

Adopted by Council at its meeting held July 23, 2012 [M329-2012]

/AA

Windsor, Ontario July 23 2012

**REPORT NO. 69** of the  
**ENVIRONMENT & TRANSPORTATION STANDING COMMITTEE**  
of its meeting held June 27, 2012

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**Present:**                    **Councillor Hatfield, Chair**  
                                  **Councillor Halberstadt**  
                                  **Councillor Payne**  
                                  **Councillor Sleiman**

**Regrets:**                    **Councillor Valentinis**

That the following recommendations of the Environment and Transportation Standing Committee **BE APPROVED**:

Moved by Councillor Sleiman, seconded by Councillor Payne,

**THAT** Council **APPROVE** the attached concept plan designed by Parks and Facilities for Walkerville Jubilee Park. (See Appendix A) and;

**THAT** Council **DIRECT** Parks and Facilities to prepare plans and specifications based on the design in Appendix A, to the satisfaction of the Executive Director of Parks and Facilities and;

**THAT** Council **DIRECT** Parks and Facilities to construct the improvements as outlined in Appendix A subject to funding being received from Walkerville BIA in the amount of \$15,000 and Ward funds identified in Capital Budget in 2010 Capital Project 7031109-Neighbourhood Park Redevelopment in the amount of \$6,000 and;

**THAT** Council **ACCEPT** funds for improvements to Walkerville Jubilee Park from the Walkerville BIA in the amount of \$15,000 (see Appendix B) and;


**THAT** additional funding for park improvements **BE APPROVED** under the 2012 Capital budget line item PFO-014-12 "Partnerships" in the amount of \$21,000. This capital budget item has been created for community initiatives looking for matching dollars.

Carried.

Clerk's Note: The report authored by the Executive Director of Parks and Facilities dated January 23, 2012 entitled "Jubilee Park Improvements" is attached as background information.

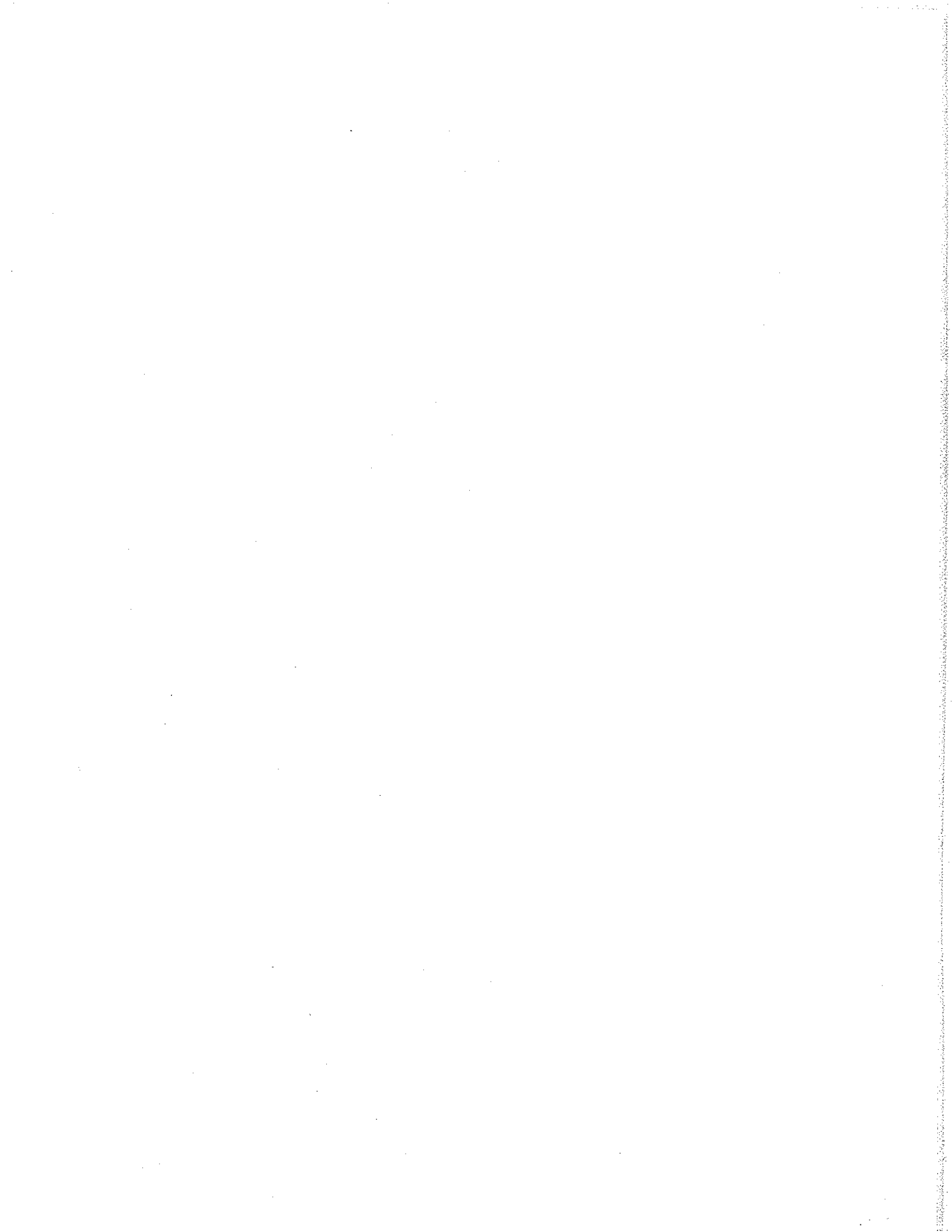
Livelihood 15734, SR2012

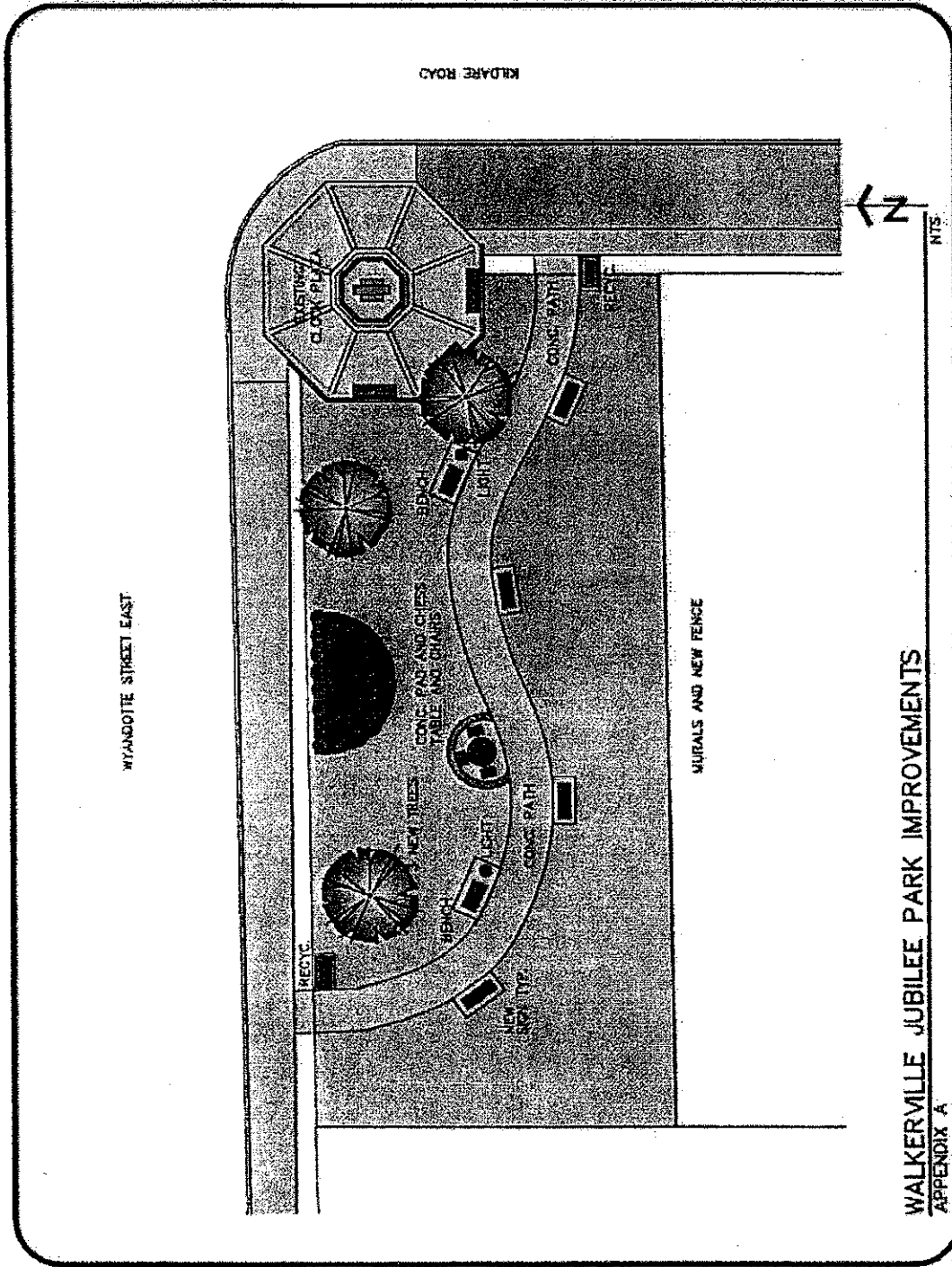
  
\_\_\_\_\_  
CHAIRPERSON

  
\_\_\_\_\_  
DEPUTY CLERK

Handwritten signature or text, possibly "K. J. ...".

<b>NOTIFICATION:</b>				
Name	Address	Email Address	Telephone	FAX





WALKERVILLE JUBILEE PARK IMPROVEMENTS  
APPENDIX A



**THE CORPORATION OF THE CITY OF WINDSOR**  
**Environment & Transportation Standing Committee – Parks & Facilities**

**MISSION STATEMENT:**

*"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"*

<b>LiveLink REPORT #: 15734 SR2012</b>	<b>Report Date: January 23, 2012</b>
<b>Author's Name: Heidi Baillargeon</b>	<b>Date to Council: June 27, 2012</b>
<b>Author's Phone: 519 253-2300 ext. 2740</b>	<b>Classification #:</b>
<b>Author's E-mail: hbaillargeon@city.windsor.on.ca</b>	

**To: Mayor and Members of City Council**

**Subject: Jubilee Park Improvements**

**1. RECOMMENDATION: City Wide: \_\_\_\_\_ Ward(s): \_\_\_\_\_**

That Council **APPROVE** the attached concept plan designed by Parks and Facilities for Walkerville Jubilee Park. (See Appendix A) and;

That Council **DIRECT** Parks and Facilities to prepare plans and specifications based on the design in Appendix A, to the satisfaction of the Executive Director of Parks and Facilities and;

That Council **DIRECT** Parks and Facilities to construct the improvements as outlined in Appendix A subject to funding being received from Walkerville BIA in the amount of \$15,000 and Ward funds identified in Capital Budget in 2010 Capital Project 7031109-Neighbourhood Park Redevelopment in the amount of \$6,000 and;

That Council **ACCEPT** funds for improvements to Walkerville Jubilee Park from the Walkerville BIA in the amount of \$15,000 (see Appendix B) and;

That additional funding for park improvements be **APPROVED** under the 2012 Capital budget line item PFO-014-12 "Partnerships" in the amount of \$21,000. This capital budget item has been created for community initiatives looking for matching dollars.

**EXECUTIVE SUMMARY:**

N/A

**2. BACKGROUND:**

Leadership Windsor/Essex is the region's foremost developer of community leaders. It provides participants a ten-month experience commencing in September and ending in June to take on leadership roles in the community. Participants take part in an opening retreat, one learning day per month, a closing retreat, a community action project and a commencement ceremony.

As a part of the Leadership Windsor/Essex experience, participants select a Community Action Project (CAP) to complete in teams. Community Action Projects are designed to respond to a challenge or issue facing the community and result in a tangible outcome by the end of the program year. The objectives of the Community Action Project are as follows:

- Provide an opportunity for participants to develop team work skills through a group learning experience
- Link participants to a community organization
- Address community issues while fostering collaboration within the community

On September 17, 2011 the CAP team named the Phoenix 5 selected the revitalization of Jubilee Park for its Community Action Project. The team met with the City on October 19, 2011 to bring forward ideas for revitalizing Jubilee Park. From this meeting the City prepared a concept plan (see Appendix A) and presented it back to the group on October 26, 2011. Improvements identified by the group in conjunction with the City include improved circulation pathways, lighting, park signage, trash and recycling receptacles, benches and landscaping.

Concurrently the Phoenix 5 group also approached the Walkerville Business Improvement Area (WBIA) with a request for support and funding. As a result the WBIA Board met on November 23, 2011 and approved a contribution to a maximum of \$15,000 (see Appendix B) for the City of Windsor to move forward with park improvements.

In addition, Ward funds were set aside in 2010 in the amount of \$6,000 to install a new sign at the park, which is incorporated into the overall project. These funds were transferred to Capital Project 7031109 in 2010 and remain earmarked for the new sign at Jubilee Park.

### **3. DISCUSSION:**

Improvements illustrated in the concept plan will increase the overall aesthetics of the park, new signage will identify the park as a City of Windsor facility, and new pathways, lighting and trash receptacles will increase accessibility and safety for patrons.

The overall estimated cost for improvements based on the concept plan is approximately \$42,000. The Walkerville BIA's commitment of \$15,000 coupled with a prior commitment of Ward funds in the amount of \$6,000 brings the total project commitment to \$21,000. The remaining balance of \$21,000 is being referred to the 2012 Capital budget for Parks and Facilities under a project identified as "Partnerships".

The 2012 Capital project called "Partnerships" identifies matching dollars for user groups wishing to contribute funding to a project for the improvement of a park asset, facility or space within the community. The improvements proposed at Jubilee Park in conjunction with Leadership Windsor/Essex and the Walkerville BIA will be the first partnership group to seek funds from the Capital "Partnerships" account.



**4. RISK ANALYSIS:**

Walkerville Jubilee Parkette is in need of these improvements. If this funding partnership is not approved, the full cost of these improvements will have to come 100% from City funds and due to budget constraints will not be identified in the Capital Budget until after 2017, at the earliest.

**5. FINANCIAL MATTERS:**

The following chart outlines costs and funding sources for the project:

<b>Estimated Project Cost based on Appendix A</b>	<b>\$42,000</b>
<b><u>Proposed Funding Sources</u></b>	
Proposed 2012 Capital Budget PFO-007-12 "Neighbourhood Parks"	\$6,000
Walkerville BIA	\$15,000
2012 Capital Budget PFO-014-12 "Partnerships"	\$21,000
<b>Total Project Funding</b>	<b>\$42,000</b>

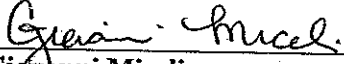
It is expected that any increased maintenance costs related to the proposed improvements will not be significant and will be absorbed within existing operating budgets in the Parks Department.

**6. CONSULTATIONS:**

Walkerville BIA, Leadership Windsor/Essex, Planning Department, Accessibility Officer

**7. CONCLUSION:**

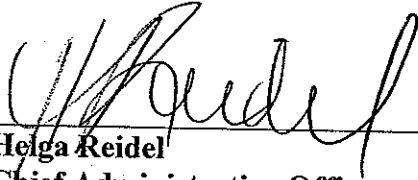
Park improvements will not only increase the corridors civic image and aesthetics, it will also improve accessibility and safety for park users throughout the year, and sets a positive example of community initiatives promoting Windsor as a healthy and thriving City. Parks and Facilities is happy to promote this positive community initiative and look forward to continued relationships with Leadership Windsor/Essex and the Walkerville BIA.



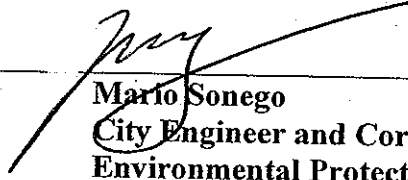
**Giovanni Miceli**  
Executive Director Parks & Facilities



**Onorio Colucci**  
Chief Financial Officer/City Treasurer and  
Corporate Leader Finance and Technology



**Helga Reidel**  
Chief Administrative Officer



**Mario Sonego**  
City Engineer and Corporate Leader  
Environmental Protection and  
Transportation

HB:hg

**APPENDICES:**

Appendix A – Walker Jubilee Park concept plan

Appendix B – Minutes from Walkerville Business Improvement Area Meeting Nov. 23

**DEPARTMENTS/OTHERS CONSULTED:**

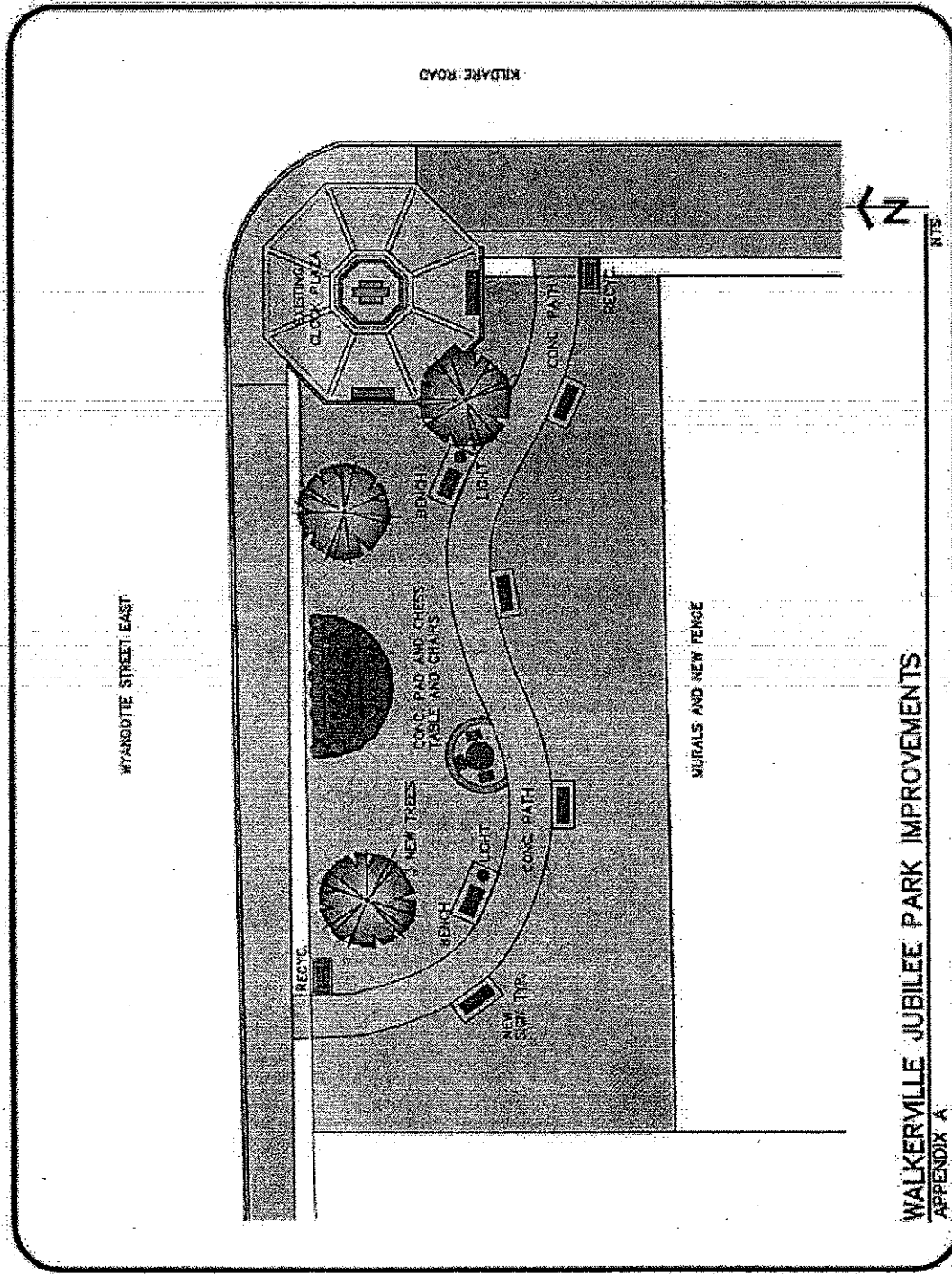
Name:

Phone #: 519            ext.

**NOTIFICATION :**

Name	Address	Email Address	Telephone	FAX

Appendix A





**WALKERVILLE**  
**150**  
**YEARS**  
**1863 - 2013**

**Walkerville BIA Board of Directors**

**Executive**  
 Jake Rondot, President  
*(HK Publishers)*  
 Bob Scott, Vice-President  
*(Ten Thousand Villages)*  
 Howard Spinner, Treasurer  
*(Monarch Mattress)*

**Board**  
 Mike Bates  
*(Refine Fitness Studio)*  
 Shannon Gilbert  
*(Flowers By Design)*  
 John LaFramboise  
*(Philanthropic Management)*  
 Marco Maggio  
*(Vito's Pizzeria)*  
 Roy Simone  
*(Verhagen Surveyors)*  
 Mike Soleski  
*(HCA MindBox)*

**Council Representative**  
 Alan Halberstadt  
 City of Windsor, Ward 4

226-346-9243  
 walkervilledistrict.com

**WBIA Coordinator**  
 Joan Charette  
 walkervillebia@cogeco.ca  
 226-346-9242

## Walkerville Business Improvement Area

Walkerville BIA Board of Directors  
Agenda

Date: 8:00 a.m., Wednesday, November 23rd, 2011

Location: HK Publishers, 475 Devonshire Road, Unit 100

1. Call to Order
2. Approval of the Agenda
3. Disclosure of Interest
4. Adoption of Past Minutes (Oct 25, 2011)
5. Communications
6. Committee Presentations
  - Beautification Committee
  - Marketing and Event Committee
    - o Holiday Walk
  - Treasurer
7. Delegation Presentations
  - Leadership Windsor Essex Jubilee Parkette Cap Team
8. Coordinator's Report
  - Celebrate Ontario Grant writer progress update
9. President's Report
  - Ward Council meeting Nov 9<sup>th</sup> 2011
10. Business Arising from the Minutes
  - Parking Letter submitted to City
  - Strategic Plan review
11. New Business
  - Budget and tax levy
  - AGM Scheduling
12. Next meeting(s):
  - Annual General Meeting
  - Date: Wed, Dec 7th, 2011
  - Time: 6:00 p.m.
  - Location: Vito's Pizzeria
  
  - Board Meeting
  - Date: Tue, Dec 13th, 2011
  - Time: 6:00 p.m.
  - Location: TBD
13. Adjournment

WalkervilleDistrict.com

Walkerville Business Improvement Area  
Board of Directors Meeting

MINUTES

Date: Wednesday, November 23<sup>rd</sup>, 2011, 8:00 a.m.

Location: Human Kinetics Canada, 475 Devonshire Rd, Unit 100

**Present:**

Roy Simone	Jake Rondot	Mike Soleski	Alan Halberstadt
Bob Scott	Shannon Gilbert	Mike Bates	Howard Spinner
Marco Maggio			

**Regrets:** John Laframboise

**Recorder:** Joan Charette

Meeting Called to Order by Jake Rondot, President at 8:12am

**Approval of Past Minutes:**

Regarding October 25<sup>th</sup>, 2011

- Approved by general consent

**Disclosure of Interest:**

Nothing to report.

**Approval of Agenda:**

- Approved by general consent

**Communications:**

- Bridget Scheuerman has resigned as Executive Director, Wyandotte Town Centre BIA, to be replaced by Carolyn Postma

**Committee Presentations:**

- Beautification Committee
  - o 5 holiday trees were cemented and placed in time for the Holiday Walk

**ACTION:** Coordinator will email membership re: wreath cleaning Tuesday, November 29<sup>th</sup> at 6:00pm at Monarch Mattress

- Marketing and Event Committee
  - o Walkerville Holiday Walk 2011 update
    - have collected ballots from 6 businesses so far
    - Generally positive response
    - Disappointment regarding the horse & carriage cancellation
    - Coordinator's report is forthcoming

Walkerville BIA  
Board of Directors Meeting

- **Treasurer's Report**
  - Discussion of benefits in increasing of levy of \$10,000. Matter referred to New Business.

**Delegation Presentations:**

- **Leadership Windsor Essex Jubilee Parkette Cap Team**
  - Introduction of Committee – United Way
  - Progress update re: Jubilee Parkette redevelopment
    - In communication with Parks & Rec, City of Windsor re: guidelines and costs involved
    - Report submitted – presentation of plan and costing of rehabilitation of park
    - Blueprint of park renovation provided and discussed
    - Cost for renovation is approximately \$42,684.62
    - Additional elements may be added later as funding becomes available ie: murals
    - Discussion of fundraising opportunities
  - LWE Cap Team excused

**MOTION:** Moved by Mike B., seconded by Shannon G., that the Walkerville BIA contribute a maximum of \$15,000 towards the revitalization of Jubilee Parkette.  
**CARRIED UNANIMOUSLY.**

- WBIA intends to undertake fundraising program

**ACTION:** Jake R. to notify LWE Cap Team of carried motion and amount of investment by WBIA.

**Coordinator's Report**

- Celebrate Ontario Grant
  - Grant application submitted on time, awaiting response

**President's Report:**

- Jake R. attended Ward 4 Council meeting on Nov 9<sup>th</sup> on behalf of WBIA. Meeting was run well, providing opportunities for residents to raise issues with city, police, and fire staff.

**ACTION:** President will be creating year-end presentation for the AGM

**Business Arising from the Minutes:**

- Parking Letter submitted to City
  - Handicap spot requested by The Velvet

Walkerville BIA  
Board of Directors Meeting

**MOTION:** Moved by Mike S., seconded by Mike B., that \$500.00, consistent with the City report citing the cost, be drawn from the reserve to pay for additional parking signage directing drivers to the public lot south of Wyandotte between Lincoln and Windermere. **CARRIED UNANIMOUSLY.**

- Strategic Plan review
  - o Deferred to the 1<sup>st</sup> annual meeting of the fiscal year.

New Business:

- Budget and tax levy
  - o Discussion regarding an increase of the WBIA budget by \$10,000 to better represent the amount needed to successfully operate the WBIA.
  - o WBIA members have complained about additional requests for event funding (\$75/event), and this increase would eliminate that need.
  - o The WBIA currently operates with the 3<sup>rd</sup> lowest BIA budget in the city of Windsor (only Ford City and Pilette Village are lower), while other less-significant and successful BIAs hold much larger budgets (Wyandotte Towne Centre is more than double).
  - o Proposed distribution of increase to be split 60% events and 40% beautification.
  - o The reserve is being used to leverage additional funding from the City for larger capital upgrades in the area.

**MOTION:** Moved by Howard S., seconded by Mike S., that the Board propose an increase of the annual Walkerville BIA budget for 2012 from \$30,000 to \$40,000. **CARRIED UNANIMOUSLY.**

- o Motion and proposal to be presented at AGM in conjunction with new Budget approval.
  
- Proposed AGM Agenda – reviewed

Next Meeting(s):

Annual General Meeting  
Date: Wed, Dec 7th, 2011  
Time: 6:00 p.m.  
Location: Vito's Pizzeria

Board Meeting  
Date: Tue, Dec 13th, 2011  
Time: 6:00 p.m.  
Location: TBD

Walkerville BIA  
Board of Directors Meeting

Adjournment:

**MOTION: Moved to adjourn the Board Meeting by general consent at 10:12am  
CARRIED.**

Signed:

\_\_\_\_\_  
Recorder

\_\_\_\_\_  
Presiding Officer