

Municipality of Chatham-Kent
Infrastructure and Engineering Services
Parks, Recreation and Cemeteries Division

To: Mayor and Members of Council

From: Chris Kirkwood
Facilities Supervisor, Blenheim/Erieau

Date: June 15, 2021

Subject: Proposal for Construction of Pickleball Courts, Community of Erieau

Recommendations

It is recommended that:

1. The General Manager, Infrastructure & Engineering Services be authorized to enter into an agreement with the Erieau Community Association (ECA) to construct and manage two new pickleball courts in Laverne Kelly Park (Phase 1 only). This will include design approval, sourcing and construction once the agreement is signed and full project funding plus contingencies are confirmed through community and business donations.
2. The Parks, Recreation and Cemeteries maintenance budget will increase \$5,586 per year to cover the incremental costs associated with the new asset beginning 2022.
3. The annual lifecycle requirement of \$4,082 will be fully funded through the Asset Management Plan beginning 2022.

Background

In April 2020, the ECA approached Recreation Facilities staff expressing interest in constructing pickleball courts on municipal property in Laverne Kelly Park (Appendix A).

The ECA has completed the following actions:

- May, 2020 – Completed an unofficial survey with summer and full time residents regarding their interest in the game of pickleball. They gathered 100 signatures showing interest in this sport.
- November 4, 2020 - Held a meeting to present a three phase plan to develop pickleball courts in Erieau and received the support from all in attendance.
- April 14, 2021 - 36 members of the ECA met to further discuss their approach which was well received.

- April 15, 2021 - Emails were sent to all residents living on Mariners Road across from Laverne Kelly Memorial Park informing them of pickleball court 3 phase plan and location.
- The three phase plan was posted on the ECA Facebook page. The posting was viewed by 182 followers with positive feedback.

In preparation, the Municipality conducted an environmental and geotechnical studies to ensure there were no issues with the site. This work was completed by the Municipality at a cost of \$4,378.75.

Comments

The three phases of the project include:

- Phase One – construction of 2 pickleball courts
- Phase Two – construction of a cement pad with a sun shelter
- Phase Three – construction of an additional 2 pickleball courts

The ECA has raised funds for this project through fundraising and grant opportunities. Several discussions have taken place regarding the appropriate management of the project, either by the ECA or by the Municipality. Due to liability concerns, the ECA requested the Municipality manage the project.

The ECA will donate funds to the Municipality to cover expenses related to the construction of the courts. As this is an unplanned project for the municipality, the community agreement and project award will be managed by existing staff from Parks, Recreation & Cemeteries, Engineering and Transportation, Purchasing and Legal Services as timing permits. The Facilities Supervisor, Blenheim/Erieau district will oversee the construction process and ensure that the approved contractor will follow all safety procedures.

Administration will award the construction using the Municipal Purchasing Policy through a public tendering process or through the Municipal Asset Management Roster program.

The Municipality will provide annual maintenance and repairs as the budget permits. Rehabilitations and court replacement will be funded through the Parks Lifecycle Reserve.

Timing for construction of phase one of the pickleball courts will be confirmed upon receipt of the quotation, donations and signing of the ECA agreement. Completion dates for phases two and three are dependent on the ECA's ability to fundraise to cover construction expenses.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report supports the following areas of strategic focus:

- Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

- The ECA advertised and held a public meeting on April 15, 2021 to present the proposed project and location of installation.
- The Facilities Supervisor, Blenheim/Erieau district consulted with the Chatham-Kent Accessibility Advisory Committee.
- The Ministry of Environment was consulted and approved the proposed location.
- The Purchasing Officer, Financial Services and Legal Services were consulted on the required internal processes.

Financial Implications

Project Costs

Item	Amount
Environmental Test (HST included)	\$4,378.75
Municipal Project Management (internal support)	\$7,638.45
Total Municipal Costs	\$12,017.20
Internal Municipal Costs Absorbed	(\$7,638.45)
Net Municipal Costs	\$4,378.75
Construction Costs	ECA funded

Annual Incremental Costs

Item	Amount
Operating Costs	\$5,586
Lifecycle	\$4,082
Total Annual Costs	\$9,668

Prepared by:

Reviewed by:

Chris Kirkwood
Facilities Supervisor
Blenheim/Erieau

Scott Mailing
Acting Director
Parks, Recreation and Cemeteries

Reviewed by:

Thomas Kelly, P.Eng., MBA
General Manager
Infrastructure and Engineering Services

Consulted and confirmed the content of the consultation section of the report by:

Jennifer Scherle
Purchasing Officer
Financial Services

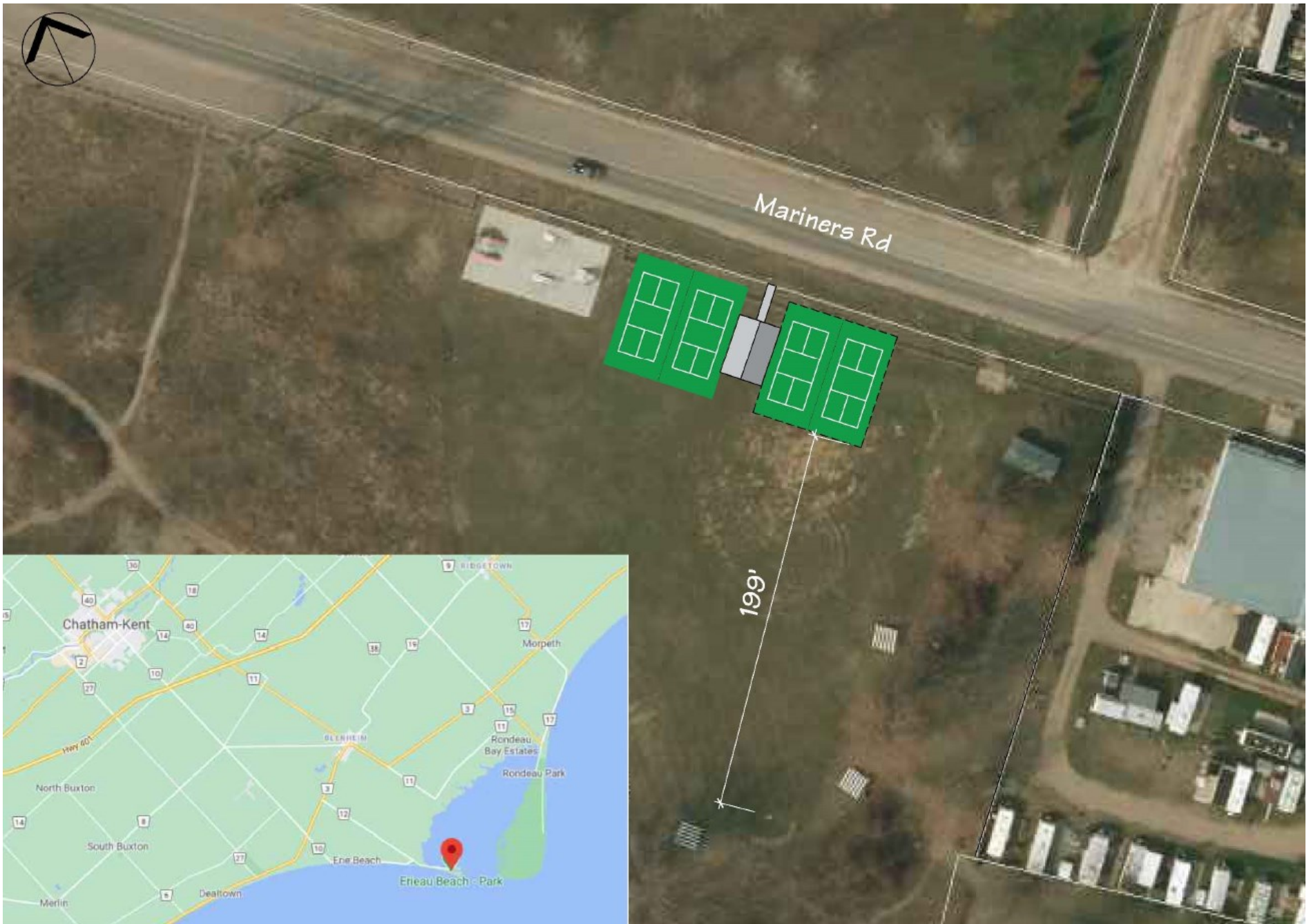
Matt Torrance, MBA, CPA, CGA
Director
Financial Services

Dave Taylor
Director
Legal Services

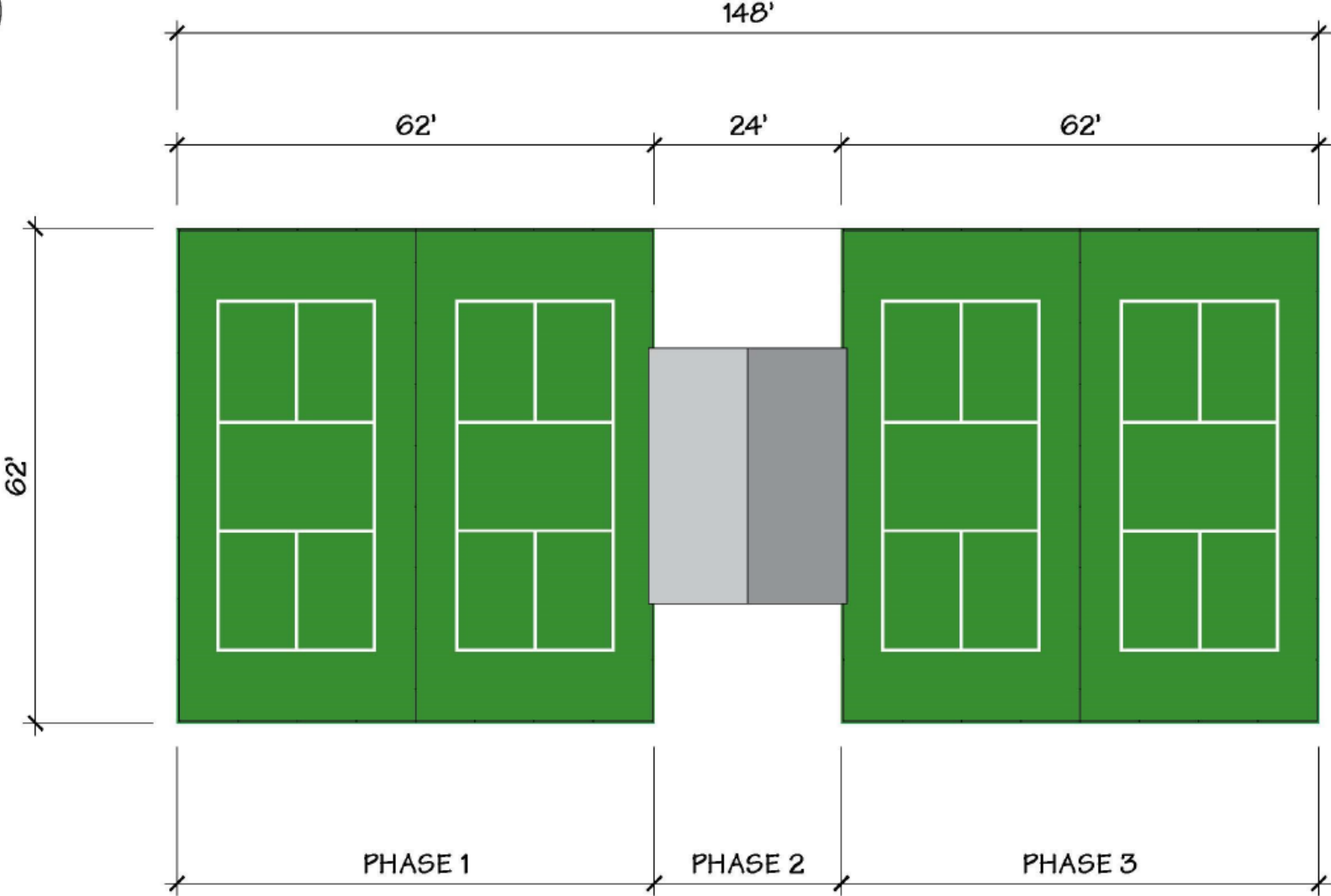
Attachments: Appendix A – Erieau Pickleball Courts Site Location
Appendix B – Erieau Pickleball Courts Proposed Phases

P:\RTC\Infrastructure & Engineering\I & ES\2021\4379 – Notice of Motion - Proposal for Pickleball Courts, Community of Erieau.docx

Appendix A – Erieau Pickleball Courts Site Location



Appendix B – Erieau Pickleball Courts Proposed Phasing



Construction Phasing