Further, the report will describe the range and scope of assets maintained and operated by the Branch, describe current service levels, operating costs and areas of service concerns. The report will not discuss the provision of amenities or spaces, which is addressed in the Parks and Recreation Strategic Plan.

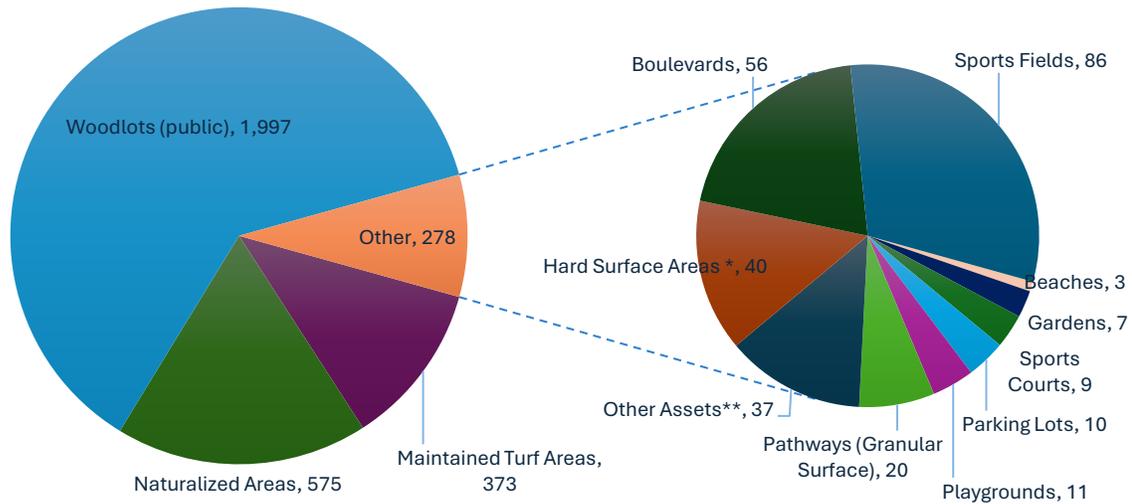
### 2. Parks, Horticulture & Forestry Assets, Current Condition

The City of Barrie “parklands” are zoned into two main categories, Park & Open Space areas and Natural Heritage Areas. In addition, the Branch maintains assets on road right of ways (boulevards, ditches and unopened road allowances) and select facility properties. The Branch staff are responsible for maintenance and operations activities across over five-hundred (500) locations across the city, ranging from large areas like Sunnidale Park to small parcels of land like unopened road allowances or city boulevards.

#### 2.1. Parkland Inventory

The City’s parkland inventory is comprised of a wide range of public assets across 3,223 acres of city owned lands (further detailed in Appendix ‘A’). When most think of parks, they visualize areas of grass and trees. The parks in Barrie include playgrounds, walkways, lighting, boardwalks, bridges, gardens and many other features that Operations staff maintain. The following is a breakdown of the area of major asset features:

**Parkland Area (in acres)**



\* Hard Surface Areas include pathways, splash pads, skate parks, boardwalks & bridges  
 \*\* Other Assets include artificial ponds, dry ponds, habitat islands, spillways, sand burrow

In addition to operating and maintaining the above noted assets, Parks, Horticulture and Forestry staff provide support to many other areas of city operations including development services, facilities, recreation centres, city hall, the downtown library, engineering projects and special events.

**2.1.1. Playgrounds**

Park Maintenance staff operate 106 playgrounds across the city, ranging from a \$2M accessible playground to a few remaining older, wood post and beam structures.



*Painswick Park Accessible Playground with Rubberized Surface*



*Post & Beam Wood Playground with Sand Surface*

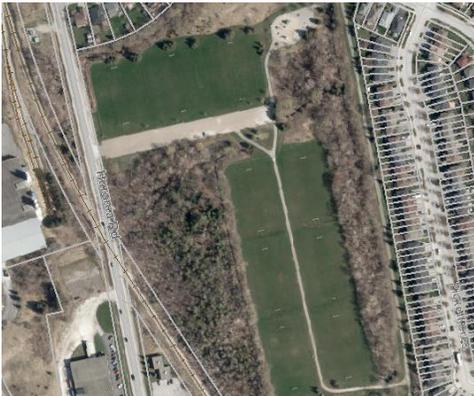
All playgrounds are inspected monthly according to Canadian Playground Safety Institute (CPSI) procedures for safety issues such as worn equipment, loose fasteners, sharp edges, entanglements and contaminants within the surfacing. Any deficiencies are repaired as encountered or new parts ordered to replace. In addition, the safety surfacing is inspected and maintained based on surface type (accessible twice per week, sand monthly). Sand surfacing is tilled and topped up in wear areas (e.g. base of slides), fiber mulch surfaces are raked or topped up in low areas, and rubberized surfaces are checked for wear, tears, graffiti and all surfaces

are checked for embedded contaminants. Other issues such as graffiti and vandalism are addressed as encountered or reported by residents.

### 2.1.2. Sports Fields

Seventy-four (74) sports fields within the city are maintained by Parks Operations. The eighty-six (86) acres of sports fields maintained within the city (does not include the Midhurst Sports Complex) include:

- 26 Baseball Diamonds
- 48 Soccer Fields
- 1 Cricket Pitch (shared with a baseball diamond)



*Huronia Park Soccer Fields*



*Lennox Park Baseball Diamond*

All fields are inspected in the spring and fall for deficiencies and hazards (e.g. low areas of turf, trip hazards, damaged fencing) and repair work prioritized based on hazard. In addition to turf cutting twice per week in booked fields, other maintenance activities include, but are not limited to:

- Soccer goal area repair (topping up soil and seeding)
- Soccer post repairs and painting
- Top dressing, overseeding, aerating and fertilizing
- Irrigation maintenance and repairs
- Baseball infield grooming, repair of low areas & resetting bases
- Construction & maintenance of pitching mounds
- Warning track maintenance (tilling, rolling)
- Removal of turf lips, dips and bumps
- Dugout maintenance (benches, surface, weed removal)
- Backstop and fenceline maintenance (string trimming, inspection for damage, replacing fence ties, repairing/replacing o-pipe safety toppers)
- Lighting maintenance (timers, replacement of lights, pole inspections)
- General garbage collection & litter pick up
- Graffiti removal, vandalism repairs

### 2.1.3. Sports Courts

The city has seen a significant increase in the number of sports courts over the past several years, mainly as a result of the explosion in the popularity of Pickleball. Currently, parks in Barrie include:

- 18 Pickleball Courts
- 33 Tennis Courts (6 multi-line dual)
- 25 Basketball Courts

Tennis and pickleball courts are opened in the spring after the last anticipated freeze up (surface ice), generally by mid-late April and are closed in the late fall (end of October). The courts are inspected prior to opening, any surface repairs made, netting installed, posts, fences and signs checked to ensure all are in good repair and made ready for use. Summer inspections and maintenance include netting repair, graffiti removal, sign replacements, fence and gate repairs, blowing off surfaces to remove dust and dirt, power-washing where necessary, checking lights and timers, repairing benches and general litter and clean-up around the court.



*Painswick Park Pickleball*

### 2.1.4. Turf Areas

Parks Maintenance crews maintain approximately 373 acres of turf across the city in parks (not including sports fields), boulevards, open space areas, pipelines, road right-of-ways, boulevards and at several Facility properties and Recreation Centres.

Turf grass areas receive basic turf maintenance requiring general inspection of hard surfaces, pathways park amenities, litter pick up, grass cutting, string trimming & turf repairs.



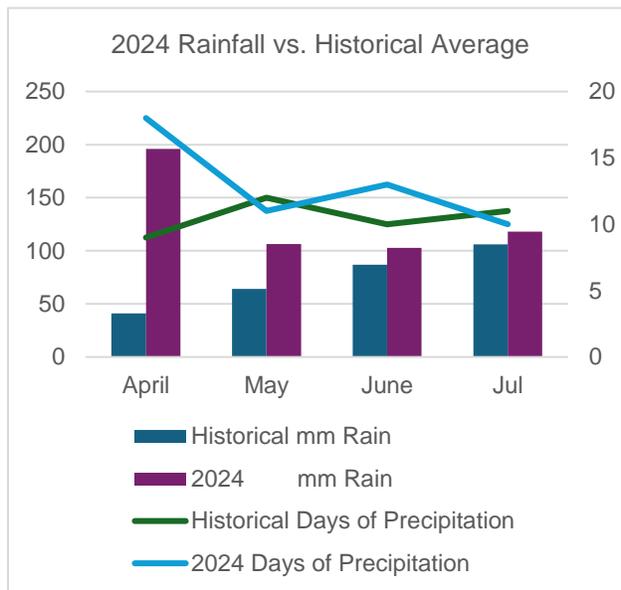
Cut cycles based on asset type are as follows:

<b>Asset Type</b>	<b>Turf Cutting Cycle *</b>	<b>Turf Crew's Operational Practices</b>
Booked Sports fields	Twice every 5 business days	Irrigation of fields, fertilizing, over seeding, top dressing, turf inspections, irrigation repairs
Waterfront	Once every 5 business days	Fertilizing, over seeding, top dressing, turf inspections
Community & Neighbourhood Parks & Facilities	Once every 6 business days	Fertilizing, turf inspections, path inspections

Residential Area Boulevards (e.g. behind properties)	Once every 7 business days	Mowing, turf repairs, inspections, Traffic Control
Non-residential area boulevards (e.g. industrial subdivisions)	Once every 10 business days	Mowing, turf repairs, inspections, Traffic Control
Rough cut areas (e.g. roadside ditches, pipeline, dry stormwater ponds)	Once per month	With rough-cut mower unit (tractor)

\*Turf cutting cycle is a target that can range by 1 to 2 days due to operational issues (breakdowns, staff illnesses and weather).

Although general turf maintenance is scheduled on a set cycle, service levels are the appear the most variable due to outside factors, such as weather. The spring of 2024 experienced more frequent and greater amounts of rain than typical, over twice the rainfall in April and May than the seasonal average. As a result, grass grew faster and thicker resulting in taller turf between cuts giving the impression that grass was not being cut as frequently. When grass is taller and thicker than typical cut heights, mowers have to operate more slowly to cut and may require an additional cut and grass collection. This affects service times overall, generally resulting in staff being re-directed off of other crews to assist with cutting activities.



Turf crews also respond to and address service requests and complaints regarding side-lot boulevards not being cut by adjacent property owners. A staff memo is included in Appendix ‘B’ further describing this process. A staff member will approach the landowner first to request that they cut the adjacent boulevard and drop off an information pamphlet. Where the owner does not comply, staff will cut the boulevard. When continuous complaints are received for the location, staff add it to a contractor cutting list for rough cutting to keep the boulevard to property standards maintenance standards (cut approximately twice per month).

### 2.1.5. Waterfront

The central Waterfront is comprised of nineteen (19) named parks (plus one future), starting from north-to-south around Kempenfelt Bay:

- North Shore Trail
- Johnsons Beach
- Sam Cancilla Park
- Heritage Park
- Spirit Catcher Park
- Marina North Park
- Marina Park
- Centennial Beach North Park
- Will Dywer Park
- Tiffin Launch Park
- South Shore Park
- Military Heritage Park
- Allandale Station Park
- Minets Point Park
- The Gables
- Tollendale Woods Park
- Pioneer Park
- Tyndale Park
- Dock Road Park, Dock Road Wharf & Dock Road Park South
- Wilkins Park
- Loyalist Woods Park (Future)



In addition, there are adjacent parks that are maintained by the Waterfront Maintenance section, that include:

- Meridian Place
- Memorial Square
- Bunkers Creek Eco-Park
- Dyments Pond Park

Activities on the waterfront are year-round, ranging from beach grooming in the summer season to multi-use pathway maintenance in the winter. Meridian Place, Memorial Square, Heart Barrie Sign, and pathways to/around the waterfront washrooms are plowed and salted all winter. The waterfront is the prime location for event bookings, most notably Winterfest, Celebrate Barrie and Kempenfest. Events take place all year and are supported by the park maintenance staff. The beach is a large attraction in the summer and has a variety of assets including hard surface trails, gardens and floral displays, beach volleyball courts, a water fountain, artificial pond, pavilions, barbeques, bridges, sculptures, boardwalks, outdoor fireplaces (winter) and a splash pad.



### 2.1.6. Park Pathways

Park (hard surface) pathways are paved or concrete walkways and trails found throughout the city parkland. Multi-use trails on the waterfront are four (4) metres wide and maintained year-round. Other hard surface pathways are generally 2.5 to 3 metres wide and are not maintained in the winter. Overall, the city has over 37 acres of hard surface park pathways and 20 acres of granular pathways. Pathways in areas of turf maintenance (majority) are visually inspected each time the turf is cut and formally inspected at least once per year. Surface issues are categorized and prioritized for repairs or replacement based on the severity of the issue. The waterfront multi-use trail is maintained (plowed and salted) throughout the winter.



*Concrete Walkway in Centennial Park*



*Paved Multi-use Trail in Allandale Station Park*

### 2.1.7. Pavilions

There are fourteen (14) park pavilions in city parkland. A pavilion is a roofed structure with open sides (no walls). Pavilions are located in the following parks:

- Centennial Beach North
- Dock Road
- Heritage
- Kozlov
- Kuzmic
- Lampman Lane
- Meridian Place
- Painswick
- South Shore
- St. Vincent
- The Gables
- Tiffin Launch
- Tyndale
- Wilkins

Staff inspect the pavilions annually and contract structural inspections periodically by an engineering firm to identify structural issues for repair or replacement. Graffiti removal, vandalism repair, painting, cleaning, litter pick up and general repairs take place during the year on an as-required basis.

### 2.1.8. Other Assets

Park staff maintain a variety of other assets including but not limited to:

Asset Type	General Maintenance Description
4 maintained beaches	Beach grooming, mobi-mat installation
2 Splash Pads	Inspected & cleaned daily

2 Dog off Leash Recreational Areas	Inspected monthly, rough cut bi-annually, maintained as needed
11 Community Gardens & Orchards	Annual maintenance, pest management as required
24 Outdoor Rinks	Set up, start-up, snow clearing, flooding
8 Drinking Fountains	Inspections, cleaning, disinfecting, water testing
2 Skate Parks	Inspections, repairs, offensive graffiti removal
1 Frisbee Golf Course (18 holes)	Grass cutting, poison ivy removal, tournament support
23 Parking Lots	Spring & fall inspections, grading, pot hole repairs, sweeping (paved lots)
Bridges, Boardwalks & Stairs	Annual inspections, scheduled and as-needed repairs of structures
Signage	Install new, replace old, update wording, remove graffiti
Groomed cross-country trail	Sunnidale Park grooming with towed groomer
Rotary Fountain	Pump maintenance & repairs, fountain timing maintenance
Rotary Clock	Annual inspection & maintenance of clock



*Wilkins Park Stairs*



*South end dog off leash recreation area entrance*

## 2.2. Forestry Assets

The Forestry Section plants, maintains and removes trees on streets, in parks and in natural heritage (forested) areas. The section staff also support other departments and organizations with forestry expertise, such as Infrastructure projects, Municipal Law Enforcement (property standards and tree by-laws), Development Services, Facilities, Water & Wastewater, etc. Forestry staff work with several community organizations and Conservation Authorities on public planting & naturalization projects, educational initiatives and support of community improvement projects.



Forestry staff area also responsible for emergency and after-hour responses from storm events (tornadoes, windstorms, ice storms). Responses include initial assessment of damage, documentation of any public or private damage, site-planning of removal and clean-up, investigations and reports for the Legal Department (Insurance), and post-event activities (stump removal, replanting) where required. In the event of a private tree falling onto public property (sidewalk, road or park), staff clean up and remove the portion of the tree on public land to ensure safe passage of residents and/or vehicles and leave the remainder of the tree for the owner to clean up.



The Forestry Section is also responsible for the Urban Forest Strategy, approved by Council in 2014. The strategy creates a policy framework that sets broad direction for forest policy and makes forest sustainability the primary objective of forest management. To achieve long-term forest sustainability can be far more complex in urban areas than in the natural environment due to the variation in land use, ownership, abiotic factors and competing social and economic interests. Some of the key components of the policy framework that have been developed and implemented include; the Tree Preservation By-law, Tree Protection By-law, Tree Protection Manual, Barrie Standard Details, ISA Best Management Practices, Heritage Tree Policy and the Tree Appraisal Policy, etc.

The Urban Forest provides a variety of social, environmental and economic benefits to the citizens of Barrie. These benefits are well researched and published and relate to a variety of measurable indicators of urban forest health.

### 2.3. Parkland Trees

Currently, there are 6,500 inventoried park trees within 128 city parks, not including trees that are part of natural heritage (forested) areas in parks and environmental protection lands owned by the city. Park trees are planted initially by the developers of new subdivisions and are maintained and replaced by Forestry staff under an annual contract with a tree planting company. Annually, 50 to 200 large caliper trees are planted in city parks.



*Wyman Jacques Arboretum*



*Freeman Maples Transplanted into Will Dwyer Park*



*Large Red Oak in Kearsy Park*

## 2.4. Street Trees

The street tree inventory was established in 2000 and updated on a continual basis throughout the year as trees are planted, inspected, pruned, removed etc. Since its establishment, the street tree inventory has grown from approximately 22,000 trees to over 35,000 trees as a result of growth and tree planting programs.



Street trees are pruned on a rotational basis, by subdivision or Ward following an optimum target cycle of once every 5 years, or 7,000 street trees per year. The total varies from year to year based on the size of the trees in the area being pruned and is a combined total of contracted services pruning (approximately 5,500 trees/year) and forestry staff pruning (approximately 1,500 trees/year). Street trees are pruned for health (dead branch removal), structural improvement (crowded and crossed branch removal), sight-lines and clearances (height above sidewalks and roads and clearances from traffic signs and signals) and disease mitigation.



Staff also respond to approximately 1,800 to 2,000 annual service requests for street tree inspections, including:

- Tree Health Inspections (disease, pests, physical damage)
- Tree Risk Assessments
- Watering & Fertilizing
- Tree Planting
- Tree Pruning
- Tree Removal



- Cabling & Bracing
- Public Tree By-law infractions

## 2.5. Forested Areas

The total area of city owned woodlots increased by 512 acres in the last 10 years to a current total of 1,997 acres (up from 1,485 acres or 601 hectares in 2014). City woodlots (forested areas) contain a variety of flora and fauna, including several known species at risk and endangered species. They are an important passive recreational activity that provides opportunities for residents to walk natural trails, bird-watch and generally enjoy nature. Forested areas provide many health benefits for city residents including reducing air temperature, cleaning pollutants from the air and rainwater, providing oxygen, reducing stress, improving mental health and providing exercise opportunities.



There are approximately 145km of city owned forest edge bordering residential properties in the city. Forestry staff manage trees that are hazardous or fallen along forest edges (adjacent to private property), on or beside trail systems, and other issues such as dumping, litter, graffiti, vandalism, encroachments, unauthorized cutting, and general forest health monitoring. Trees that are fallen within a woodlot are left for natural decomposition, to provide habitat for forest fauna, improve forest soil quality and health and support the natural forest ecosystem functions.



## 2.6. Natural Heritage Area Trail Systems

The Forestry staff maintain 74 km of natural area trail systems, defined as “granular surface” trails, typically packed soil, woodchips, gravel or limestone surface, and include foot bridges and one boardwalk. Natural area trail systems are found within woodlots, wetlands, and naturalized areas and provide passive recreational opportunities for residents.



*Natural heritage area trail (left) and small footbridge (right)*

Natural heritage area trail systems are maintained seasonally (April – November) by two seasonal positions. Staff complete an inspection of the trails once per year, identify and categorize hazards and create work orders prioritized by hazard level. Bridge repairs, washouts and trees fallen across pathways are addressed on a priority basis by the trails crew. The crew also responds to service requests as reported by trail users, trims back encroaching vegetation, picks up litter and installs & replaces trail signage.



*Bear Creek Eco-park Boardwalk requires board replacement, regular inspections and repair/re-installation of the railings.*

The trails crew also assist with naturalization projects, such as the Wilkins Park shoreline restoration and enhancement project. This typically includes an educational component with signage and public information, along with additional monitoring activities.



## 2.7. Horticulture Assets

The Horticulture Section maintains almost 7 acres of gardens and floral displays in 33 locations across the city including, welcome to Barrie signs, hanging baskets, planters, interior plant displays, shrub beds and park and street gardens. Wyman Jacques Arboretum showcases many types of floral and perennial displays. The downtown business improvement area (BIA) has street gardens, hanging baskets, planters, seasonal displays and Meridian Place gardens. These are just two examples of garden and floral displays managed by Horticulture, while behind the scenes the staff grow plant material in the greenhouse to fill the gardens, support special events, manage the Communities in Bloom annual event and maintain internal plant collections in City Hall and the downtown library.

### 2.7.1. Waterfront Floral Displays & Gardens

The waterfront parks contain a variety of garden displays, including shrub beds, perennial beds, floral displays, hanging bridge baskets, median island gardens, a water feature (artificial stream and pond), and interpretive gardens.



*Heritage Park water feature and gardens*

Garden beds are prepped (tilled) in the spring, planted, watered (or irrigated), weeded and maintained litter free on a routine basis throughout the growing season. Shrubs are pruned at least annually, while floral displays are fertilized, maintained (e.g. dead-heading, pest management) and some are switched from spring, summer and fall displays. Litter and other contaminant removal from waterfront parks has been a growing issue over the past few years requiring additional daily inspections and maintenance.

Floral displays extend from the waterfront parks to Lakeshore Drive and Simcoe Street, and include landscaped medians, hanging baskets and bridge baskets. Compliments are received regularly from residents and visitors about the beauty of the floral displays at the waterfront. Annual Communities in Bloom judges consistently praise the quality and display.



In celebration of the Royal Canadian Air Force 100<sup>th</sup> Anniversary, Horticulture staff built a floral roundel in Military Heritage Park (seen on the right). The RCAF Floral Roundel is planted in blue and red annual flowers separated by a white decorative landscape rock to convey the colours of the RCAF Roundel emblem.



Over 3,000 annual flowers were grown from seed in the City's greenhouse to ensure sufficient plants for the installation and for any replacements needed over the continuous display season. On June 7, 2024, City horticultural staff installed the new roundel, filling the 4.6 metre-wide floral maple leaf with red begonias (*Begonia fibrous* 'semperflorens') and the outer roundel border with blue salvia (*Salvia farinacea* 'Victoria Blue').



*Military Heritage Interpretive Garden*

### 2.7.2. Downtown and Meridian Place Gardens

Dunlop Street is a vital component and attraction to downtown Barrie. With proposed intensification in the downtown, maintaining and enhancing this corridor is an essential component in the success of downtown revitalization and the City's Downtown. Throughout the downtown (Business Improvement Area), garden displays, hanging baskets, movable planters and seasonal decorative displays are found in a variety of configurations and locations. They provide colour, green streetscapes, inviting features for residents and visitors alike supporting local business and tourism.

Dunlop Street Streetscape extends from High Street to east of Mulcaster Street and was reconstructed over a period of three years and fully completed by the end of 2021. It is important to note that none of these areas or planters have an irrigation system so require manual watering and fertilizing in addition to regular garden maintenance.

The new streetscape included:

- 4,750 square feet of new ground level planting beds
- 118 small movable planters
- 64 hanging baskets

Meridian Place includes approximately a quarter of an acre of gardens maintained on a daily basis by horticulture staff. Maintenance includes litter picking, weeding, checking irrigation systems, replacing damaged or dead plant material.



*Collier Street Median*



*Meridian Place, Dunlop Street Frontage*

### 2.7.3. Wyman Jacques Arboretum

The Wyman Jacques Arboretum is a botanical collection of trees, shrubs, gardens, floral displays and constructed features located in Sunnidale Park. The arboretum was established in 1974 and named the Wyman Jacques Arboretum in 2017. Horticulture staff maintain the grounds, gardens, interpretive signage, gardens, floral and seasonal displays. It is a popular destination for walking, resting, exploring, learning, photography and events such as weddings.



#### 2.7.4. Greenhouse

The City of Barrie's Horticulture team annually grows approximately 135,000 annual and perennial plants within the city greenhouses. Each year 95,000 annual and 35,000 perennial plants are grown in flats and another 5,000 perennials in 6-8" pots for spring and summer planting in gardens throughout city parks and downtown in gardens, 36"-48" ground planters, approximately 140, 20"-24" hanging baskets and 150, 36" moss mat window baskets). The plants are propagated from seeds, plugs and rooted cuttings. Species generally include petunias, begonias, Salvia, Lantana, Fuchsia, Alternanthera, Calibrachoa, Marigold, forced Tulips, ornamental grasses, various tender shrubs and perennials, pansies, cineraria, poinsettias, chrysanthemums, asters, santolina and kale.

The estimated retail value of the plant material grown annually in the greenhouse would be over \$1.2M at a cost of \$150,000 in staff time and \$60,000 in materials (seed, fertilizer and biological pest control) to produce, not including hydro and heat.



*Example of plant material grown in the greenhouse and used for a floral display (RCAF Roundel in Military Heritage Park).*

#### 2.7.5. Parkland Gardens

Many of the city parks (in addition to the 33 locations with formal garden displays) include a small entrance feature shrub bed. These are generally low maintenance gardens, that are mulched and pruned once per year and weeds removed as necessary.

### 2.7.6. City Facility Gardens

Nine (9) city facilities & three (3) Recreation Centres gardens and/or grounds are maintained by horticulture and parks maintenance staff and include:

- City Hall
- Downtown Library
- Fire Station 1 (Emergency Services Headquarters)
- Fire Station 2
- Fire Station 3
- Fire Station 4
- MacLaren Art Centre Gardens
- Operations Centre
- Parkview Centre
- Peggy Hill Community Centre
- East Bayfield Community Centre
- Allandale Recreation Centre.

### 2.7.7. Reverse Lot Gardens & Gores

Horticulture staff maintain 77 reverse lot gardens on streets across the city (e.g. Mapleview, Mapleton, Ardagh, St. Vincent). Similarly to parkland gardens, these areas contain shrubs and ornamental trees that are pruned and maintained once per year.

Gores are areas of land between streets and / or within road right of ways. Gardens found in gores can range from simple shrub beds to edible plant collections to ornamental floral displays. The plant selection is designed for the location based on visual interest, hardiness of the plants (for the location), and adjacent features or sight lines.



*Reverse Lot Garden on Mapleview Drive East*



*Clifton Gore, Bradford Street*



*Edible Landscape Garden on Duckworth St Gore*

### 2.7.8. City Entrance Signs

Several entrance feature signs, such as the two on the highway 400 corridor are maintained by the horticulture team. These gardens generally include irrigation and lighting that are inspected, maintained and repaired by city staff. The main entrance feature signs have a spring, summer and fall display, and cycle the colours and arrangement each year.



### 2.7.9. Interior Plant Maintenance

Horticulture staff are responsible for interior plant maintenance at two city facilities, City Hall and the Downtown Library. This includes installation, weekly watering & fertilizing, pest management and replacement of plant material. In addition, special floral displays are provided for events arranged by the Mayor's office, Access Barrie or other functions.

## 3. Other Departmental Support Functions

Parks, Horticulture and Forestry staff provide support to many other areas of city operations and activities in addition to the "core" departmental responsibilities, including but not limited to:

- Development Services (development application reviews, natural heritage inspections, tree by-law support, pre-assumption inspections, park development and reconstruction reviews & inspections, playground replacement program, parks planning educational programs)
- Infrastructure (tree pruning and removals, project design reviews, tree inventory and preservation plan reviews, site reviews, construction inspection support, emergency tree removals for water & wastewater operations)
- Municipal Law Enforcement (public and private tree by-law investigations and prosecution support, parks use by-law support, property standards inspection/support)
- Recreation Services (sports field booking support, tournament support)
- Special Events support (set up, waste management, weekend and evening support, providing floral displays, clean up)
- Facilities (grounds maintenance advice & maintenance plans, supporting marina with specialized equipment/activities, repair & maintenance of marina boardwalks, facilities construction project support)
- Transit & Parking Strategy (maintenance of paid parking lots around waterfront, cleanup of post-winter snow removal damage and debris, litter collection, grass cutting and litter collection on boulevards around paid parking lots)
- Flag maintenance (purchase, installation, raising and lowering)
- Real Estate & Legal Services (claims support, collecting information, providing reports and attending discoveries)

#### 4. Parks & Forestry Staffing, Current Condition (2024)

At peak season, between May 1<sup>st</sup> to August 30<sup>th</sup>, there are a total of 119 positions within the Branch. If all positions are filled at peak season (with no vacancies or salary gapping), this would include:

- 26 Permanent, Full-time Staff
- 6 Permanent, Seasonal Full-time Staff (shared positions split seasonally with Roads)
- 87 Seasonal Staff (33 casuals, 51 students, 4 part-time)

During the winter season, the staffing in the Branch drops to 26 Full-time staff and 4 part-time staff (25% of peak numbers). The Branch is organized into four (4) Sections, Park Maintenance, Waterfront and Horticulture Operations sections reporting to the Supervisor of Parks Services & Construction, and the Forestry Operations section reporting to the Supervisor of Urban Forestry & Natural Area Stewardship.

During the winter, Park Maintenance and Waterfront staff focus on activities such as clearing and maintaining Meridian Place and the waterfront pathway, garbage collection, maintaining access to the dog off leash areas, playground inspections & repairs, toboggan hill inspections and removal of jumps, cross country trail grooming, outdoor community ice rink maintenance, and park furniture and sign construction. Horticulture staff are growing plant material in the greenhouse for spring planting, maintaining interior plants, assisting with events and winter maintenance at Meridian Place, installing and maintaining winter displays, and planning and designing annual floral displays. Forestry staff continue with tree pruning and removal activities throughout the winter, as well as contract administration, urban forest planning, development reviews and management of tree inventories.

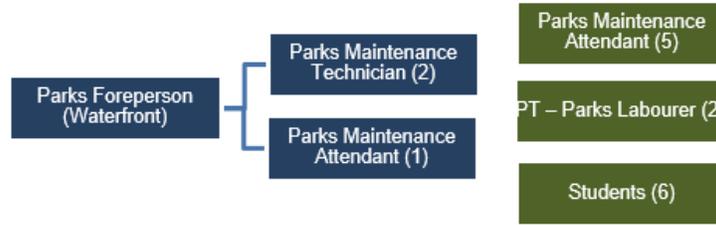
##### 4.1. Parks Maintenance

The Parks Maintenance Section is responsible for forty-three (43) specific activities spread across the entire City. The section consists of seven (7) full time staff, two (2) seasonally assigned full time staff and thirty-seven (37) casuals and students.



##### 4.2. Waterfront Operations

The Waterfront Operations section is responsible for forty-one (41) waterfront specific activities mainly focused on the nineteen (19) waterfront parks, but also including city-wide parks garbage collection and disposal and maintenance of the two (2) dog off-leash recreational areas. The section consists of four (4) full time staff, two (2) part-time staff and eleven (11) casuals and students.



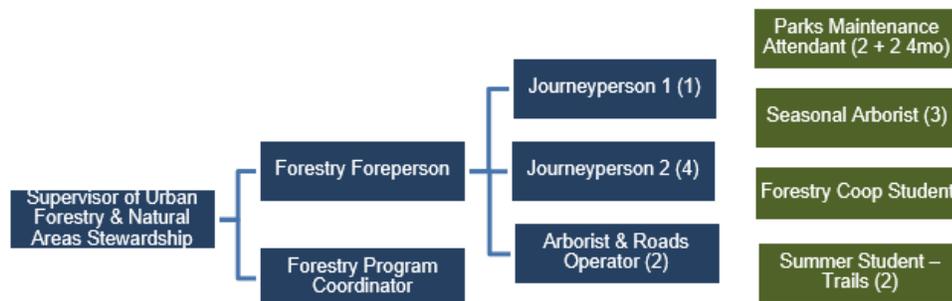
### 4.3. Horticulture Operations

The Horticulture Operations section is responsible for twenty-three (23) specific activities on city parks and streets as well as managing an Arboretum and an operational greenhouse to grow all the plants for installation in floral displays. The section consists of six (6) full time staff, two (2) seasonally assigned full time staff, two (2) part time staff and twenty-five (25) casuals and students.



### 4.4. Forestry Operations

The urban forestry staff are responsible for maintaining all of the city trees (on streets, in parks and natural heritage areas), maintaining all of the natural trails and footbridges and for administering the City's Public and Private Tree By-laws. The Forestry Section consists of seven (8) full time staff, two (2) seasonally assigned full time staff and ten (10) casuals and students reporting to the Supervisor.



## 5. Service Levels by Activity

The work completed annually by Branch staff were categorized into one-hundred and sixty-three (163) "Activities". Each activity has an associated level of service (where applicable), average number of services per asset or per year, the months of service, service frequency and a description of what is included in that activity. Below is a subset example of eight activities completed by staff:

<b>Activities</b>	<b>Average Service Frequency</b>	<b>Month(s) of Service</b>	<b>Annual Avg. # of Services per Asset</b>	<b>General Description</b>
Barbeque Inspection & Cleaning	Daily	June to September	120	Daily inspection and cleaning during summer period of barbeques to remove food and grease left from previous days use.
Baseball Field Grooming (Lit fields)	5x per week	May to September	80	Grooming of infield areas of baseball diamond - lit fields maintained more often/to a higher standard of play
Baseball Field Grooming (Unlit fields)	2x per week	May to September	32	Grooming of infield areas of baseball diamond
Baseball Field Maintenance	Bi-Annual	May to September	2	Maintenance of infield, pitchers mounds, fencing, bases, turf conditions, benches
Baseball Field Spring Start-up & Inspections	Monthly	April to October	6	Inspection of baseball field for safe use and play, categorization and scheduling of hazard abatement.
Basketball Court Maintenance	As-required	April - November	3	Service related requests due to surface issues (e.g. glass on court) or backboard / hoop repairs, line repainting, surface repairs.
Basketball Court Spring Start-up	Annual	April	1	Opening, initial inspection, cleaning, repairs and surface maintenance (Cracks and trip hazards on surface, sweep off dust/stone/glass particles).

Appendix 'C' includes a complete list of all activities and associated service levels.

**6. Standard Operating Procedures**

For activities that include physical work, generally with equipment, there are Standard Operating Procedures (SOPs) developed to guide employees on safe work procedures, services and service frequencies, and advise of hazards. These operating procedures include a description of the purpose of the procedure, scope of work, personal protective equipment, step by step procedures to complete the work, reference material used to create the SOP and for further information and documentation details (creation date, revisions and supervisor approval). These SOPs are used in the annual training of staff on equipment, work practices, and hazards as required by the Occupational Health and Safety Act.

Appendix 'D' includes the Table of Contents for the SOP binder.

**Analysis**

**7. Service Level Analysis**

Staff in the Branch collected real-time data (from 2023 and 2024) for all of the activities completed on assets, which was used in the service level analysis. Each asset, activity completed, staff time, contractor and other expenses including vehicles were included to provide a total time and cost for each activity and asset maintained. What was not included in the analysis was overhead and other departmental support costs, such as facilities, human resources, parks planning, and purchasing. The analysis was based on current service levels and staffing using the 2024 Business Plan as a baseline.

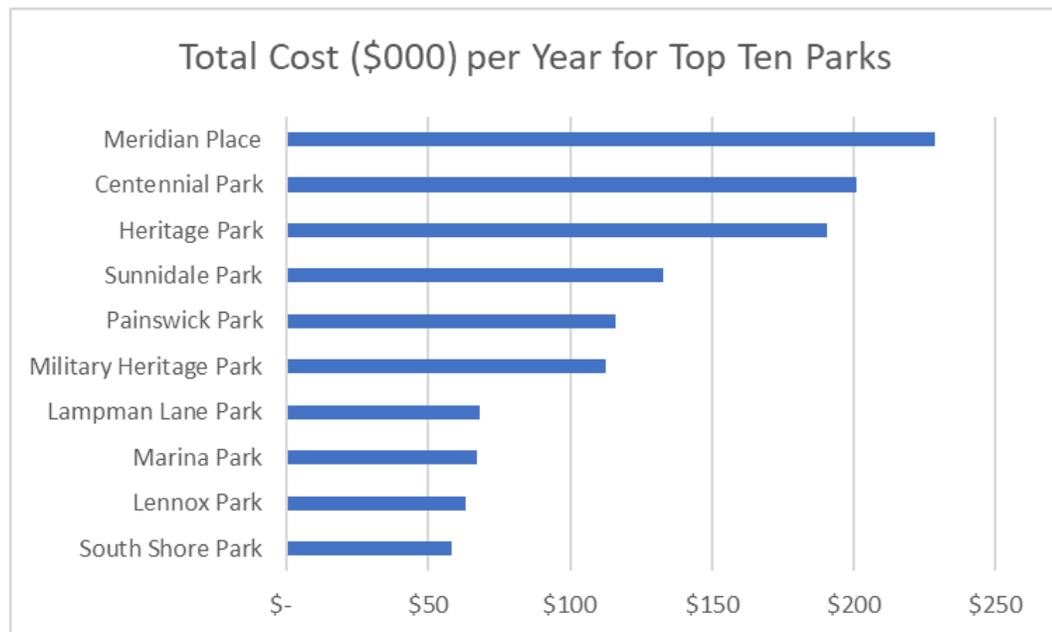
One-hundred and sixty-three (163) maintenance and operations activities on over five-hundred (500) locations across the city were used to calculate annual maintenance costs and staff time associated with providing Branch services. The following table of asset location groupings provides an overview of the total cost and cost per acre of various assets:

<b>Asset Location Group</b>	<b>Total Cost (\$/Year) *</b>	<b>Area (Acres)</b>	<b>Cost per Acre (\$/Ac)</b>
Boulevards & Right-of-Ways	\$1,902,785.75	77.2	\$24,647.48
Facilities	\$189,498.20	25.1	\$7,549.73
Recreation Centres	\$74,204.52	11.3	\$6,566.77
Parks & Open Space	\$3,818,094.77	693.5	\$5,505.54
Parking Lots	\$6,043.94	1.6	\$3,777.46
Unopened Right-of-ways	\$16,146.18	26.8	\$602.47
City-Wide Activities**	\$1,690,379.26	3,222.5	\$524.56
Natural Heritage Areas	\$413,785.28	2,387.0	\$173.35
<b>Total</b>	<b>\$8,110,937.90</b>	<b>3,222.5</b>	<b>\$2,516.97</b>

\* Total cost includes vehicle & equipment costs.

\*\*City-wide activities that are not associated with a specific asset (e.g. customer service, work order management, inventories, public education initiatives, supervision, procurement, training, recruitment, other departmental support, policies & procedures, by-law support, equipment maintenance, etc.).

The range of operation & maintenance costs for Parks are from \$1,736/year (John Edwin Coupe Park) to \$228,525/year for Meridian Place. The ten highest operations & maintenance costs per year by park is illustrated in the following chart:



The following are a few examples of location maintenance costs, including staff, equipment and contracted services:

- Downtown BIA Streetscape - \$86,300/year
- Peggy Hill Team Community Centre - \$40,100/year
- Holly Community Park - \$34,400/year
- Downtown Library - \$43,200/year
- Minet's Point Park - \$31,800/year
- North Shore Trail - \$63,400/year

The Service Level Analysis also provides information on the cost of activities associated with the operations and maintenance of park assets. The following chart illustrates the ten most costly activities:



The estimated inspection & maintenance costs for the city's 106 playgrounds is \$570,500 per year, or an average cost of \$5,382 per playground per year. However, larger, more complex playgrounds require more inspection and maintenance resulting in higher annual maintenance costs. Two of the most expensive playgrounds are:

- Painswick Park - \$41,400 per year
- Centennial Park - \$16,361 per year

## 8. Under-Serviced Areas of Concern

Future Business Plans will highlight these increasing areas of concern:

- i. Trails maintenance was identified during the 2024 Business Plan as an area of recommended service level improvement. Currently, only two (2) seasonal casual staff inspect and maintain approximately 150 km of natural area trails, with the assistance of Forestry Journeypersons for tree work. There is opportunity to improve trail

maintenance year-round through converting a seasonal position to a full-time (all year) position and/or adding additional seasonal positions to expand winter maintenance activities (e.g. cross country trail grooming) and improving the summer maintenance and response to repair needs (e.g. wash outs).

- ii. Playground inspections and repairs will continue to increase in asset numbers and complexity of maintenance over time. New playgrounds such as Painswick Park and St. Vincent Park are significantly larger and more complex and park playgrounds will get added to the asset portfolio as new subdivisions develop. It is vital to ensure that minimum maintenance and inspection targets are met to ensure that the playgrounds are safe for use.
- iii. Sports field and court maintenance and weekend tournament support is an increasing pressure due to both expansion of park assets and recreational use. Sports such as pickleball, cricket and disc golf are continuing to grow, along with the pressure to provide more locations and operational support/maintenance.

## 9. Future Asset Growth

Between 2018 and 2023, the operations team assumed responsibility for the following new or expanded parks and/or assets (Appendix 'E'):

- Two (2) Neighbourhood Parks (Muirfield Park & Gateland Park)
- Sixteen (16) pickleball courts (at Painswick Park and Eastview Park)
- Two (2) basketball courts (at Loyalist Park and Gateland Park)
- Three (3) baseball diamonds
- Three (3) accessible playgrounds (at Painswick Park, St. Vincent Park, and Gateland Park)
- Dunlop Streetscape horticulture features
- Upgraded downtown Library landscape
- Several kms of new trail systems
- Grass maintenance along several kms of new road ROW (Harvey Road, Mapleview Drive E, King Street, Veterans Drive)
- In 2020, Parks Maintenance assumed responsibility for the maintenance of all in-town sports fields.

The projected growth of new parks in the Hewitts and Salem Secondary Plan (annexed) Areas from 2025 to 2031 includes the following:

- Thirteen (13) Neighbourhood parks
- Ten (10) Village Squares
- Five (5) Trail Heads (and several new trail systems)

Further details associated with new assets within specific parks are illustrated in Appendix 'F' for ease of reference.

## **Recommendations**

The Service Level Analysis of existing Branch operations are intended to be used to estimate the maintenance cost of new assets or parks for future business planning and budgets, specifically to:

- i. Allow for staff to develop budgets commensurate with Council's priorities and desired service levels.
- ii. To prepare for anticipated growth or expansion of parks, trails, sport fields and courts.
- iii. To be used by staff when submitting estimated Operational Costs as part of Staff Reports for new parks and park assets.

Staff also recommend using and updating this analysis on a regular basis to provide support of the above recommendations.

**APPENDIX 'A' – Asset Inventory Listing (all locations & asset categories)**

Location	Park Type	Total Area (Acres)	Playground	Pickleball	Tennis	Harball	Softball	Senior Soccer	Junior Soccer	Mini Soccer	Basketball - Full	Basketball - Half	Fitness Equip.	Beach Volleyball	Cricket Pitch	Horseshoe Pits	Splash Pad	Skate Park	Parking Lot *	Beach	Pavilion	DOLRA	Disc Golf Course	Ping-pong Table	Outdoor Rink**	Drinking Fountain	Outdoor BEQ	Gardens	Interior Plants	Community Garden	Community Orchard	Arboretum	Boardwalk	Lights	Irrigation	Paved Pathways	Trails	Bridge	Stairs	Trees	Woodland	Outdoor Classroom			
Barrie Fire & Emergency Services Headquarters	FAC	1.2																									Y													Y					
Barrie Fire Station 2	FAC	1.1																																								Y			
Barrie Fire Station 3	FAC	1.1																										Y														Y			
Barrie Fire Station 4	FAC	1.1																									Y															Y			
City Hall	FAC	0.4																									Y	Y														Y			
Downtown Library	FAC	0.3																									Y	Y														Y			
MACLAREN ART CENTRE GARDENS	FAC	0.1																									Y															Y			
OPERATIONS - GREENHOUSE	FAC	0.3																																											
OPERATIONS CENTRE	FAC	5.6																									Y															Y	Y		
Parkview Centre	FAC	0.1																																									Y	Y	
Anne St N Buffer	NH	0.8																																									Y		
Anne St Natural Area	NH	1.2																																									Y		
Ardagh Bluffs	NH	293.9																																					Y	Y			Y		
Ardagh Bluffs (East)	NH	11.9																																					Y	Y			Y		
Ardagh Bluffs (South)	NH	27.6																																					Y	Y			Y		
Ardagh Bluffs (West)	NH	171.5																																						Y	Y			Y	
Audrey Milligan	NH	8.8																																						Y	Y			Y	
Austen Ravine (East)	NH	0.9																																									Y		
Austen Ravine (West)	NH	5.4																																									Y		
Bayshore Ridge Buffer	NH	0.2																																									Y		
Bayshore Ridge East	NH	6.7																																									Y		
Bayshore Ridge West	NH	3.6																																									Y		
Bayview East	NH	5.0																																										Y	
Bayview West	NH	22.2																																									Y	Y	
Bayview Woods East	NH	16.9																																									Y		
Bayview Woods West	NH	6.8																																									Y		
Beacon Glen Natural Area	NH	25.6																																									Y	Y	
Bear Creek Corridor	NH	8.7																																									Y	Y	
Bear Creek Eco-Park	NH	26.1																																									Y	Y	
BEAR CREEK WETLAND WEST	NH	11.6																																										Y	
Benson Natural Area	NH	0.5																																										Y	
Brown's Bush	NH	5.0																																									Y	Y	
Brunton Parcel	NH	0.4																																									Y	Y	
Bunkers Creek Eco Park	NH	2.5																																										Y	
Bunkers West	NH	0.3																																									Y		
Camelot Woods	NH	0.5																																										Y	
Cloughley Woods	NH	0.8																																									Y		
Cumberland Natural Area	NH	1.0																																									Y		

Location	Park Type	Total Area (Acres)	Playground	Pickleball	Tennis	Harball	Softball	Senior Soccer	Junior Soccer	Mini Soccer	Basketball - Full	Basketball - Half	Fitness Equip.	Beach Volleyball	Cricket Pitch	Horseshoe Pits	Splash Pad	Skate Park	Parking Lot *	Beach	Pavilion	DOLRA	Disc Golf Course	Ping-pong Table	Outdoor Rink**	Drinking Fountain	Outdoor BBQ	Gardens	Interior Plants	Community Garden	Community Orchard	Arboretum	Boardwalk	Lights	Irrigation	Paved Pathways	Trails	Bridge	Stairs	Trees	Woodland	Outdoor Classroom					
Dock Road Buffer East	NH	0.2																																								Y					
Dock Road Buffer West	NH	1.2																																										Y			
Dock Road Park South	NH	1.2																																										Y			
Dyments Creek East (Innisfil St)	NH	2.5																																										Y			
Dyments Creek East (John St)	NH	0.9																																										Y			
Dyments Creek South	NH	20.9																																										Y			
Dyments Creek West Anne	NH	4.9																																										Y			
Dyments Creek West George	NH	0.9																																										Y			
Dyments Creek West Victoria	NH	3.9																																										Y			
Eccles Natural Area	NH	3.0																																											Y		
Eccles Park	NH	0.3																																											Y		
Eccles Park	NH	0.1																																										Y			
Ellis Natural Area	NH	1.4																																										Y			
Ferndale Natural Area	NH	57.4																																											Y		
Georgian Wetlands	NH	5.7																																											Y		
Grove St Natural Area	NH	0.7																																											Y		
Hanmer Natural Area	NH	2.2																																											Y		
Harvie Road Greenbelt	NH	9.2																																											Y		
Hewitts Creek East	NH	6.6																																										Y	Y		
Hewitts Creek North	NH	43.4																																										Y	Y		
Hewitts Creek Ravine	NH	30.8																																										Y	Y		
Hewitts Creek South	NH	7.2																																										Y			
Hogan's Woods	NH	6.0																																										Y			
Hollyw ood Ravine East	NH	11.9																																										Y			
Hollyw ood Ravine South	NH	5.3																																										Y			
Hollyw ood Ravine West	NH	21.0																																										Y			
Huronia Industrial Buffer	NH	1.8																																											Y		
Huronia Natural Area	NH	0.5																																											Y		
Hyde Park Natural Area	NH	7.1																																											Y		
Lackie's Bush East	NH	8.5																																											Y		
Lackie's Bush West	NH	50.7																																											Y	Y	
Little Lake Park East	NH	131.7	Y																																										Y		
Little Lake Park North	NH	200.7																																											Y	Y	
Little Lake Park Northw est	NH	295.8																																											Y		
Little Lake Park South	NH	44.2																																											Y		
Little Lake Park Southw est	NH	76.6																																											Y		
Lovers Creek Ravine	NH	7.3																																											Y		
Lovers Creek Ravine Chalmers	NH	79.4																																											Y		
Lovers Creek Ravine Country Lane	NH	3.3																																											Y		
Lovers Creek Ravine Huronia	NH	9.1																																											Y		
Lovers Creek Ravine Hurst	NH	3.1																																											Y		
Lovers Creek Ravine South	NH	37.8																																											Y		
Lovers Creek Ravine Tollendale	NH	18.2																																											Y		
Lovers Creek Ravine Yonge	NH	17.3																																											Y		
LOVERS CREEK RAVINE YONGE PT 2	NH	0.9																																											Y		
Loyalist Woods	NH	22.6																																											Y		



Location	Park Type	Total Area (Acres)	Playground	Pickleball	Tennis	Harball	Softball	Senior Soccer	Junior Soccer	Mini Soccer	Basketball - Full	Basketball - Half	Fitness Equip.	Beach Volleyball	Cricket Pitch	Horseshoe Pits	Splash Pad	Skate Park	Parking Lot *	Beach	Pavilion	DOLRA	Disc Golf Course	Ping-pong Table	Outdoor Rink**	Drinking Fountain	Outdoor BBQ	Gardens	Interior Plants	Community Garden	Community Orchard	Arboretum	Boardwalk	Lights	Irrigation	Paved Pathways	Trails	Bridge	Stairs	Trees	Woodland	Outdoor Classroom											
Bear Creek Park	OS	7.8	Y				1	1											PK						<								Y	Y					Y	Y													
Berczy Park	OS	2.2	Y																														Y	Y			Y			Y	Y												
Blair Park	OS	0.8	Y																																					Y	Y												
Brock Park	OS	3.8	Y									1																												Y	Y												
Brownwood Park	OS	2.4	Y									1																							Y	Y					Y	Y											
Brunton Parcel (#28)	OS	0.2																																						Y													
Brunton Park	OS	1.3	Y																																							Y											
Cardinal St Detention Pond & Blvd	OS	1.34																																																			
Carter Park	OS	1.1	Y																																						Y												
Cartwright Park	OS	3.4	Y							1															V																	Y											
Catherine Park	OS	2.8	Y						1		1																																Y										
Cedar Grove Park	OS	3.2	Y																																							Y	Y										
Centennial Park	OS	10.2	Y																	Pd	Y	Y		Y		4	Y	Y					Y	Y	Y	Y		Y	Y	Y		Y	Y										
Chalmers Park	OS	1.9	Y																																								Y										
Cheltenham Park	OS	6.6	Y				1																																				Y										
Cloughley Park	OS	4.3	Y				1																		V																		Y										
Cloughley Woods	OS	0.9																																									Y										
Codrington Gore	OS	0.9																										Y																Y									
College Heights Park	OS	3.1	Y							2																																		Y									
Coronation Park	OS	5.2	Y					1			1														V																			Y									
Cudia Park	OS	1.6	Y																																										Y								
Cumming Park	OS	0.6	Y																																									Y	Y	Y		Y	Y				
Cundies West Park	OS	4.7	Y				1																																					Y	Y	Y		Y	Y				
D&J Fralick Park	OS	8.7	Y																																									Y	Y	Y		Y	Y				
D'Ambrosio Park	OS	2.2	Y																																										Y	Y	Y		Y	Y			
Dock Road Park	OS	3.3	Y																		Pk	Y	Y		V																		Y	Y	Y		Y	Y					
Dock Road Wharf	OS	1.3																																												Y							
Donald Park	OS	1.2	Y																																										Y								
Dunsmore Park	OS	4.9	Y								1														V																				Y	Y		Y	Y				
Dyments Pond	OS	4.1																			Pk																								Y								
East Bayfield Park	OS	12.1	Y		3		1			1	1																																		Y	Y	Y		Y	Y			
Eastview Park	OS	14.2	Y	4	4				2												RC							Y		Y															Y	Y	Y		Y	Y			
EDGEHILL OPEN SPACE	OS	0.3																																																			
Elizabeth Park	OS	2.3	Y								2														V																					Y							
Emms Park	OS	0.4	Y																																											Y	Y		Y	Y			
ESSA (FUTURE DEVELOPMENT)	OS	1.8																																												Y							
Essa Open Space	OS	1.4																																														Y					
Ferndale Park	OS	12.5	Y		2		1	1			1										Pk																								Y	Y	Y	Y		Y	Y		
Ferris Park	OS	3.1	Y																																											Y				Y	Y		
Garibaldi Lookout	OS	0.2																																															Y				
Gateland Park	OS	1.8	Y									1																																			Y				Y		
Georgian Fields	OS	0.2																																														Y					
Gibbon Park	OS	1.9	Y																																												Y	Y		Y	Y		
Golden Meadow Park	OS	8.6	Y						1		1										Pk										Y															Y			Y				
Grandforest Open Space	OS	0.1																																														Y					
Greenfield Park	OS	5.7	Y	C	2		1					1													V																						Y			Y			
Grzegorz "Greg" Pierzchala Park	OS	7.5	Y					1																																							Y	Y		Y	Y		













Location	Park Type	Total Area (Acres)	Playground	Pickleball	Tennis	Harball	Softball	Senior Soccer	Junior Soccer	Mini Soccer	Basketball - Full	Basketball - Half	Fitness Equip.	Beach Volleyball	Cricket Pitch	Horseshoe Pits	Splash Pad	Skate Park	Parking Lot *	Beach	Pavilion	DOLRA	Disc Golf Course	Ping-pong Table	Outdoor Rink**	Drinking Fountain	Outdoor BBQ	Gardens	Interior Plants	Community Garden	Community Orchard	Arboretum	Boardwalk	Lights	Irrigation	Paved Pathways	Trails	Bridge	Stairs	Trees	Woodland	Outdoor Classroom									
SWP - BAY SHORE SWMF - BY 03	ROW	0.0																																																	
SWP - BAY VIEW WEST SWMF - LV07	ROW	0.2																																																	
SWP - BEAR CREEK EAST SWMF - BR08A	ROW	4.6																																																	
SWP - BEAR CREEK SWMF - BR14	ROW	0.0																																																	
SWP - BEAR CREEK SWMF - BR20	ROW	0.2																																																	
SWP - BEAR CREEK WEST SWMF - BR08B	ROW	2.0																																																	
SWP - BRADFORD ST SWMF - HT17-P	ROW	0.0																																																	
SWP - BRYNE DRIVE SWMF - HT06	ROW	0.0																																																	
SWP - CARDINAL SWMF - LT01	ROW	0.1																																																	
SWP - Country Ln (#44) Blvd	ROW	0.07																																																	
SWP - CROMPTON ST SWMF - LT03	ROW	0.1																																																	
SWP - CURRIE EAST SWMF - SP03	ROW	0.0																																																	
SWP - CURRIE WEST SWMF - SP03	ROW	0.2																																																	
SWP - D'AMBROSIO SWMF - LV11	ROW	0.1																																																	
SWP - DUNN ST SWMF - BR25	ROW	0.1																																																	
SWP - DYMENTS CREEK NORTH - DY04	ROW	4.2																																																	
SWP - Esther Dr (#200) Entrance & Blvd	ROW	0.13																																																	
SWP - Grace Cres (#55) Blvd	ROW	0.04																																																	
SWP - GRACE CRES SWMF - LV19	ROW	0.0																																																	
SWP - HANMER ST SWMF - LT04	ROW	0.1																																																	
SWP - HARVIE ROAD SWMF - WK05	ROW	0.1																																																	
SWP - HEWITTS CREEK SWMF - HW04	ROW	0.1																																																	
SWP - HEWITTS CREEK SWMF - HW05	ROW	0.0																																																	
SWP - HOLLYWOODS RAVINE EAST SWMF - BR03	ROW	2.8																																																	

Location	Park Type	Total Area (Acres)	Playground	Pickleball	Tennis	Harball	Softball	Senior Soccer	Junior Soccer	Mini Soccer	Basketball - Full	Basketball - Half	Fitness Equip.	Beach Volleyball	Cricket Pitch	Horseshoe Pits	Splash Pad	Skate Park	Parking Lot *	Beach	Pavilion	DOLRA	Disc Golf Course	Ping-pong Table	Outdoor Rink**	Drinking Fountain	Outdoor BBQ	Gardens	Interior Plants	Community Garden	Community Orchard	Arboretum	Boardwalk	Lights	Irrigation	Paved Pathways	Trails	Bridge	Stairs	Trees	Woodland	Outdoor Classroom									
SWP - HURST SWMF - LV01	ROW	0.2																																																	
SWP - KING ST E SWMF - LV50	ROW	0.8																																																	
SWP - KING ST W SWMF - BR24	ROW	0.0																																																	
SWP - KOZLOV SWMF - TBD	ROW	0.1																																																	
SWP - LIONS GATE SWMF - LT06	ROW	0.1																																																	
SWP - LIVINGSTONE ST W SWMF - KD05	ROW	0.1																																																	
SWP - LOON AVE SWMF - LV21	ROW	0.1																																																	
SWP - LOVERS CREEK SWMF - LV13	ROW	0.3																																																	
SWP - LOVERS CREEK SWMF - LV22	ROW	0.4																																																	
SWP - MARY ANNE SWMF - LV10	ROW	0.1																																																	
SWP - MINETS POINT SWMF - WK04	ROW	0.1																																																	
SWP - NORTH HANMER SWMF - LT04	ROW	1.1																																																	
SWP - PATRICK ST SWMF - LV23	ROW	0.2																																																	
SWP - REID SWMF - BR16	ROW	0.2																																																	
SWP - SNOWSHOE PARK SWMF - BR13	ROW	0.0																																																	
SWP - SUNDEW CORRIDOR WEST SWMF - BR22	ROW	0.1																																																	
SWP - WELHAM SOUTH SWMF - LV12	ROW	0.3																																																	
SWP - WELHAM WEST SWMF - LV2	ROW	0.2																																																	
SWP - WILKINS PARK SWMF - HW06	ROW	1.2																																																	
SWP - WOODCREST RAVINE SWMF - HR02	ROW	3.1																																																	
THE QUEENSWAY GORE	ROW	0.0																										Y																							
TIFFIN ST GORE WEST Veterans, Caplan&Reid Boulevards	ROW	1.00																																																Y	
Veterans, Commerce&Norris Boulevards	ROW	2.40																																															Y		
VINE CRESCENT GORE	ROW	0.1																																														Y			
WARNICA GORE	ROW	0.0																										Y																							
WELLINGTON ST GORE	ROW	0.1																																														Y			
WILSON COURT GORE	ROW	0.0																																														Y			
UNOPENED ROW - ALBERT ST	URW	0.5																																															Y		
UNOPENED ROW - ALVA STREET	URW	0.4																																															Y		

Location	Park Type	Total Area (Acres)	Playground	Pickleball	Tennis	Harball	Softball	Senior Soccer	Junior Soccer	Mini Soccer	Basketball - Full	Basketball - Half	Fitness Equip.	Beach Volleyball	Cricket Pitch	Horseshoe Pits	Splash Pad	Skate Park	Parking Lot *	Beach	Pavilion	DOLRA	Disc Golf Course	Ping-pong Table	Outdoor Rink**	Drinking Fountain	Outdoor BBQ	Gardens	Interior Plants	Community Garden	Community Orchard	Arboretum	Boardwalk	Lights	Irrigation	Paved Pathways	Trails	Bridge	Stairs	Trees	Woodland	Outdoor Classroom			
UNOPENED ROW - AMELIA ST	URW	0.3																																								Y			
UNOPENED ROW - A UDREY MILLIGAN W POND	URW	0.2																																										Y	
UNOPENED ROW - BOYS STREET	URW	0.8																																									Y		
UNOPENED ROW - CAMELOT SQ	URW	1.3																																									Y		
UNOPENED ROW - COLLINGWOOD ST	URW	1.1																																									Y		
UNOPENED ROW - COOK ST	URW	0.6																																									Y		
UNOPENED ROW - DUCKWORTH ST	URW	1.9																																										Y	
UNOPENED ROW - DUCKWORTH ST S	URW	0.2																																									Y		
UNOPENED ROW - DUNN ST	URW	0.5																																									Y		
UNOPENED ROW - ELLEN ST	URW	0.7																																									Y		
UNOPENED ROW - FREDERICK ST	URW	0.6																																										Y	
UNOPENED ROW - HARVIE RD W	URW	3.0																																										Y	
UNOPENED ROW - HIGHLAND DR E	URW	1.1																																										Y	
UNOPENED ROW - HIGHLAND DR W	URW	0.8																																										Y	
UNOPENED ROW - KEMPENFELT DRIVE	URW	0.8																																										Y	
UNOPENED ROW - LITTLE AVENUE RD	URW	1.4																																										Y	
UNOPENED ROW - MULCASTER ST	URW	0.7																																										Y	
UNOPENED ROW - PATTERSON RD	URW	2.1																																										Y	
UNOPENED ROW - PENETANGUSHENE RD	URW	0.5																																										Y	
UNOPENED ROW - PERRY ST	URW	2.1																																										Y	
UNOPENED ROW - POYNTZ ST	URW	0.0																																									Y		
UNOPENED ROW - SAMPSON ST	URW	0.0																																									Y		
UNOPENED ROW - VESPRA ST E	URW	0.6																																										Y	
UNOPENED ROW - VESPRA ST W	URW	0.7																																										Y	
UNOPENED ROW - VICTORIA ST	URW	1.9																																										Y	
UNOPENED ROW - WHITE OAKS RD	URW	0.6																																										Y	

## **APPENDIX 'B' – SIDELOT GRASS CUTTING**

### **Boulevards Cut by the City**

Private properties with reverse lot boulevards are cut and maintained by the City. The reverse lot boulevards are categorized as the boulevards that are located at the rear of private property that is typically separated by a fence or a wall and subsequently these areas are not easily accessible by the property owner. Reverse lot boulevards typically border on heavily travelled major roads where access is not appropriate as it would impede the flow of traffic.

### **Boulevards Cut by the Property Owner**

The established practice for property owners has been that they cut the front boulevard located on the City right of way adjacent to their property at the same frequency as their front lawn. At corner lots, the side lot boulevard located on the City right of way is also maintained in the same manner by the property owner.

### **Neglected Boulevards**

In some cases, a private property owner does not cut the grass on their adjoining boulevard and this often results in a complaint being received from neighbouring residents or concerned citizens. When this occurs, staff will inspect the area and request that the homeowner cut the grass if it has reached a height of 6" (does not include dandelion flowers). If the homeowner can not comply with the request within a reasonable timeframe, Parks Operations staff will advise the homeowner that they will cut the boulevard grass and that thereafter it will be the homeowner's responsibility to cut. Where no response is ever received from the homeowner, staff will note these areas and cut them on a cycle that maintains them to a 6-inch standard.

### **Financials**

1. Parks & Forestry Operations will continue to cut the neglected boulevard areas primarily on a complaint basis to bring them in compliance with City By-law 2011-107. Staff shall continue to note areas that are in need of cutting each year so that these areas can be addressed with the homeowner or cut in an organized and efficient manner by City staff if required. The operating cost of mowing the current list of neglected boulevards is approximately \$29,500 per year.
2. If the City were to provide side lot boulevard maintenance the cost would be passed along to ratepayers, who for the vast majority already complete this task effectively and efficiently. The estimated operating cost to mow the 4,100 residential side lots to a height of 6" to 12" as per City By-law 2011-107 would be \$196,000 per year (staff and truck rental) plus an additional capital cost of \$147,000 for mowers, trailers and string trimmers.
3. The estimated operating cost to maintain all residential side lot areas to the Park's boulevard standard height of 3"-6" would be \$346,000 per year. An additional \$244,000 in capital cost would be required to purchase the necessary equipment to maintain boulevards to Park's standards.

### **Recent Complaint Trend and Action to Resolve**

Parks & Forestry Operations are routinely addressing requests for the City to cut side lot boulevards (service requests initiated by residents for boulevard grass cutting were as follows; there were 207 in 2020, 147 in 2021, 187 in 2022, and 274 in 2023). Staff will mow a side lot boulevard when a resident has never responded to requests to cut their side lot boulevard and this has resulted in ongoing complaints regarding the uncut boulevards from neighbouring residents (e.g. Mapleton Ave., Mapleview Dr W., Yonge St and Esther Dr). This approach has been successful in reducing complaints from side lot boulevard property owners and area residents by maintaining the vegetation to a 6-inch standard however estimated cost of cutting these additional areas is \$5,100 annually which brings our annual total to \$34,600 for neglected boulevards. This amount is included in the Park's Maintenance Annual Operating Budget.

Example of front and side lot boulevards:



Example of Side Lot boulevard and a Reverse lot Boulevard:



**APPENDIX 'C' – Activity Descriptions and Level of Service**

<b>Activities</b>	<b>Average Service Frequency</b>	<b>Month(s) of Service</b>	<b>Annual Avg. # of Services per Asset</b>	<b>Description</b>
Administrative Procedures	Daily	Year-round	240	Procurement processes, budget planning, and record-keeping, including guidelines for purchasing equipment, supplies, and services, allocating budgets, and maintaining records efficiently.
Administrative Support	As-required	Year-round	100	Administrative process support, responding to emails, timesheets, forms, procurement of materials & supplies.
AED Monitoring & Maintenance	Monthly	Year-round	12	Inspections and maintenance of AED Cabinet and device.
Application of Pesticides, Insecticides, or Biological Control	As-required	May - October	15	Procedures for the safe and regulated application of pesticides, insecticides, or biological controls, including risk assessment, product selection, application methods, safety protocols, and compliance with environmental regulations
Asset Repair or Minor Replacement	As-required	Year-round	40	Repair and replacement costs, on average, for all parks assets.
Barbeque Inspection & Cleaning	Daily	June to September	120	Daily inspection and cleaning during summer period of barbeques to remove food and grease left from previous days use.
Baseball Field Grooming (Lit fields)	5x per week	May to September	80	Grooming of infield areas of baseball diamond - lit fields maintained more often/to a higher standard of play
Baseball Field Grooming (Unlit fields)	2x per week	May to September	32	Grooming of infield areas of baseball diamond
Baseball Field Maintenance	Bi-Annual	May to September	2	Maintenance of infield, pitchers mounds, fencing, bases, turf conditions, benches
Baseball Field Spring Start-up & Inspections	Monthly	April to October	6	Inspection of baseball field for safe use and play, categorization and scheduling of hazard abatement.
Basketball Court Maintenance	As-required	April - November	3	Service related requests due to surface issues (e.g. glass on court) or backboard / hoop repairs, line repainting, fencing repairs.
Basketball Court Spring Start-up	Annual	April	1	Opening, initial inspection, cleaning, repairs and surface maintenance (Cracks and trip hazards on surface, sweep off dust/stone/glass particles).
Beach Grooming	4x per week	June-Sept	64	Cleaning and grooming of Johnson's, Centennial, Minet's and Tyndale.
Biohazard/drug paraphernalia clean up	Daily	Year-round	253	Clean up and removal of Bodily fluids, sharps, weapons throughout waterfront and meridian square
Boardwalk Inspections & Repairs	Weekly	May - November	24	Inspection of boardwalk surfaces, fasteners, checking for splinters, raised screws and other hazards or heaving, replacing loose or worn screws and boards

Book-7 Set Ups (Traffic Control)	As-required	Year-round	240	Planning traffic control and set up of traffic control devices for working on right-of-ways
Boulevard Maintenance	As-required	June to September	80	This procedure outlines the steps for responding to resident complaints regarding over-grown grass on City owned boulevards.
Bridge Inspection and Repair	Anually	May-November	1	Annual inspection of decking, substructure, expansion joints, bearings, path to bridge transition. Maintenance and repair as needed.
By-law Enforcement Support	As-required	Year-round	35	Supporting MLEO with park by-law inspections, evidence collection, repair orders, court proceedings.
Camp Inspection and Removals	As-required	Year-round	36	Inspecting, identifying hazards and making safe the removals of any transient camp or hangout/party area & categorize into staff cleanup or authorized contractor (biohazards/drug items present).
Centennial Rotary Fountain Start up & Mtc	Bi-Annual	May-October	2	Spring start up and fall shut down of fountain at Centennial Beach.
Certification Requirements and Renewals	Annual	Dec - Mar	25	Guidelines outlining initial certification requirements and renewal procedures for staff, covering eligibility criteria, training mandates, examination processes, and documentation submission
Cityworks Service Request/Work Order Management	Daily	Year-round	240	Receive, prioritize, and inspect service requests, create and assign work orders to crews, inspect completed work and fill in labour&materials data and close work order.
Claims Investigations and Proceedings	As-required	Year-round	15	Investigating claims against the municipality, collecting and analyzing evidence, producing summary reports for litigation purposes, acting as expert witness in hearings and proceedings.
Communities In Bloom Program	Annual	Year-round	1	Acting city ambassadors to international judges for CIB. Route and accomodation planning for CIB week.
Community Garden	As-required	May to September	6	Assistance with management of community garden program (e.g. delivery of compost, maintenance of grounds around garden beds)
Community Orchard	Annual	May to November	1	Inspection, plant health care and maintenance of community orchards.
Continuous Improvement	Annual	Dec - Mar	4	Includes evaluating SOPs for relevance and compliance, gathering feedback from staff and stakeholders, and monitoring urban forest health metrics for informed management decisions and enhanced performance
Contracted Services	As-required	Year-round	12	Procurement of services, contract administration and management, field supervision, performance management.
Cricket Pitch Inspection & Maintenance	Monthly	May to September	7	Pitch area and surface inspection, repair of divots, holes or defective surface.
Disc Golf Course Mtc.	Monthly	June to September	5	Cutting of fairways, string trimming around tees and greens, spraying poison ivy along fairway edges.

Dog Off Leash Recreation Areas - inspection	Monthly	April-October	7	Monthly inspection of gates, fences, trail systems, signage.
Dog Off-Leash Recreation Areas Mtc.	As needed	Year-round	6	Topping up mulch on trails and open spaces, cutting open areas, inspecting and repairing damaged fences, signs and shelters, mechanical dragging of open areas to remove/break up dog feces. Pruning trail corridors, fallen/hazard tree removals, stump removals, poison ivy spraying.
Drinking Fountain Bacteria Testing	Monthly	June-oct	5	Test fountain/bottle fill stations for bacterial levels at Meridian, Centennial, Will Dwyer and Painswick.
Drinking Fountain Chlorine Testing	Weekly	June-Oct	16	Test fountain/bottle fill stations for total CL absorption at Meridian, Centennial, Will Dwyer and Painswick.
Drinking Fountain Inspection & Cleaning	Daily	May - October	112	Daily inspection and disinfection of drinking fountains during summer period. Water testing for chlorine levels.
Emergency Response Plans	Annual	Dec - Mar	1	Protocols for addressing storm damage, fallen trees, and urgent situations, including coordination with other municipal departments and external agencies.
Equipment & Fuel	As-required	Year-round	240	Small equipment, battery replacement, fuel costs.
Equipment Maintenance	Daily	Year-round	240	Inspect & clean equipment, oil & filter changes, schedule repairs, grease fittings, sharpen blades, change spark plugs.
Fencing Maintenance	As-required	Year-round	8	General repair of existing fencing, posts, chainlink, gates and ties.
Field Supplies & Materials	As-required	Year-round	144	Direct cost of materials and supplies for associated maintenance activities.
Flag lowering/raising ceremonies	As-required	Year-round	10	Maintaining flag poles, replacing worn flags, raising and lowering flags for events and ceremonies.
Floral Display Irrigation (Exterior)		May to October	30	Creation and implementation of scheduled watering&fertilizing for floral displays - based on site, conditions and type of plant material in bed.
Floral Display Planting & Mtc. (Exterior)		April-November	140	Planting and maintenance of floral displays (annual plant material in garden beds and planters/baskets).
Footbridge Inspections & Repairs	Annual	May to November	1	The bridges are to be inspected on a yearly bases in the spring to determine condition and create work orders (e.g.repair boards, railings, footings).
Garbage Dumping @ Landfill	As-required	Year-round	240	The process of disposing of large garbage bags from cans and in-ground garbage containers.
Garbage Pick-up	As-required	Year-round	60	The process of safely collecting of large garbage bags from cans and in-ground garbage containers.
Graffiti Removal	As-required	Year-round	50	Removal of graffiti from city assets, including < 24 hr response time for removal of offensive tagging.

Greenhouse Crop Asset, Inv., Production Mgmt.	As-required	Year-round	240	Planning, scheduling, and design of crop assets, inventory and production.
Greenhouse Crop Production	Daily	Year-round	365	Environmental/irrigation/water/nutrient management. Pest management (IPM, strategies to identify and manage pests, monitor, record keeping), crop culture (plant health care program), propagation (sowing, cuttings, etc.)
Greenhouse Hard Good Inventory Management	Daily	Year-round	20	Hard goods, pots, growing medium, equipment, tools pesticides, supplies, PPE, etc.
Greenhouse Maintenance (Building)	As-required	Year-round	5	Includes glass maintenance and repairs, irrigation system maintenance, bench repairs. Monitor heating, electrical, and lighting.
Hanging Basket & Planters - Install & Maintain	Daily	June - September	40	Installing, watering and fertilizing hanging baskets along downtown BIA and Lakeshore.
Hardscape Inspection	Weekly	April to October	32	To ensure safe and properly maintained hardscape, interlock and flagstone walking surfaces within Municipal Property
Hardscape Maintenance & Repairs	As-required	April to October	40	Repairs to noted defects/trip hazards as determined through inspections
Heart Barrie Sign Graffiti Removal & Repairs	As-required	Year-round	8	Removal of graffiti, repair of vandalism damage to Heart Barrie Sign
Heart Barrie Sign Winter Maintenance	Daily	Nov 15 - Apr 15	64	Clearing of snow on pathway and concrete pad around sign, and spreading of ice melt.
Horseshoe Pit Inspections and Maintenance	Bi-Annual	Spring&Fall	2	Inspections, repairs, minor maintenance, lighting, sand replacement, board replacement.
Inclement Weather Sports Field Management	Annual	May	1	Inspecting fields and maintaining and updating field conditions and short term closures within the field closures Application.
In-ground Garbage Container Cleaning	Annually + as req.	April-October	1	Washing and sanitizing in ground garbage containers.
In-Ground Garbage Container Installations	Annual	August	5	Installation of buried in-ground garbage receptacles in parks.
In-Ground Garbage Container Maintenance	As-required	Year-round	1	Maintenance, graffiti removal and repair of in ground containers.
Interior Plant Maintenance	Weekly	Year-round	52	Watering, fertilizing & pest management of approximately 250 interior plants within City Hall and the Downtown Library & seasonal displays.
Interpretive Signage	As-required	April - October	10	Floral display installation, irrigation, and maintenance of interpretive sign beds.
Irrigation Start Up & Shut Down	Bi-Annual	May & September	2	Spring start up and fall winterizing irrigation systems in horticultural displays, sports fields and the waterfront.

Irrigation System Maintenance (gardens)	Bi-weekly	May - November	56	Maintenance, function, and repair of irrigation systems for gardens in public spaces, including regular weekly checks of controller operation.
Irrigation System Maintenance (sportsfields)	Weekly	May - September	56	Maintenance and function of irrigation systems including regular weekly checks of controller operation to ensure efficient water use and optimum field conditions
Irrigation System Maintenance (waterfront)	As-required	May - September	48	Maintenance and function of irrigation systems including regular weekly checks of controller operation to ensure efficient water use and optimum conditions, inspection and maintenance of pump (lakewater sump).
Leafing	Bi-Annual	October & November	2	The practice of mulching leaves within the City parks and gardens to improve plant health and beautification.
Light Maintenance - Morality & Pathway	Annual	June-October	40	Inspection of pathway and morality lights, replacement of fixtures, scheduling contracted ESA inspections, repairing poles, bases, arms, fixtures and electrical components.
Light Maintenance - Sports (Inspection & Timing Set Up)	Annual	Year-round	30	Inspection of cabinet, warning labels, timer system and operation of lights in sports fields and courts.
Litter and Debris Pick up	Daily	Year-round	240	The guidelines for the safe and effective removal of litter and debris from Municipal property
Meridian Place - Inspection	Monthly	Year-round	12	Inspection of stage, stairs, ramps, seating, lighting, power pedestals, Cenotaph, memorials.
Meridian Place Grounds Maintenance	3X per week	May - November	60	Maintenance of hard surface pathways, garbage, water fountain, power pedestals, lighting, lighting controllers, turf, horticulture, biowaste clean-up, and event support.
Meridian Place Winter Maintenance	Daily	Nov 15 - April 15	64	Winter maintenance of hard surface areas, stairs and stage, including snow removal and application of ice melt.
Meridian Tensile Canopy Inspection	Anually	July	1	Annual inspection of tensile canopy and structure.
Mobi-Mat Install & Removal	Bi-Annual	June & October	2	Spring install and fall removal of Mobi-Mat at Centennial beach.
Mobi-Mat Maintenance	3X per week	June-October	36	Inspection and cleaning of Mobi-Mat at Centennial beach.
On-Call & Afterhours Response	Daily	Year-round	180	Protocols for forestry staff available after regular hours, covering emergency response procedures, communication channels, prioritization of incidents, and coordination with relevant authorities for prompt and effective resolution
Outdoor Fireplaces	Hourly when in use	December - February	24	Outdoor Fireplaces are used during the winter months at Meridian Place, Heritage Park, Centennial Park and other varying locations based on special event requests.

Outdoor Fireplaces - Inspection	Annual	November	1	The fireplaces are inspected each fall for any rust/cracks or warping that may have occurred the previous year.
Outdoor furniture construction	Annual	January & February	1	Construction of outdoor rustic benches from trees removed from city operations
Outdoor Ping-pong table Inspections & Mtc.	Monthly	April - October	6	Surface inspection & cleaning, removal of tagging, inspection & repair of surface around tables for trip hazards, checking table for sharp edges.
Outdoor Rink Set up & Maintenance	Annual	December-February	25	The set up, establishment and maintenance of staff operated rinks, and set up and support for volunteer operated rinks.
Park Fenceline Maintenance	Annual	November - March	1	Trimming of vegetation, shrubs and branches growing beside, into or through park fences.
Parking Lot Inspections & Maintenance	Annual	April - November	1	Inspection of parking lots, annual grading of gravel parking lots, repair of large pot holes, sink holes or other assets (eg. Parking signs)
Pavilion & Pergola Maintenance	As-required	June - September	5	Regular pick up of litter, maintenance as required (paint, fasteners, repairs, lighting) and clean up of garbage on as needed basis.
Pavilion & Pergola Annual Inspection	Annual	June	1	Annual inspection of pavilions, maintenance as required (paint, fasteners, repairs, lighting) and clean up of garbage on as needed basis.
Perennial Display Installation & Maintenance	Weekly	April to November	32	The safe and effective planning, planting, and maintenance of perennial planting displays
Pest and Disease Management Procedures	Annual	Dec - Mar	1	Strategies for identifying common pests and diseases, implementing control measures, and minimizing environmental impact.
Playground Inspection	Monthly + as req.	Year-round	12	Monthly formal CPSI inspection of all features (entanglements, fasteners, sharp edges, wear, etc)
Playground Maintenance	As-required	April-October	16	Maintenance and repairs of identified playground deficiencies
Playground Maintenance - Accessible	2 X per week	April-October	56	The city has 14 accessible playgrounds that require more attention from a maintenance perspective than playgrounds with sand surfacing. They are Centennial, Sunnidale, Lampman, Queens, East Bayfield, Tyndale, Holly, Ferndale, Shear, Eastview, Lennox, Painswick, Sandringham, and Muirfield.
Playground Protective Surfacing	Monthly + as req.	April-October	8	Inspection/removal of contaminants and sharps, rototilling sand to loosen and soften fall zones, redistributing material into fall zones/landing zones (eg. Base of slides and ladders)
Power Pedestal Testing & Repair	Monthly	June-Sept	12	Inspect and test operation of GFCI receptacles, covers, breakers-repair/replace as required.

Public Outreach and Education Initiatives	As-required	May - October	15	Strategies for engaging the community, providing educational resources, promoting environmental stewardship, arboretum tours, greenhouse tours, providing information on plant material and plant health care program.
Recreational Trail Inspection & Mtc.	Annual	May to November	1	Inspection and scheduling of maintainance of aggregate, wood chipped or dirt trails
Recreational Trail Repairs	As-required	May to November	25	Maintenance and repairs of aggregate, wood chipped or dirt trails (washouts, jumps, fallen trees, litter, debris)
Recruitment	Annual	Jan - May	80	Recruitment processes aimed at sourcing and selecting qualified candidates to join the municipal forestry team, involving job postings, candidate screening, interviews, and onboarding procedures
Rodent & Varmint Control	As-required	Year-round	2	Provide safe, effective and ethical Management Practices for controlling rodents and varmints in the workplace
Rotary Clock Annual Maintenance	Annual	June	1	Annual inspection and maintenance of Rotary Clock (\$1,000 annual mtc fee, coordination with clock manufacturer).
Safety Procedures	Annual	Winter	1	Standards for personal protective equipment (PPE), equipment maintenance, training requirements, and emergency protocols to ensure the safety of forestry staff and the public.
Seasonal Decorative Lighting Install & Maintain.	Seasonal	Winter	12	Inspection of cabinet, warning labels, timer system and operation of lights in our seasonal displays.
Seasonal Displays	Seasonal	Year-round	12	Installation, maintenance and removal of downtown, Meridian Place and waterfront seasonal displays.
Service Requests	As-required	Year-round	3000	Responding to and carrying out service requests
Shoreline Restoration	As-required	June to September	1	Periodic restoration of shoreline areas due to natural degradation of surfaces. This often requires amending surfaces at or adjacent to water bodies with additional materials.
Shrub & Small Tree Pruning	As-needed	Year-round	160	Pruning of shrubs in parks and gardens.
Shrub Bed Maintenance	As-required	Year-round	40	Assessment and maintenance of shrub beds at parks (arboretum, parks entrance signs, garden displays) and right-of-ways (reverse front lots, gateway signs, welcome to Barrie beds, medians).
Shrub Bed Planting	As-required	April - November	20	The planning, preparation, planting and maintenance of shrub beds
Sign Design & Construction	As-required	Winter	25	Drafting sign design templates, manufacturing park signs, working with Access Barrie on new information signs for parks & trails.
Sign Inspections	Annual	Year-round	1	Inspection of park and trail signs, ordering replacements or creating work orders for the placement of new signs.
Sign Installation	As-requested	May-October	10	Installation of sign posts and signs, park name signs, supporting other departments (eg. Development services interpretive signs, Barrie Arts Council).

Skate Park Inspections & Maintenance	Monthly + as req.	April - October	8	Inspection of surfaces, ramps and amenities for hazards, repair or replace defects, cover or remove offensive tagging.
Soccer Field Inspections	Bi-Annual	April & October	2	spring and fall inspection of the soccer field, posts, fencing
Soccer Field Maintenance	Seasonal schedule	April - October	11	monitor turf conditions, irrigation timing changes, monitoring for damages, repairs, turf cultural practices
Special Events Support	As-required	Year-round	30	Review of event permit applications, set-up/take-down, coordination with other departments/agencies and special considerations for Municipal Special Events/Ceremonies (BIA, Culture Dept., Municipal Locations, Southshore). Assist parks planning.
Splash Pad Daily Inspection	Daily	June to September	120	Inspect operation, check system, spray nozzles, surface and controller for issues/hazards, clean surface, apply algaecide where necessary, disinfect and wash all touch surfaces, check surrounding areas for hazards and sweep/clean address.
Splash Pad Start Up & Shut Down	Bi-Annual	May & September	2	Processes necessary for Victoria Day start up and Labour Day shut down of the Splash Pad, and to ensure all activities are carried out to ensure safe operation and close out.
Spring Inspections & Clean Up	Annual	April	1	The process that Parks and Forestry crews follow when inspecting and performing the initial clean-up of parks in the Spring (e.g. sod repairs, pathway inspections, fence inspections, litter and debris clean-up)
Supervision	Daily	Year-round	240	Supervision of crews, processes and activities, staff assignments, direction, performance management, etc.
Tailgate Meetings/Safety Talks	Daily	Year-round	240	Regular meetings for scheduling daily activities and promoting safety awareness and communication among forestry staff, covering hazard identification, safety procedures, incident reviews, and regulatory updates
Tennis & Pickleball Court Inspections & Maintenance	Weekly	April - October	30	Regular inspections and maintenance/repair of surface, netting, posts, lines, signs and fencing in and around the court.
Tennis & Pickleball Court Opening and Closing	Seasonal schedule	April & October	11	opening and closing public tennis courts throughout the city, and ensuring the surfaces and infrastructure are safe and in proper working condition
Tournament Support	Bi-Monthly	May - October	16	assist the sports field crew with their duties that will be required on weekends and evenings during sports tournaments - fields cut and groomed a min of 1-hour before the first scheduled game time.
Training & PPE	As-required	Year-round	5	External training on health and safety procedures, equipment training, work assignment training and procurement of personal protective equipment.

Training Seasonal Staff	Bi-Annual	April & May	2	Internal training programs designed to equip seasonal staff with essential skills and knowledge for forestry tasks, including safety protocols, equipment operation, tree maintenance techniques, and environmental awareness.
Travel Time	Daily	Year-round	240	Travel time between work locations, generally recorded in excess of 15 minutes.
Tree - Cabling & Bracing	As-required	Year-round	40	Installation of cables and braces in trees with structural issues to reduce risk of major branch failure
Tree By-law Implementation	As-required	Year-round	6	Public and Private Tree By-law administration, including tree permit issuances, inspections, response to public inquiries, supporting MLEO with evidence collection and court proceedings.
Tree Fertilization	Bi-Annual	May and August	2	Spring and Fall fertilization of young street and park trees (first three to five years of establishment)
Tree Inspections - Service Requests	As-required	Year-round	1714 SR's (2023)	Inspection of city street and park trees based on service requests (customer inquiries); categorization into work orders and assigned to staff for action.
Tree Inventory	Annual	August	1	Steps for conducting tree inventories, recording data, assessing tree health, and prioritizing maintenance needs.
Tree Planting & Transplanting	Bi-Annual	Spring&Fall	2	Selection of tree planting locations for contract planting, planning and layout of volunteer planting events and naturalization projects.
Tree Planting Site Selection Criteria	Bi-Annual	Spring&Fall	2	Criteria for selecting suitable locations for tree planting, considering factors such as soil type, sunlight exposure, proximity to utilities, and anticipated growth space.
Tree Preservation Guidelines	Annual	January	1	Creation and implementation of policies for protecting trees during construction projects, including tree protection zones, root protection measures, and monitoring requirements.
Tree Pruning	5 year Rotation	Year-round	0.2	Pruning of street and park trees. Tree pruned on average 1 of every 5 years (0.2/tree). Note, young trees more frequently than mature trees.
Tree Removal	50-year Avg	Year-round	0.02	Procedure of tree removal on a street or in a park. Tree lifespan average of 50 years, resulting avg removal rotation of 0.02 / tree.
Tree Risk Assessments	As-required	Year-round	30 per season	Process of inspecting a tree for health and structural issues to determine appropriate arboricultural needs.
Tree Stump Removals	As-required	May - November	500 WO's (2023)	Grinding of stumps on boulevards and in parks to remove stump.
Tree Watering	Weekly	June to September	900 per year	Weekly to bi-weekly (location dependent) watering of newly planted trees and first 3-5 years of establishment in difficult/dry areas.
Turf Aerating	Bi-Annual	April & August	2	Core or fracture-tine aeration of turf to reduce compaction and improve turf health.

Turf Cutting - Boulevards	1X / 7 business days	May - October	16	Boulevards (not connected to a park) that are maintained by parks, requiring litter pick up, cutting, string trimming & turf repairs.
Turf cutting - Horticulture Displays	Weekly	May-October	35	Areas surrounding horticulture displays (e.g. welcome to Barrie signs) that are maintained by Horticulture, requiring litter pick up, cutting, string trimming & turf repairs.
Turf Cutting - Parks	1X / 6 business days	May - October	20	Basic turf maintenance of parkland, including adjacent boulevard, requiring general inspection of surfaces, pathways amenities, litter pick up, grass cutting, string trimming & turf repairs.
Turf Cutting - Rough Cut Areas	1 x per month	May - October	6	Cutting of vegetation and grass in natural areas, pipelines, dry stormwater ponds, roadside ditches, trail edges and entrances.
Turf Cutting - Sportsfields (booked)	2 X per week	May - October	20	Additional turf cutting of sportsfields with large area mowers, completed more frequently than general turf areas.
Turf Cutting - Waterfront	1 X per week	May - October	24	Turf maintenance of waterfront parks, including adjacent Lakeshore and Simcoe boulevards, requiring general inspection of surfaces, pathways amenities, litter pick up, grass cutting, string trimming & turf repairs.
Turf Equipment Maintenance	Weekly	April-November	28	Cleaning rads/filters, changing oil, sharpening blades, inspecting/adjusting decks
Turf Over-seeding	2X per year	April, August	2	Overseeding as part of turf management program to ensure healthy grass and reduce weed growth.
Turf Top-Dressing	Bi-Annually	May, Sep	2	Top dressing of turf areas (adding of soil amendments to the grass to support turf care program)
Urban Forestry Programs and Initiatives	Annual	January	1	Encapsulates standard procedures for various aspects of municipal forestry management, covering tree planting programs with community involvement, maintenance contract specifications, urban forest management plans for sustainability, and public outreach and education initiatives.
Vehicles & Fuel	As-required	Year-round	240	Large vehicles and fuel operating costs.
Volleyball Court Maintenance	Monthly + as req.	May - September	8	Monthly maintenance of the sand and inspection of posts
Volleyball Court Start-up	Annual	May	1	Seasonal Volleyball Court inspection prior to Victoria Day weekend
Waste Dumping	Daily	Year-round	240	Dumping parks waste at landfill.
Water Drinking Fountain Start-up & Shut down	Bi-Annual	May & October	2	Spring start up, filter changes, testing of water lines and pressures; fall closing of fountains, clearing water from lines to prevent freezing, capping fountain bowls.
Waterfront Pathway Inspections	Monthly	Year-round	12	Inspection of trail surfacing, corridors, access points, signage, lighting, hazards, debris.

Waterfront Pathway Maintenance	Monthly	Apr 16 - Nov 14	24	Maintenance of the trail systems from Minets Pt to Sam Cancilla Park - including sweeping, blowing/removal of hazards&debris and repairs.
Waterfront Pathway Winter Maintenance	Daily	Nov 15 - Apr 15	112	Winter maintenance of the multi-use paved trail from Minets Pt to Sam Cancilla Park, inspections, plowing, and salting.
Winter Cross Country Ski Trail grooming	Weekly	Dec-Mar	12	Snowmobile / groomer trail maintenance.
Winter Hill Inspections	Weekly	Dec-Mar	12	Hill sites can be found in various locations throughout the City of Barrie and require regular inspections to ensure safe use for winter activities (eg removal of hazards, jumps & obstacles), weather dependent.
Winter Maintenance at Operations Centre	As-required	Nov 15 - April 15	60	Maintenance of snow and sidewalks around parks bays, parks entrances at Operations Centre
Yard Maintenance at Operations Centre	Bi-Annual	April & November	2	Cleaning/organizing of outdoor storage and work areas, grading and topping up of granular areas.

**Appendix 'D' – Binder #2, Standard Operating Procedures (Table of Contents below)**

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<b>STANDARD OPERATING PROCEDURES</b>	
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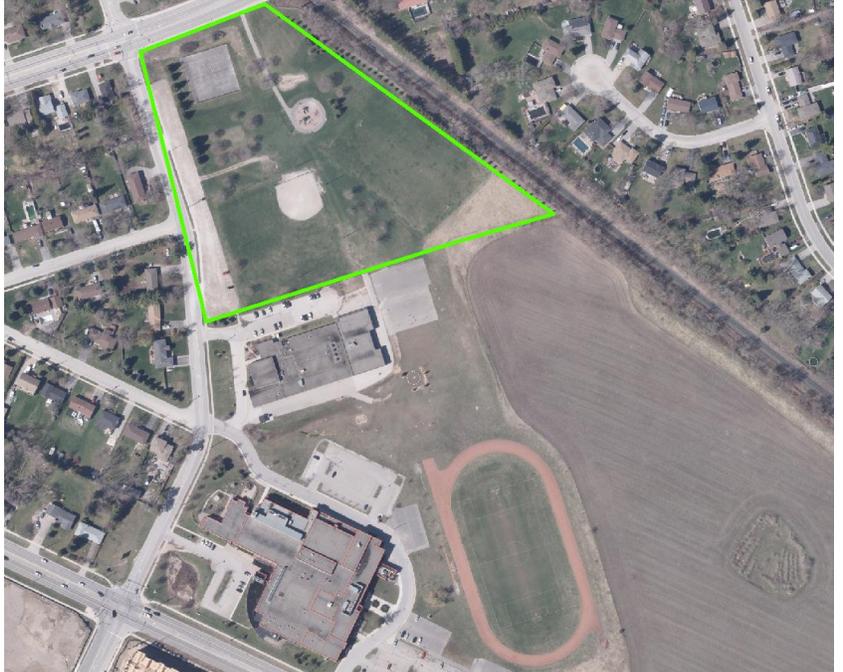
Saw Mill Norwood Lumber Pro HD36..... PF-PR-097

**Parks and Forestry (PF) Chemicals (CH)**

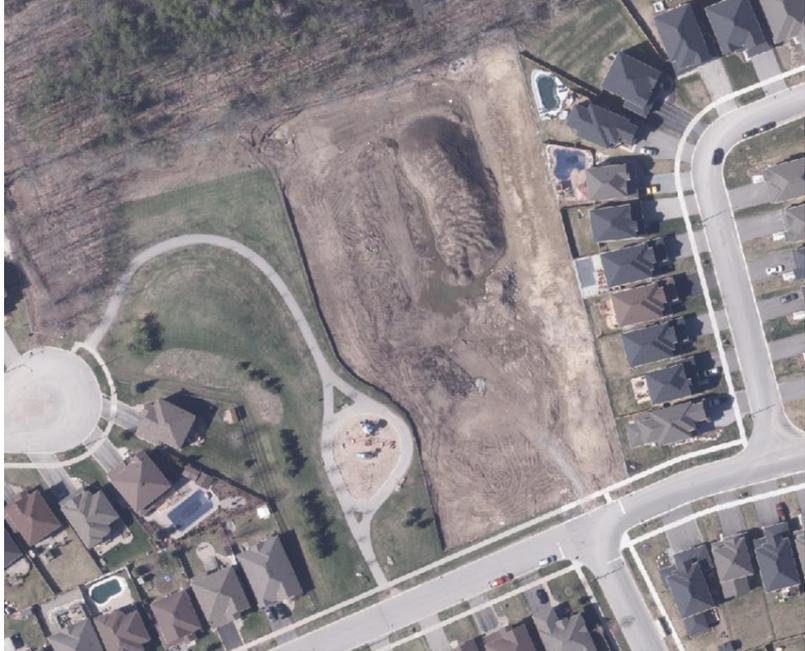
Fertilizer Storage & Handling ..... PF-CH-001

## APPENDIX 'E'

Table of Park Changes Between 2018 and 2023.

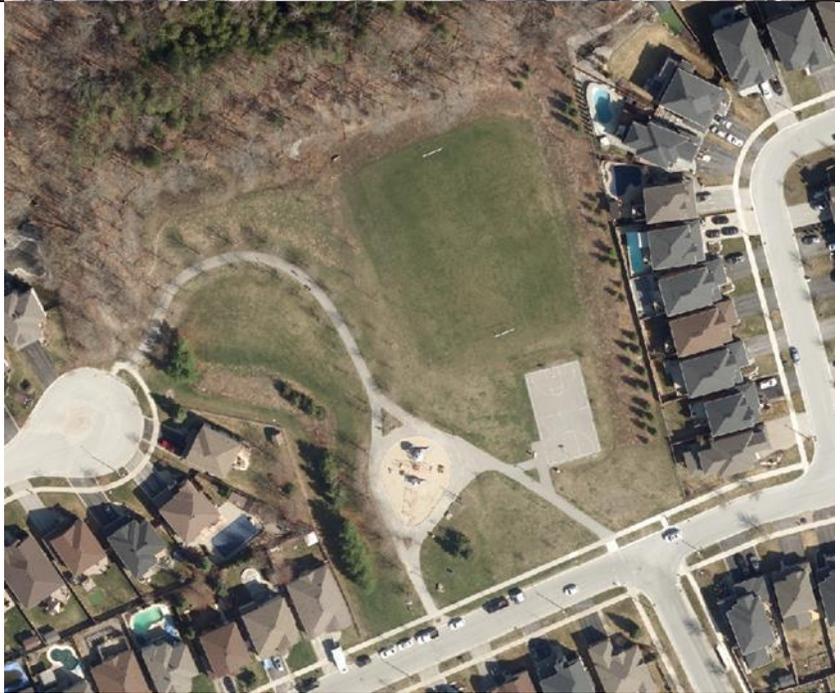
<p>Painswick Park (2018)</p> <ul style="list-style-type: none"><li>• 2 tennis courts</li><li>• 1 ball diamond</li><li>• 1 soccer field</li><li>• Neighbourhood playground</li></ul>	
<p>Painswick Park (aerial from spring 2023 prior to the playground replacement, construction finished Sep 2023)</p> <ul style="list-style-type: none"><li>• 2 senior ball diamonds</li><li>• 1 softball diamond</li><li>• 12 pickleball courts</li><li>• 2 tennis courts</li><li>• Community sized accessible playground, largest in city.</li><li>• Pavilion</li><li>• Ping pong tables</li><li>• Additional paved pathways</li></ul>	

Loyalist Park, Phase 2  
completed late 2017,  
maintenance started spring  
2018.



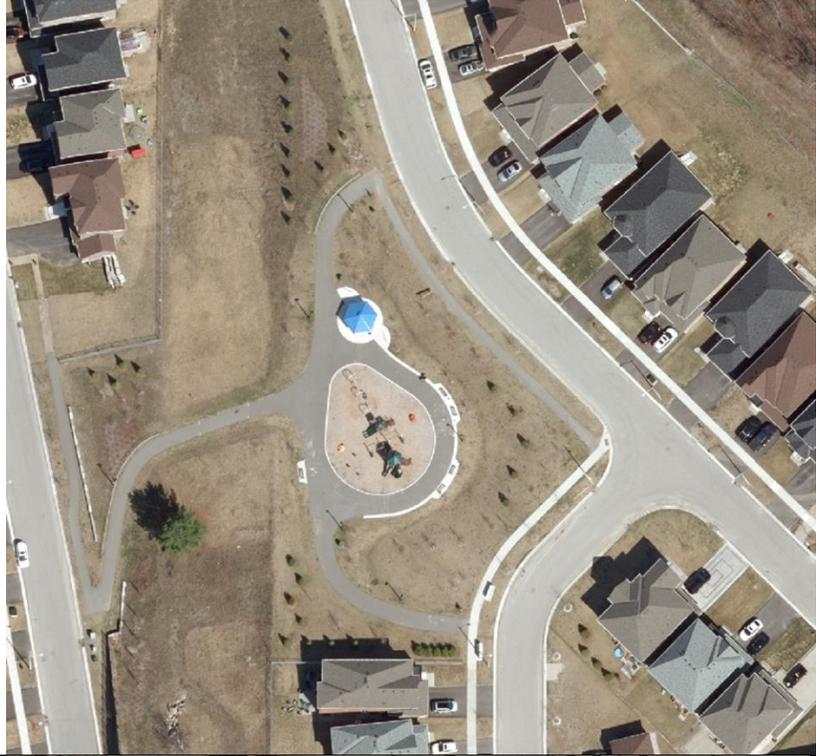
Loyalist Park (2023)  
Added:  

- soccer field
- basketball court



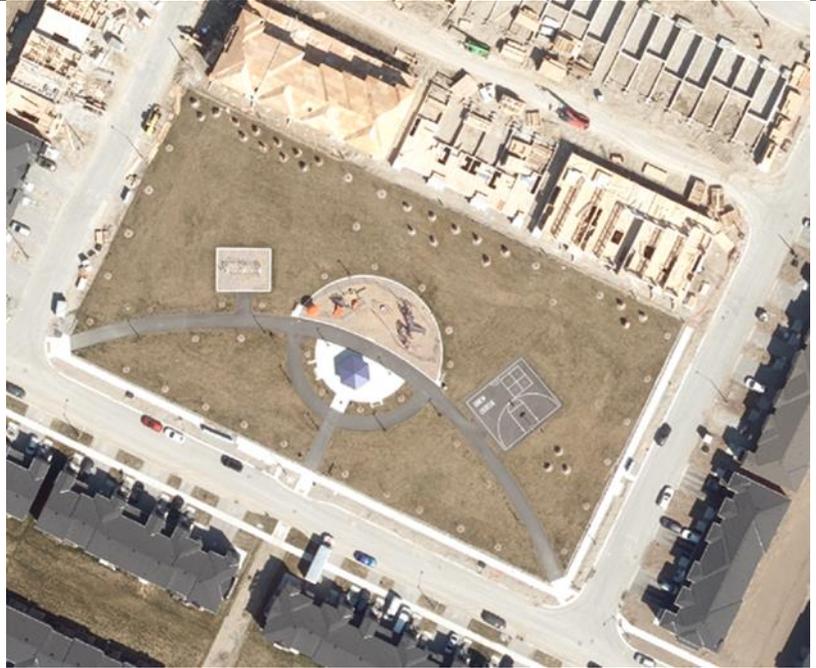
Muirfield Park

- constructed in 2022
- playground
- pavilion
- two street frontages



Gateland Park (2023)

- playground
- pavilion
- basketball court



**Bear Creek Subdivision  
Natural Area**

- trail and woodland
- road right of way roadside cutting
- Maintenance assumed late 2023.
- Trail maintenance, poison ivy control, hazard tree removals, signage, trail-side cutting



**St. Vincent Park Playground Upgrade**

- Original neighbourhood playground structure



**St. St. Vincent Park Playground (2023)**

- New accessible playground
- Additional gardens
- Water play table
- Fully accessible wheelchair swing
- Pathways, retaining walls and planting features added.



Eastview Park (2019)



Eastview Park (2023)

- Added 4 pickleball courts & community garden



Tyndale Park (2019)

- Existing neighbourhood style playground
- 3,200 sq ft play area



<p>Tyndale Park (2020)</p> <ul style="list-style-type: none"> <li>• Added zipline</li> <li>• Multiple additional structures</li> <li>• Expanded play zone and playground surfacing</li> <li>• 12,000 sq ft play area</li> </ul>		
<p>Sandringham Park Playground (2020)</p>		
<p>Sandringham Park Playground (2020)</p> <ul style="list-style-type: none"> <li>• Added accessible surfacing and additional play area space.</li> </ul>		
<p>Dunlop Street</p>	<p>4,750 square feet of additional gardens, 118 movable planters and 64 Hanging Baskets . This is the net increase from prior garden beds, and has to be hand watered and fertilized.</p>	
<p>Library</p>	<p>3 new large planting beds installed in 2023. Added as part of the reconstruction of the front entrance of the downtown library.</p>	

Event Support	Over 120 events annually, with the # increasing each year. Parks and horticulture staff support both external permitted events (e.g. Kempenfest, Winterfest) and internal staff events (e.g. Leading together, corporate events).
Trails	150km of maintained trails (up from 145 km in 2017). While this is a small increase, it is an area of traditionally low service level with only 2 seasonal staff (April to Nov) providing trails maintenance activities. A Forestry staff member is reassigned periodically to address service requests during the winter season.
Service Requests	Service requests for maintenance of park assets increased from 839 in 2018 to 1,014 in 2022 and is at 1,040 to date in 2023. Service requests from residents for repairs, garbage pick up, grass cutting, trail maintenance, signs, playground repairs, etc.

APPENDIX 'F' – Park Asset Changes Projected – 2025 to 2031

CAPITAL FORECAST OF PARK CONSTRUCTION

Park Ref#	Park Name	Park Type	Development Name	Budgeted Value	Construction Year
1-H	N/A	Trail Head	Great Gulf (9 Mile) Ltd. <i>[GG 9 Mile]</i>	\$175,000.00	2024
2-H	Phoenix Park	Neighbourhood	Great Gulf (9 Mile) Ltd. <i>[GG 9 Mile]</i>	\$1,400,388.00	2024
7-H	Gateway Park	Neighbourhood	Pratt Development Inc., Crisdawn Const.	\$763,900.00	2024
13-H	Nottingham Park	Neighbourhood	970 Mapleview Inc.	\$1,850,000.00	2024
15-H	N/A	Trail Head	Barrie Lockhart Road GP Inc.	\$63,000.00	2024
16-H	Thicketwood Park	Village Square	Barrie Lockhart Road GP Inc.	\$612,000.00	2024
5-S	Exell Park	Neighbourhood	Mattamy (Salem) Ltd.	\$1,636,100.00	2025
1-S	Reid Park	Neighbourhood	Watersand Construction Ltd.	\$2,118,000.00	2025
17-H	Irving Park	Neighbourhood	Mattamy (Lockhart) Ltd.	\$1,950,000.00	2025
7-S	Maybern Park	Neighbourhood	Country Wide Homes at Berczy Inc.	\$1,849,000.00	2026
TH-2*	N/A	Trail	Prat Development Inc.	\$306,837.74	2026
5-H	Kneeshaw Park	Village Square	Prat Development Inc.	\$680,000.00	2026
14-H	N/A	Trail Head	1597229 Ont. Ltd., Honeyfield Big Bay Point	\$137,000.00	2027
20-H	Fenchurch Park	Village Square	Barrie Lockhart Road GP Inc.	\$728,400.00	2027
6-S	TBD	Neighbourhood	Wormwood	\$964,000.00	2027
21-H	TBD	Village Square	DIV Development (Barrie) Ltd.	\$951,100.00	2027
6-H	Winery Open Space	Trail Head	Pratt Development Inc., Crisdawn Const.	\$155,000.00	2028
3-H	Copper Hill Park	Village Square	Great Gulf (9 Mile) Ltd. <i>[GG 9 Mile]</i>	\$710,000.00	2028
12-H	N/A	Trail Head	970 Mapleview Inc.	\$450,000.00	2028
19-H	Terry Fox Park	Neighbourhood	Sandy Creek Estates Inc.	\$893,200.00	2029
11-H	TBD	Neighbourhood	970 Mapleview Inc.	\$1,535,200.00	2029
TS-3*	N/A	Trail	Watersand Construction Ltd.	\$112,550.88	2029
2-S	TBD	Village Square	Watersand Construction Ltd.	\$771,000.00	2029

22-H	TBD	Neighbourhood	DIV Development (Barrie) Ltd.	\$2,600,000.00	2030
8&9-H	Lally Terrace Park	Neighbourhood	Crisdawn Construction Inc.	\$2,454,000.00	2030
10-H**	TBD	Village Square	1091369 Ont. Inc [ <i>Former Bulut</i> ]	\$751,600.00	2030
18-H	TBD	Village Square	Crisdawn Construction Inc.	\$795,600.00	2030
4-S	TBD	Neighbourhood	Watersand Construction Ltd.	\$1,305,500.00	2031
3-S	TBD	Village Square	Wormwood Development Inc.	\$842,700.00	2031
SP1	Sproule Park	Village Square	301099 Ontario Ltd.	\$900,000.00	2031
TOTAL				\$30,461,076	

### PARK WORKS UNDER WARRANTY

**Park**

Ref#	Park Name	Park Type	Development Name
B-2	Gateland Park	Neighbourhood	Barrie Heritage

### PARK WORKS COMPLETED

**Park**

Ref#	Park Name	Park Type	Development Name
B-1	Muirfield Park.	Neighbourhood	Summit Pines
TS-1	N/A	Trail	Bear Creek Ridge

### PARK WORKS NOT INCLUDED - BY OTHERS

**Park**

Ref#	Park Name	Park Type	Development Name
4-H	Hewitt's Community Centre	District Park	Rainsong
8-S	Salem Community Centre	District Park	Watersand