



MUNICIPALITY OF

PORT HOPE

LEISURE SERVICES master plan

February 2021

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Monteith ♦ Brown
planning consultants

tra.

TUCKER-REID & ASSOCIATES



Leisure Services Master Plan

February 2021



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We would like to thank all of those who contributed to the development of the Municipality's 2021 Leisure Services Master Plan. This strategy is a product of the vision and dedication of the community, the Project Team, and Municipal Council. We also extend our thanks to the many residents and community groups within Port Hope whose feedback has made the Plan a document that embodies the core values, beliefs, and priorities of the community.

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Executive Summary

Overview

This **Leisure Services Master Plan** identifies the parks, recreation and cultural needs and priorities for the Municipality, community stakeholders and the public over a ten-year period. During this time, Port Hope's population is expected to grow by approximately 2,000 residents (or 10%), reaching a population of 21,000 by 2031. Changes in Port Hope's community composition, together with evolving interests and participation preferences, provided the impetus for the Municipality to update its 2010 Master Plan and align parks, recreation and culture facilities, programs and services with current and future needs.

Community Priorities

The Master Plan approach involved a combination of research, consultation and needs assessments. Prepared during the COVID-19 pandemic, innovative digital engagement tactics were utilized including virtual public open houses, community survey, stakeholder input, and consultation with Municipal staff, Council and the Parks, Recreation and Culture Advisory Committee.

The following are key findings from the consultation process (detailed findings are found in Section 4.6), listed in no particular order.

1. There is a strong demand for unstructured activities for residents of all ages.
2. The public expressed that a greater emphasis should be placed on improving programming opportunities for all age groups, particularly families, youth and adults.
3. Inclusion and accessibility are top of mind priorities among staff and residents.
4. Strengthening communication and marketing strategies will improve awareness and bolster participation.
5. 94% of survey respondents felt that investing in Port Hope's waterfront should be a priority.
6. There is public support to replace the aging Ruth Clarke Activity Centre for Seniors.
7. Residents expressed the desire for additional arts and cultural opportunities.
8. There is a need to establish strategies to address aging and under-utilized facilities.
9. The COVID-19 pandemic is influencing the way people participate.
10. Volunteerism in the Municipality may be in decline.



Strategic Framework

Public and stakeholder engagement – together with other foundational inputs such as community demographics, trends, potential impacts of COVID-19, and supporting documents – helped inform the development of a “vision” to set a strategic path forward for the Municipality. The strategic vision depicts how the Municipality wants to be viewed in the future and compels Council, staff and the community to work together to achieve their collective goals over time.

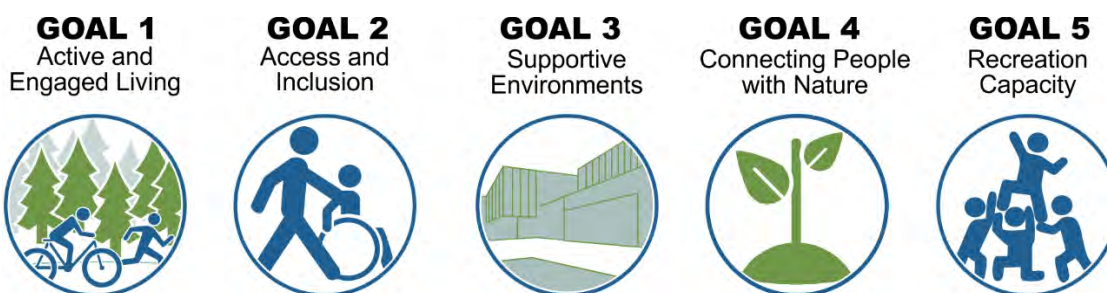
The following is the **vision statement** that will guide the Parks, Recreation and Culture Department during the planning horizon of the Master Plan.

Active, engaged, and healthier lifestyles through participation in parks, recreation and culture. We will achieve this by working with community partners, building internal capacity, and delivering inclusive infrastructure, programs and services.

A set of **guiding principles** have also been established to achieve the Department's vision and advance its role in parks, recreation and culture through the implementation of the recommendations contained in this Master Plan. It is understood that all of these recommendations will lead to more residents being engaged, with high levels of satisfaction. In no particular order, the guiding principles are:

1. Increase Participation
2. The Right Service Mix
3. Intentional Diversity, Equity and Inclusion
4. Better Together
5. Quality Assurance in Services and Experiences
6. Outdoor Experiences are Critical to Healthy Outcomes
7. Citizens First – Measure Participation and Service Effectiveness

The Master Plan has been modeled after the five **goals** of the Framework for Recreation in Canada, which supports coordinated policies and practices in recreation and related sectors in Canada. These five goals will guide the Municipality's approach to decision-making and investment over the next ten years and beyond.



Each goal of the Master Plan contains a number of **recommendations** that have been developed specifically to address the parks, recreation and culture needs in Port Hope. In total, the Master Plan contains nearly 120 recommendations, which have been prioritized based high, medium and low priority actions. In collaboration with the Parks, Recreation and Culture Advisory Committee, individual recommendations will be brought forward on an annual basis through regular work plans for

implementation, at which point discussions will take place with Council regarding additional public engagement, resource implications and other considerations.

Selected Recommendations

The following synopsis summarizes just some of the more prominent recommendations contained in the Master Plan. Priorities for each recommendation can be found in **Section 11**.

- a) The Municipality, together with its community partners, will continue to strive to address the leisure needs of all age groups and ensure that activities and opportunities are age appropriate, welcoming, and safe. Youth and older adults were identified as requiring greater focus over the next ten years. Continued engagement with youth will increase their life opportunities, while engaging older adults can enhance their quality of life and health. The Municipality should develop a **Long-Range Youth Plan** and review the **Age Friendly Community Action Plan** to achieve these goals and increase participation in parks, recreation and cultural pursuits.
- b) Relocation of the **Ruth Clarke Activity Centre** to the Town Park Recreation Centre is supported by the Leisure Services Master Plan. To strengthen program and volunteer opportunities for all older adults and seniors in Port Hope, the provision of a municipal management structure for the Centre is recommended, along with the establishment of a multi-purpose studio. Following relocation, the Ruth Clarke Activity Centre should be declared surplus and divested, with proceeds redirected to the Town Park Recreation Centre expansion project.
- c) The Plan provides direction on opportunities for strategic **parkland renewal and redevelopment** at underutilized parks such as King's Field, Memorial Park, Port Hope Lions Recreation Park, Welcome Park and Alex Carruthers Memorial Park. Additional public consultation will be undertaken to inform park redevelopment projects.
- d) The capacity of staff, volunteers, and community groups is a strong commodity in delivering and enabling parks, recreation, and cultural services. Efforts to review quality assurance mechanisms, partnership arrangements, grant programs, policies, and marketing strategies all lay a strong foundation for enjoyable and safe leisure opportunities for all residents and visitors. It is a shared responsibility to work as a collective with community stakeholder groups to look for gaps and quality improvements, share resources, and reduce duplication. This approach is supported throughout this Master Plan, including recommendations to review departmental **branding and visual identity**, increase **marketing and communication efforts**, and continued **collaboration with partners** to deliver parks, recreation and cultural opportunities.
- e) Continued financial support of the Municipality's **playground replacement program** is critical to ensuring safe and stimulating play environments for children. Play structure designs should align with the intensity of overall park usage and consider barrier-free components, accessible surfaces/ pathways, and opportunities for natural/adventure play (where appropriate).
- f) The provision of **multi-use spaces** is supported as these amenities help to ensure that facilities are used efficiently and effectively, with people of all ages in mind. Examples of this in the Plan are the replacement of the Caroline Street outdoor rink and renewal of the Welcome Park tennis court, both of which should be designed to accommodate broader uses, such as outdoor skating, ball hockey, tennis, basketball and/or pickleball.
- g) Residents expressed strong support for maintaining and expanding the network of **off-road recreational trails**. An update to the Municipality's Active Transportation and Trails Master Plan is recommended to provide a renewed vision for trail development, with consideration given to the conceptual network advanced in this Leisure Services Master Plan. This plan also supports the formalization of trails in the Monkey Mountain area that avoid sensitive natural heritage features, an area that holds significant future recreational value in the municipality.

- h) Casual use of parks and trails has increased during the COVID-19 pandemic, providing residents with unstructured physical activity opportunities and respite from social isolation. Continued investment in parks and outdoor spaces is necessary and justified. The Municipality will maintain its commitment to **universal accessibility, safety, and comfort within the parks system**, and will emphasize the strategic provision of amenities such as seating, shade, trails and pathways, and washrooms within appropriate park types.
- i) As the Municipality's premier indoor recreation destination, the **Jack Burger Sports Complex** is critical to meeting the sport and physical activity needs of residents. In order to plan ahead for future generations, a feasibility study should be prepared toward the end of the ten-year timeframe of this Master Plan to examine needs for renovation, expansion or replacement, with consideration of region-wide ice demands and potential partnerships.
- j) The Ganaraska River and Lake Ontario waterfront are important defining features of Port Hope. Through the consultation program, residents provided many thoughtful and practical ideas for enhancing these areas, such as the desire for an enlarged beach, trail development, volleyball courts, concessions, splash pad, dog park, and watercraft rentals. This input will be considered further through the **Waterfront Master Plan**.
- k) Port Hope is becoming more of a diverse community and efforts are required to be more intentional in identifying and including diverse and marginalized populations in delivering and enabling leisure services. Municipalities are broadening their definition of diversity to include at a minimum Black, Indigenous, People of Colour (BIPOC), females, those experiencing financial barriers, persons with disabilities, and the LGBTQ2S communities. Everyone must feel welcome and special efforts are required to demonstrate diversity, equity, and inclusion. A **review of existing policies, approaches and training** are first steps in these important endeavours.

Implementation

Inclusive and affordable parks, recreation and cultural opportunities are essential to the health and wellness of Port Hope's residents and our broader community. Everyone benefits from participation in leisure activities and a well managed system of spaces and services provides tremendous social, environmental, and economic value.

The Leisure Services Master Plan recognizes these benefits and sets a course for the future with tools, best practices, and recommendations that will be used to guide Municipal budgets and key initiatives. The Plan enables the Municipality and community to take stock, identify priorities, and work with others to address community needs.

Departmental staff – with direction from the Parks, Recreation and Culture Advisory Committee – will integrate recommendations into their work practices in a phased manner and will bring projects requiring budget approval forward to Council at appropriate times. In addition, the Municipality will regularly review and assess, and periodically revise the recommendations of the Master Plan to ensure that they remain reflective of local conditions and responsive to the changing needs of the community.

1. Introduction

1.1 Master Plan Overview

With a growing emphasis on personal health and wellness, environmental and economic sustainability, and community vibrancy, the provision of high-quality leisure services has never been more important. In this regard, Port Hope is a small, progressive municipality that offers a wealth of direct parks, recreation and culture opportunities that complement offerings from community partners and other service providers.

This new Leisure Services Master Plan builds on past planning efforts established in the 2010 Master Plan, aligns with Council's strategic priorities, and should be implemented in conjunction with the Municipality's Official Plan and other related studies such as an updated Waterfront Master Plan and service delivery reviews. The Plan considers existing and future needs over the next ten years and establishes strategies and options to meet these needs over time, often in partnership with the community and others.

To ensure that the Plan is responsive to community needs, it is grounded in extensive public and stakeholder input and research into best practices, trends, demographic shifts, growth forecasts, service gaps, and park and facility requirements. Recognizing that many things can change over the course of the next ten years, the Plan contains several decision frameworks and recommendations that will help the Municipality to explore and evaluate new opportunities as they arise. It is a living document that will be reviewed and updated regularly to respond to new opportunities and changing needs in our community. In doing so, the Plan assists the Municipality in prioritizing corporate initiatives and departmental budgets, and supports the search for external funding, partnerships, and alignment with related initiatives.

Specifically, this Plan analyzes and provides recommendations on the following:

- Recreation and cultural facilities;
- Recreation and cultural programs, activities, and events;
- Parks and open spaces; and
- Service delivery policies and practices.

Full implementation of the Plan will require ongoing community engagement, flexibility in approach, partnerships, and funding from a variety of sources.

1.2 Parks, Recreation and Culture Services Offer Countless Benefits

Parks, recreation and cultural services and facilities are integral to our community's success and wellbeing. They contribute in a significant way to our social, economic and environmental priorities by providing spaces for services and programs that benefit residents and support community-building. Universal access to leisure opportunities that address diverse needs and offer affordable, high-quality opportunities is vital to individual and community health and prosperity.

The Municipality is commended for recognizing these benefits and investing in the update of this Master Plan.

Parks, recreation and cultural opportunities:

- Enhance mental and physical wellbeing;
- Enhance social wellbeing and promote engagement and inclusion;
- Help build strong families and communities;
- Help people connect with nature;
- Help people develop critical and creative thinking skills; and
- Provide wide-ranging economic benefits.

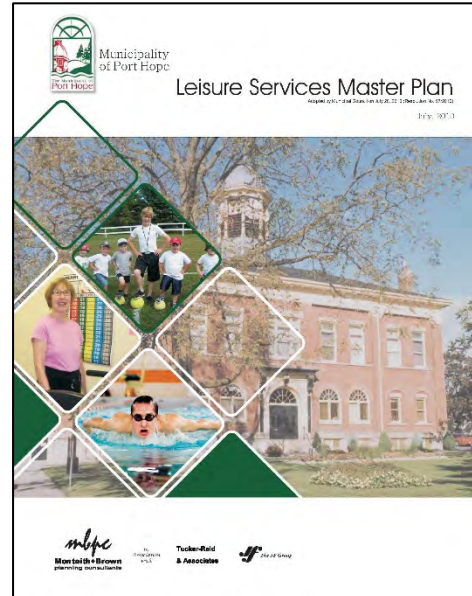
1.3 A Progress Report on Previous Master Plans

As a guiding document, the Leisure Services Master Plan aids in setting of strategic priorities and plans within the Department. Additional resources such as the Cultural Plan and Age-Friendly Community Action Plan help guide staff in decisions relating to programming and events. These plans help ensure that priorities are aligned with the needs of the community.

The Municipality's **2010 Leisure Services Master Plan** (LSMP) identified Port Hope's priorities at that time and set out to proactively respond to future needs to guide ongoing decision-making by Staff, Council, and leisure partners to the year 2020.

The LSMP contained 92 recommendations that were categorized based on the Plan's four goals:

1. Responsive and Inclusive Programs and Services
2. Strong Partnerships and Community Engagement
3. Sound Investment in Parks and Facilities
4. Proactive Leadership and Innovation



Implementation of the LSMP recommendations was phased over a period of 10 or more years subject to funding and resources. Many of the recommendations are continuous best practices; several remain pertinent today and are considered on a regular basis in the Municipality's typical course of service delivery.

Some key accomplishments emerging from the 2010 LSMP include:

- Jack Burger Sports Complex Revitalization Project
- park development (e.g., Baulch Road Park) and trail network improvements
- development of new amenities, such as the Port Hope Skate Park, Dog Park, and Outdoor Fitness Stations
- development of several guiding documents, including the Cultural Plan, Active Transportation and Trails Master Plan, Older Adult Centre Facility Feasibility Study, and Age-Friendly Community Action Plan
- development of several policies, including a comprehensive Parks Regulation Bylaw, Naming of Facilities Policy, Facility Booking Policy and Behaviour Management Policy
- implemented staff reorganization of the Parks, Recreation and Culture Department
- initiatives aimed at youth and volunteer engagement, healthy and active lifestyles, communications and customer services

The Municipality also prepared a Cultural Plan in 2012 to guide initiatives over a twenty-year period. The Plan outlines a vision for cultivating the growth of Port Hope's unique and broad range of cultural assets, reflecting current community needs and future aspirations with a framework for fostering creativity and increasing cultural participation. Selected accomplishments to date supported by the 2012 Cultural Plan include:

- launch of the Cultural Toolkit
- continued integration of culture into programs and services
- revisions to a staff job description to incorporate cultural programming and inclusion of a culture representative to the PRC Advisory Committee
- completion of the Facility Feasibility Study
- ongoing development of policies and practices for integrated planning and performance measurement

The large majority of the recommendations from the 2010 LSMP (90%) and 2012 Cultural Plan (79%) have been completed, are no longer relevant (no action), or are in progress, recognizing that the latter is a twenty-year plan that remains ongoing. This illustrates the Municipality's commitment to its parks, recreation and cultural system, as well as the need to chart a new course for the next ten years.



Table 1: 2010 Leisure Services Master Plan and 2012 Culture Plan Implementation to Date

Status	2010 Leisure Services Master Plan		2012 Cultural Plan	
	Recommendations		Potential Community Strategies	
Completed	59	90%	18	79%
Ongoing (Best Practices)	22		4	
No Action*	2	10%	0	21%
Further Review Required	9		6	
Total	92	100%	28	100%

*No action is required for recommendations that are deemed to be no longer relevant.

The Master Plan is being revised at the end of the ten-year implementation cycle, with further consideration being given to recommendations that have not yet been initiated or require further review. Non-implementation may be due to several factors, such as shifting directions caused by emerging priorities or a shortage of funding / partners. A sampling of recommendations from the previous Master Plans that have yet to be fully achieved include:

- formalization of a youth engagement strategy
- re-purposing under-utilized diamonds
- implementation of the Consolidated Waterfront Master Plan
- performance measurements for cultural services
- formation of a community-led cultural group

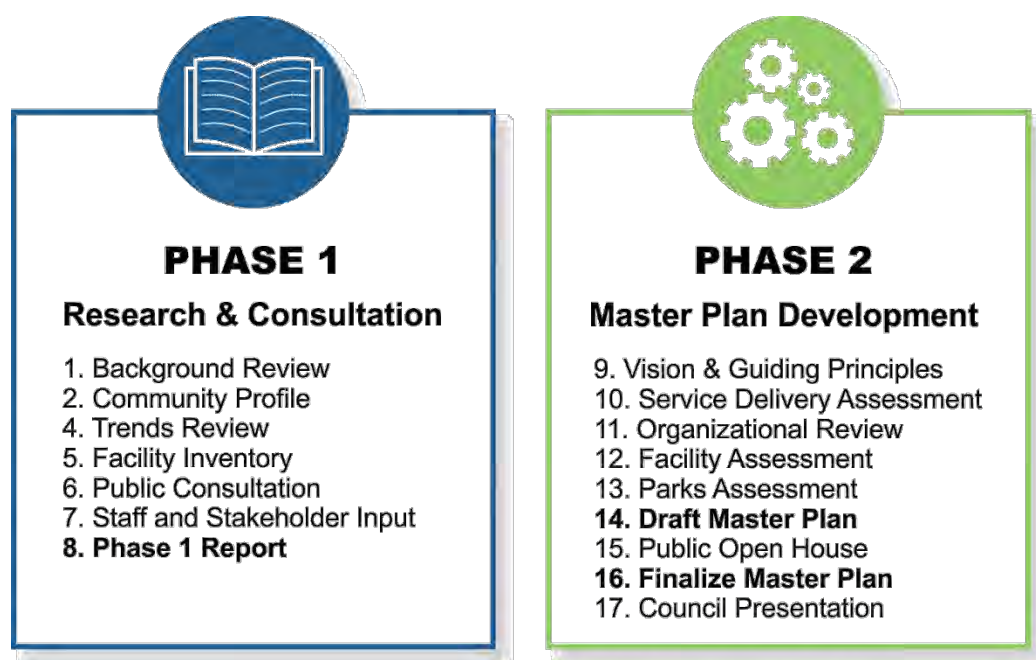
The status of recommendations from the previous master plans is documented in more detail in **Appendix A**.

1.4 Planning Approach

This Master Plan project began in Spring 2020. Monteith Brown Planning Consultants led the development of this Master Plan, with assistance from Tucker-Reid & Associates and oversight from a Project Team consisting of Municipal staff and officials. Input and guidance was also sought from the Parks, Recreation and Culture Advisory Committee and Municipal Council at key points in the process.

Development of the Plan was divided into two phases: (1) Research and Consultation; and (2) Master Plan Development. Each phase was designed to accomplish a variety of tasks and also included internal meetings and reporting.

Figure 1: Project Phasing



The **program and service delivery assessment** was guided by an audit tool based on the Framework for Recreation in Canada. To identify departmental strengths, gaps and opportunities, the Municipality's Parks, Recreation and Culture Department was evaluated against criteria common amongst high performing organizations. This process was guided by inputs such as background research, demographics, participation data, and best practices to identify go-forward strategies to ensure that Port Hope residents can lead healthy and active lifestyles. Key areas of focus included opportunities to maximize participation levels in programs and services, building internal capacity, partnerships, youth and older adult engagement, inclusion and access, organizational effectiveness and performance measures.

The **parks and facility needs assessment** considered both overall provision (i.e., the total number of each facility type as determined by applying population-based "targets") and geographic distribution (i.e., where facilities / parks are physically located in relation to the population). "Provision targets" represent a recommended measure toward which a community should strive in order to meet the demand for parks and facilities. The targets are created based on a combination of accepted industry standards, market-driven factors (such as demand / participation, trends and demographics), and past and present circumstances of the community, as well as public and staff input. For more localized facilities that residents expect to be able to walk or bike to (e.g., playgrounds, neighbourhood parks, etc.), geographic distribution also becomes an important consideration. The Master Plan's research and consultation phase has been designed to ensure that the targets and catchment areas are appropriate for Port Hope and responsive to demonstrated community needs.

2. Community Profile

2.1 About Port Hope

Incorporated in 2001, the Municipality of Port Hope is the most westerly municipality in Northumberland County (Figure 2). With an estimated population of 18,000 for 2020, Port Hope is the second largest municipality in the County (after Cobourg). Characterized as an urban and rural community (including portions of the Oak Ridges Moraine), the majority of residents reside within Port Hope's urban boundary located in the southeast corner of the Municipality along Lake Ontario, straddling the Ganaraska River and south of Highway 401. Rural residents are dispersed throughout the Municipality, including in smaller hamlets including Campbellcroft, Canton, Welcome, Osaca, Elizabethville and Garden Hill.

Figure 2: Northumberland County



Port Hope is one of Ontario's oldest communities and is known for its small-town charm, having earned a reputation for having the "best preserved main street in Ontario". This recognition – along with its many festivals and events, live theatre, fishing, hiking and golf opportunities – has attracted outside tourism and business opportunities.

Located approximately 100 kilometres west of Toronto, Port Hope is attracting new residents from the Greater Toronto Area and beyond. Consistent with trends across Ontario, Port Hope is also an aging community. Recognizing that this segment has unique needs, the Municipality's Age-Friendly Community Action Plan ensures that older adults and seniors in the community lead safe, healthy and active lives. Port Hope is also proud to be recognized as a Platinum Youth Friendly Community and actively supports and provides opportunities that encourage the growth and development of local youth.

Port Hope's economy primarily centres around manufacturing, retail, and health care, although its diversity across all employment sectors allows its workforce to adapt to changing economic conditions. One aspect impacting the community and its growth is the ongoing Port Hope Area Initiative, part of which involves the clean-up of approximately 1.2 million cubic metres of historic low-level radioactive waste from various sites within the urban area. Once complete, the remediated Port Hope harbour and waterfront will offer new opportunities for the community, with guidance from the Waterfront Master Plan. These attributes position the Municipality for growth over the long-term. Over the next ten years, Port Hope is projected to grow to 21,000 residents by 2031 and up to 24,000 by 2041. These projections exclude any additional growth potentially generated by GO Transit expansion, which is currently being explored by Northumberland County.

This level of growth will continue to place pressure on Port Hope's parks, recreation and culture system, while creating new demands for emerging interests and activities. Port Hope is well-positioned to respond to these increased expectations as the Municipality boasts exceptional leisure assets. The waterfront along Lake Ontario and Ganaraska River are recognized among Port Hope's most treasured assets, offering residents a variety of outdoor opportunities including public water access (boating, fishing, etc.), recreational walking and cycling trails. Combined with the opportunities at the Jack Burger Sports Complex and Town Park Recreation Centre, as well as the amenities available within nearby municipalities such as Cobourg and Clarington, Port Hope strives to provide inclusive opportunities to engage residents in active lifestyles, regardless of age, ability, income or background.

2.2 Demographic Profile

Understanding who, how, and where population growth will occur during the planning period is important in order to position Port Hope's leisure system to adapt to changing needs. This section highlights the Municipality's historical and projected population, age profile, and related statistics, focusing on those that may have implications on parks, recreation and cultural needs.

2.2.1 Population Growth

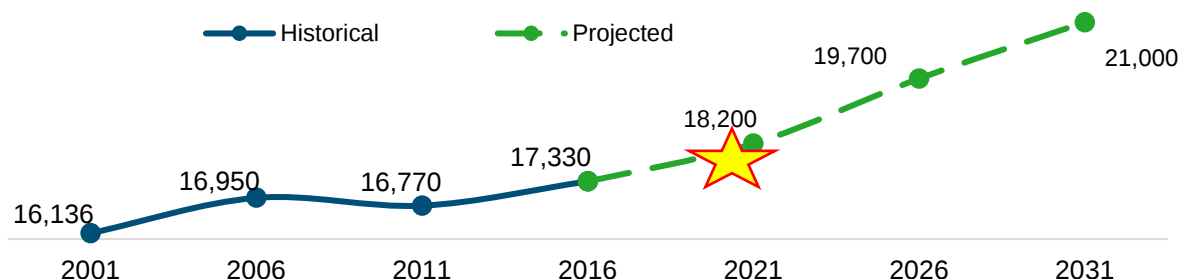
The Municipality of Port Hope's population increased by 3% between the 2011 and 2016 Census periods to reach 16,753 residents, which is slower compared to the Northumberland County growth rate of 5%.¹ Approximately three-quarters (73%) of residents live within the Municipality's urban area. Over the next ten years, it is anticipated that residential growth in Port Hope will continue. Between 2019 and 2041, Port Hope is projected to accommodate 31% of the County's housing growth, amounting to 3,058 units, behind only Cobourg (41%, 4,186 units).²

The majority of future population growth is expected to be accommodated within Port Hope's urban area, particularly in the Lakeside Village community in the southwest. Phase 4 and 5 of Lakeside Village, which are currently in the subdivision approval process, will add nearly 500 new residential units (additional residential units are proposed through subsequent phases). Nearly 80 additional residential units are also planned in other areas of Port Hope (including in the rural area). Over the long-term, residential development is also expected to occur within designated intensification areas, including the northwest corner of Marsh Road and County Road 2, and Rose Glen Road North and Ward Street.

The most recent population projections for the Municipality are contained in the County of Northumberland Affordable Housing Strategy (2019). It is expected that Port Hope will reach 21,000 residents (rounded; including census undercount) by the end of the Master Plan's ten-year planning period. Over and above these projections, Port Hope may experience additional residential growth as the County is currently undertaking a study to investigate the potential to expand GO Transit service through the Municipality towards Cobourg. It also should be recognized that Northumberland County is currently in the process of undertaking a Municipal Comprehensive Review that will include a review of Port Hope's population forecasts. Municipal Comprehensive Review will be completed in 2021. As such, it will be important for the Municipality to monitor any changes to these population projections and consider the impacts on future leisure needs.

The 2020 population estimate for the Municipality is 18,000 (rounded, including census undercount), which will be used as the baseline for the Master Plan.

Figure 3: Population Projections, Municipality of Port Hope (includes Census undercount)



Source: Statistics Canada Census; 2019 County of Northumberland Affordable Housing Strategy.

Note: Population projections include census undercount of 3.4%, consistent with the 2019 Municipality of Port Hope Development Charges Background Study

¹ Statistics Canada 2011 & 2016 Census.

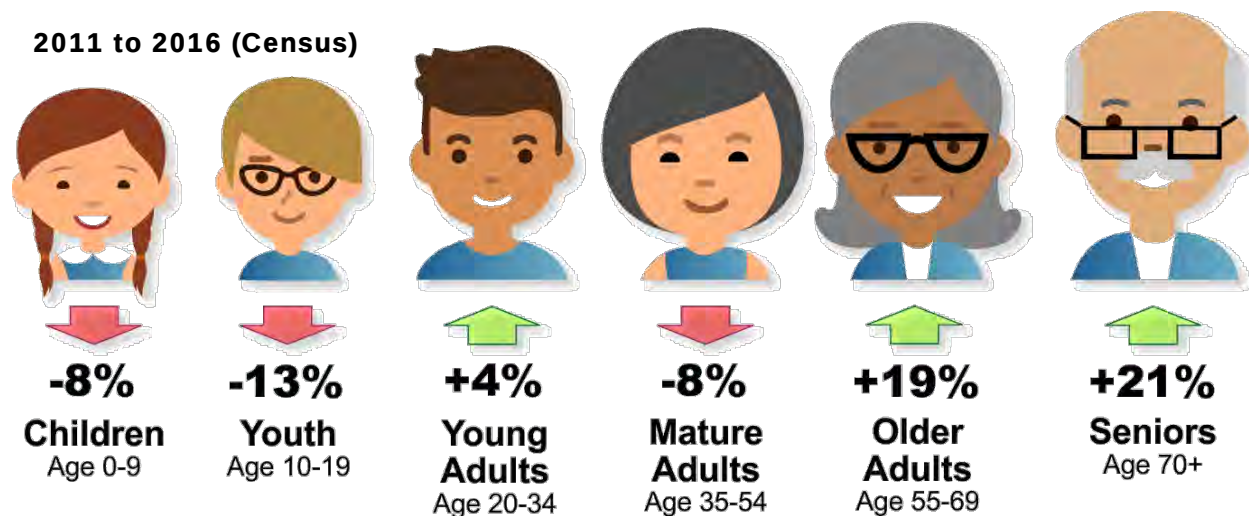
² Northumberland County. (2020). Development Charges Background Study.

2.2.2 Population by Age

Port Hope is an aging community. Between the 2011 and 2016 Census, Port Hope's median age increased from 47.1 years to 50.6 years. Port Hope's median age is slightly younger compared to Northumberland County (median age: 51.6 years) and considerably older than the Province (41.3 years). This finding suggests that there are a greater number of older residents in Port Hope compared to the rest of Ontario, which could be attributed to the number of retirees in the Municipality, as well as older adults and seniors who are moving from communities in the GTA and are seeking a friendly, welcoming lifestyle in a smaller municipality.

Additional evidence of an aging community is observed by examining population growth by age group (Figure 4). Between the 2011 and 2016 Census, the number of the number of seniors (age 70+) increased by 21%, while the number of older adults (age 55-69) grew by 19%. By contrast, the number of youth (age 10-19) declined by 13% and the number of children (age 0-9) and mature adults (age 35-54) both declined by 8%.

Figure 4: Population Change by Age Group, 2011 to 2016, Municipality of Port Hope

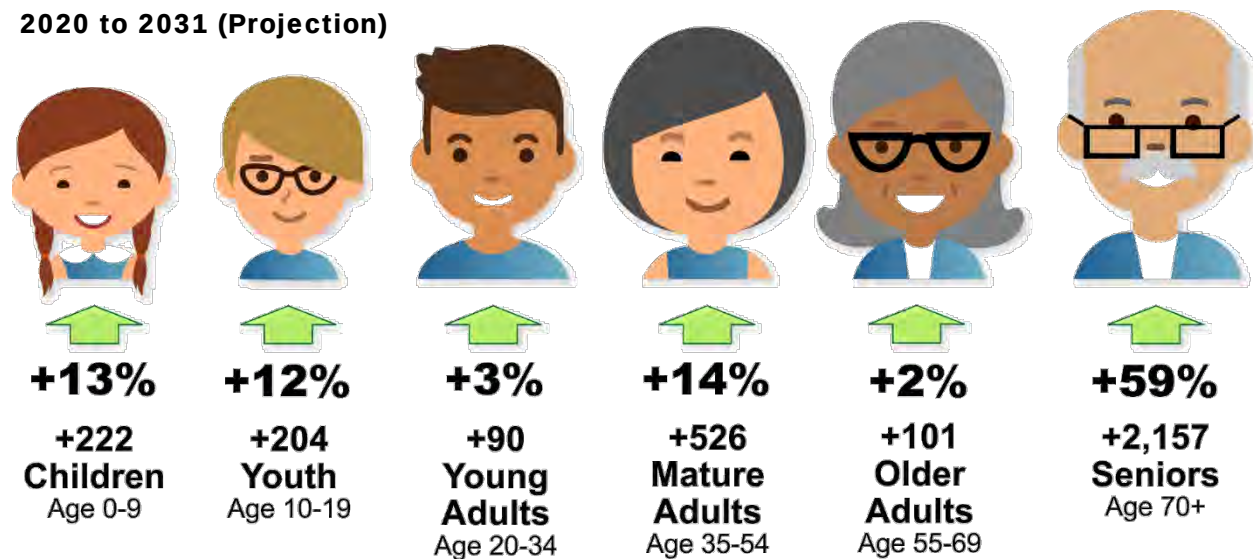


Source: Statistics Canada 2011 & 2016 Census

While local age cohort projections are not available, the Ministry of Finance has prepared county-level population projections that can provide insight into how Port Hope's age composition may change over the planning period, assuming similar population trends as the County. Proportional capture rates for each age group have been applied to Port Hope's population forecast and are summarized in the following figure. The number of seniors (age 70+) is forecasted to grow the most by 59%, while all other age groups are forecasted to increase by 14% or less. With growth expected to occur in all age groups, offering a balanced system of leisure opportunities is essential to engaging residents in all life stages.

Figure 5: Population Forecast by Age Group, 2020-2031, Municipality of Port Hope

2020 to 2031 (Projection)



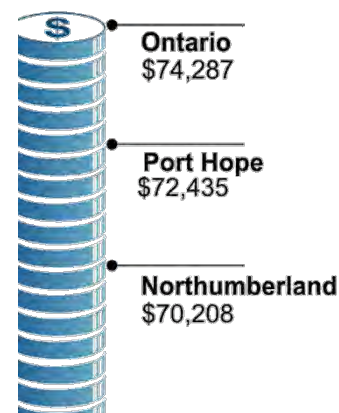
Note: Population forecasts by age group are based on the Ministry of Finance 2018 Population Projections for Northumberland County (reference scenario), with capture rates applied to the projected total population for the Municipality of Port Hope.

2.2.3 Income and Education

Research has found that income and education levels influence (or are at least an indicator of) participation in leisure activities. Generally speaking, the greater a person's level of income and education, the more likely they are to participate in activities.

Statistics Canada reported that Port Hope's median household income in 2015 was \$72,435, higher compared to Northumberland County (\$70,028) but lower than the Province (\$74,287). Based solely on income, Port Hope's residents may be more likely to participate in leisure activities compared to their regional counterparts; however, it is important to recognize the segment of the community that may be economically disadvantaged. Statistics Canada reported that 11% of residents live below the low-income measure, compared to Northumberland County (12%) and the Province (14%). Northumberland County's 2019 Affordable Housing Strategy also identified that there is a shortage of affordable housing in Port Hope,³ suggesting that persons facing housing affordability challenges are less likely to participate in leisure activities, particularly those with high cost of entry such as hockey. These findings emphasize the need to provide low-cost or no-cost leisure activities, particularly in locations that are geographically accessible for marginalized residents.

Figure 6: Median Household Income



Source: Statistics Canada Census

With respect to education levels, Port Hope has a marginally higher proportion of residents who have completed an apprenticeship or post-secondary certificate, diploma or degree at a university or college (52%) compared to Northumberland County (51%), but lower compared to the Province (55%). This also supports the assumption that Port Hope residents may be more likely to engage in leisure activities compared to regional counterparts, but less so compared the Province.

³ Northumberland County. (2019). Northumberland County Affordable Housing Strategy.

2.2.4 Immigration, Diversity and Language

According to the 2016 Census, 10% of Port Hope's population are immigrants (born outside of Canada), with 94% of immigrants arriving before 2006. Top immigrant countries are the United Kingdom, United States, Germany and the Netherlands. As the vast majority of Port Hope's population are non-immigrants, barriers to participation are not likely to be significant, but still need to be considered in the delivery of leisure services given that the Province as a whole is becoming more diverse.

English is the most common language spoke at home. Less than one percent of residents speak French, while one percent of the population speak a non-official language. The most common non-official languages spoken in Port Hope are Chinese, Korean, Spanish and Farsi.

2.3 Lifestyle, Participation, and Service Provision Trends

This section provides a review of emerging trends from communities across Ontario that are impacting parks, recreation, and culture facilities and services. These trends have been considered throughout the development of the Master Plan with local implications discussed below and throughout the Plan.

2.3.1 Lifestyle Trends

Population Growth: While Port Hope's population has been growing modestly in recent years, the Municipality is expected to grow up to 17% (nearly 3,000 people) over the next ten years, largely through residential development in the west end of the urban area. This level of growth is likely to lead to greater demand for Port Hope's leisure services within existing and emerging neighbourhoods.



Aging Population: Canada's aging population is having a significant impact on leisure services. This is driven by two distinct groups: older adults who desire to remain active as they age, including those seeking lifelong-learning opportunities; and persons managing chronic illness, disease and/or those who are seeking low impact, therapeutic and rehabilitative programs. The Parks, Recreation and Culture Department offers a broad range of fitness, culture and drop-in programs geared towards older adults and seniors to ensure that these key age groups continue to lead healthy and active lifestyles. Port Hope's Age-Friendly Community Action Plan also offers a number of recommendations related to policy, new services, and initiatives that are designed to support and enable seniors to live in a safe and secure environment. Examples include shade shelters, benches, outdoor fitness opportunities, and more.

Economic Trends: Income disparity is a growing concern in Ontario, causing a shift in leisure offerings to include more low-to-no cost alternatives. Participation rates are declining among many registered sports in response to increasing costs to participation, such as registration, equipment and travel. With a lower median household income compared to the Province, Port Hope has taken steps to minimize financial barriers through tools such as community sponsorships and its Subsidy & Fee Assistance Policy. Between 2017 and 2019, the Municipality distributed over \$4,000 to nearly 40 applicants. The number of applicants and amount of funding distributed each year has been steadily increasing, demonstrating the need to ensure that affordable leisure opportunities are available. Many no/low fee opportunities are also available, and several community organizations also offer informal subsidy programs for lower-income households.



Accessibility for Persons with Disabilities: To comply with the 2005 Accessibility for Ontarians with Disabilities Act (AODA), municipalities have adapted public spaces to meet barrier-free standards, provided AODA-specific customer service training, and are continuously seeking opportunities to offer inclusive programs and services, regardless of ability. Port Hope's Multi-Year Accessibility Plan demonstrates the Municipality's commitment to promoting inclusion and removing accessibility barriers.

from all public spaces. For example, the Jack Burger Sports Complex underwent a major renovation between 2014 and 2015 to make the facility fully accessible. Port Hope is also proud to provide several inclusive playgrounds at parks throughout the Municipality.

2.3.2 General Participation Trends

Health and Wellness: A holistic and multi-faceted approach to health and wellness (including health promotion, socialization, mindfulness and management of stress and anxiety) is significantly influencing active living. Another trend influencing how programs are structured and delivered is the adoption of Sport for Life's Long-Term Development Models and the introduction of physical literacy in programs and training. The Municipality of Port Hope provides a variety of active and passive leisure opportunities that aim to encourage physical activity, health and wellness. These programs are complemented by those delivered by community groups and sports organizations to provide a well-rounded portfolio of leisure opportunities.

Physical Inactivity: The way we encourage health and wellness through leisure activities was developed in response to historically low physical activity levels, high reports of social isolation, and the rise of sedentary behaviours. To combat the decline in physical activity, many service providers are working together (such as the Northumberland Sports Council, of which the Municipality is a founding member) to increase communications, modify programs and service levels, encourage participation, and support healthy, active lifestyles.

Active Transportation: Active transportation is a core element of complete communities. Human-powered modes of travel that are undertaken for utilitarian (day-to-day) purposes such as cycling, walking, snowshoeing, or cross-country skiing are common forms of active transportation. Examples of active transportation infrastructure may include dedicated cycling routes, signed pathways and trails, or wayfinding and navigation assistance. Interest in e-bikes and motorized mobility aids is also on the rise, which provides affordable and accessible transportation options, but can sometimes lead to conflicts on routes intended for active transportation use. Guided by Port Hope's 2011 Active Transportation and Trails Master Plan, as well as the Northumberland County 2014 Cycling Master Plan, the Municipality boasts a comprehensive network of walking, hiking and cycling trails, some of which are available for year-round use. Port Hope's most prominent trails are the Waterfront Trail and Ganaraska Hiking Trail, which draw users locally and from across the broader region.

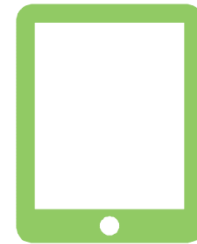


Outdoor Play: Recent childhood and adolescent health research has cited multiple benefits associated with "challenging or risky play" and encourages opportunities for children to explore creative play. In response to this, many municipalities are providing natural play features and adventure playgrounds, encouraging children to stay and play outdoors longer. Port Hope has responded to a similar trend with a variety of outdoor amenities along the Ganaraska River including outdoor fitness loop, fitness equipment and a concrete ping pong table.

2.3.3 Programming and Policy Trends

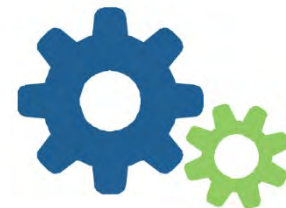
Demand for Unstructured Activities: Participation is gradually shifting away from structured programs and set participation schedules as people are demonstrating a desire for more drop-in, unstructured and self-scheduled times to participate. This is compounded by changes in demand for prime-time access – more adults and seniors are seeking activities during the evening, a shift from traditional daytime (seniors programming) or late-evening provision (in the case of adult hockey). Participation in adult recreational sports is also growing and youth engagement is being embraced in many municipalities. Port Hope has long been a leader in providing drop-in activities and sports for youth, older adults and seniors; with plans to increase activities through an expansion at the Town Park Recreation Centre.

Use of Technology: Technological advances are enabling service providers and users to be more aware of leisure opportunities in their communities. This may include: websites that summarize facilities, services and program offerings; online portal for community engagement and program registration; synchronization with smartphone applications; and more. Port Hope has embraced the use of technology in a number of ways to improve how the Municipality engages the community. For example, residents can register for programs online and the Municipality is connected with nearly 7,000 social media followers (as of early 2020). In addition, the pandemic has led to increased demand for virtual programming, with some municipalities piloting initiatives aimed at keeping residents active and engaged.



Serving All Ages, Abilities and Backgrounds: Inclusion and access is a key goal for municipal leisure departments. To ensure access for all, the following barriers to participation should be considered: economic (e.g., costs associated with participation); information (e.g., knowledge and information sharing about available opportunities); geographic (e.g., equitable distribution of facilities and services), and inclusivity (e.g., ensuring all participants feel welcomed and supported). The Municipality's Multi-Year Accessibility Plan and Age-Friendly Community Action Plan outline several ways Port Hope has responded to ensure that its leisure opportunities are inclusive of all residents.

Partnership Opportunities: Collaborations with private and non-profit organizations are becoming increasingly common in Ontario municipalities. Partnerships offer a number of benefits such as the sharing of costs and responsibilities, as well as economies of scale and shared expertise. Community access to schools (especially gymnasiums) is also encouraged, although formal agreements between municipalities and school boards are becoming less common in many jurisdictions.



2.3.4 Facility Provision and Design Trends

Aging Infrastructure: Many municipalities in Ontario are faced with aging leisure infrastructure (e.g., arenas, pools, courts, etc.) and are pursuing renewal and reinvestment projects, often using non-traditional funding approaches. These projects also provide opportunities to rethink provision and consider facility conversion or adaptive re-use options that accommodate emerging activities. Locally, Port Hope completed a major renovation to the Jack Burger Sports Complex in 2015, partially financed over a twenty-year period. The Municipality's capital budget identifies a number of projects to improve or replace its aging infrastructure including replacement of the Ruth Clarke Activity Centre for Seniors (subject to grant funding).



Maximizing Existing Assets: Strategic programming and design are key factors in maximizing functionality and utilization of existing leisure facilities. Municipal providers are improving the use of non-prime time by encouraging non-traditional uses. This may include partnering with public libraries, school boards, service clubs, or other emerging activities (including drop-in opportunities). As noted below, designing facilities to be flexible and accommodate multiple uses – a philosophy embraced by Port Hope – also helps maximize usage.

Multi-Use and Multi-Generational Facilities: Modern leisure facilities provide a convenient “one-stop-shop” experience. The community hub model has been applied to indoor leisure facilities as well as parks designed to engage users of all ages and abilities. The Jack Burger Sports Complex, which provides an ice pad, indoor pool, and community room all under one roof is one example of a multi-use facility that serves as a leisure destination for all members of the community.

Elite Training and Competition Facilities: Elite athletes and sports organizations are seeking major recreation infrastructure that are built to be “competition ready” to accommodate tournament play and efficiencies in scheduling. Although most municipalities focus on community recreation, sport tourism and regional needs are other factors to consider when planning facility design and determining appropriate locations. Port Hope is proud to offer a state-of-the-art facility at the Jack Burger Sports Complex, which is home to the Port Hope Panthers Jr. C team and Northumberland Aquatic Club.

Multi-Dimensional and Comfortable Spaces: Best practices in facility design consider safety, comfort and opportunities for community gathering and socialization. This may include strategic placement of seating areas, proximity to washroom facilities and open concept design features. Many municipalities further support convenience in public spaces through the provision of wireless internet access.

2.3.5 Parks Planning and Design Trends

Connecting with Nature: There is a growing amount of research that highlights the benefits of interacting with nature, especially through participation in physical activity (e.g., walking, hiking, etc.). Some ways that municipalities have encouraged residents to spend time outdoors are through the provision of community gardens and establishing partnerships with environmental stewardship groups to educate the public on sustainability and ecologically-friendly activities. As discussed earlier, emphasis is also being placed on outdoor play opportunities for children and youth, including natural playgrounds.



System of Parks: It is important for municipalities to provide a variety of parks within varying functions, including active parks and passive spaces. These parks should be animated through thoughtful design (including access to shade, seating and washrooms, where appropriate) and enhanced site infrastructure (access to hydro, water, etc.) to encourage and promote community activities and events.

Environmental Design and Climate Change: Principles of environmental sustainability and environmentally-conscious facility designs are being ingrained in the sector. Parks are being increasingly recognized for their role in improving air quality, mitigating flooding from extreme weather, and reducing the urban heat island effect. Common standards for environmental sustainability help to guide investment and ensure that new infrastructure includes design features such as low impact development practices, solar panels, geothermal heating, recirculation systems, etc. The Municipality's 2014 Energy Conservation Management Plan contains a number of initiatives for improving the efficiency of Port Hope's assets.



2.3.6 Arts and Culture Trends

Investing in our Residents and Community: Nurturing local cultural activity can be considered an “investment” that can reap long-term rewards. For example, arts education helps in child-development and has many positive social impacts. While delivery is typically community-based, municipalities are seeking strategic approaches to support local organizations, including funding and subsidy programs. For example, while Port Hope offers a number of cultural programs, the Municipality’s 2012 Cultural Plan contains strategies to support and collaborate with others within the sector to build capacity and maximize the use of existing cultural assets. The Municipality also offers a community grant program to support locally-driven initiatives.



Attendance and Participation: Research on attendance is broad but highlights growing participation and high levels of appreciation for arts and culture across the country. Residents value authentic experiences and the unique attributes of our communities. People are also experiencing and appreciating arts and culture in less traditional ways and have increasing expectations for programs and events. Port Hope offers a variety of events throughout the year such as Canada Day celebrations, National Youth Week, Float your Fanny Down the Ganny, and more. These events draw a total of 20,000 attendees each year. In addition to the Municipality’s events, there are several community-based events that take place within Port Hope’s leisure spaces. The Municipality also provides a selection of art programs, although the ability to find and attract qualified instructors has been an ongoing challenge, particularly for specialized skills such as wood carving and performing arts.

Celebrating Local: Support for cultural activities can be a means of achieving many social goals, beyond simply supporting arts and culture for its own sake. For example, large-scale community events and public engagement opportunities highlight the value of celebrating local experiences. Port Hope celebrates local and regional artists in various ways such as the Artists and Artisans Sale, Port Hope Art Festival, display of public art throughout the Municipality, and annual support for providers such as the Capitol Theatre.



Economic Value of Cultural Industries: Many communities are working to enhance their local economy through the incubation, attraction, and retention of creative talents and innovative industries. Increased collaboration among groups and local businesses helps to build grassroots and sustainable support for creative industries. Through its community grant program, the Municipality of Port Hope helps many organizations build capacity and establish a sense of place.

2.4 Looking Ahead – Potential Impacts of COVID-19 on Parks, Recreation and Culture

This Leisure Services Master Plan is being prepared in the midst of the COVID-19 pandemic and the beginning of the recovery phase. Given the rapid pace of change – as people find new ways of living, working, playing, and connecting – planning for an uncertain future is a challenge. This is uncharted territory. We must continually assess and adjust our expectations, practices, and norms.

We acknowledge that the pandemic could affect the long-term demand for and delivery of parks and recreation services; however, we do not know the ultimate scope and scale of change. We are confident that the Municipality and everyone involved in community services will work hard to address the new challenges presented by COVID-19. We firmly believe that long-term planning and strategic investment are vital to support the significant role that the parks, recreation and culture sector plays in our personal, social, and economic recovery and revitalization.

Recognizing that the situation is evolving and new information and guidance is emerging on a regular basis, municipalities must prepare for a wide range of scenarios. The following are some preliminary thoughts of how the pandemic may affect this sector in the short- to longer-term.

2.4.1 The Importance of Parks, Recreation and Culture

Parks, recreation and culture play a critical role in the mental and physical health recovery of citizens – particularly those living in urban environments – and play an equally important role in community economic revival. 82% of Canadians said that parks have become more important to their mental health during COVID-19 and 70% indicated that their appreciation for parks and green spaces has increased during the pandemic.⁴

Access to public spaces and programs is a fundamental service for Canadians, especially children, seniors, and marginalized populations. The pandemic will help to create a new and greater appreciation for the benefits of parks and leisure services, many of which provide respite from our growing social isolation. Recent surveys suggest that park use has increased during the pandemic. With the knowledge that many activities may be safer outdoors than indoors, we are living in a time where we need more parks and public spaces, not less. To respond to the needs our citizens, investment in parks, recreation and culture must continue. The large majority (87%) of Canadians support increased spending on parks in particular.⁵ Locally, 88% of respondents in the survey for the Master Plan felt that acquiring parks and open space should be a priority, which ranked third out of 29 other facility types.

2.4.2 Population Growth

Over the past number of years, Canada has relied heavily on immigration in order to support population growth due to the aging population and lower birth rates being experienced in communities across the nation. Due to the border restrictions put into place as a result of the COVID-19 pandemic, immigration levels have been lower compared to previous years, which has impacted population growth. According to Statistics Canada, Ontario's annual population growth declined from 1.6% in 2018/19 to 1.3% for 2019/20.⁶

⁴ Park People. COVID-19 and Parks Survey. July 2020. <https://parkpeople.ca/2020/07/16/covid-19-and-parks-highlights-from-our-national-surveys>

⁵ Ibid.

⁶ Immigration. Canada's population growth to record low due to COVID-19 immigration restrictions. <https://www.immigration.ca>. Accessed December 15, 2020

Despite the decline in population growth, anecdotal evidence suggests that some municipalities are experiencing a surge of temporary residents as more professionals are working remotely, which has allowed them to move back home to reconnect with family and reduce living costs. While it is unknown how long these temporary residents will remain in the community – or if these moves will become permanent – they will be seeking the parks, recreation and culture opportunities that they are accustomed to. Continued monitoring of building permit and population data will help the Municipality to follow the trend and react accordingly.

2.4.3 Finance and Economics

During the active pandemic phase, municipalities are losing considerable revenue due to the temporary closure of parks and facilities and the suspension of programs. According to the Canadian Parks and Recreation Association (CPRA), every month that community recreation facilities remain shuttered costs Canadian municipalities a combined \$221 million.⁷ A slowdown in growth – including migration / immigration – is also creating shortfalls in development charges, monies needed to fund growth-related capital infrastructure. The cancelling of events, fundraisers, and programs will have major economic impacts, both short- and long-term as many organizations may fold and events or services will not return. Some communities may struggle to return to pre-COVID-19 service levels and rationalization and efficiency reviews may be required to identify priorities.

Financially, there may be short-term volatility surrounding planned capital projects and service initiatives as municipalities reallocate funding to priority areas. Conversely, economic stimulus to the sector – possibly in the form of expanded senior government grants – may allow communities to address needed infrastructure improvements, particularly those projects with wide-ranging benefits and sound rationale. Added costs for design and capital construction can be anticipated for certain facility types. As unemployment rates rise and remain high, household discretionary spending may decline in the short-term, which could lead to lower participation – especially in more costly and time-intensive sports and leisure activities – until everyday life stabilizes. A continued focus on expanding free and low-cost activities for all residents could help to boost participation.

Aspects associated with physical distancing may lead to reduced maximum capacities for classes, camps, teams, and events, requiring higher levels of subsidy to offset increased labour costs and decreased revenues. This could cause us to shift how we perceive success from quantifiable measures (e.g., number of people served) to qualitative metrics (e.g., meaningful outcomes and benefits).

2.4.4 Infrastructure and Community Design

There may be new infrastructure needs in a post-COVID-19 setting, with a priority being placed on accessible, resilient, and human-scaled spaces that provide for adequate separation. Supporting amenities such as hand washing stations, improved HVAC systems and outdoor ventilation within indoor environments, easy-to-read directional signage, non-porous cleanable furniture and equipment, touchless amenities, and more will be required. An emphasis may be placed on flexible spaces that can be closed off from other areas and subdivided for a variety of small and large group activities, as well as non-recreational use during public health emergencies. Non-traditional spaces such as car-free streets (or temporary street closures) may prove to be desirable places for creative programming and community interaction.

2.4.5 Operations

Visitor management will become more critical as Canadians are likely to have new expectations and concerns around the public health and safety of parks, recreation, and culture facilities and programs. This will lead to the introduction of new and improved protocols and policies that ensure the safety of both customers and staff, such as cleaning and sanitization (spaces, surfaces, shared equipment, etc.), load

⁷ Canadian Parks and Recreation Association. <https://www.cpra.ca/covid19>. Accessed May 15, 2020.

capacities, crowd control (including pre-registration for drop-in activities) and enforcement, form of payment, services for vulnerable populations, etc. Contact-free services and experiences will be in demand. Extra effort will be required to communicate these new protocols to the public and gain their confidence, including real-time reporting of capacities and occupant densities. CPRA estimates that new disease deterrence procedures (e.g., hygiene, cleaning, social distancing) could raise Canadian facility operating costs by as much as \$226 million annually.⁸

2.4.6 Health Equity

This experience may lead to a closer working relationship with the public health sector, including the use of a health equity lens in all we do, ensuring that our most vulnerable have access to essential services and opportunities to safely spend time outdoors. The sector may also have a role to play in the dissemination of credible information, as parks, recreation and cultural services reach a wide audience and are often the means through which our citizens engage their social networks.

2.4.7 Activities and Sport Participation

This pandemic has imposed a new lifestyle on participants and – while there is concern that overall physical activity levels have declined – many people are adjusting and finding new ways to stay active. Most notable are unstructured outdoor activities (e.g., walking, hiking, cycling, visiting natural areas, swimming in backyard pools, etc.) during all four seasons, often undertaken as a family. Conservation areas and provincial/national parks have been in particularly high demand, often reaching capacity on weekends. Opportunities to maximize outdoor play and learning, especially amongst children, have been a focus in recent years and should continue.

From a customer perspective, there may also be heightened interest in health/wellbeing services, individual or small group activities (e.g., golf, skiing, etc.), active transportation, food security, and moving “indoor” activities outside, which could lead to increased demand for items such as community gardens, trails and bike lanes, outdoor group activities, and interaction in nature. The increase in outdoor activity, along with restrictions placed on other sectors, has also underlined the importance of washrooms in parks and public spaces, which can be expected to be in even greater demand going forward.

The newfound ability for many to work from home has translated to greater flexibility, which may allow for increased participation in activities during daytime hours, times that have traditionally been difficult to fill. Understanding the long-term impact of the pandemic on people’s values and priorities will require regular monitoring and discussion.

As mentioned earlier, the short-term prohibition on team sports – combined with the high personal and financial costs of participation – could lead many families to rethink participation even when restrictions are relaxed. While providers will be challenged to help people feel comfortable again, they are also presented with an opportunity to make community and elite sport more inclusive and responsive to modern realities.

2.4.8 Lifestyles and Behaviours

The pandemic could have an extended impact on our individual behaviours, including travel as people may be more hesitant to leave their local surroundings. Even before the pandemic, there has been a strong trend toward close-to-home recreation. This could continue to enhance interest in neighbourhood parks, trails and other local / low-cost activities (including virtual classes and online services), while those communities that typically rely on seasonal or tourist markets could be negatively affected. This may negatively impact tournaments and sport tourism destinations, at least in the short-term.

⁸ Ibid.

A light is also being shone on the equitable distribution of public space as people seek localized opportunities. Now more than ever, municipalities have an obligation to target investment (e.g., engagement activities, programming, park renewal, facility development, etc.) within neighbourhoods without adequate access.

2.4.9 Looking Ahead

The longer-term projection is less certain and much will depend on the duration and severity of the COVID-19 pandemic. Concerns around gatherings may keep some people away from large group events and crowded spaces. Some may take it a step further and spend more time or relocate to less populated, suburban or rural areas. Complete communities with a mix of residential, education, employment, recreational, and active transportation opportunities that function as self-sustaining and connected neighbourhoods will be most desirable. This will require a rethink of how many aspects of public space are designed and managed – maybe even a shift away from large multi-use complexes towards smaller localized facilities – which could take decades to fully realize.

To be successful, we must continue to look to research and lessons from across the world and invest time and resources in new technologies and approaches that will assist in realizing the many benefits associated with parks, recreation and culture participation.

3. Scan of Guiding Documents

Guiding municipal documents (listed below) have been reviewed for use throughout the planning process. To ensure alignment, the findings and directions from these reports – as they relate to parks, recreation and culture – have been incorporated into this Master Plan where appropriate.

3.1 Municipal Strategic Plan (2019-2022)

The following mission, vision, strategic priorities, goals and objectives have been set by the current term of Municipal Council.

Mission Statement: To meet the needs of our residents and business community by delivering efficient and effective government services with an approach that is financially sustainable and environmentally responsible.

Vision Statement: A unique, inclusive municipality focused on balanced growth, heritage preservation, an age-friendly community, and waterway enhancements. We will earn this reputation by:

- Enabling sustainable economic growth
- Facilitating the conservation of structures, districts and landscapes of architectural, historic and cultural significance
- Beginning implementation of the waterfront and river enhancements
- Ensuring sustainable infrastructure is in place
- Offering a broad mixture of housing to accommodate a variety of needs

Table 2: Summary of Relevant Priorities, Goals and Objectives from Municipal Strategic Plan, 2019-2022

Priorities	Goal	Relevant Objectives (paraphrased; not a complete list)
 Infrastructure Sustainability	Reduce the infrastructure funding deficit and expand the infrastructure management plan.	• Establish a strategic asset management policy (completed) • Introduce integrated software for enhanced coordination among all departments (completed) • Identify current levels of service and associated costs to maintain infrastructure (being developed) • Dedicate funds annually to continue progress towards reducing the infrastructure deficit (being developed)
 Waterfront and Riverwalk Enhancement	Enhance quality of life for our residents, protect heritage and natural resources, and attract investment and visitors, resulting in increased economic growth.	• Appoint a working group to shape the vision, goals, objectives, and design of a waterfront and riverwalk plan (completed) • Develop an updated comprehensive waterfront/riverwalk master plan supported by implementation strategies (underway) • Continue to facilitate the Port Hope Area Initiative (PHAI) clean-up project and plan and prepare for the future use of remediated public sites (underway)

Priorities	Goal	Relevant Objectives (paraphrased; not a complete list)
 Intentional Growth Planning	Achieve a balance between economic growth and residential growth/affordability that includes diversification	• Undertake a review of the Municipality's Official Plan (being developed) • Prepare an integrated municipal plan to more effectively anticipate and manage future growth (scheduled for the future)
 Multi-Generational Community Opportunities	Enhance the quality of life for our residents and accommodate demographic changes.	• Construct a new facility to replace the Ruth Clarke Activity Centre (being developed) • Continue to enhance the use of the Port Hope Community Hub (completed) • Expand youth programming to further meet the needs of youth in the community (completed) • Review the usage of sports fields to identify areas that can be re-purposed to meet changing demands (underway) • Continue to expand and upgrade the trail network and linkages to the River in a sustainable manner (being developed)
 Affordable Housing	Enable and increase the availability of affordable housing units and housing options to meet current and future needs.	• n/a
 Corporate Efficiencies	Address appropriate succession planning and harness technology to deliver services more efficiently and reduce environmental impacts.	• Complete a corporate-wide service delivery review (scheduled for the future) • Complete a compensation review and address the succession planning challenge (completed)

3.2 Official Plan (2017)

The Municipality of Port Hope Official Plan is a policy document adopted under the provisions of the Planning Act. It provides a framework for the physical development of the Municipality over a 20-year period, while taking into consideration important social, economic and environmental matters. Among other items, the Official Plan directs where new development can locate and the planning of parks, trails and recreation facilities. The latest update of the Municipality's Official Plan was approved in 2017 through Official Plan Amendment No. 7. It should be noted that several new legislative requirements, policy frameworks and initiatives have come into effect since the Municipality's current Official Plan was approved – such as Bill 197 (COVID-19 Economic Recovery Act), 2020 Provincial Policy Statement, changes to A Place to Grow: Growth Plan for the Greater Golden Horseshoe, Municipal Comprehensive Review (to be initiated in 2021), natural heritage system policy framework, and updated population forecasts and related land needs – and future updates to the Plan are anticipated.

Of relevance to this Leisure Services Master Plan, the Official Plan (Section B4) directs that “planning for infrastructure and public service facilities shall be coordinated and integrated with land use planning so that they are: (a) financially viable over their life cycle, which may be demonstrated through asset management planning; and (b) available to meet current and projected needs. Public service facilities should be co-located in community hubs, where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and active transportation.”

The Official Plan contains classifications and development standards for parks and open spaces (Section D6), policies for parkland dedication (Section E13), and policies for Active Transportation (Section 13.7).

3.3 Age-Friendly Community Action Plan (2016)

Age-friendly communities are supportive physical and social environments that enable older people to live active, safe and meaningful lives and continue to contribute in all areas of community life. In 2016, the Municipality completed an Age-Friendly Community Action Plan to identify strategic objectives that would assist and benefit the entire community.

Led by a steering committee consisting of community partners and residents, the following guiding principles were established: Respect and Support for all; Access and Inclusion for all; Community Engagement in Decision Making; Livability; and Accountability. Although the Action Plan involves a number of municipal departments and outside agencies, the Parks, Recreation and Culture Department has taken the lead in guiding and reporting milestones and outcomes to Council.

The project examined the eight dimensions of an Age-Friendly Community established by the World Health Organization. For each dimension, priority areas of focus were identified based on survey feedback. The following four areas were consistent themes:

- Housing – affordable housing, rental housing, retirement home and long term care home capacity
- Mobility/Transportation – walking, driving, public transit
- Health – maintaining health, access to services, information about services
- Social Participation – not wanting to be isolated, access, and present senior centre concerns

Of interest to this Leisure Services Master Plan were suggestions for additional rain/shade shelters, benches, public washrooms, outdoor fitness stations, snow removal, accessible and year-round amenities, safe cycling opportunities, a review of program fees, implementation of the older adult centre concept, volunteer recognition, community information and engagement, and more. This Leisure Services Master Plan should consider these and other age-friendly best practices from a parks, recreation and culture perspective.

This plan is intended to be a living document and will serve to support existing plans and objectives; its progress is reviewed by the PRC Advisory Committee annually. The Municipality has embraced this plan and has included the concept of “age-friendliness” into its Strategic Plan and many of its services. As of the end of 2019, 123 initiatives have been completed or are ongoing and 9 have yet to be initiated.

3.4 Cultural Plan (2012)

The Municipality's Cultural Plan provides a vision for cultivating the growth of Port Hope's unique and broad range of cultural assets. The plan contains a framework for fostering creativity, increasing cultural participation, and leveraging resources over a twenty-year horizon. It was informed by an environmental scan, public consultation process, and cultural inventory and mapping exercise.

Specifically, the plan focuses on the following priorities, which are supported by 28 detailed recommendations to be implemented over a twenty-year period:

- Communicate Municipal Support of Cultural Assets
- Raise Awareness and Leverage Existing Cultural Assets
- Strengthen the Capacity of Emerging Cultural Sector Groups
- Increase Cultural Participation
- Be Aware of and Respond to Current and Future Cultural Space Needs

Culture is a creative expression of who we are and who we want to be. It recognizes our values, customs and beliefs, heritage, built and natural environment, and our intellectual and social achievements. Culture is all those things that make our Municipality unique and vibrant – how people express life and live in our community.

Definition of Culture for the Municipality of Port Hope

The Leisure Services Master Plan will work in concert with Cultural Plan to provide short- and long-term direction to support arts, heritage and culture in the Municipality.

3.5 Facility Feasibility Study for a Joint Older Adult / Cultural Centre (2012)

Following the completion of the Cultural Plan, a Feasibility Study for a joint older adult / cultural centre was prepared. This study was in response to an identified need for a new facility to replace the Ruth Clarke Activity Centre (identified in the 2010 Leisure Services Master Plan), as well as interest in space to accommodate additional arts, culture and community activities. The study defined possible site features, locations, building features, financial considerations, and accessibility requirements.

Several Municipal facilities were evaluated and the Town Park Recreation Centre was identified as a preferred site due to its existing building features. Through an updated analysis recently completed by staff, it was determined that a 6,275 square foot addition to the Town Park Recreation Centre would meet the needs of this age group. The Municipality applied for senior government infrastructure grant funding in 2019 and is awaiting a decision to determine the short-term viability of the project.

3.6 Active Transportation and Trails Master Plan (2011)

The Active Transportation and Trails Master Plan provides recommendations and proposed routes for active and transportation routes within municipal boundaries, including connecting, integrating, enhancing and expanding the trail system. The plan focuses on the value of promoting active transportation, trail development and utilization to create a healthy and sustainable community today and for years to come. Priorities for implementation were assigned over a 10+ year timeline, including capital/network projects, educational/promotional initiatives, and policy recommendations. The Municipality continues to utilize this plan as a resource when evaluating opportunities for improving the active transportation network.

At a regional level, Northumberland County prepared a Cycling Master Plan in 2014 and a Transportation Master Plan in 2017; both address active transportation initiatives, although the Cycling Master Plan is largely focused on infrastructure and policies relative to the recreational cycling community. Additional opportunities exist to use portions of these cycling routes as utilitarian routes for commuters to and from work and home are explored in the Transportation Master Plan.

3.7 Consolidated Waterfront Master Plan (2009)

The Municipality's 2009 Consolidated Waterfront Master Plan recommended a number of phased projects along the waterfront and downtown portion of the Ganaraska River, including outdoor recreation amenities and green spaces along the remediated waterfront landscape. Most of these improvements have yet to be realized as they require remediation of waterfront spaces through the Port Hope Area Initiative, which is an ongoing project. The Municipality's recent Strategic Plan identified waterfront and Riverwalk development and enhancements as a key priority. A working group has been established to begin the process of revisiting the Waterfront Master Plan.

Subsequent to the Consolidated Waterfront Master Plan, a Marina Business Plan was prepared in 2013. The Business Plan presented options for marina development at east beach and the inner harbour marina, including conceptual designs, assessment and cost estimates. Due to the high capital operating costs, Municipal Council decided not to proceed with marina development at the East Beach, although consideration of a marina in the inner harbour warrants further study. The Business Plan will be used as a resource to guide the future planning and development of the Centre Pier, which is expected to contain an active and built presence.



4. Public and Stakeholder Input

Engagement with residents and stakeholders (e.g., residents, service clubs, sports organizations, Municipal officials and staff, etc.) was critical to understanding current issues and future opportunities for enhancing the recreation system in Port Hope. A comprehensive community engagement strategy was developed to promote public dialogue throughout the course of the Master Plan process. A summary and status of engagement tactics is highlighted in Table 3.

Table 3: Summary and Status of Primary Engagement Tactics

Primary Engagement Tactics
Project Awareness Campaign
Community Survey
Stakeholder Input
Key Informant Interviews
Consultation with Municipal Staff and Officials
Public Open House
Presentations to Council

The engagement program included both in-person and digital opportunities to discuss the Master Plan and provide feedback. These opportunities were promoted through word-of-mouth, email distribution lists, social media updates, promotional hand-outs, and a media release on the Municipality's website. Online engagement tools were open for a pre-determined window of time. A project website and email address were maintained for the duration of the planning process.

The consultation process for the Master Plan took place during the COVID-19 pandemic. This unprecedented event transformed the way in which we engage the public, stakeholders, staff and Council. In response to Provincial restrictions on social gatherings, the Consulting Team employed new methods of engaging these groups such as video-conferencing tools. In-person feedback sessions will be held at the appropriate time when it is safe to do so.

Note: It is important to note that the information and suggestions presented in this section should not be interpreted as recommendations. Community input has not been altered even in instances where comments may incorrectly reflect the Municipality's actual policies, practices or level of provision.



4.1 Community Survey

To support the development of this Master Plan, the Municipality hosted an online community survey that was available from April to July 2020. The survey was posted on the Municipal website and was promoted through the local media, public signage, municipal website, and stakeholder networks. A total of 346 unique responses were received; being a voluntary, self-directed survey, response rates vary by question. The purpose of the community survey was to elicit information on the parks, recreation and cultural needs of Port Hope residents.

The survey was designed to take about 10 minutes of time to complete, depending on the number of questions answered and level of detail provided. Specifically, the questions were designed to gather information regarding: participation rates in both organized and unorganized activities (with a focus on the 12 months leading up to the COVID-19 pandemic); barriers to activity; facility use; recommended improvements; support for investment; and opinion / agreement with various statements. Finally, the survey helped to establish a brief profile of leisure system users in the Municipality of Port Hope by collecting relevant demographic information.

The following is a high level summary of key findings. Comparisons with the survey results from the 2010 Leisure Services Master Plan are identified where applicable. It should be recognized that the results are not directly comparable given that the 2010 Master Plan utilized a randomly selected sample of Port Hope households (via a telephone survey) in order to obtain statistically significant results. Tabulated survey response data has been provided in **Appendix B**.

4.1.1 Summary of Respondents

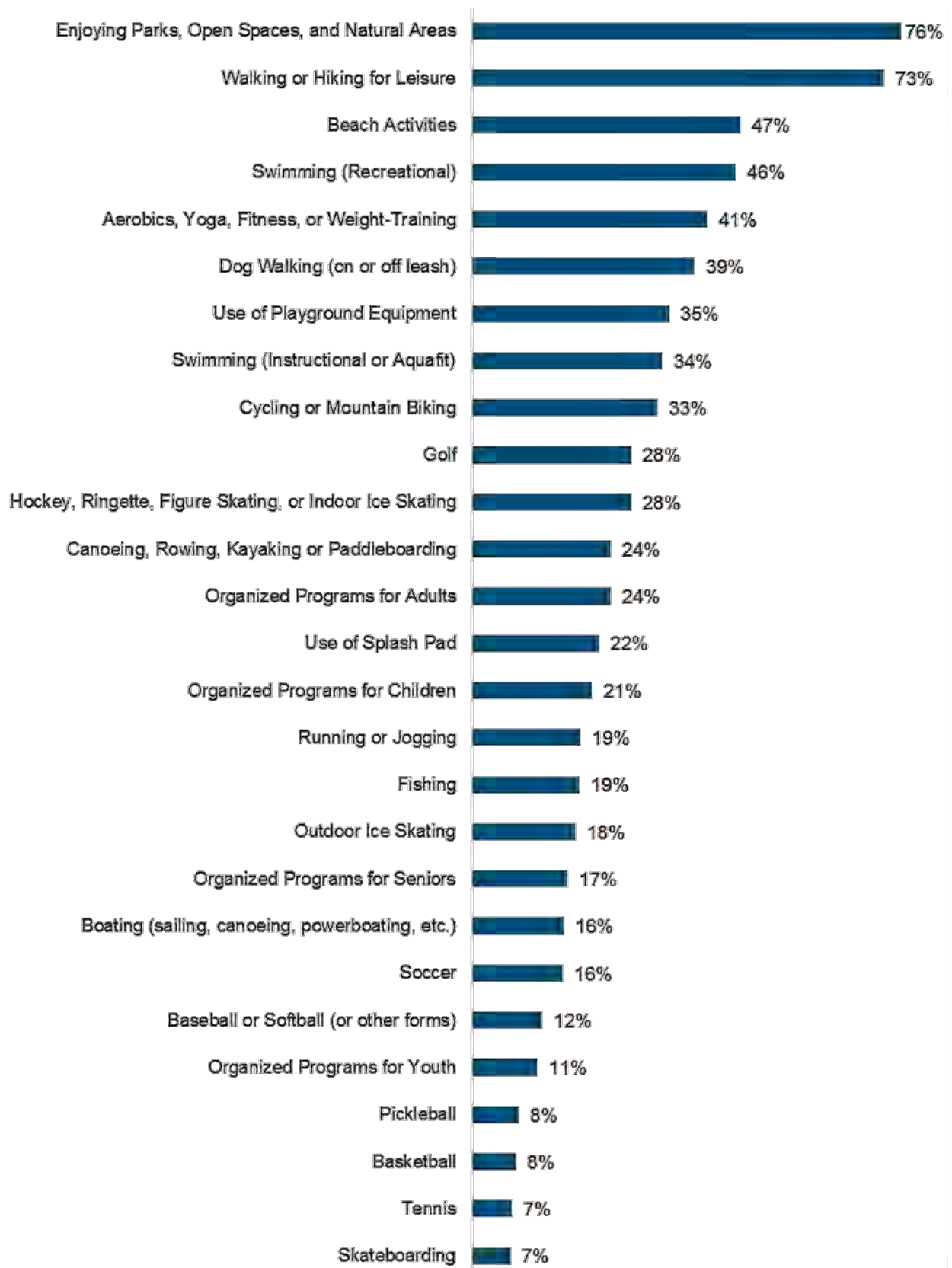
The following is a summary of the demographic profile of responding households:

- The average household size was 2.8 persons, which is higher compared to the 2016 Census (2.3 persons).
- Compared to the 2016 Census, responding households were overrepresented in the children (age 0-9) and youth (age 10-19) age group, as well as mature adults (age 35-54). By contrast, there was an underrepresentation of older adults and seniors (age 55+) and young adults (age 20-34). This result is common given that households with children and youth are more likely to complete a survey of this type.
- The median age of respondents was 52 years (2016 Census median age was 50.6 years).
- 85% of respondents were urban residents of the Municipality, while 6% were rural. The remaining 9% were non-residents or did not specify their area of residence.

4.1.2 Participation in Parks and Recreation Opportunities

Enjoying parks, open spaces, and natural areas (76%) was identified as the most popular activity in the past 12 months (for the months generally leading up to the onset of the COVID-19 pandemic). Other popular activities that were identified included walking or hiking for leisure (73%), beach activities (47%), recreational swimming (46%), and aerobics, yoga, fitness, or weight-training (41%). It is notable that the top five activities are generally unstructured and self-scheduled activities, which is consistent with broader participation trends and the findings from the 2010 Leisure Services Master Plan. The most popular team/structured activity was instructional swimming or aquafit (34%), followed by golf (28%) and ice sports such as hockey, ringette, figure skating, or ice skating (28%). Figure 7 summarizes the participation in a variety of leisure activities among responding households.

Figure 7: Participation in Parks and Recreation Opportunities, Past 12 Months (n=340)



Of the primary municipal indoor facilities, the pool at the Jack Burger Sports Complex was the most used, with two-thirds (68%) of respondents having used this facility at least once in the past 12 months. Respondents generally use this facility on a weekly or monthly basis.

The Town Park Recreation Centre was the second most popular facility with 58% of respondents visiting this location in the past 12 months; while 39% of the respondents indicated that they have visited the arena at the Jack Burger Sports Complex during the same time period. Patrons to these facilities are most likely to visit these facilities a few times a year.

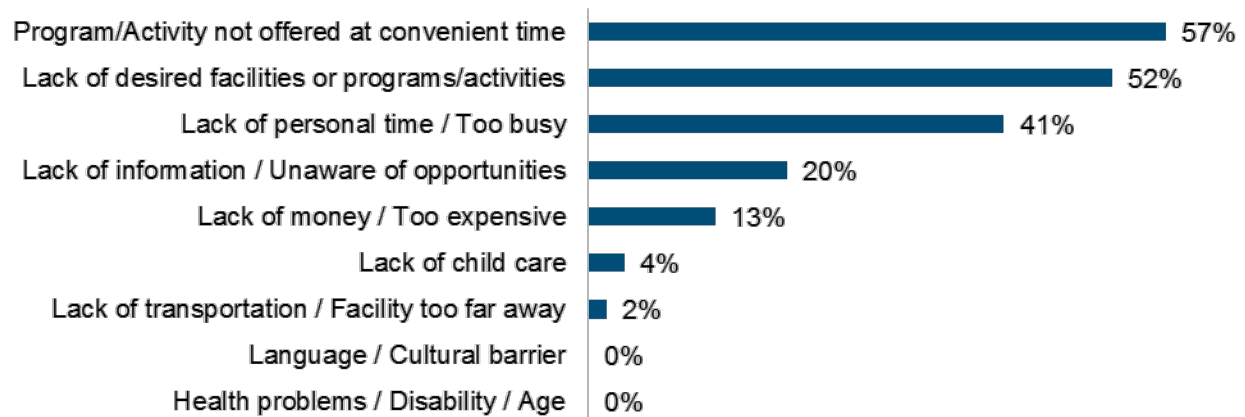
About one-fifth (18%) and one-tenth (12%) of respondents indicated that they have used the Ruth Clarke Activity Centre for Seniors and the Port Hope Community Hub.

4.1.3 Barriers to Parks and Recreation Opportunities

Prior to the COVID-19 pandemic, nearly four-in-five (78%) of respondents indicated that they were able to participate in parks and recreation activities as often as they would like. Programs or activities not being offered at a convenient time was identified as the most common participation barrier by 57% of the respondents. Other common barriers included the lack of desired facilities or programs/activities (52%) and the lack of personal time or being too busy (41%). Figure 8 summarizes the most common participation barriers identified by respondents.

The program/activity not being offered at a convenient time and the lack of desired facilities and programs has been a growing barrier over the past ten years since these concerns were not as prevalent in the 2010 Master Plan. This may suggest that there may be an opportunity for the Municipality to revisit what facilities or programs/activities are offered, and when they are offered, to ensure that parks and recreation opportunities continue to respond to the needs of a growing community.

Figure 8: Barriers to Participation in Parks and Recreation Opportunities (n=56)



4.1.4 Requests for Parks and Recreation Opportunities

More than half (54%) of respondents provided suggestions for parks and recreation programs they would like to see provided in the Municipality. The most popular request was for more aquatic activities including lessons, aquafit and lane swimming. A variety of general programs were also requested including martial arts, lawn bowling, photography, and education classes. Other common requests included group fitness activities, trails, and arena activities (e.g., skating, hockey leagues, curling). The top ten most requested programs are highlighted in Table 4. It should be noted that many of these activities are already provided locally, though some respondents may not be aware that they were offered at an alternative day or time.

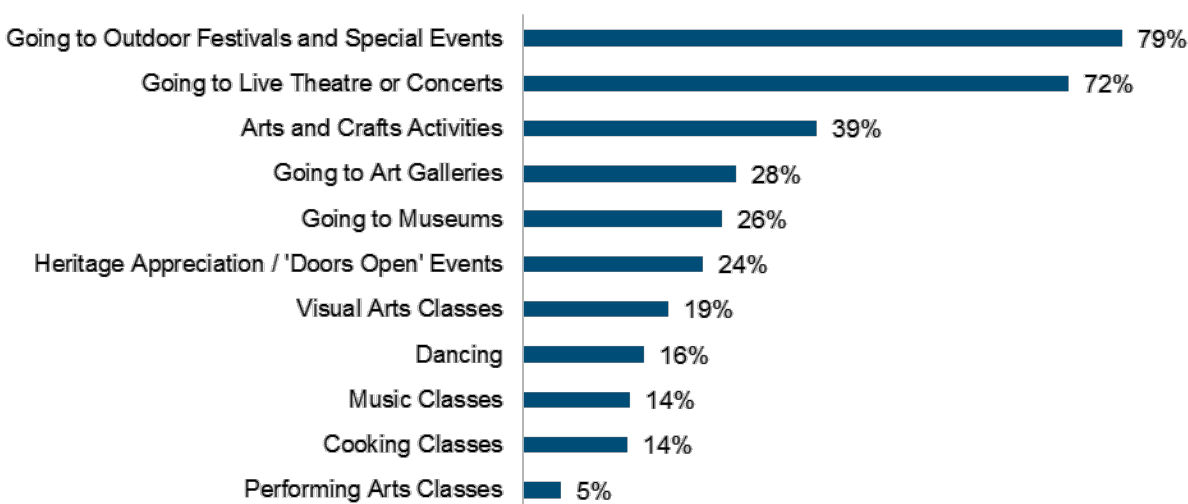
Table 4: Top Ten Requests for Parks and Recreation Opportunities (n=187)

Top Requests for Parks and Recreation Opportunities	
1. Aquatic activities (e.g., swimming, aquafit, etc.)	6. Gymnasium activities (e.g., archery, ping pong, badminton)
2. General programs (e.g., martial arts, lawn bowling, photography, education, etc.)	7. Splash Pad
3. Group fitness activities (e.g., Zumba, yoga, etc.)	8. Fitness Centre
4. Walking and cycling trails	9. Pickleball
5. Arena activities (e.g., skating, hockey leagues, curling)	10. Field sports (e.g., baseball and soccer leagues, Frisbee)

4.1.5 Participation in Arts and Cultural Opportunities

Four-fifths (79%) of the respondents attended an outdoor festival and/or special event, which was the most popular arts and cultural activity in the past 12 months. Other popular activities included going to live theatre or concerts (72%) and arts and crafts activities (39%). Figure 9 illustrates the full list of activities and their rankings among responding households.

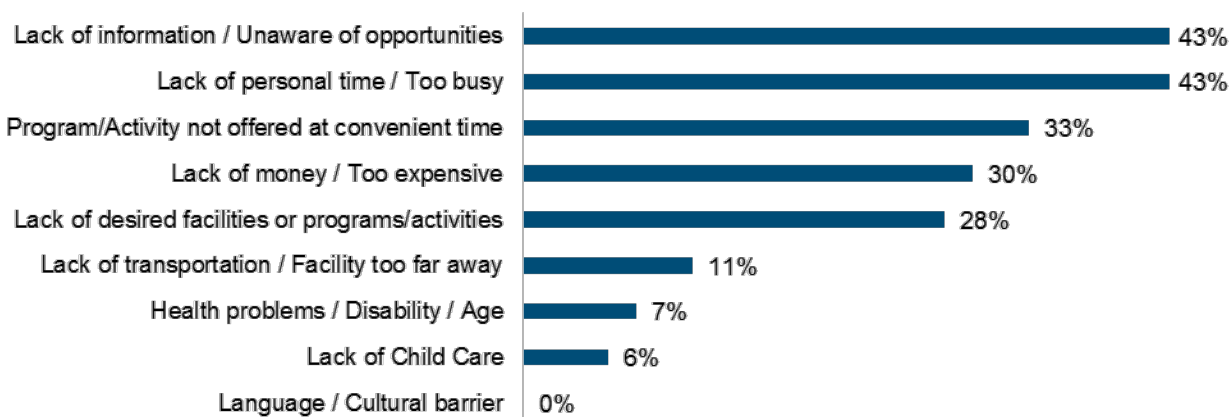
Figure 9: Participation in Arts and Cultural Opportunities, Past 12 Months (n=320)



4.1.6 Barriers to Arts and Cultural Opportunities

Prior to the COVID-19 pandemic, three-quarters (75%) of respondents indicated that they were not able to participate in arts and cultural activities as often as they would like. A lack of personal time/too busy and lack of information or unaware of opportunities were both identified as the primary barrier (both 43%). Other barriers such as programs not being offered at a convenient time (33%), a lack of money/too expensive (30%), and lack of desired facilities or programs/activities (28%) round out the top five barriers that were identified by respondents (see Figure 10).

Figure 10: Barriers to Participation in Arts and Cultural Opportunities (n=54)



4.1.7 Requests for Arts and Cultural Opportunities

One-third (34%) of respondents provided suggestions for arts and cultural opportunities they would like to see offered in Port Hope. The top ten arts and cultural requests are highlighted in Table 5. A broad range of suggestions was received including music concerts, arts classes, painting, classes and special events that celebrate culture and food. Some of the suggested activities may already be available locally, though not all respondents may be aware.

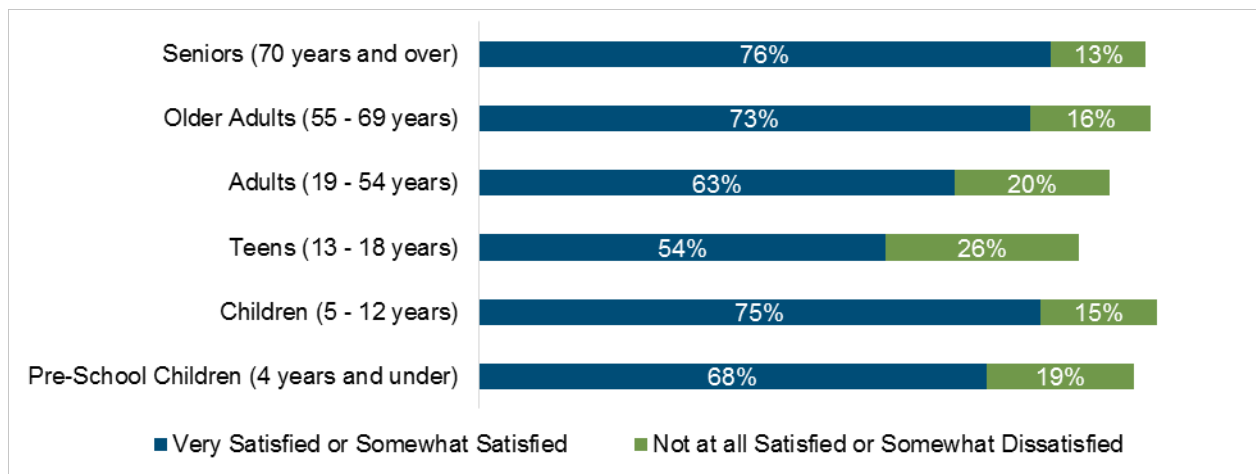
Table 5: Top Ten Requests for Arts and Cultural Opportunities (n=88)

Top Ten Requests for Arts and Cultural Opportunities	
1. Music concerts	6. Theatre
2. Art classes	7. Art shows
3. Painting classes	8. Cooking classes
4. Special events (e.g., culture, food, etc.)	9. Music classes
5. Pottery classes	10. Dance classes

4.1.8 Importance and Satisfaction with Parks, Recreation and Cultural Opportunities

Figure 11 illustrates respondents' level of satisfaction for parks, recreation and cultural opportunities in the Municipality, based on age groups. Respondents were most satisfied with opportunities for seniors (76%), followed by children (75%) and older adults (73%). Satisfaction levels were generally lower for all other age groups, with the lowest being for teens (54%). These results suggest that there is room to improve parks, recreation and culture activities for all age groups, particularly for teens, although traditionally this age group is the most challenging due to their varied interests and is a group that is often perceived to not be well served.

Figure 11: Satisfaction with Parks, Recreation and Cultural Opportunities by Age Group (n=313; varies by topic)



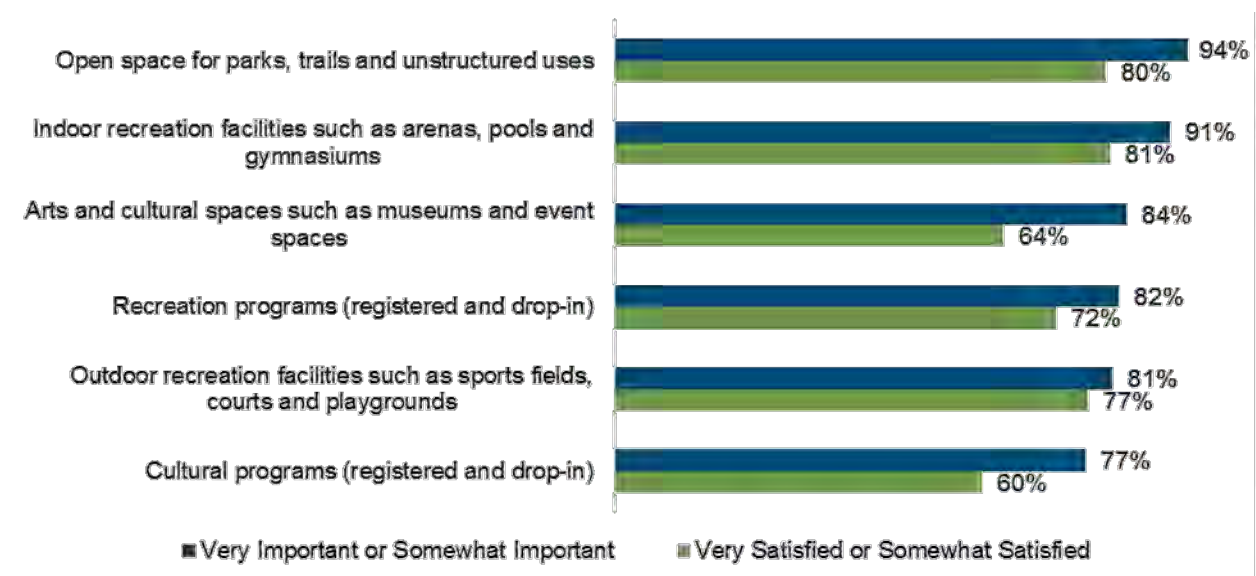
Note: 'Don't know' responses are excluded and 'Neutral' responses are not shown

Respondents' level of importance and satisfaction with respect to various aspects of the Municipality's parks, recreation and culture system is illustrated in Figure 12. Generally speaking, higher levels of importance compared to satisfaction typically indicates that expectations are not being met. With this in mind, the biggest gaps where expectations are not being met are arts and cultural spaces and programs. Nevertheless, it is important to note that satisfaction levels have generally improved since the 2010 Master Plan was completed.

I think it is important to maintain a healthy lifestyle. As we enjoy the outdoors, sports and trails, it is important for us that they are maintained and updated.

Respondent Comment from the Community Survey

Figure 12: Importance and Satisfaction of Parks, Recreation and Culture Facilities and Programs in the Municipality (n=307; varies by topic)



Note: 'Don't know' responses are excluded and 'Neutral' responses are not shown

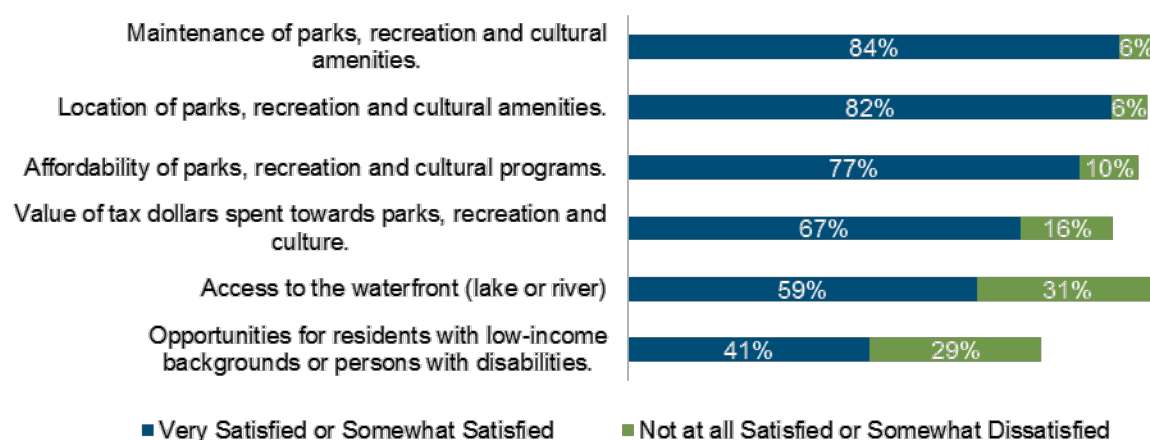
Figure 13 highlights respondents' satisfaction levels with various aspects of the Municipality's parks, recreation and cultural services. Respondents' were most satisfied the maintenance and location of municipal parks, recreation and cultural amenities. Satisfaction levels were lowest for opportunities for residents with low-income backgrounds of persons with disabilities, as well as access to the waterfront.

It would be very nice to have the lakefront cleaned up and made use of. It could be a very usable area for everyone.

Our waterfront is such a valuable asset.

Respondent Comments from the Community Survey

Figure 13: Satisfaction with Parks, Recreation and Culture Services in the Municipality (n=302; varies by topic)



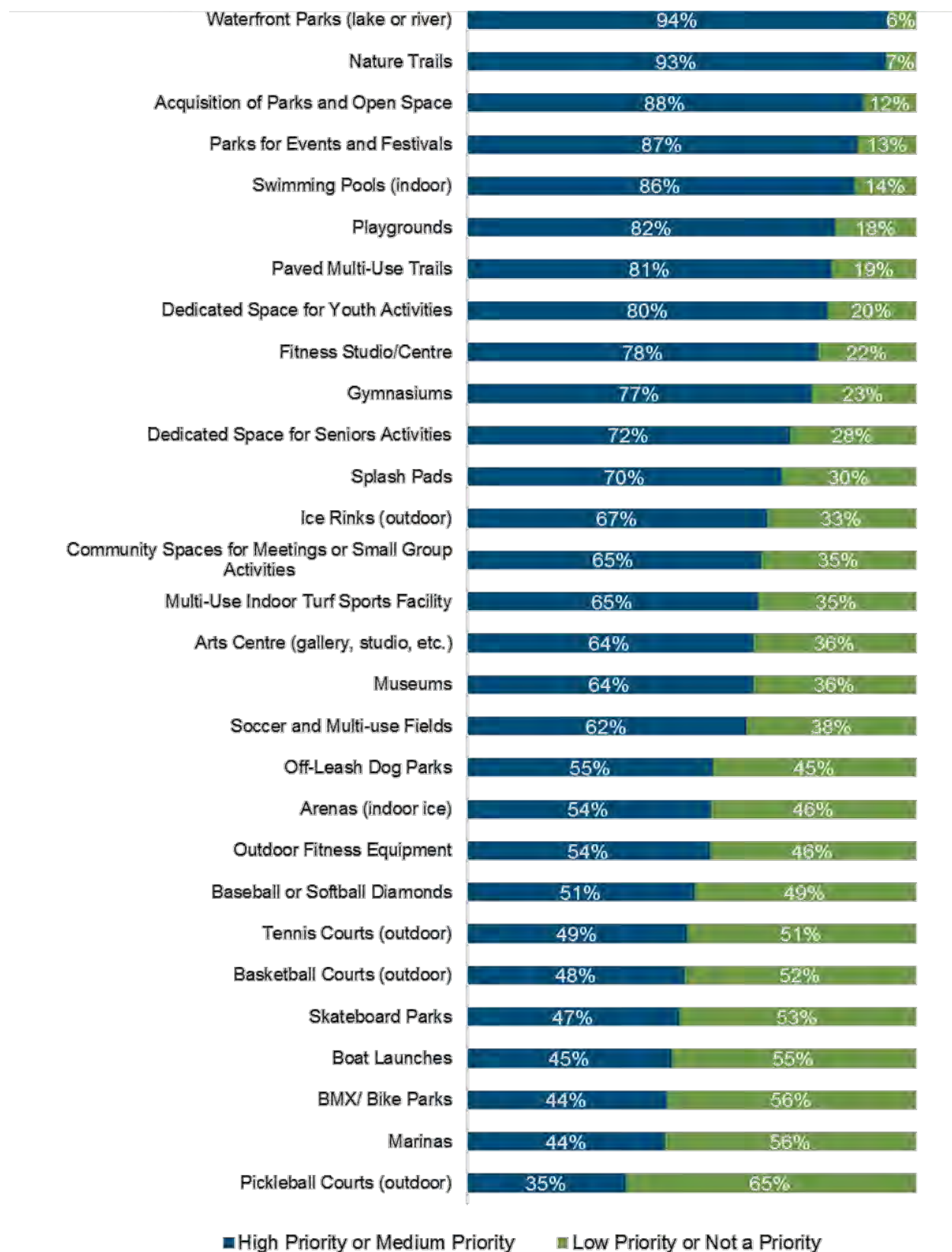
Note: 'Don't know' responses are excluded and 'Neutral' responses are not shown

4.1.9 Priorities for Public Spending

Figure 14 illustrates respondents' level of priority for spending additional public funds on improving, upgrading or constructing new parks, recreation and cultural facilities. Facilities that had the highest level of support include waterfront parks (94%), nature trails (93%), acquisition of parks and outdoor spaces (88%), parks for events and festivals (87%) and indoor pools (86%). A commonality among many of these priorities is that they are generally facilities that facilitate unstructured and passive/social activities, which is consistent with provincial and national participation trends and the findings from the 2010 Master Plan.

While some facilities may rank lower in priority compared to others, it is recognized that some of facility types only appear to a subset of the population. Regardless of the community priorities, the merits of investing in each of these facility types has been evaluated in this Master Plan with consideration given to demographics, distribution/equity, trends, usage data, and public input.

Figure 14: Priorities for Public Spending Towards Parks, Recreation and Culture Facilities in the Municipality (n=300)



Note: 'Don't know' and 'Neutral' responses are excluded

4.1.10 Additional Responses

The Community Survey provided an opportunity for respondents to provide any other input to be considered in the development of the Master Plan. Some key themes from the comments included requests for a greater investment in the waterfront, as well as upgrades and greater access to trails, parks, and aquatic activities. New recreation facilities such as a splash pad, pickleball courts, and trails for walking and cycling were also requested, along with more affordable programming and facility use for all age groups.

4.2 Stakeholder Input

The Municipality has dozens of community groups that offer leisure programs and services. Some have competing demands and needs for space, staff resources, and funding while desiring to increase their programs and services.

Known community organizations were invited to participate in the Master Plan process. A total of 35 stakeholder surveys were received, representing indoor and outdoor sports organizations, service clubs, and various volunteer groups. Where necessary, targeted interviews with specific individuals or representatives of organizations (e.g., seniors' groups, agencies, etc.) was undertaken.

A summary of key themes from the input received is summarized in this section. It should be noted that very little interpretation or fact-checking of statements made by stakeholders has been completed and, therefore, the summary may not represent final themes or directions for the Master Plan.

4.2.1 Participation Trends

- Between 2017 and 2019, the majority of Port Hope's stakeholders experienced stable to increasing participation levels. The number of participants in swimming, soccer, hockey, figure skating and fitness groups generally experienced an increase in recent years, while several ball group participants declined.
- Due to the COVID-19 pandemic, many groups have accommodated fewer participants and members for 2020.
- Stakeholders generally feel that participation levels will stay the same for the next five years (COVID aside), provided that they are able to continue to have regular access to Port Hope's facilities. Groups that expect participation levels to increase indicated that projected growth will be due to expanding their program and event offerings in order to reach a wider audience.

4.2.2 Parks, Recreation and Culture Facilities

- Stakeholders are generally satisfied with the Municipality's indoor and outdoor parks and recreation facilities.
- The Jack Burger Sports Complex and the Town Park Recreation Centre are commonly used facilities including the arena, pool, gymnasium, and multi-purpose spaces. To a lesser degree, stakeholders reported use of the Ruth Clarke Activity Centre for Seniors and Port Hope Community Hub.
- Suggested improvements to Port Hope's indoor recreation facilities include providing space with good acoustics and improvements to the arena (such as a new scoreboard and sound system as well as dryland training and warm-up space to support arena users). The need to ensure that facilities are barrier free was also mentioned, as well as to ensure that spaces are properly maintained and cleaned in light of the pandemic.

- Popular parks used by stakeholders include Memorial Park, Town Agricultural Park, Garden Hill Park, Wladyka Park, Optimist Park, King's Field and Welcome Park. Some groups also use non-municipal outdoor spaces such as conservation areas and parks in adjacent municipalities.
- Suggested improvements to Port Hope's parks primarily pertain to enhancing outdoor sports facilities and to ensure that select parks are appropriately equipped to support large events. Sports field improvements were suggested at Welcome Park, Wladyka Park, Town Park, King's Field, and Optimist Park including outfield fencing and foul ball netting dugout shade, updated seating and lighting, and ensuring appropriate protections are in place between sports fields and playgrounds. Infrastructure upgrades were suggested at Memorial Park including electricity running water, storage space, shade trees and a covered pavilion.
- Facility requests from stakeholders included: (1) a dedicated multi-purpose cultural space for events, programs and meetings; (2) senior ball diamonds; (3) additional ice and gymnasium time; and (4) indoor tennis courts and a full clubhouse facility.

4.2.3 Service Delivery Considerations

- There are some organizations and service clubs that expressed the possibility to make financial contributions (e.g., donations or fundraising) towards the development or improvement of parks, recreation and cultural facilities and services in Port Hope.
- Organizations expressed that they make every effort to include all participants, regardless of income and ability. While some organizations are free to join, other groups are open to working with participants that face financial barriers by reducing membership fees, providing subsidies, and referring members to other financial assistance programs. The opportunity to volunteer instead of paying fees is also an option for one group. Some organizations also provide adapted programs for persons with disabilities.
- Stakeholders expressed the desire for the Municipality to assist organizations with raising awareness and promoting their programs and services. Requests to maintain affordable facility rental costs were also requested, particularly with respect to ice rentals. It was suggested that the Municipality develop a reduced fee for persons with disabilities for community programs.
- The COVID-19 pandemic has negatively impacted a number of organizations. Many stakeholders indicated that programs and events have been cancelled for 2020 and it is currently a challenge to plan for the future due to the number of unknowns that currently exist. Some organizations indicated that they have been required to reduce the number of participants or scope of services, while others have been required to transition to virtual programs and meetings.
- Other pressing needs or concerns identified by organizations include volunteer recruitment, the need for additional facility time (particularly ice time), maintaining a consistent funding stream (as some groups are dependent upon donations), and attracting new members.

4.3 Consultation with Municipal Staff

Consultation was undertaken with Municipal officials and staff involved in the management and operation of parks, recreation, and cultural facilities and services. Input from these sources was wide-ranging and has been used to inform the Master Plan.

4.4 Presentations to Council

Presentations to Council were made at key stages to update municipal officials; once to provide a summary of key findings and again at the end of the planning process to seek adoption of the final Master Plan.

4.5 Draft Master Plan Public Information Centre

Due to the COVID-19 pandemic and restrictions on public gatherings, in-person presentation of the draft Master Plan was not possible. As such, a virtual public information centre was held on the Municipality's website between January 20 and February 10, 2021 to provide an overview of the project, a summary of key draft recommendations, and a full copy of the draft Master Plan. A video recording of a presentation to Council that highlighted the Master Plan was also made available. The virtual public information centre provided an opportunity for the public to review and provide their feedback on the draft Master Plan before it is finalized and presented to Council. A variety of methods were used to promote the public information centre including (but not limited to): the Municipality's website and social media; emails to user groups, community partners and event organizations; signs and posters throughout Port Hope; and, notices to committees of Council.

A total of 20 responses from residents were received with feedback spanning a range of topics including what they liked most about the draft Master Plan, other recommendations should be considered, and how the Municipality should move forward with implementing the recommendations.

The following is a summary of the main feedback responses that were received (in no particular order).

- Support was expressed for a number of recommendations including enhancing the trail system for walking and mountain biking, formalizing trails within Monkey Mountain, providing more opportunities for outdoor pickleball, relocating the aging Ruth Clark Activity Centre to the Town Park Recreation Centre (as well as needs for older adults and seniors in general), continuing with waterfront redevelopment, and promoting low to no cost programs for all age groups.
- Respondents appreciated that the Master Plan recognizes that the COVID-19 pandemic may change the way people participate in leisure activities, and the fact that the public and stakeholders have been engaged throughout the planning process.
- While respondents recognized that Port Hope's residents are primarily non-immigrants, support was given to embracing cultural diversity through hosting special events, engaging marginalized and vulnerable residents to minimize participation barriers, and other strategies as the population is anticipated to become more diverse.

Suggestions for new or revised recommendations have been reviewed, considered and integrated within the Master Plan through the finalization process, including:

- Program and service delivery suggestions:
 - o Work with schools to bolster physical activity and engagement among youth and children.
 - o Improve awareness of the opportunities that are available and how the public can get involved in the decision-making process. It was suggested that there should be a contest where residents can submit and vote on ideas.
 - o More regular fitness classes.

- Trail improvements:
 - o Suggestions were made for paved trail surfaces or improving drainage, enhancing winter maintenance, and constructing trails and/or pathways in parks such as at Rapley Park.
 - o A request was made for an off-leash dog park (potentially working with the Ganaraska Region Conservation Authority).
 - o Trail development within Monkey Mountain should protect and preserve existing natural heritage features. Education and enforcement should be considered to ensure that trails are used appropriately.
- Park and facility considerations:
 - o Support was expressed for more outdoor pickleball courts; up to eight pickleball courts at one location (e.g., Welcome Park or Young Street Park) was suggested, preferably covered, in order to attract players and build a competitive club. The need for indoor pickleball courts was also identified.
 - o There was a request to explore the viability of an indoor multi-use field such as the Hastings Field House in Trent Hills. Another respondent suggested that the Municipality consider the development of an outdoor multi-use activity complex that appeals to all ages. The facility could offer a variety of activities including sports fields, volleyball, walking track/trails, playground, multi-purpose pad, picnic area and more.
 - o There was a suggestion to consider an alternative location for the Ruth Clark Activity Centre as an interim measure while the Town Park Recreation Centre expansion is being developed.
 - o One respondent indicated that a basketball court at Rapley Park is not needed as it was suggested that there are a limited number of families in the area.
 - o It was noted that the waterfront lands will contribute a large amount of new parkland once it has been remediated.
 - o Support was expressed for keeping King's Field as an active park for families in the area.
 - o There was a request to move the ping pong table at Ruth Clark Activity Centre to the Town Park Recreation Centre.
 - o Address the matter of fishing along the Ganaraska River. Some respondents are supportive of reinstating fishing, while others expressed support for banning recreational fishing permanently and promoting enjoying the fish from a distance.
 - o Improved geese management along the waterfront and riverfront.

4.6 Summary of Themes and Emerging Directions

Community engagement is vital to this planning process. Through the consultation process, 346 households (representing over 800 residents) completed the community survey and 35 local organizations provided input on their needs and ideas.

Key themes from the community engagement are summarized below (in no particular order) and have been considered along with community profiles, usage data, and other inputs to inform the Master Plan's recommendations.

1. **There is a strong demand for unstructured (self-scheduled) passive activities for residents of all ages.** The online community survey found that the most popular activities (prior to the COVID-19 pandemic) was enjoyment of parks and open space, walking and hiking, beach activities, recreational swimming, and fitness. These findings are consistent with broader participation trends and the findings from the 2010 Leisure Services Master Plan.

2. **Interest in drop-in recreational activities is strong.** Between 2017 and 2019, participation in drop-in recreation activities offered by the Municipality increased by 3% and has generally been outpacing fee-based programs (with the exception of aquatic programs), suggesting that there is an opportunity to improve participation levels in this area. Drop-in pickleball has consistently been the most popular activity offered in Port Hope during the three-year period, drawing approximately 2,300 participants per year. Indoor walking, badminton and youth drop-in have also been popular programs that draw between 1,100 and 1,400 participants per year.
3. **The public expressed that a greater emphasis should be placed on improving programming opportunities for all age groups, particularly families, youth and adults.** Program requests include a wider variety of swimming lessons and open swim times to reduce overcrowding, group fitness classes, and general programs that take place within multi-purpose program rooms or gymnasiums such as archery, ping pong, cooking, martial arts, photography, and more. These requests reinforce the shift from organized sports to unstructured recreational activities that centre around health and wellness and that appeal to a broad variety of interests and ages.
4. **Inclusion and accessibility are top of mind priorities among staff and residents.** A common theme that emerged from the consultation sessions was that Port Hope's parks, recreation and culture system should be inclusive of all residents, regardless of ability, orientation, background and income. While it is recognized that the Municipality has made efforts to minimize participation barriers through accessibility retrofits, affordable programming, and financial subsidies, additional suggestions included replacing aging playgrounds with accessible structures (and developing accessible pathway connections to playgrounds) and ensuring that a range of low-cost and free activities are available. Some members of the public expressed a desire for more affordable recreation programs, particularly for swimming. Staff training to support the LGBTQ2S community was also suggested.
5. **Strengthening communication and marketing strategies will improve awareness and bolster participation.** Suggestions that were identified included the creation of a dedicated social media account for the Parks, Recreation and Culture Department, increasing staff capacity to assist with marketing and community engagement, and working with partners to cross-promote activities and special events.
6. **94% of survey respondents felt that investing in Port Hope's waterfront should be a priority.** Suggestions from the public for improving passive opportunities along the waterfront included enlarging the beach, developing trails, providing volleyball courts, opening concessions, and offering watercraft rentals.
7. **There is public support to replace the aging Ruth Clarke Activity Centre for Seniors.** Staff and the public are supportive of relocating space for seniors to the Town Park Recreation Centre. Staff expressed the need to enhance support and resources should the new space aim to accommodate the growing older adult and senior population.
8. **Requests were received for new or enhanced recreation facilities that respond to emerging trends.** Such requests included, but were not limited to, pickleball courts, fitness centre, splash pads, playgrounds, trails, and park space for passive activities.
9. **Residents expressed the desire for additional arts and cultural opportunities.** The survey found that 84% of respondents felt that arts and cultural space is important; however, only 64% of respondents were satisfied with arts and cultural space in Port Hope, suggesting that there is room for improvement. Community requests included music concerts, art classes, painting classes, special events, and pottery classes.
10. **There is a need to rationalize aging infrastructure and establish a long-term strategy for facility investment.** Some key assets within the Municipality's capital inventory are aging – such

as the indoor arena and outdoor ice rink – and advance planning is required to consider the replacement and/or expansion of needed facilities. Other park amenities, such as certain ball diamonds, are under-utilized and options for repurposing should be considered.

11. **The Port Hope Community Hub in Canton is underutilized, yet there remains a general sentiment that recreation opportunities in the rural area are limited.** It is recognized that the Municipality has endeavoured to provide a range of recreation opportunities for rural residents (at the Port Hope Community Hub); however, the Municipality reports that these activities tend to draw low numbers and/or attract users who live within the urban area.
12. **The COVID-19 pandemic is influencing the way people participate in parks, recreation and culture.** Research revealed that during the COVID-19 pandemic, there has been an increase in passive outdoor activities such as walking and hiking and a decline in participation/membership among organized sports (with some cancelling seasons entirely). A recent survey completed by Park People (parkpeople.ca) found that 82% of Canadians feel that parks have become more important to their mental health during COVID-19 and 70% found that their appreciation for parks and green spaces has increased during the pandemic. Staff and community organizations expressed a keen interest in how COVID-19 will impact of future of parks, recreation and culture facilities, programs and services, particularly as it relates to long-term strategic planning and investment.
13. **Volunteerism in the Municipality may be in decline.** In recent years, the Municipality has been required to assume responsibilities that have historically been carried out by volunteers such as delivering special events. The Municipality is in the process of developing a volunteer policy to establish a recruitment process; however, other initiatives may be explored (e.g., volunteer recognition).
14. **The Department of Parks, Recreation and Culture does not have defined levels of service.** This has impacted the allocation of resources, particularly related to staffing. Additional staffing support was requested in order to support increased levels of service and to respond to community expectations. In particular, staff felt there were additional support needed at the front line (e.g., parks operations, event delivery, customer service and administration) and through the relocation of the Ruth Clark Activity Centre for Seniors.

5. Vision and Goals

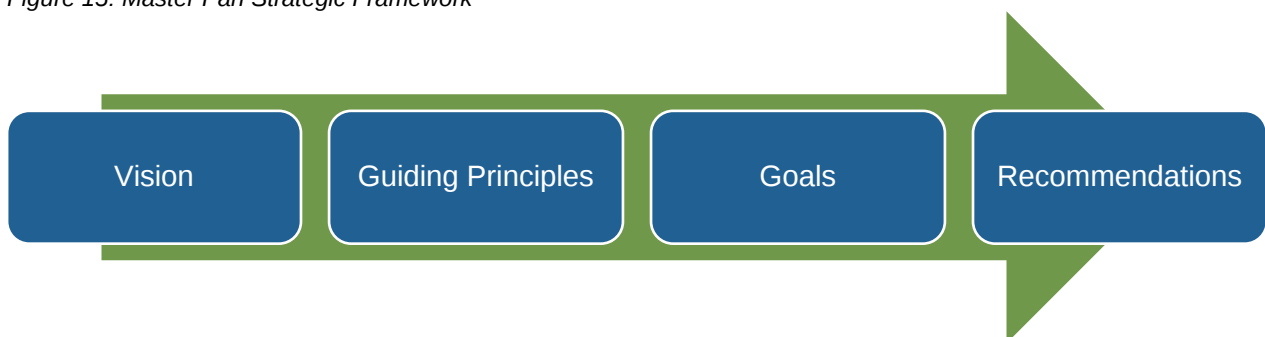
This section identifies the strategic framework that will guide the Master Plan's development and implementation. In creating this framework, the overarching strategies established in the 2010 Leisure Services Master Plan have been revisited through the lens of updated consultation and research, including alignment with foundational documents such as the Municipality's Strategic Plan (summarized in Section 3) and Framework for Recreation in Canada.

Maximizing participation is the clear focus of all related actions within this Leisure Services Master Plan. All recommendations about infrastructure, programs and services, inclusion, working with community partners and building internal capacity have one key deliverable in mind – to ensure that all Port Hope residents can be healthy and active. The indicator of a high performing Parks, Recreation and Culture department is to demonstrate that a greater number of residents are active because of the work of the municipality and related organizations. Year after year, all efforts must focus on getting more people leading healthier lifestyles. The evidence is strong – an active and engaged community is healthier overall, is cohesive, and demonstrates community pride. Active families and individuals have healthier outcomes. All staff and community efforts must be pointing in this direction.

The Municipality of Port Hope's Parks, Recreation and Culture Department prides itself in delivering responsive and high-quality leisure opportunities and is committed to improve the quality of life of residents. These opportunities appeal to a wide range of interests and abilities and focus on the social, physical and cultural benefits derived from participation. A healthy, sustainable community that delivers multi-generational programming, facilities, and initiatives for residents of all ages and life stages is also a priority of Municipal Council.

Based on supporting documents and public input, the following vision, guiding principles and goals have been established to guide the development and implementation of this Master Plan. This strategy reflects the values and aspirations articulated by the Municipality and the community as a whole. Together, the framework describes the core directions that the Municipality and its partners should strive to achieve over time.

Figure 15: Master Plan Strategic Framework



Note: Detailed recommendations that will assist the Municipality and the community to achieve the vision, guiding principles, and goals will be developed to support the Master Plan. They are contained in the following sections of this Master Plan.

5.1 Updated Vision

Setting a “vision” for the Municipality in the delivery of leisure services is the initial step in setting a strategic path forward. A strategic vision depicts how the Municipality wants to be viewed in the future and compels Council, staff and the community to work together to achieve their collective goals over time. The following vision statement should guide the Parks, Recreation and Culture Department during the planning horizon of the Leisure Services Master Plan:

Active, engaged, and healthier lifestyles through participation in parks, recreation and culture. We will achieve this by working with community partners, building internal capacity, and delivering inclusive infrastructure, programs and services.

5.2 Guiding Principles

A set of guiding principles have also been established to achieve the Department’s vision and advance its role in parks, recreation and culture through the implementation of the recommendations contained in this Master Plan. It is understood that these recommendations will lead to more residents being engaged, with high levels of service satisfaction.

1. Increase Participation

All efforts are focussed on increasing participation in parks, recreation and cultural pursuits because of the benefits accrued to the individual and community.

2. The Right Service Mix

A choice of park, facility, program and service types will be offered through the Municipality and through community partners to meet a variety of interests.

3. Intentional Diversity, Equity and Inclusion

Different approaches are taken to include residents that have diverse needs in accessing and participating in programs and services. Appropriate and different methods will be used to include marginalized populations.

4. Better Together

Working together with like-minded organizations will ensure that parks, facilities and services are coordinated, and priorities are addressed effectively.

5. Quality Assurance in Services and Experiences

All users of parks, recreation and culture facilities, programs and services will receive the benefit of compliance with legislative requirements, safety, cleanliness, pleasing experiences, quality assurance frameworks and knowledgeable customer-driven staff.

6. Outdoor Experiences are Critical to Healthy Outcomes

With a wealth of natural resources, Port Hope will promote use of outdoor spaces to result in healthier results for residents.

7. Citizens First – Measure Participation and Service Effectiveness

We place our citizen’s parks, recreation and culture needs first and will strive to meet expectations through open dialogue and measuring service effectiveness.

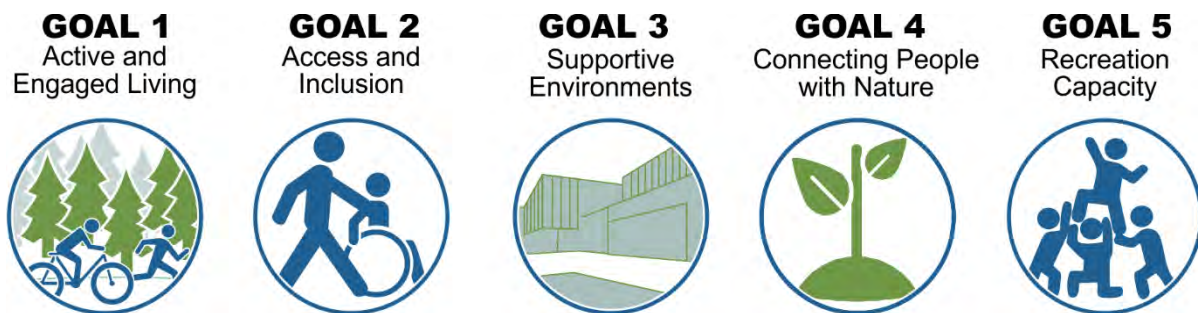
5.3 Goals

In 2015, the Framework for Recreation in Canada (FRC) was developed by the Canadian Parks and Recreation Association together with provincial/territorial Parks and Recreation Associations, and Provincial/Territorial Governments. The FRC presents a renewed definition of recreation and supports coordinated policies and practices in recreation and related sectors in Canada. Its aim is to improve the wellbeing of individuals, communities, and the built and natural environments.

The priority areas of this Master Plan are modelled after the FRC, which reflects the challenges and benefits of recreation, and thus provides a basis for evaluation. Further, the priority areas provide a common language within the sector and help align with Municipality with other agencies and funding opportunities.

The following goals will guide the Municipality's approach to decision-making and investment over the next ten years and beyond. Everything the Municipality does in relation to leisure services should further the vision, guiding principles, and one or more of the goals.

Figure 16: Goals for the Municipality of Port Hope Leisure Services Master Plan (adopted from the Framework for Recreation in Canada)



6. Active and Engaged Living (Goal 1)

Broadly speaking, active living encompasses the notion that all residents should have the opportunity and the ability to participate in an activity of their choosing. This opportunity may be provided through the Municipality or a community organization, but the intention is to ensure that residents can be active more often. In communities such as Port Hope, coordination with community partners is critical to ensure that all residents can lead an active and healthy lifestyle.

This section provides an overview of what the Municipality is doing to support active lifestyles across all age groups and also looks at specific program disciplines such as aquatics. Input from the public and staff, together with best practices and industry standards, will work to sustain and enable the Municipality to continue to provide a high level of service over the next ten years.

Active Living Objectives

- a) Promote and work with community partners to increase the frequency, duration, and intensity of residents' participation in physical activity.
- b) Increase the number of children, youth, adults, and older adults who are active and engaged in pursuing parks, recreation, and cultural activities.
- c) Address current trends and pent up demands.
- d) Provide a broad range of leisure opportunities that are supported by the community.
- e) Increase the number of residents who can swim and are aware of drowning prevention strategies.
- f) Increase community pride and cohesion through hosting and supporting a range of special events.
- g) Maximize program opportunities, participation, and utilization in all public facilities and spaces.

6.1 Increasing Physical Activity Levels

The Municipality has introduced a number of initiatives to increase physical activity levels within the community, which has been a high priority for staff and community partners. Initiatives that appeal to various age groups in the community include (but are not limited to):

- Holding an after-school program at Dr. M.S. Hawkins Senior Public School that focusses on physical activity levels for students.
- Promoting physical activity among youth, which includes active games, special guests (including yoga instructors), dance and fitness, etc.
- Working with the Northumberland Sports Council to provide physical activity sessions with campers.
- Participating in the ParticipACTION Community Challenge by running a number of physical activity events and promoting the use of the ParticipACTION App to track physical activity levels, access resources and more. Some of the activities included water walking, trails use, creating walking groups, walking soccer, fitness loops and Geocaching.
- Including more older adults in fitness classes by having participants indicate that they would like to use a chair when they register.
- Creating a pole walking group that included time for coffee and socializing afterwards.

- Representing the Department of Parks, Recreation and Culture at the Seniors Active Living and Fitness Fair (a biannual event) to provide active demonstrations.
- Holding free “try It” weeks to promote active programs and services.
- Offering active opportunities for families including fitness classes and pickleball to encourage families to be active together.
- Increasing locations and times to play pickleball to respond to growing public demands.
- Expanding active drop-in programs in the gym including adult basketball, Active Start and indoor tennis.

These examples provide a look at the extent of effort that staff are taking in playing their part in increasing physical activity levels in Port Hope. It is recognized that staff are nimble and will introduce new programs and extend existing times as required to reflect new interests and increased demands.

6.1.1 Follow Best Practices in Increasing Physical Activity

“A Guide for Population-Based Approaches to Increasing Levels of Physical Activity” was a document developed by the World Health Organization that highlights best practices and evidenced-based approaches in increasing physical activity. This versatile guide can be utilized for national, provincial and local strategy development. The following guiding principles⁹ contained within this document can be utilized as a checklist for increasing physical activity levels in Port Hope. The objective is to increase awareness of the benefits physical activity, increase the duration, intensity, and frequency, and result in healthier families and residents.

- High Level Political Commitment
- Alignment with National Policies and Initiatives
- Identification of National Health Goals and Objectives
- Specific Objectives Relevant to the Community
- Funding
- Support from Stakeholders
- Cultural Sensitivity
- Relationship with Other Related Sectors
- Interventions at Different Levels within the Local Reality
- Target the Whole Population as well as Specific Target Groups
- A Coordinating Team
- Multiple Interventions Strategy
- Clear Identity for the Strategy
- Leadership and Workforce Development
- Dissemination

6.1.2 ParticipACTION Active APP

ParticipACTION has developed and released a free mobile application that serves to motivate Canadians to be more active. The Municipality’s Department of Parks, Recreation and Culture has made efforts to promote its use. The application includes quick tips, articles, and videos, can connect to other tracking devices, and provides weekly, monthly, and yearly rewards. The application will also remind users to be active at pre-set times and continues to include updates. The use of this application provides an opportunity for Port Hope to continue promote physical activity to its residents.

⁹ World Health Organization. A Guide for Population-Based Approaches to Increasing Levels of Physical Activity. 2007.

6.1.3 The Canadian Community Health Survey

Statistics Canada administers the Canadian Community Health Survey which is a national survey that collects health data and distributes it by health region. In addition to tracking participation preferences related to physical activity, the survey collects information on the state of physical and mental health, chronic health conditions, smoking, alcohol consumption and fruits and vegetable consumption. Data is also collected on socio-economic backgrounds in order to decipher behaviours by region, age and socio-economic status. This is valuable information that can be used to inform physical activity plans and strategies at the local level.

For 2017/18, the survey reported the following findings for the area covering the Haliburton, Kawartha, Pine Ridge District Health Unit (which includes Port Hope):¹⁰

- 57% of respondents identified that their perceived health is in very good or excellent condition, which was a decline from 63% from 2015/16.
- 59% of adults (ages 18 and over) participated in physical activity for 150 minutes per week or more, which was a decline from 61% from 2015/16.
- 67% of youth (ages 12 to 17) participated in physical activity for an average of 60 minutes or more per day, which was a decline from 68% from 2015/16.

These declining health and physical participation levels highlight the need to provide accessible and engaging parks, recreation and cultural opportunities in Port Hope. It is recommended that staff use this data to better inform plans to increase physical activity in its residents.

Recommendations – Increasing Physical Activity levels

1. Embed the proposed **Departmental vision** (“Active, engaged, and healthier lifestyles through participation in parks, recreation and culture”) into all relevant internal training and external messaging.
2. Utilize **tools** such as the Canadian Community Health Survey, the ParticipACTION Physical Activity Report Card, and ParticipACTION App to identify successes in increasing activity levels and to inform future actions to increase activity.
3. Conduct a **community survey** every three years to determine local physical activity levels among residents (e.g., the number of minutes per week each family member is physically active) and gauge opinions and opportunities to encourage greater participation.
4. Ensure that **physical literacy** is included in all active programs and camps.
5. Leverage the use of **municipal signage** within Port Hope to promote and encourage physical activity.
6. Work in concert with the **Northumberland Sports Council** to strengthen the Canadian Sport for Life program and physical literacy in Port Hope.

¹⁰ Statistics Canada. Canadian Community Health Survey. Retrieved from <https://www150.statcan.gc.ca/>

6.2 Children's Services

Engaging children in leisure activities at an early age is a critical strategy to encouraging lifelong participation in physical activity. There are approximately 1,500 children (ages 0-9) in Port Hope, which is projected to increase by 13% over the planning period.

Efforts to engage more children in leisure activities should be a focus for the Municipality. The Master Plan community survey found that common barriers that prevented residents from fully participating in parks, recreation and culture opportunities were the lack of programs at convenient times and the lack of desired programs and facilities. These barriers require further dialogue within the community to determine a preferred program mix, possibly including summer camp programs. Program cancellations are evident from the camp offerings with a low participation rate among children in programs offered by the Municipality. It



may be the case that children are registered in opportunities offered by the private or not-for profit sector, or through community stakeholder groups. A review of the Municipality's program participation levels also found that there is a preference for casual and drop-in opportunities such as public swimming, skating, and gymnasium activities such as pickleball.

According to industry standards, the following key elements must be evident in offering children's programs and services, all of which are in place in the Municipality.

- the programs and services offered are reflective of the needs of the community;
- there is range of choice between active, creative, STEAM (Science, Technology, Environmental, Arts and Mathematics) and general interest opportunities within the community;
- there is a quality assurance program that includes healthy childhood development and sound administrative and leadership practices;
- there is evidence of policies, practices and intentional efforts to include marginalized populations (see section on Access and Inclusion);
- the Municipality works collectively with other providers to determine what the total participation rate is; and
- participant satisfactions levels are measured, and improvements implemented.

Table 6: Program Participation among Children, 2017 – 2019

Year	2017	2018	2019	Average
Registered Camp Programs	482	534	517	511
Drop-in Participation	302	180	148	210
Aquatic Lessons*	1,631	1,722	1,705	1,686
Total	2,415	2,436	2,370	2,407

*Participation in aquatic lessons include youth participants

Data source: Municipality of Port Hope

Table 6 summarizes program participation figures for children between 2017 and 2019. The following observations were made:

- Registration and participation in children's opportunities has remained relatively stable over the past last three years. During this time, there has been range of opportunities being offered through the Department and partnering organizations.
- The Municipality embraces a community development model in the provision of services, and this requires staff to understand what is being offered by other organizations and agencies. The Municipality must decipher if residents are being offered a community responsive programs that offer a mix of active, sport development, creative, STEAM, and general interest programs.
- Determining the capacity and participation in municipally-run and partner-driven opportunities is important and should be completed in the future.
- Calculating the participation levels at each age level (especially children and youth) will determine the reach of municipally-run and partner-driven programs and services for each age grouping in Port Hope.

Recommendations – Children's Services

7. Continue to support **HIGH Five Healthy Child Development** in the delivery of all programs and camps provided by the Municipality of Port Hope.
8. Ensure that children have a **choice** of diverse active, creative, STEAM and general interest recreational opportunities, either offered directly or through community partners and other providers.
9. Conduct a **survey** with parents and caregivers of children to determine the types of **summer camp** programs, amenities, enhancements, and locations that are preferred to increase the number of children engaged in this activity.

6.3 Youth Services

The population of Port Hope youth between the ages of 10 and 19 are estimated to grow by 12% by 2031, adding approximately 200 additional residents within this age cohort. As youth are commonly referred to as a segment of the population that requires meaningful engagement, it is imperative that the youth-oriented parks, recreation and culture services are responsive to the growing needs and varying interest of this group. The community survey found that one-quarter (26%) of responding households were not satisfied with the leisure opportunities for youth, which was the highest dissatisfaction level among all age groups. This suggest that a greater emphasis should be placed on meeting the needs of this age group. The expansion of youth programming was also a key objective identified in the Municipality's Strategic Plan.

Table 7: Program Participation among Youth, 2017 – 2019

Year	2017	2018	2019	Average
Drop-in Participation	1,549	1,214	1,260	1,341
Leaders in Training (Camps)	42	30	36	36
Total	1,591	1,244	1,296	1,377

Data source: Municipality of Port Hope, 2020

Table 7 summarizes program participation figures for youth between 2017 and 2019. The following observations were made:

- Youth participation in drop-in opportunities has decreased by approximately 300 visits (12%) between 2017 and 2019.
- There are very few youth engaged in registered opportunities; registration-based programs were leadership-in-training and tennis, which is typical of this age cohort.
- What is not captured in these statistics is participation in unstructured outdoor such as skateboarding and basketball etc.

6.3.1 Continue to Support Youth Engagement

The Municipality has taken efforts to keep youth engaged within the community through various parks, recreation, and cultural pursuits and provides the resources to support their voice in the community and self-governing endeavours. The Municipality engages its Youth Action Committee regularly to discuss leading trends in youth recreational activities and to receive input on issues that matter to them. Youth engagement and empowerment requires continued attention to provide friendly and safe environments where youth can decide what leisure opportunities interest them. The Department must remain nimble and responsive to the needs of this age cohort.

6.3.2 The Play Works Partnership

Ontario's Play Works Partnership for Active and Engaged Youth is a group of youth-serving organizations that includes Parks and Recreation Ontario, the Boys and Girls Clubs of Canada (Central Region), 4-H Ontario, Ontario Physical and Health Educators Association (OPHEA), Arts Network for Children and Youth, and the YMCA Ontario. This community of youth-serving organizations has researched, defined, and promoted a well-recognized quality assurance framework. It articulates what must exist in a community to demonstrate support for youth.

Youth Friendly Communities work to increase the commitment and interest in increasing recreation services for youth. Communities work with partners to address 10 criteria within the community to establish and validate a real commitment toward youth. Communities are awarded a Youth Friendly designation at varying levels by demonstrating their provision of services and youth engagement efforts. The 10 criteria include:

1. Youth have options for play.
2. Youth are formally connected community-wide.
3. It is easy for youth to find information about activities in the community.
4. The community recognizes and celebrates youth.
5. The community formally commits funding for youth play.
6. The community supports positive youth development.
7. Youth feel valued by their community.
8. Schools and school boards support the youth friendly application.
9. Play is accessible to youth.
10. Play is socially inclusive.

Port Hope is recognized as a Platinum-level Youth Friendly Community. This is a significant achievement as only a few other municipalities in Ontario have achieved this standard of care for youth opportunities. It is important to continue to support youth engagement in this way and to work with community partners to provide youth with opportunities for growth and development. Port Hope's Youth Action Committee ensures that services reflect the needs of youth and that the voice of youth has a respected platform.

Recommendations – Youth Services

10. In collaboration with the Youth Action Committee, develop a **Long-Range Youth Plan** (targeting residents ages 10-19) to maximize youth participation in parks, recreation, and culture and to further cultivate the voice of youth in Port Hope.
11. Continue to respond to the requirements of **Youth Friendly Communities** initiative by Play Works Partnership to enable youth the best environments to lead healthy lifestyles and be engaged in the community.
12. Work with other youth-serving agencies to **collectively measure** the number of youth in Port Hope who are actively engaged in programs and initiatives (e.g., develop **tools** to promote all opportunities).
13. Develop a **Youth Leadership and Youth Ambassador Program(s)** in concert with youth to serve as an introduction to the potential for job and volunteer opportunities and encourage greater youth participation within parks, recreation and culture.

6.4 Adult and Older Adult Services

The number of adult and older adult residents over the age of 20 is estimated to increase by 20% (approximately 2,900 persons); the majority of this growth is forecasted to be over the age of 55, many of whom are retirees and may be more available to participate during the daytime. The provision of multi-generational programming and initiatives for residents of all ages and life stages was identified as a key priority in the Municipality's Strategic Plan.



Interests among the adult and older adult population vary, requiring the Municipality to respond through the provision of activities that appeal to broad interests. An assortment of adult and older adult programs are provided in Port Hope including, but not limited to, fitness, cooking, arts and crafts, and gymnasium activities such as pickleball, badminton, and walking.

Table 8: Program Participation among Adults and Older Adults, 2017 - 2019

Year	2017	2018	2019	Average
Program Registration	765	763	1,102	877
Drop-in Participation	6,568	6,742	7,383	6,898
Total	7,333	7,505	8,485	7,774

Table 8 summarizes the Department's program participation figures for adults and older adults between 2017 and 2019. The following observations were made:

- Participation in registered and drop-in programs by adults and older adults has increased by 16% (1,152 participants) since 2017.
- There is a need to differentiate service needs by age cohorts and further work is required to consult varying age groups to determine their current and future needs.
- Drop-in opportunities – such as pickleball – are popular, which is consistent with broader participation trends that suggest that there is a strong demand for unstructured and casual opportunities.

Over the planning period, the Municipality will be faced with increasing pressure to provide parks, recreation and cultural opportunities that respond to this growing and aging segment of the community. There is a trend for older adults to join adult programs and services and for elders to engage in social, creative and physical activities. Ensuring that there are adequate opportunities for these residents will require working in partnership with older adult-serving organizations, such as those involved with the Ruth Clarke Activity Centre (RCAC).

With the relocation of the RCAC to the Town Park Recreation Centre, a municipal management structure for the new senior centre should be considered in order to enhance customer service, expand programming, and ensure consistency with municipal policies and practices. As the Municipality's population of older adults and seniors continues to grow, there will be a greater need to maintain equitable access to programs and services, that there is legislative compliance, staff training, health and safety process in place, and quality assurance standards. Once a municipal management structure has been fully implemented, it will be important to ensure that RCAC members, as well as other older adults in the community, continue to be regularly engaged in key decisions and through volunteer activities.

Input received from Ruth Clarke Activity Centre Board members indicated that relocating the facility to the Town Park Recreation Centre would provide an opportunity to build their membership and expand the number of activities that are offered. With a range of interests and abilities, it will be important to provide a full range of affordable social, physical, outdoor, cultural and general programs that appeal to a broad older adult and senior audience, with an emphasis placed on physical activity, cognitive stimulation and socialization. The Municipality has responded to older adult trends such as providing venues and programs for pickleball, which have been immensely popular since becoming available.

Ensuring that Port Hope's older adults receive quality recreational experiences is a key priority now and will be into the foreseeable future. Parks and Recreation Ontario has developed a quality framework to provide and enable leisure experiences for older adults. HIGH FIVE – Principles of Healthy Aging is being implemented by service providers across Canada. The framework is evidence-based and provides staff and volunteers with information and quality audits on ageism, program planning, physical literacy, the impacts of social connectedness and overall improved quality of life for older adults. Port Hope has been a leader in implementing quality assurance tools to provide the highest level of training and development. It is recommended that Port Hope implement the HIGH FIVE – Principles of Healthy Aging quality framework in all program areas where older adults participate.

6.4.1 Age Friendly Communities

Many municipalities, including Port Hope, are working to become Age-Friendly Communities to respond to the aging population. Strategies to make Port Hope more age-friendly are outlined through the Municipality's 2016 Age-Friendly Community Action Plan. The Action Plan's initial planning phase expired in 2019. Guided by the Action Plan, some of the Department's notable achievements include (but are not limited to):

- In collaboration with the Public Library, the Department has offered free fitness classes, baking workshops and art classes geared to older adults at the Port Hope Community Hub.
- An application to the Seniors Community Grant was submitted for an Active Living and Nutrition Series (funding was successful).
- The Department submitted a successful application to the OACAO Seniors Active Living Fairs funding. The Municipality is proud to have held three Seniors Active Living Fairs to promote physical activity among this segment of the community.
- The Ruth Clarke Activity Centre monthly newsletter and calendar was redesigned and meets AODA compliance standards.
- The replacement of the Ruth Clarke Activity Centre is identified as a priority in Council's 2019 Strategic. A grant application was submitted in 2019.

- New programs at the Ruth Clarke Activity Centre have been implemented, such as Open Art Studio sessions, workshops, bus trips, events and multi-generational programming (e.g., Seniors and Youth Summer Activity Series, Family Pickleball sessions, etc.).
- A variety of fitness opportunities have been offered such as different types of yoga classes, an additional Muscle Strengthening and Conditioning class, and growth of the “Sit and Be Fit” seated exercise program.
- The Municipality has endeavoured to make parks more age-friendly through the provision of paved trails, adding pickleball lines to existing courts, outdoor fitness equipment, and more.

Recommendations – Adult and Older Adult Services

14. Conduct an internal review of the Municipality’s **Age Friendly Community Action Plan**, with a focus on outstanding items and emerging opportunities relating to the Parks, Recreation and Culture Department.
15. Expand programming to better engage **adults** from 20 to 54 years old.
16. Continue to implement Parks and Recreation Ontario’s **HIGH FIVE – Principles of Healthy Aging** to promote quality assurance in older adult recreational opportunities.
17. Review the **Ruth Clarke Activity Centre operating and program model**, with consideration of a municipal management structure that enhances customer service, expands programming, ensures consistency with municipal policies and practices, and maintains opportunities for volunteer involvement and member engagement, while maintaining low-cost opportunities.

6.5 Aquatic Services

Like many communities, swimming is one of the most popular recreational activities in Port Hope. The Master Plan community survey found that nearly half (46%) of responding households have gone swimming in the past year, which was the fourth most popular recreational activity. The survey also found that the pool at the Jack Burger Sports Complex is well used by residents as approximately one-third of households reported visiting the pool on a weekly or monthly basis.

The role of the Municipality in providing aquatic experiences is primarily to ensure that residents can be safe in and around water. The ability to swim is further heightened in Port Hope given that it is a waterfront community. Drowning prevention is a key goal in offering learn to swim lessons and water survival. Research found that since 2014, water-related fatalities have been increasing and more than one-third of deaths were due to drowning.¹¹



6.5.1 Swim to Survive Program

The Swim to Survive Program is offered through the Ontario Branch of the Lifesaving Society. The program responds to a drowning and water incident statistic that identifies that “the majority of drownings happen within 15 minutes”. The program also addresses the fact that newcomers to Canada are less likely to know how to swim. The program teaches Grade 3 students the skills needed to help them survive

¹¹ Lifesaving Society. Drowning Report. 2020. Retrieved from: <http://www.lifesavingsociety.com>

an unexpected fall into deep water. The three skills that are taught include rolling into deep water, treading water for one minute, and swimming for 50-metres. The Lifesaving Society does provide a grant program to cover the costs of instructors and administration of the program. Over 1 million students have benefited from this program to date. There are two other similar programs that have been introduced in recent years; one is geared to Grade 7 students and the other is geared toward teaching families how to survive in and around water. The Cobourg YMCA has offered the Grade 3 program and it would be beneficial to Port Hope residents if the program(s) were offered within the Municipality.

6.5.2 Aquatic Safety Management Program

The Ontario Branch of the Lifesaving Society has developed an Aquatic Safety Management Program to ensure that pool operators and aquatic service providers can comply with legislative requirements and industry standards. This is critical from a liability perspective and the possibility of water incidents. The Society offers an audit service to review all aspects of safety in and around water. An Aquatic Safety Accreditation Program shows recognition for compliance. Port Hope pools are not accredited at this time and it is highly recommended that the pool and aquatic operations complete an audit and receive accreditation to reinforce the Municipality's commitment to aquatic safety.

Recommendations – Aquatic Services

18. Audit pool safety by engaging in the **Aquatic Safety Management Program** through the Lifesaving Society of Canada (Ontario Branch) and continue to engage in the Parks and Recreation Ontario HIGH FIVE quality assurance frameworks for children and older adults.
19. Continue to educate the public about **water safety and drowning prevention**.
20. Consider applying for funding and implementing the Grade 3 **Swim to Survive program** through the Ontario Branch of the Lifesaving Society and consider the viability of the Grade 7 and family-oriented Swim to Survive Program in collaboration with local school boards.

6.6 Special Events

With the support of Council, the Municipality invests resources to host and support special events throughout the year. Special events provide a number of benefits including building community cohesion and civic pride and generating economic development opportunities for municipalities and local business owners. Port Hope provides an extensive schedule of special events that occur throughout the year and staff provide support in set-up/take-down, marketing and assisting community groups to organize them. To this end, staff have developed a Special Events Management Policy to outline the requirements and subsequent supports that staff should provide. This establishes the expectation between the Municipality and community partners, and creates supports based on existing resources.



To justify further resources that will be required as events expand and more requests are received, it will be important to ensure that the return on the investment (ROI) can justify additional events and resources. Measuring the ROI can be done from a financial perspective (e.g., total municipal costs divided by the number of attendees or total cost subtracted from funds raised as a percentage of total costs). Quantifying the success of an event would be completed by measuring satisfaction levels among attendees, monitoring social media activity, and sponsor recognition. Both qualitative and quantitative measures should be developed to ensure the best use of public funding. As the community becomes more diverse and the Municipality extends its inclusionary values, there may be more requests to celebrate days of significance for various groups.

Recommendations – Special Events

21. Identify the **number of events** held in public spaces on an annual basis and monitor the **number of attendees** to measure attendance levels.
22. To maximize benefits and justify allocation of resources, calculate the **return on investment** to the community and local businesses, satisfaction levels and the **cost per attendee** for Port Hope's largest events.

6.7 Arts and Culture Services

There are a variety of arts and culture resources in the municipality including the Port Hope Public Library, Port Hope Archives, The Little Station, Cameco Capitol Arts Centre and organizations such as the Port Hope Historical Society and private sector artisans and craftsmen. These resources form the backbone of the creative industry that supports the delivery of community-based grassroots programs and activities. The Municipality's Parks, Recreation and Culture supports many of these organizations in the delivery of arts and cultural services, and supplements available programs through a broad range of activities and events.

There is a wealth of research that reinforces the notion that arts and cultural opportunities are vital contributors to a high quality of life, bringing a range of benefits to individuals and communities. Arts and culture opportunities contribute to the community in many ways including:

- Creating a sense of local pride through community building, place-making, and providing quality experiences.
- Offering a greater variety of pastime activities for residents to pursue.
- Generating economic multipliers, particularly with events increasingly being marketed outside of communities to draw tourists, thus forming an important element of broader tourism strategies.
- Encouraging social interaction by encouraging residents to get involved in the community, and providing venues where new residents can understand what makes the municipality unique (and interact with established residents).

Port Hope has long recognized the importance of a vibrant arts and cultural community. The community survey for the Master Plan found that more than four-of-five (84%) respondents felt that arts and culture spaces were important, while 77% felt that cultural activities were important. However, less than two-thirds of respondents were satisfied with arts and cultural



spaces and programs available in Port Hope suggesting that there are opportunities for improvement in this regard. Through the consultation process, a number of suggestions were made with respect to strengthening arts and culture in Port Hope including (but not limited to) music classes, art classes (e.g., pottery, painting, etc.), and festivals that celebrate culture and food. Finding qualified instructors will be an important step to deliver the arts and cultural programs that the community desires, which underscores the importance of forming strong partnerships to meet these needs.

The Municipality has a strong history of facilitating the growth of arts and culture in Port Hope, most recently guided by the 2012 Cultural Plan. In 2017, the Cultural Plan was reviewed to highlight implementation progress, incorporate new considerations and ensure that recommendations continue to be relevant. The Municipality has been successful in supporting the local arts and cultural sector, who are the primary providers of arts and cultural facilities, events, programs and services. During the next Cultural Plan Update, it will be vital to explore how the Municipality can further strengthen these relationships and communicate the many participation opportunities, as discussed in **Section 10.4**. There is also value in reviewing leading trends in the arts and culture sector and to assess its impact in the community including, but not limited to, creative cultural hubs, community revitalization and renewal through arts and culture, smart cities and technology, supporting and promoting local artists, storywalks, interactive and participatory experiences (e.g., artist meet-ups), and more.

The Municipality's Public Art Policy also provides guidance on evaluating and approving public art installations across Port Hope. Public art displays, such as the downtown mural along the Ganaraska River, plays a role in animating spaces, sparking creativity and imagination, showcases historical and cultural values, and creates warm and inviting spaces. The Public Art Policy identifies that the Municipality maintain a Public Art Reserve fund to assist with the maintenance, acquisition and development of public art. The policy identifies that funds are generally received through gifts, bequests or fundraising.

The Municipality's current practice for the provision of public art is to evaluate proponent-led proposals as they come forward, using the Public Art Policy as a guide. While this approach has served the Municipality well, a more proactive approach should be considered to further demonstrate Port Hope's commitment to recognizing local artisans, supporting arts and culture in the community, and creating inviting public spaces that are welcoming of all residents. As a part of the Municipality's review of its Cultural Plan, consideration should be given to further exploring strategies to encourage and guide public art in Port Hope, as well as how public art can be integrated within indoor and outdoor public spaces.

Recommendations – Arts and Culture

23. Review the **Cultural Plan** within the next three years to guide the Municipality's continued role in supporting and facilitating community initiatives. Investigate opportunities to market and promote the Municipality's efforts (including raising awareness about the Municipality's role in the sector), strengthen relationships with the arts and culture organizations, and seek qualified instructors to deliver programming.
 24. Examine opportunities for **public art** within all park and public space development and redevelopment projects and review the long-term maintenance requirements of existing public art installations.
 25. Review the existing policy for **facility naming and public art** to ensure that future submissions are relevant to current social mores and standards.
-

7. Access and Inclusion (Goal 2)

Municipalities across Ontario have been taking strides to include diverse and underrepresented populations in all facets of the community, including parks, recreation and culture. Port Hope is one of these communities and – over the planning period – there will be a greater need to ensure that diverse and marginalized populations are engaged in leisure opportunities as the Municipality grows. To respond to the needs of this segment of the community, staff must be trained in being competent in inclusion strategies. Continued discussions must be organized to understand needs and a collaborative effort is needed to reflect evolving community needs through parks, recreation and culture services.

This section explores strategies and specific actions to increase participation of diverse and marginalized residents. Consideration has been given to various elements associated with bolstering access and inclusion with respect to parks, recreation and culture including (but not limited to) the role of the Municipality, resources required to address the needs of diverse and marginalized populations, reducing barriers, enhancing relationships and community engagement opportunities with vulnerable groups, strengthening opportunities with indigenous people, increasing female participation, and creating welcoming and safe environments for the LGBTQ2S (Lesbian, Gay, Bisexual, Transgendered, Queer and Two-Spirited) community.

Access and Inclusion Objectives

- a) Develop and adhere to policies that speak to including marginalized residents in Port Hope within the scope of parks, recreation, and cultural services.
- b) Define and engage marginalized populations in the delivery of service.
- c) Work with organizations that support marginalized residents in understanding needs and forming partnerships in providing leisure programs and services.
- d) Ensure that staff are equipped to welcome marginalized populations.
- e) Review the naming of public lands and commemorative installations to reflect current social norms.
- f) Work to ensure that staff and volunteers represent the community that they serve.

7.1 Recognizing, Including and Engaging Marginalized Populations

Parks, recreation, and culture service providers strive to offer opportunities and support for residents of all ages, interests, abilities, and backgrounds. The goal of municipal departments is to maximize the number of residents that are participating in leisure activities so that all residents can be engaged in healthy lifestyles. Some segments of the community, however, do not feel welcomed nor comfortable in accessing public services. Staff must work toward being educated, informed and proactive to reach out and better understand barriers and service preferences, as well as form partnerships.

Defining diverse needs tends to require a broad approach and focus, far more than the traditional approach for residents experiencing financial barriers and persons with disabilities. Including the LGBTQ2S community, culturally diverse residents, women and girls, indigenous groups, and others will serve to offer a more complete assessment. Leading edge organizations recognize and respond to the fact that residents from all walks of life can benefit from leisure program offerings and services and further serve to build a stronger and more socially responsible community.

The role of the municipality to include diverse populations includes:

- Establishing a Diversity, Equity and Inclusion Policy and Framework – the development of a policy will articulate the legislative requirements articulated in the Ontario Human Rights Code

and other legislation and state what the role of the municipality will play in ensuring that services are available to everyone.

- Training staff to ensure that all human resources (staff and volunteers) are “diversity competent”.
- Ensuring that all public spaces are safe and welcoming of residents from all backgrounds.
- Defining under-represented and equity-seeking groups and begin meaningful conversations as to how Port Hope can be more welcoming and inclusive through the provision of parks, recreation and culture.
- Forming partnerships to offer programs that are appealing to these groups through partnerships, providing spaces or promoting opportunities.
- Considering programs to engage the general population to certain diverse interests such as wheelchair basketball, sledge hockey, Indigenous games, etc.
- Measuring the results of inclusion and community engagement efforts.

Recommendations – Recognizing, Including and Engaging Marginalized Populations

26. Review and enhance the **Access and Inclusion Framework and Policy** to consider identifying potentially marginalized groups in Port Hope and speaks to the role the Municipality will play in identifying and supporting under-represented populations.

7.2 Persons with Disabilities

Statistics Canada indicates that one-in-five Canadians (22%) live with a disability¹²; which suggests that there are nearly 4,000 residents in Port Hope with some form of disability. This proportion is expected to increase over the next decade due to the aging population in many communities, including Port Hope. The provision of parks, recreation and cultural services to support this segment of the community begins with engaging supporting organizations in the sector to discuss current and future needs for leisure services. Through the guidance of the Accessibility Advisory Committee, the Municipality has demonstrated its commitment to meeting the needs of persons with disabilities opportunities including (but not limited to) enhanced customer service experiences, ensuring that facilities are accessible and barrier free, and providing programs specifically designed for persons with disabilities (e.g., Para-Swim, Special Needs Swim and Shinny, Fun4Life, Special Needs Art Group, Hospital Therapy, etc.); persons with disabilities may also bring a caregiver if they require assistance in programs. These are very important supports to enable full participation.

Recommendations – Persons with Disabilities

27. Work collaboratively with organizations and the Municipality's Accessibility Advisory Committee, to review existing (and establish new) strategies designed to **maximize participation opportunities** for persons with disabilities.

¹² Statistics Canada. Canadian Survey on Disability Reports. 2018.

7.3 Persons Experiencing Financial Barriers

The 2016 Census identified that approximately 11% of the Port Hope's population are considered to live within low-income households. This figure suggests that there may be approximately 2,000 residents that may experience barriers to participating in fee-based parks, recreation and culture opportunities due to financial barriers. Evidence suggests that this percentage is increasing.

Port Hope provides a broad range of free and low-fee programs and services. This is augmented by a variety of fee-based opportunities from aquatic lessons and lane swimming to public skating and general interest activities. These fees allow the Municipality to recover a certain portion of the cost to deliver its programs (the Municipality has cost recovery targets for various program areas embedded in its fees and charged by-law). To ensure that its program fees are fair and equitable, the Municipality regularly reviews its fees and charges to ensure that they are similar to comparable municipalities. To minimize financial barriers, the Municipality offers funding to offset program costs through the Subsidy and Fee Assistance Policy (Table 9). Over the past three years, this program has benefited about 13 applicants per year, amounting to an average subsidy of \$143 annually.



Table 9: Subsidy & Fee Assistance Policy Beneficiaries (Municipality of Port Hope)

Profile	2017	2018	2019	Average
Number of Resident Applicants	10	15	14	13
Total Subsidy Value	\$1,100	\$1,700	\$1,500	\$1,400
Subsidy Per Resident	\$110	\$113	\$107	\$143

Data source: Municipality of Port Hope, 2020

The fee assistance policy is promoted prominently within the Department and through the Municipality, including in its Leisure Guide and website. However, the number of applicants accessing funding is low compared to the number of low-income residents. An average of 13 subsidy applicants per year translates into a penetration rate of less than 1% of low-income residents. The Municipality should endeavor to increase this penetration rate to ensure that financial barriers to participation in parks, recreation and culture opportunities are minimized.

The Municipality also makes a strong effort to financially support local non-profit volunteer organizations through its Community Grant Policy. Organizations are eligible to receive funding if they meet one or more of the following criteria:

- Initiate or deliver programs and services to the citizens of Port Hope;
- Provide events of a municipal, provincial or national significance, which could be expected to bring economic, and/or public relations benefit to the municipality;
- Provide programs and services to address any urgent and pressing events and natural disasters (i.e., fire, flood, earthquake); and
- Initiate programs or services for individuals, groups or teams who require assistance to participate in recognized regional, provincial, national or international championships.

In 2020, the Municipality approved approximately \$180,000, which was distributed to 11 community groups, translating into an average of \$16,400 per group); these funds were approved prior to the COVID-19 pandemic. The total subsidy amount for community groups was an increase of approximately 15% from 2019, demonstrating the Municipality's commitment to support organizations to ensure their continued success for the benefit of the community.

Recommendations – Persons Experiencing Financial Barriers

28. Develop a **financial assistance strategy** with the Northumberland Sports Council and community organizations that support residents experiencing financial barriers to ascertain the effectiveness of existing subsidy and fee assistance programs, raise awareness of subsidy programs, and identify further strategies to minimize financial barriers.
29. Promote the Municipality's **Subsidy and Fee Assistance Policy** and discuss with the appropriate agencies the possibility of completing seamless means testing on the Municipality's behalf.
30. Measure **participation levels** of residents experiencing financial barriers and work to ensure that they are the same as participation levels within the general population.

7.4 Cultural Diversity

Opportunities for parks, recreation and culture can play a large role in assisting newcomers with their settlement efforts. The role that municipalities are playing is more intentional in including diverse groups and seeking to form relationships with equity-seeking groups and organizations that support them, developing meaningful policies, training staff, ensuring public spaces are safe, offering inclusive supports and evaluating the effectiveness of these endeavours. The 2016 Census found that 4% of Port Hope residents identify as visible minorities including Black, South Asian and Chinese populations. Broader immigration trends suggest that the population of visible minorities will continue to grow over the next decade. Staff should complete visible audits of community centres and public spaces to ensure that the residents utilizing these facilities, programs and opportunities are reflective of this growing segment of the community.

Recommendations – Cultural Diversity

31. Complete **visual audits** of public places and spaces to ensure that facilities, programs and opportunities are reflective of all residents, including all underrepresented populations.
32. Ensure that all staff and volunteers are trained and are “**diversity competent**” in supporting the parks, recreation, and culture sector.
33. Provide **municipal support** to culturally diverse groups in celebrating their **days of significance** in Port Hope.

7.5 Continued Female Engagement

A report on sport participation for girls between the ages of 6 to 18 years found that female participation is much lower than boys in the same age. It was also revealed that girls experience a significant drop-out rate by late adolescence. Among the barriers, girls stated low levels of confidence, low body image, lack of skills and feeling unwelcomed in a sport environment.¹³

The Federal government set a target to achieve equity in sport participation by the year 2035. Participation in leisure activities provides females and those who identify as females with encouragement, confidence, physical activity and skill mastery. These benefits are immeasurable and transfer to other facets of life including future employment opportunities. As female participation begins to decline as they reach adolescence, every effort must be made to understand their specific needs and ensure that they have proper opportunities to participate so that they are comfortable in being active throughout their lifespan. Parks, recreation and cultural providers have been instrumental in providing leadership opportunities, gender-related sport leagues, and supporting local engagement opportunities. Initial efforts to assess participation would include an audit of female participation in leisure activities. The true measure of success is to demonstrate that there is equitable participation between and amongst genders.

Recommendations – Continued Female Engagement

34. Complete an analysis of the number of females and those identifying as females participating in recreation, parks, sports and cultural pursuits by age group. Engage in discussions with key groups and individuals to collectively identify strategies to **minimize participation barriers for females and those identifying as females**.
35. Work with other organizations supporting female participation with a goal of **increasing lifelong participation of females** in active physical activity.

7.6 The LGBTQ2S Community

Port Hope has been recognized as a Gay Friendly Community since 2014 in recognition of its efforts to attract and increase gay tourism. The Municipality is listed in the Discover Gay Ontario Travel Guide and the Parents and Friends of Lesbian and Gays PFLAG of Cobourg and Port Hope serve to support the LGBTQ2S community and their families. While there is community support, the LGBTQ2S community has endured isolation and discrimination over the course of many decades. Through proactive efforts by the community and those organizations that support them, many advancements have been made to be more inclusive.

Various studies suggest that up to 5% of communities identify with the LGBTQ2S community. Due to marginalization of this group, homelessness, suicide and harmful practices are reported to be prevalent. The role of the Municipality is to ensure that everyone is welcomed into publicly funded spaces and these spaces are safe and engaging. Many municipalities and government institutions are training staff to be aware of barriers to participation faced by the LGBTQ2S community and to become more welcoming. Public facilities can be denoted with “Positive Space” signage to visually express that these spaces are welcoming and that staff have undergone training. Training modules are provided through Ontario Council of Agencies Serving Immigrants.

¹³ Canadian Women & Sport in partnership with Canadian Tire Jumpstart. *The Rally Report – Encouraging Action to Improve Sport Participation for Women and Girls*. 2020. Retrieved from <https://cdn.shopify.com/>

Recommendations – The LGBTQ2S Community

36. Train staff to ensure that Port Hope's community facilities and parks are “**Positive Spaces**” that are inclusive of the LGBTQ2S community.

7.7 Indigenous Peoples

All communities have a role to play in recognizing the land that Indigenous peoples lived on previous to land settlements and development and in being inclusive of this population. In Port Hope, the Indigenous peoples were the first occupants of the Ganaraska Watershed and the Ganaraska Forest has a history of conservation practices to protect and preserve the natural habitat. According to the 2016 Census, approximately 3% of Port Hope's population identify as having a North American Aboriginal origin/identity.

The Truth and Reconciliation (2015) and the Parks for All (2017) reports speak to the role that Canadians have in reconciling with Indigenous peoples over past history. The following excerpt from the Truth and Reconciliation report articulates the call to action through sport.¹⁴

87. We call upon all levels of government, in collaboration with Aboriginal peoples, sports halls of fame, and other relevant organizations, to provide public education that tells the national story of Aboriginal athletes in history.

88. We call upon all levels of government to take action to ensure long-term Aboriginal athlete development and growth, and continued support for the North American Indigenous Games, including funding to host the games and for provincial and territorial team preparation and travel.

Many publicly-funded organizations recognize Indigenous peoples in various ways. From the perspective of leisure services, indigenous peoples can be recognized through educational arts and cultural programming, sports, parks amenities and interpretive displays. With greater awareness being raised regarding Indigenous peoples and the Federal government's focus on truth and reconciliation, municipalities are showcasing Indigenous history through public art in community centres and parks, along with exploring programs reflective of the culture.

¹⁴ Truth and Reconciliation Commission of Canada. Truth and Reconciliation Commission of Canada: Calls to Action. 2015.

8. Supportive Environments (Goal 3)

Recreation and cultural facilities, outdoor amenities and associated services play an important role in the daily life of Port Hope residents. Municipal infrastructure and investment promote physical activity, healthy lifestyles, community interaction and economic growth.

This section reviews the Municipality's inventory of recreation and cultural facilities, assesses utilization levels, and contains a qualitative and quantitative analysis of needs focused on the next ten years. In addition to new amenities, opportunities for facility optimization are examined through the perspective of emerging activities and trends.

The facility needs assessments use a mixed-methods approach to ensure site-specific analysis and unique needs are considered. The assessment methodology considered a range of factors that influence the provision of facilities including the existing inventory of municipal and non-municipal providers (where relevant), current provision rates, geographic distribution, usage and participation rates, previous studies, and public and stakeholder input.

Supportive Environments Objectives:

- a) Ensure that municipal parks, recreation and culture facilities are safe, welcoming, accessible and maintained in a state of good repair through the implementation of contemporary design standards and AODA requirements.
- b) Address existing and emerging gaps through the renewal, expansion and development of spaces, facilities and amenities in appropriate locations.
- c) Community recreation facilities typically work best when they serve multiple purposes; single purpose facilities should generally be discouraged.
- d) Design spaces, facilities and amenities so that they are flexible, function as community or neighbourhood hubs, and can be linked to broader strategies and initiatives.
- e) Encourage the clustering of like facilities (especially soccer fields, ball diamonds, courts, etc.) in order to improve operational/maintenance efficiencies and opportunities for programming and tournament play.
- f) Respond to changing participation patterns, demographics, and emerging trends by adapting and re-purposing spaces to fit evolving needs and expectations.
- g) Regularly monitor participation levels and facility usage patterns to ensure that the provision targets recommended in this Plan remain appropriate and responsive to local needs.

8.1 Indoor Recreation and Culture Facilities

Table 10 provides a summary of existing indoor facilities that are owned and / or maintained by the Municipality of Port Hope. Figure 17 illustrates the distribution of indoor municipal facilities in Port Hope.

Table 10 Municipality of Port Hope Indoor Recreation and Culture Facility Inventory

Indoor Facilities	Supply	Location(s)	Current Provision
Indoor Pools	1	Jack Burger Sports Complex	1 : 18,000
Arenas (Ice Pads)	1	Jack Burger Sports Complex	1 : 18,000
Gymnasiums	1	Town Park Recreation Centre	1 : 18,000
Youth Centres	1	Town Park Recreation Centre	1 : 18,000
Seniors Centres	1	Ruth Clarke Activity Centre	1 : 18,000
Arts and Culture Facilities	0	Provided by non-profit / private sector	n/a
Halls and Multi-Purpose Space (locations)	5	Jack Burger Sports Complex, Lions Recreation Hall*, Port Hope Community Hub, Town Park Recreation Centre (2)	1 : 3,600

*The Lions Recreation Hall is owned by the Municipality but leased and operated by the Port Hope Lions Club

Note: Current provision based on population estimate of 18,000 persons.

The Municipality's indoor facility inventory is augmented by non-municipal providers in Port Hope such as schools (including Trinity College School), religious institutions, arts and cultural providers (e.g., Cameco Capital Arts Theatre, The Little Station, etc.), privately-operated businesses (e.g., fitness centres/studios, artists, martial arts, venue rentals, etc.) and more.

8.1.1 Indoor Pools

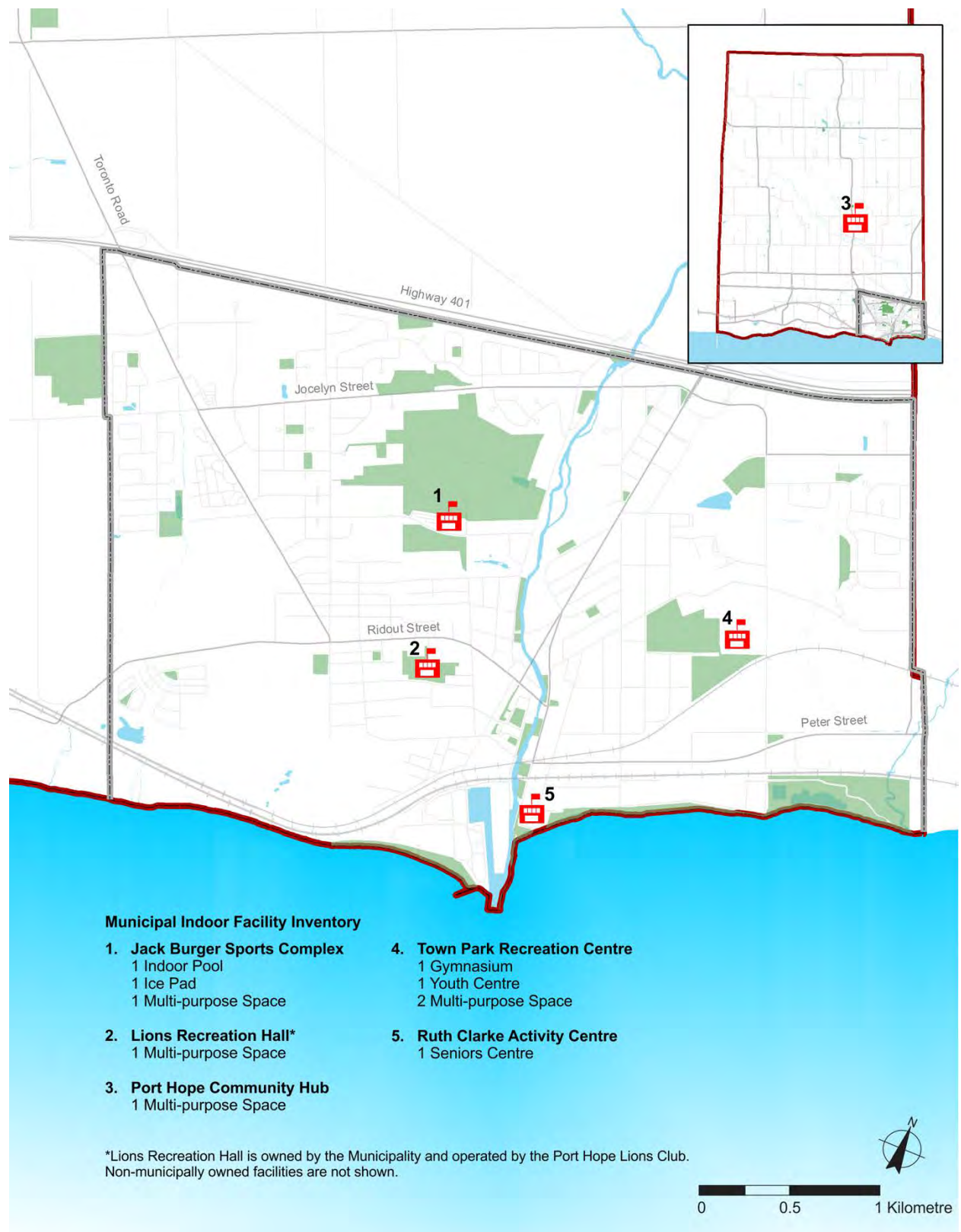
Port Hope's indoor aquatic centre is located at the Jack Burger Sports Complex and consists of a 25-metre pool, therapy pool and whirlpool. Since the 2010 Master Plan was completed, the Municipality completed an extensive renovation to the Jack Burger Sports Complex to ensure that all public spaces are fully accessible. With respect to the indoor pool, the renovation resulted in the provision of fully accessible change rooms; family change rooms were also added to enhance user-friendliness. Residents also have access to an indoor pool at the Cobourg YMCA, which is approximately 12 kilometres from the Jack Burger Sports Complex.

The Master Plan's community survey revealed that 46% of respondents participated in recreational swimming in the past 12 months, which was the fourth most popular activity. During the same period, one-third of respondents also participated in registered swim programs or aquafit, which was the eighth most popular activity. While the pool is well used, some survey respondents expressed a desire for more affordable rates for aquatic programs and rentals.

The popularity of swimming is reinforced through the Municipality's aquatic programming profile. Between 2017 and 2019, aquatic bather loads increased by 4% to nearly 63,000 swimmers in drop-in and registered programs (and are up significantly since the renovation), as well as rentals from aquatic groups such as the Northumberland Aquatic Club, Trinity College School Swim Team and Port Hope High School Swim Team. Strong participation levels in Port Hope's aquatic programs are indicative of broader trends in the sector. Swimming continues to be one of the most popular recreational activities as it appeals to all age groups and promotes the development of an important life skill.

With a projected population of 21,000 residents over the next ten years, Port Hope's indoor pool is expected to satisfy long-term needs over the planning horizon.

Figure 17: Municipality of Port Hope Indoor Facility Inventory



8.1.2 Arenas (Ice Pads)

Port Hope provides one ice pad located at the Jack Burger Sports Complex. Constructed in 1978, this ice pad measures 200 feet by 90 feet with change rooms and seating for 1,200 spectators. The arena is part of a broader multi-use recreation centre, which includes an indoor pool and community room. Since the 2010 Master Plan was completed, the regional ice supply has declined. The arena at Trinity College School is no longer available to the public and the Cobourg Memorial Arena is now closed due to low utilization; both were aging facilities with mounting capital requirements. While the Haldimand Memorial Arena in Grafton is still operational, it is an aging arena and as such its long-term future is unknown. In addition to these ice pads, a double-pad arena continues to be in operation at the Cobourg Community Centre and two arenas are located in Hamilton Township.



Jack Burger Sports Complex

The Master Plan survey found that 28% of respondents participated in arena activities such as hockey and figure skating in the past 12 months, which ranked 11th out of 27 activities. More than one-half (54%) of respondents felt that investment in arenas should be a high priority, ranking 20th out of 29 facilities. This may suggest respondents feel that there are other facility priorities in Port Hope. Consultation with stakeholders found that there was a desire for additional ice time as well as improvements to the existing rink including (but not limited to) an improved sound system, scoreboard, and dryland training space.

A typical weekly arena schedule was reviewed to understand Port Hope's ice usage profile during the peak prime time period. For the purposes of the Master Plan, the peak prime time period is defined as 5 pm to 10 pm during the week and 8 am to 10 pm on weekends. Based on these parameters, Port Hope's ice pad had a usage rate of 95% during the peak prime time period. This level of use is indicative of an arena operating at full capacity. The majority of available ice time is after 10 pm, as well as some non-prime hours on weekday mornings and afternoon.

With increased interest in skill development programs and gradually rising registration levels, the demand for arenas is growing slowly in Port Hope, although current usage levels do not appear to be unmanageable. However, both boys and girls' minor hockey programs – the predominant users of the arena – have amalgamated with Cobourg, meaning that they include non-residents and that scheduling is spread across both the Jack Burger Sports Complex and the two ice pads at the Cobourg Community Centre; other rinks (e.g., Bewdley) may also be used on occasion. Therefore, a complete assessment of current and future arena needs must consider supply and demand within both Port Hope and Cobourg.

A market-driven provision target is the preferred approach to assess arena needs as it is able to account for generally accepted standards of play, arena usage patterns, demographic and arena trends, and other key factors. As a point of reference, the 2010 Master Plan used a target of one ice pad per 700 youth and adult participants. Through updated research and consultation with stakeholders, a youth-based provision target may be more accurate for informing future arena needs as it better reflects the priority placed on youth during prime time. A provision target of one ice pad per 400 to 450 participants (youth only) is often applied to arrive at a locally-specific statement of need.

There is incomplete information to accurately determine arena needs in Port Hope and Cobourg at this time. A more fulsome assessment would need to involve the Town of Cobourg and account for the impact of the recent arena closures, as well as the potential impact of COVID-19 on longer-term ice sport participation. Based on the projections referenced in this Master Plan (see Section 2.2.2), the youth

population is expected to grow, but at a very slow rate. This suggests that a regional ice assessment supply is not an immediate need but should be undertaken before any significant investment in area arenas. It is recommended that the Municipality work with the Town of Cobourg to actively monitor arena usage and changing demands, and jointly participate in an assessment of regional ice needs at the appropriate time.

While it is likely that the projected level of local demand is insufficient to warrant the construction of a second ice pad in Port Hope, additional study and long-term strategies will be required to confirm this finding. Although the Jack Burger Sports Complex was substantially renovated in 2015, it was initially built in 1978 and many of its components (including ice slab and refrigeration lines) are original and approaching their functional lifespan within the next decade. It is possible that a significant repair and replacement project in the near future to address the arenas' operational and mechanical items. Prior to establishing the next phase of the capital investment strategy for the Jack Burger Sports Complex, the Municipality should undertake a feasibility study to examine the cost-benefit of renovating, expanding or replacing the Complex.

Recommendations – Arenas (Ice Pads)

37. Monitor **regional ice supplies, usage and trends** to ensure that there is an appropriate distribution of ice use across Port Hope, Cobourg, and Northumberland County.
38. Prepare a **feasibility study** to examine the cost-benefit of renovating, expanding or replacing the Jack Burger Sports Complex prior to establishing its next phase of capital renewal. This study should be prepared in consultation with the Town of Cobourg and consider regional ice demands and facility provision strategies.

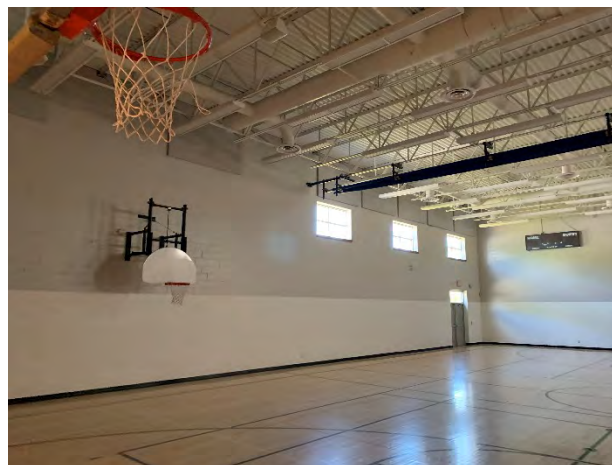
8.1.3 Gymnasiums

A gymnasium is located at the Town Park Recreation Centre (TPRC). Known as the Cameco Gymnasium, this space can be partitioned into two separate areas to accommodate simultaneous activities. A variety of registration-based and drop-in recreation programs are offered by the Town in the gymnasium, including pickleball, basketball, badminton, ping pong, shuffleboard, and indoor walking. The gymnasium can also be booked for a variety of social functions including birthdays, trade shows, and other gatherings.

The Town's supply is complemented by school gymnasiums found in Port Hope; public access is facilitated through the Community Use of Schools initiative although school uses take priority and consistent access has been identified as a concern by some rental organizations. In 2017, Trinity College School also completed construction of a new Athletic Centre, which includes three gymnasiums, although this space is not open to the public.

According to usage data provided by the Municipality, approximately two-thirds of the hours used at the Cameco gymnasium were for the various programs offered by the Municipality, while the balance of the hours used came from rentals. Efforts should be made to continue to seek a balance of uses, with municipal programs taking priority.

Overall, the Cameco gymnasium was operating at 64% capacity in 2018. This is a modest improvement over past years, suggesting that the Town has been successful in its efforts to increase usage and



Town Park Recreation Centre

programming. Nevertheless, there remains capacity to accommodate additional usage, primarily on weekday evenings. Guidelines in other communities often promote a provision target of one gymnasium per 40,000 to 50,000 residents, which could explain the available capacity within Port Hope's gymnasium.

Over the long-term, emphasis should continue to be placed on maximizing the use of available gymnasium time. With the planned relocation of the Ruth Clarke Activity Centre to the TPRC, cross-programming opportunities exist to offer or expand existing gymnasium-based programs that appeal to older adults and seniors (e.g., pickleball). Consideration may also be given to exploring opportunities to test new gymnasium programs based on input collected through this Master Plan (e.g., archery, ping pong, etc.) or expanding the frequency of popular programs (e.g., badminton, indoor walking, etc.).

Recommendations – Gymnasiums

39. Continue to seek opportunities to **maximize the use of existing gymnasium time**. In particular, the proposed re-location of the Ruth Clarke Activity Centre to the Town Park Recreation Centre will create opportunities to offer new or expanded programs that appeal to older adults and seniors.

8.1.4 Fitness Space

Fitness Centre and Studio

The Municipality uses its multi-purpose spaces to deliver a variety of registration and drop-in group fitness programs such as yoga. A selection of fitness programs are also offered at the Ruth Clarke Activity Centre for older adults and seniors. This is augmented by the private sector providers, including a full-service provider offering fitness equipment and studio-based classes, as well as a number of personal fitness and wellness instructors found throughout Port Hope. The Municipality offers an introductory-level of fitness activities, while those seeking more advanced training and experiences can pursue opportunities provided by the private sector. This approach is consistent with other small communities.

Over time, a greater emphasis is being placed on personal health and wellbeing. As a result, there is a desire for fitness facilities, particularly studio space that facilitates group activities. Although indoor fitness activities have been disrupted due to the pandemic, this has also fostered a renewed focus on increasing physical activity levels for residents of all ages. The Master Plan survey found that 41% of responding households have participated in fitness activities, which was the 5th most popular activity surveyed. Nearly four-out-of-five (78%) of respondents also supported investment in fitness centre/studio space, ranking 9th out of 29 facility types.

The 2010 Master Plan recognized that the Municipality had been pursuing funding to expand the Jack Burger Sports Complex to accommodate various new amenities, possibly including a fitness centre. A business plan was completed in 2012 and the addition of a fitness centre to the Complex was found to be not viable and was not pursued. Given the existing presence of private-sector providers and the need to avoid the duplication of services, this direction continues to be supported by this Master Plan.

The Municipality should continue to implement its current fitness provision model by accommodating programs within its multi-purpose spaces, recognizing the availability of private-sector offerings. As a part of the proposed renovation and expansion to the Town Park Recreation Centre, consideration should be given to creating a multi-purpose studio that can better accommodate active living activities; it should be designed with flexibility in mind to accommodate a variety of other programmable uses and rentals. Consideration should be given to the provision of a wood sprung floor, mirrors, and storage, but not with stationary fitness equipment. The Municipality should also continue to promote active living interventions, such as the existing fitness loop and possibly providing stationary bikes overlooking the pool at the Jack Burger Sports Complex.

Indoor Walking Track

Port Hope does not currently provide a dedicated indoor walking track, which is a more recent trend in recreation facility design. The Municipality offers an indoor walking program in the gymnasium at the Town Park Recreation Centre and through the circulation areas of the Jack Burger Sports Complex.

The Master Plan survey found that walking was one of the most popular activities. A number of requests from the public were also received for an indoor walking track. This finding is consistent with broader trends as walking is a free, unstructured, year-round activity in which people of most ages and abilities can participate. Indoor walking tracks also offer safe and controlled environments for walking, which makes them especially attractive to older adults and residents with mobility aids and strollers, especially during the winter months. Walking tracks fit within the Municipality's vision of promoting active, engaged and healthier lifestyles.

New multi-use recreation facilities typically incorporate indoor walking tracks encircling a major facility component such as an arena or gymnasium. Where new or expanded multi-use facilities are not being contemplated, communities (including Port Hope) may offer indoor walking programs that utilize existing spaces. Given the success of the indoor walking program that uses the corridors at the Town Park Recreation Centre, a similar program may also be considered at the Jack Burger Sports Complex. Due to the popularity and benefits of indoor walking, the Municipality should consider developing a walking track through a future major recreation facility expansion or replacement project, should the opportunity present itself. This may be a long-term option for the Jack Burger Sports Complex or could be considered further through the proposed expansion of the Town Park Recreation Centre, although this has not been part of the original plans for the seniors' centre project.

Recommendations – Fitness Space

40. Continue to focus on the provision of **group-based fitness programs** and other active living interventions within multi-purpose spaces to augment broader fitness opportunities available through the private-sector.
 41. Develop a **multi-purpose studio** at the Town Park Recreation Centre to accommodate active living activities and other programmable uses and rentals; the design of this space may include a wood sprung floor, mirrors, and storage, but not stationary fitness equipment.
 42. Explore the feasibility of implementing **indoor walking opportunities** using the corridors of the Jack Burger Sports Complex.
 43. Consider providing an **indoor walking track** as a part of a new recreation facility construction project or expansion of an existing facility.
-

8.1.5 Dedicated Space (Youth Centre, Seniors Centre)

Dedicated Youth Space

Port Hope provides a Youth Centre at the Town Park Recreation Centre. Open on a daily basis from Monday to Saturday, the Youth Centre provides a casual space for residents between the ages of 9 and 18 years. Amenities include a lounge, computer area, foosball table and video games. Most recently, the Youth Centre was expanded in order to strengthen the Municipality's position as a platinum-level Youth-Friendly Community. Users of the Youth Centre also have access to the gymnasium that is co-located on site. In addition, the Municipality provides youth-oriented registered and drop-in programming at other facilities including the Jack Burger Sports Complex and Community Hub. These opportunities are complemented by outdoor facilities found at parks across the Municipality.



Municipalities typically place a high priority on supporting and engaging youth, although their diverse interests can often make this challenging. An effective strategy is to provide a range of accessible and convenient facilities and programs that are designed to be flexible and adapt to changing needs. The popularity of drop-in and unstructured activities among youth highlights the importance of youth centres that allow users to engage in their desired activities on their own schedules.

The importance of youth centres resonates with residents in Port Hope. The Master Plan community survey found that 80% of respondents felt that investment in youth centres should be a priority, ranking 8th out of 29 facility types. This finding is consistent with Council's strategic priorities, which emphasizes the need to provide facilities that appeals to all ages and life stages.

As is the case in Port Hope, youth centres are best co-located with other complementary facilities (e.g., gymnasiums, basketball courts, skateboard parks, etc.), while also offering other convenient program opportunities throughout the community for those that are unable to travel to the facility. The existing youth centre should be sufficient to meet needs through the planning period, although the Municipality should continue to work in collaboration with the Youth Action Committee to modify and expand programming at the youth centre to respond to evolving needs.

Dedicated Older Adults and Seniors Space

The Ruth Clarke Activity Centre (RCAC) is a membership-based facility for older adults and seniors age 55 and over. Owned by the Municipality and operated by an independent non-registered advisory board, the RCAC contains a community hall, kitchen, meeting space and small fitness centre. Traditional seniors' programs are offered by volunteers at the RCAC (with the support of a full-time municipal coordinator) including cards, knitting, bingo, and walking. In 2019, the RCAC had approximately 530 members. Complementary to the activities at the RCAC are a variety of active health and wellness programs offered by the Municipality at the Jack Burger Sports Complex and the Town Park Recreation Centre including cooking, fitness and gymnasium activities such as pickleball and badminton.



Ruth Clarke Activity Centre

Older adults and seniors represent the largest segment of the community with over 40% of the population being 55 years or older. Provincial aging trends (driven by the aging baby boomer population), together with the fact that Port Hope is an attractive community to retirees and empty-nesters, suggest that this age cohort will continue to grow rapidly over the planning period. Leisure interests among the 55+ age group are also broadening in variety and intensity. There is a notable shift away from traditional seniors' programs towards activities that focus on active living, health and wellness, education, and other activities that centre upon cognitive stimulation and socialization, although a balanced program offering is necessary to ensure that there is something for all interests and abilities.

The Municipality has determined that the RCAC is no longer able to meet the broad needs of this segment of the community. The age and design of the building, lack of accessibility, and frequent flooding (it is located within a floodplain) are prominent shortcomings. A feasibility study was prepared in 2012 to and it was recommended that the RCAC be relocated to the Town Park Recreation Centre via an expansion that would allow for cross-programming opportunities and efficiencies related to facility operations, enhanced access and shared resources. A building program was established consisting of approximately 6,725 sq. ft. of new program space, including three program rooms of varying sizes, common social space and other ancillary spaces (e.g., storage, administrative space, etc.). In 2019, the Municipality applied for external funding support through the Investing in Canada Infrastructure Program to offset construction costs; as of writing, a decision from the Federal government remains pending. With or without senior government funding, the relocation of the RCAC has been identified as a strategic priority by the current Council.

Relocation of the RCAC to the Town Park Recreation Centre is supported by this Master Plan as it will provide a modernized, accessible and functional space that is suitable to meet the needs of older adults and seniors over the long-term. Alternative uses for the RCAC building considered through the 2012 Feasibility Study did not yield any viable re-use options due to the facility's limitations. This building should be declared surplus to the Municipality's needs and disposed of when the new centre opens; funds raised from the divestiture of the existing RCAC site should be redirected to the Town Park Recreation Centre expansion project.

In recognition of Port Hope's aging population, the Municipality should continue its efforts to make its indoor and outdoor public spaces more age-friendly. Port Hope's 2016 Age-Friendly Community Action Plan, which identifies a number of suggestions related to improving the public realm including shade shelters, public washrooms, outdoor fitness stations and more. Recommendations continue to be implemented by the Municipality in coordination with the Age-Friendly Action Plan Steering Committee and the Accessibility Advisory Committee.

Recommendations – Dedicated Space (Youth Centre, Senior Centre)

44. Investigate alternative funding strategies should the Municipality not be successful in securing Federal government funding to offset construction costs for the **relocation of the Ruth Clarke Activity Centre** to the Town Park Recreation Centre.
45. The existing Ruth Clarke Activity Centre facility should be **declared surplus and divested** by the Municipality once it has been relocated to the Town Park Recreation Centre; funds raised from the divestiture of the existing RCAC site should be redirected to the Town Park Recreation Centre expansion project.

8.1.6 Multi-Purpose Spaces

The Municipality provides five multi-purpose rooms, including two at the Town Park Recreation Centre, one at the Jack Burger Sports Complex and one at the Port Hope Community Hub (in Canton); additional informal spaces within these facilities may also be used for occasional meetings and activities. In addition, there are two spaces at the Ruth Clarke Activity Centre, however these are exclusive use to the seniors' club and are proposed to be relocated to the Town Park Recreation Centre through an expanded seniors' centre. A hall space is also located at Lions Recreation Hall, which is owned by the Municipality but leased and operated by the Port Hope Lions Club. The spaces are further augmented by a number of non-municipal facilities available at the Port Hope Golf & Country Club, Cameco Capitol Arts Centre, and other locations.

Depending upon the room configuration, the Town's multi-purpose spaces can accommodate between 20 and 100 people. Amenities vary by location and may include storage, sinks, kitchenettes (or access to a kitchen), and more. The Town's multi-purpose rooms are generally available to be booked for community group meetings, workshops, social gatherings and municipal programs. Larger events are encouraged to use the gymnasium at the TPRC or private venues.

The Town's multi-purpose rooms generally have moderate levels of utilization (used to 48% capacity or less). This level of usage is similar to that experienced in other municipalities, although there is capacity to accommodate additional use within the existing supply. The relocation of the seniors' centre to the TPRC (consisting of three new program spaces) will help to optimize use of existing spaces, especially during the daytime.

The Municipality has reported challenges with increasing use of the Port Hope Community Hub. Community rentals are minimal and fee-based programs that are offered by the Municipality are typically cancelled. Free programs tend to have a low turnout, with most participants travelling from the urban area of Port Hope, despite the facility's rural location. Use of the Port Hope Community Hub is generally limited due to a number of constraints including (but not limited to):

- Lack of community awareness of the programs and events;
- No on-site staff to assist with set-up, take-down and cleaning;
- Aging kitchen facilities (kitchen upgrades have been approved in the capital budget);
- Low interest in programs from the rural community; and
- Access to transportation and travelling distance for staff and residents.¹⁵

The Municipality remains committed to maintaining a multi-purpose community space within the rural area; however, the use of the Port Hope Community Hub must justify public funds to continue operations and greater utilization is required to do this. The Municipality has made efforts to bolster use of the Port Hope Community Hub including working with the Port Hope Public Library to open a branch and collaborating on joint programming, offering free programs, and promoting programs and events held at this location. Council has also made it a strategic priority to enhance the use of the Port Hope Community

¹⁵ Municipality of Port Hope. (2020). Port Hope Community Hub Program Review.

Hub¹⁶ and planned investments to upgrade the kitchen will allow for expanded program opportunities (e.g., cooking classes) and appeal to community rentals. It is recommended that the Municipality continue to focus on promotional efforts to raise awareness about the Port Hope Community Hub. A combination of community meetings to discuss program opportunities, sponsorship and partnership opportunities should also be explored to continue bolster use of this facility. Should it be determined that use of this space has not increased after a reasonable period of time, alternative options may be considered.

Recommendations – Multi-Purpose Spaces

46. Continue to explore opportunities to bolster the use of the **Port Hope Community Hub** with consideration given to:
 - a. determining the cost (direct and indirect costs) per person to provide programs;
 - b. hosting community meetings with all residents to determine the future viability of offering programs at the Port Hope Community Hub;
 - c. considering a program format of free programming that is sponsored and/or led by volunteers;
 - d. offering adult programs concurrently with child and youth programs to encourage greater use;
 - e. investigating community partnership opportunities to host programs and events; and
 - f. exploring opportunities to make better use of the outdoor park space at this location
47. Should utilization of the Port Hope Community Hub not increase after a reasonable period of time, consider alternative civic uses for the space (outside of the scope of parks, recreation and culture).

8.1.7 Arts and Culture Facilities

While the Municipality does not provide any dedicated arts and cultural facilities, there are a number of arts and cultural programs that take place at the Town Park Recreation Centre, Ruth Clarke Activity Centre, and Port Hope Public Library. These are augmented by outdoor opportunities such as the Farmers' Market, special events and festivals at parks, and public art installations.

Like many small municipalities, Port Hope is home to an active arts and cultural community consisting of business owners, artisans, and other organizations that are dedicated to enriching the lives of others through visual and performing arts. The individuals and groups use home-based and private studios, as well as private art galleries, churches, schools, the Little Station, and the Capitol Theatre. Port Hope's arts and cultural inventory also consists of other assets such as restaurants, downtown Main Street, public art installations, and heritage buildings that contribute to Port Hope's cultural identity.

The delivery of arts and cultural services is guided by the Municipality's 2012 Cultural Plan. While this report did not find sufficient support for a stand-alone cultural space, there is growing interest in space for exhibitions, cultural gathering space, rehearsal space, and teaching space. Where possible, new recreation facility space – such as the proposed seniors' centre at the TPRC – should consider designs that are “arts and culture-friendly”, with sinks, ample storage, proper flooring, appropriate lighting and acoustics, etc. In addition, respondents from the community survey expressed the desire for more special events, music concerts, and programs related to creative, visual and performing arts. To promote local participation within the arts and cultural sector, the Municipality provides annual grants to the Capitol Theatre and the Little Station. Recognizing that the Municipality's arts and cultural activities are provided at the Town Park Recreation Centre multi-purpose spaces, where there is available capacity, dedicated arts and cultural space is not recommended.

8.1.8 Indoor Multi-use Sports Complex

In recent years, there have been between various municipalities – including the Municipality of Port Hope – with groups such as the Northumberland Sports Council and other private entities to establish an indoor

¹⁶ Municipality of Port Hope. (2019). 2019-2022 Strategic Plan.

multi-use sports complex on the west side of Northumberland County. The supply of indoor turf fields has been growing across Ontario over the last twenty years in response to increasing demands for year-round sport activity. These venues facilitate athletic development and competition training opportunities, which are attractive facilities for many sports groups. Designs, sizes, construction methods (e.g., air supported domes, permanent buildings, etc.), and operating models (e.g., municipal, non-profit, private sector, etc.) can vary widely.

In small and mid-sized municipalities, indoor multi-use sports complexes are typically considered to be regional-serving facilities as they are required to draw users from multiple communities in order to be sustainable. The nearest indoor multi-use sports complex is Hastings Field House, which is located approximately 30-minutes from Port Hope in Trent Hills. The Hastings Field House consists of an indoor field, a 200-metre indoor track, and sports courts for tennis, pickleball and basketball.

Although interest in a similar facility in Port Hope and area would appear to be increasing, the degree of demand – along with the preferred operating model, estimated costs, etc. – are currently unknown. The Master Plan's consultation process did not yield significant requests for an indoor sports field; however, requests were received for an indoor track and indoor tennis courts. The Municipality should continue to collaborate with area municipalities and other interested parties to further investigate potential opportunities for shared-access to an indoor multi-use sports complex in the County.

Recommendations – Indoor Multi-Use Sports Complex

48. Encourage interested proponents to prepare a **feasibility study** to identify demand, components, costs, partnership, and location factors for an indoor multi-use sports complex in Northumberland County. The study would help to inform the Municipality's potential participation in a capital project.

8.2 Outdoor Recreation Facilities

Table 11 provides a summary of existing outdoor recreation facilities that are owned and / or maintained by the Municipality of Port Hope. In addition to these municipal park facilities, residents also benefit from a number of amenities owned and/or managed by others (note: some may have limited access), such as schools, conservation areas, adjacent municipalities and private providers.

Table 11 Municipality of Port Hope Outdoor Recreation Facility Summary (2020)

Outdoor Facilities	Supply	Location(s)		Current Service Level
Playgrounds (locations)	21	Alex Carruthers Memorial Park*, Alfred Street Park, Baulch Road Park*, Bigwood Crescent Park*, East Beach*, Caroline Street Park, Chalmers Park (swings only), Commons Park*, Hewson Park, Highland Estates Park, Lakeview Park (swings only), Memorial Park*, Optimist Park*, Rapley Park, Sweetheart Estate Park, Town Agricultural Park*, Trefusis Park*, Welcome Park, West Beach, Wladyka Park, Young St. Park (* accessible)		1 : 70 children (age 0-9)
Ball Diamonds	4 lit, 8 unlit, plus non-	Hardball (lit)	Town Agricultural Park	1 ULE : 1,300
		Hardball (unlit)	Welcome Park	
		Softball (lit)	Wladyka Park (2), Alex Carruthers Memorial Park	

Outdoor Facilities	Supply	Location(s)		Current Service Level
	permitted fields	Softball (unlit)	Welcome Park, King's Field, Alex Carruthers Memorial Park (3), Town Agricultural Park, Optimist Park	
		T-ball/ Scrub (non-permitted)	Lions Recreation Centre (2), Highland Estates Park, Welcome Park	
Rectangular Sports Fields	1 lit, 8 unlit	Full (lit)	Town Agricultural Park	1 ULE : 1,900
		Full (unlit)	Baulch Road Park (2)	
		Intermediate	Town Agricultural Park (4)	
		Mini	Town Agricultural Park (2), plus micro fields	
Tennis and Pickleball Courts	4 tennis, 3 pickleball	Tennis	Town Agricultural Park (3), Welcome Park (1)	1 : 4,500
		Pickleball	Caroline Street Rink (2), Welcome Park (1)	1 : 6,000
Basketball Courts	2.5	Town Agricultural Park (1.5), Young Street Park (1)		1:1,800 youth (age 10-19)
Outdoor Rinks	1	Caroline Street Park		1:18,000
Skateboard Parks	1	Town Agricultural Park		1: 18,000
Splash Pads	1	Wladyka Park		1: 18,000
Off-Leash Dog Parks	1	Baulch Road Park		1: 18,000
Outdoor Fitness Equipment	1	Cavan Street Park		1:18,000

Notes: Unlit Equivalents (ULE) are counted as 1.5 for every soccer/football field and 1.5 for every lit ball diamond to account for extended periods of play
Current provision based on population estimate of 18,000 persons

8.2.1 Playgrounds

There are 21 playground locations located at parks throughout the Municipality. Port Hope's playgrounds vary in scale and design from basic structures (swing set only) such as at Lakeview Park to more comprehensive barrier-free playgrounds such as at Alex Carruthers Park. Included in the Municipality's supply are nine accessible playgrounds, including Port Hope's newest playground at Big Wood Park (installed in 2019).

In keeping with recent trends, playgrounds are not just for children and youth. In recent years, many municipalities have been introducing outdoor fitness equipment to provide accessible exercise opportunities for residents, including older adults. As recommended in the Municipality's 2016 Age-Friendly Community Action Plan, Port Hope recently developed a "Fitness Loop" consisting of outdoor fitness equipment at various points along the Ganaraska River, including an outdoor fitness park at the Cavan Street Park.

The Master Plan community survey found that one-third (35%) of responding households used a playground within the past 12 months, which was the 7th most popular activity. Four-in-five (82%) of responding households also supported investment in Port Hope's playgrounds, ranking 6th out of 29 facility types. These findings suggest that the provision of playgrounds is a high priority in the community.

Over the past several years, the Municipality has been diligently improving its playground infrastructure and this continues today. In accordance with CSA standards, playgrounds are inspected regularly by municipal staff to ensure they meet stringent safety standards. The Municipality has also been investing in playground replacement to replace aging structures with new play components that offer accessibility features and appropriate surfacing, in accordance with AODA requirements.

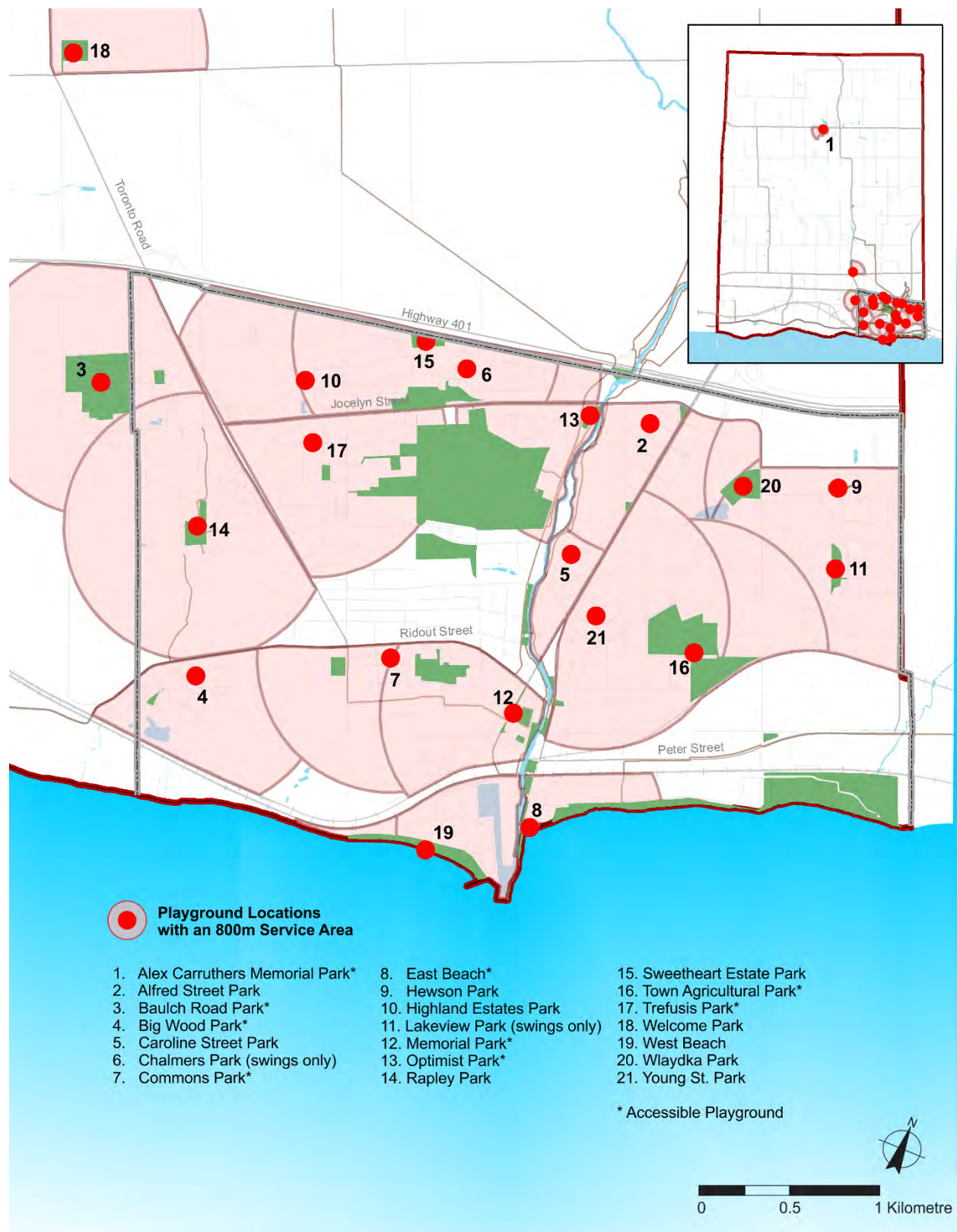
The 2010 Master Plan recommended that playgrounds should be located within 800 metres of residential neighbourhoods within the urban area, without crossing major barriers such as at-grade railways, rivers or highways. This policy exists in the Town's Official Plan and is carried forward in this Master Plan on the basis that playgrounds are neighbourhood amenities that should be accessible with approximately a 10-minute walk for most residents.

Applying this service area to the Municipality's playgrounds reveals that the majority of Port Hope's urban area is served with some form of playground (Figure 18). One small gap exists in the central area of Port Hope's urban area – west of the Ganaraska River, north of Ridout Street and south of Highland Drive. As this is a mature area without any existing municipal parks, it is not a high priority for playground installation, but may be a candidate should the area undergo residential intensification. Looking ahead, the Municipality should endeavour to address notable playground gap areas as opportunities become available, particularly in areas where population growth is expected (e.g., Lakeside Village).

It will be important for the Municipality to continue its forward momentum in renewing aging playgrounds to ensure that they are accessible and visible to residents and to encourage use and promote safety. Playground replacements should have regard for the parkland classification system discussed in **Section 9.1** of this Master Plan. Recognizing that higher-order parks serve a broader service area and attract more users, larger play structures with enhanced accessibility features should be considered at Community Park sites. For example, Wladyka Park may benefit from an enhanced playground structure given that it is a community park and its profile is elevated as a result of the new splash pad. In this regard, increased funding will also need to be considered to recognize the need for a greater level of investment for community-level playgrounds.

As a part of future playground development or replacement projects, the Municipality is encouraged to continue to offer creative playground experiences that provide engaging experiences and variety in the community – such as the "interactive park" at Riverside Park – as they tend to be used more frequently compared to basic play structures. Playground removal may also be considered in areas that are adequately served.

Figure 18: Distribution of Playgrounds



Recommendations – Playgrounds

49. Continue to ensure that all residential areas within Port Hope's urban area are located within **800-metres** of a playground, unobstructed by major roads, at-grade railways, waterbodies and other barriers. New and redeveloped playgrounds should incorporate inclusive features such as barrier-free components, firm and stable surfaces, and accessible pathways. A variety of playground designs are encouraged throughout the community, as well as options for natural/adventure play components.
50. Review the phasing and funding levels of the Municipality's **playground replacement program**. Updated playground standards may be necessary to align design and funding with the parkland classification hierarchy, which supports a more robust form of development (larger structures, accessible features, surface treatments, etc.) in Community Parks. At the appropriate time, a larger creative playground structure is recommended for **Wladyka Park** to complement the splash pad.

8.2.2 Ball Diamonds

The Municipality actively permits 12 ball diamonds at parks throughout Port Hope including Alex Carruthers Memorial Park (4), King's Field, Optimist Park, Town Park (2), Welcome Park (2), and Wladyka Park (2). Included within this supply are four lit diamonds and eight unlit diamonds. An equivalency factor of 1.5 unlit diamonds is applied to lit diamonds to recognize the fact that they provide extended periods of play during the evenings. As a result, the Municipality provides an adjusted supply of 14 unlit equivalent ball diamonds. Excluded from the Municipality's inventory are non-programmed diamonds at Welcome Park, Lions Recreation Centre (2) and Highland Estates Park, as well as school-owned ball diamonds.



Town Agricultural Park

Baseball (and its various forms) appeals to youth and adults and – while the popularity of the sport is cyclical – local participation has remained strong. In 2019, there were approximately 843 players, which was an increase of 11% from 2017. Generally speaking, the majority of ball groups felt that the existing supply of diamonds is adequate to meet the needs of their organizations, aside from two requests for an additional adult diamond. Most suggestions centred around improving existing ball diamonds to improve the user and spectator experience including updated netting, seating, and washrooms.

The 2010 Master Plan found a surplus of diamonds and the Municipality conducted a review in 2019 to identify opportunities for sports field re-purposing. It was reported that the permitted ball diamonds were used for a total of 1,075 hours during the 2018 season, for a system-wide utilization rate of 10% and an average of 77 hours per diamond. Diamond #2 at Wladyka Park had the most bookings in 2018 with 163 hours scheduled as this location is frequently used for tournament play. With proper maintenance, experience from other municipalities finds that diamonds have the ability to be booked for 250 to 300+ hours per year, assuming a season that runs from May to September. The Municipality's diamonds are not achieving these usage levels, suggesting that there is ample capacity within the existing ball diamond inventory despite modest growth in demand in recent years.

To confirm this, the participant-based target of one ball diamond per 75 participants identified in the previous Master Plan was applied to current registration levels. Surveys indicate that there approximately 843 registered players using the Port Hope's ball diamonds, including 363 youth players registered with the Northumberland Minor Baseball Association (up from approximately 250 in 2009). As this group has a

regional membership and also utilizes diamonds in other communities, the number of Port Hope residents (145) are used in assessing demand. The result is an adjusted total membership of 625 (145 youth and 480 adult) ball participants. Based on this figure, the Municipality is currently providing a service level of one ball diamond (unlit equivalent) per 45 participants, which confirms the surplus as this is considerably lower than the recommended target of one field per 75 registrants.

Based on current participation rates (6% of youth ages 5-19 and 7% of adults ages 20-54 play organized ball in Port Hope), it is forecasted that participation will grow to 730 local players by 2031. Application of the recommended target indicated that there will be a need for 10 ball diamonds (unlit equivalents) by 2031, which is 4 ball diamonds less than what is currently available for permitting (excluding the scrub diamonds).

With an oversupply of ball diamonds, opportunities exist to re-purpose lower quality, underutilized diamonds to address other in-demand outdoor recreation facility needs. The Municipality's 2019 review considered re-purposing ball diamonds at King's Field and Lions Recreation Centre, as well as one ball diamond at Welcome Park; only one of these diamonds (King's Field) is currently permitted as the others are of lower quality. These candidates are supported by this Master Plan, in addition to the non-permitted diamond at Highland Estates Park. Re-purposing of these diamonds may be considered as part of comprehensive park-specific planning exercises and in consultation with the local community and user groups. Potential park re-purposing opportunities are discussed in greater detail in **Section 9.6**.

Despite this surplus, there remains demand for high quality diamonds, including those that can be used for adult play, youth hardball, and house league play. The level of play is influenced by field dimensions and ancillary amenities (e.g., lighting, seating, infields, fencing, etc.). The Municipality regularly consults with user groups to identify field improvements and works to ensure that rentals are directed to the appropriate locations. The Municipality's draft field classification system should be formalized to direct maintenance and improvement priorities.

In addition, renewal initiatives are recommended for diamonds at Welcome Park and Alex Carruthers Memorial Park. The diamonds at these rural parks were built decades ago and do not meet current standards of design (aside from the enhanced hardball diamond at Welcome Park), with shared outfields, under-sized dimensions and fencing, seating, and lighting that is in disrepair. Noting the current surplus of diamonds, as well as the desire for multi-field locations that can support adult league play and tournaments, it is recommended that the number of diamonds at these parks be reduced (2 diamonds at Welcome Park and 2 to 3 at Alex Carruthers Memorial Park) and that they be re-oriented to eliminate shared outfields (where possible) and/or improved to facilitate use by older youth and adults (new infields, fencing, lighting, etc.). Although these fields are located in the rural area, experience in other communities suggests that people are willing to travel longer distances to access quality facilities.

Recommendations – Ball Diamonds

51. Formalize the **sports field classification system** to inform and direct the design, maintenance, and scheduling of ball diamonds. Maximize the use of permitted ball diamonds by directing bookings to higher quality fields and ensure that select fields are outfitted with appropriate amenities (e.g., lighting, seating, infields, fencing, etc.) and dimensions.
52. Lower quality, under-utilized ball diamonds should be removed from the active inventory and evaluated for **re-purposing** to other in-demand recreation amenities as part of park-specific planning exercises (see Section 9.6). This includes, but may not be limited to, diamonds at King's Field, Lions Recreation Centre, and Highland Estates.
53. Should demand warrant, undertake **diamond renewal projects** at Welcome Park and Alex Carruthers Memorial Park, which may involve the reduction, re-orientation and/or enlargement of diamonds, as well as improvements to infields, fencing, seating, lighting, etc.

8.2.3 Rectangular Sports Fields

The Municipality offers 9 rectangular sports fields at three parks including Baulch Road Park (2) and Town Agricultural Park (7). The Municipality's rectangular sports fields vary in size including three senior fields (one with lights), four intermediate fields and two mini fields. The supply includes fields that are located on the Port Hope Fairgrounds, which are leased by the Municipality from the Trinity College School. Adjusting for the equivalency factor (1.5) applied to the lit field to account for its ability to accommodate extended play, the Municipality currently provides 9.5 rectangular sports fields (unlit equivalents). These fields are used exclusively for soccer; organized football, rugby, field hockey and other field sports are not played on municipal fields.



Baulch Road Park

Excluded from this count are the micro fields at Town Agricultural Park (the coral), as well as Rapley Park which has been used for soccer occasionally in the past. In addition, there may be other rectangular sports fields available schools and institutions that not permitted by the Municipality, including Trinity College School and Port Hope High School.

Soccer continues to be one of the most popular organized sports in Ontario given its broad appeal and low barriers to participation. The Northumberland Soccer Club is the primary user of the Municipality's rectangular sports fields; they also use fields in other municipalities. For the 2019 season, the organization reported 2,171 youth and adult players, 869 of whom were Port Hope residents. The organization requested additional senior fields in order to support program opportunities for older age groups, as well as adding lights to the fields at Baulch Road Park.

The 2010 Leisure Services Master Plan recommended a target of one rectangular field per 75 participants. With the recent amalgamation between the Port Hope Minor Soccer Club and Cobourg Minor Soccer Club, scheduling is coordinated across both communities, with the majority of usage occurring in Cobourg. While this provision target remains appropriate as a general guideline, other factors must be considered.

The Municipality's 2019 sports field usage review found that for the 2018 season, Port Hope's rectangular sports fields were booked a total of 204 hours, representing a utilization rate of 11% (based on a Monday to Thursday schedule), representing an average of 22 hours per field per season. In communities with 5 or 6-day soccer schedules (May to August/September), it is common for each field to be rented for 150 to 250+ hours per season. These statistics reveal very low levels of utilization, suggesting that there is ample capacity to accommodate more use within the Municipality's existing rectangular field supply.

Looking forward, it is forecasted that the number of local players will increase by 17% by 2031 if the proportion of soccer players by age group remains unchanged into the future. Recent and forecasted growth suggests increasing demand for adult soccer and competitive youth play, with stable to declining registration in house league. The Town's current inventory will be adequate to accommodate this demand and no new fields are recommended by 2031.

The Municipality should continue to work closely with the Northumberland Soccer Club and the Town of Cobourg to ensure that field bookings and provision are done in a coordinated manner, as well as to extend the agreement with Trinity College School to maintain community access to the existing fields at Town Agricultural Park (lower fields south of McCaul Street). Further, it is noted that Field #2 (an intermediate-size field) is proposed to be removed to accommodate the addition of a seniors' centre to the Town Park Recreation Centre. This field has been lightly used in the past and it is expected these rentals can be redirected to other existing fields.

Recommendations – Rectangular Sports Fields

54. Formalize the **sports field classification system** to inform and direct the design, maintenance, and scheduling of rectangular sports fields. Maximize the use of permitted rectangular sports fields by directing bookings to higher quality fields.
55. Work closely with the Northumberland Soccer Club and the Town of Cobourg to **coordinate field bookings** and monitor long-term field needs. It is anticipated that the Municipality's existing rectangular field supply will be adequate to meet needs to 2031. Any proposed improvements (e.g., installation of lighting, etc.) should be accompanied by a business plan evaluating usage, options, and costs.
56. Continue to work with **Trinity College School** to maintain long-term community access to land for sports fields, specific to the Town Park lower fields (south of McCaul Street).

8.2.4 Outdoor Skating Rinks

Port Hope provides a natural outdoor ice rink at Caroline Street Park. The outdoor rink features a full-size concrete pad and lighting, as well as arena boards and glass that were replaced in 2018 (with a used set of boards). Ancillary spaces (e.g., change room, playground and limited parking) are also available on site. The ice is flooded and maintained by the Municipality with the assistance of volunteers each skating season. During the non-winter seasons, the concrete pad is used for unstructured non-ice related activities such as ball hockey, lacrosse and pickleball.

Skating at the Caroline Street Park outdoor rink has been an important winter activity for residents for many years. Nearly one-fifth (18%) of responding households in the Master Plan community survey reported participated in outdoor skating activities in the past 12 months. Approximately two-thirds (67%) of respondents also felt that investment in outdoor rinks should be a priority, ranking 13th out of 29 facility types, suggesting that there is a desire to preserve outdoor skating opportunities in Port Hope.

While recreational skating is a Canadian tradition, the ability to maintain natural outdoor ice rinks has become increasingly difficult due to climate change. Natural outdoor rinks are more affordable to build and operate than refrigerated pads, although they can be unreliable when temperatures are near or above freezing. Port Hope has experienced these challenges first hand as the warmer winter temperatures have resulted in reduced operating seasons and unexpected closures; the Municipality and volunteers have also offered outdoor skating at Memorial Park and Alex Carruthers Memorial Park in the past, with mixed results. Other limitations associated with the outdoor rink at Caroline Street Park include an aging support building, limited on-site parking, and its proximity to residences.

Through the Port Hope Area Initiative, a portion of Caroline Street Park, including half of the outdoor rink, has been identified for remediation. This undertaking has allowed the Municipality to initiate a process for evaluating alternative locations to establish a new outdoor rink to serve the community over the long-term. With the support of Council, the Municipality is currently investigating potential locations and will be initiating a public consultation process to guide decision-making. This Master Plan is supportive of relocating the outdoor rink to a park that is more suitable for this high intensity use. Consideration should also be given to designing the rink to facilitate year-round multi-use opportunities (e.g., lacrosse, ball hockey, pickleball, events, etc.), as well as features and amenities that enhance usage and the user experience such as a roof, lighting, parking, change rooms and/or washrooms, and on-site utilities (e.g., water and electrical). Covered rinks are becoming increasingly common as they keep the sun and snow off the surface, improving ice quality and usage during warmer months as well. A business plan should be prepared to consider the most appropriate rink size, as well as the possibility of adding refrigeration.

Recommendations – Outdoor Skating Rinks

57. Evaluate locations to construct a **covered outdoor rink and sports pad** as a replacement for the Caroline Street rink. Prepare a business plan to investigate the feasibility and program opportunities for the rink, considering various sizes, locations, and design features (e.g., natural ice vs. artificial ice). The design should facilitate year-round use.

8.2.5 Tennis and Pickleball Courts

Tennis Courts

Port Hope currently provides four tennis courts, including three lit courts at Town Agricultural Park (club courts) and one at Welcome Park (public court, shared with pickleball). Tennis has been experiencing a resurgence across Ontario over the past several years due to the success of professional Canadian professionals on the international stage and the growing segment of aging baby boomers who are seeking to remain active later in life who are returning to the sport.

The Master Plan community survey revealed that 7% of responding households played tennis in the past 12 months, although 49% of respondents felt that investment in tennis courts is a priority (ranking 23rd out of 29 facility types). The tennis courts at the Town Agricultural Park are well used by members of the Port Hope Racquet Club and were recently resurfaced in 2020). For the past two decades, the Club has been active in the community, providing competitive and recreational tennis activities to junior and adult players in the community, including lessons, leagues, tournaments and social events. Membership levels have fluctuated over the years, with the club reporting 68 members in 2019.



Town Agricultural Park

The 2010 Master Plan recommended a provision target of one tennis court per 5,000 residents. This target is carried forward in this Master Plan as it is consistent with provision levels in other municipalities. With a projected population of 21,000 residents by 2031, Port Hope will continue to require four tennis courts to meet community needs by the end of the planning period. No additional tennis courts are recommended, rather efforts should be made to ensure that Port Hope's existing courts continue to be accessible to residents. Specifically, the court at Welcome Park is aging and should be resurfaced and expanded over the short-term to facilitate community-level play for both tennis and pickleball.

Pickleball Courts

There are currently three pickleball courts located in Port Hope: the tennis court at Welcome Park is lined for pickleball and the concrete pad at Caroline Street Park is lined for two pickleball courts. In addition, the Municipality lined one tennis court at the Town Agricultural Park for pickleball on a temporary basis prior to the resurfacing project. Pickleball is also played indoors at the Town Park Recreation Centre.

Pickleball is recognized as one of the fastest growing sports in Canada due to its strong popularity among older adults, but is also being introduced to youth and younger adults. It is a low intensity sport that can be played on a modified tennis court (pickleball courts are smaller in size with a slightly lower net height), either indoors or outdoors. The popularity of pickleball continues to spread across Ontario and its prominence is highlighted by being played at the Ontario Senior Games.

The Master Plan community survey found that 8% of responding households played pickleball in the past year and 35% of respondents felt that investment in outdoor pickleball courts should be a priority, which ranked last out of 29 facility types. These results may indicate that pickleball courts is a lower priority in the Port Hope, however it is important to recognize that this is an emerging sport that is not well known to all residents.

While there is no formal pickleball club in the Municipality, there have been public requests for pickleball courts. The Municipality has made efforts to address these pressures by lining existing hard surface courts at Welcome Park and Caroline Street Park. The Town has reported that these amenities have been well used for pickleball activities – the addition of two dedicated pickleball courts should be considered at this location when it is refurbished.

Based on the upward trajectory of the sport and the growing population of older adults, there is emerging demand for an enhanced multi-court outdoor pickleball complex in urban Port Hope. As pickleball is largely played in the mornings (during warmer weather), it would be a good fit with a sport pad that can be used for ball hockey or basketball by youth in the afternoons and evenings, similar to the current arrangement at the Caroline Street Rink. As noted earlier, the Municipality is exploring options for replacing the Caroline Street Park hard surface pad. It is recommended that the relocated rink be designed to facilitate pickleball activities, ideally a three- to four-court complex with access to supporting amenities such as shade, seating, parking and washrooms. Over the long-term, it is recommended that the Municipality continue to monitor pickleball demand and seek locally-appropriate responses.

Recommendations – Tennis and Pickleball Courts

58. Resurface and expand the tennis court at **Welcome Park** to accommodate both tennis (1 dedicated court) and pickleball (2 dedicated courts).
59. Accommodate pickleball (minimum of three courts) through the relocation and replacement of the **Caroline Street Park outdoor rink**.
60. Monitor long-term needs for additional outdoor pickleball courts. Consideration may be given to **additional court development**, ideally in locations that can support multiple courts, are convenient for older adults, and that have appropriate support infrastructure in place.

8.2.6 Basketball and Multi-use Courts

The Municipality provides 2.5 basketball courts (five hoops) at two parks in Port Hope. One full court and one-half court is located at the Town Agricultural Park, while one full court can be found at Young Street Park. The courts in Garden Hill are in disrepair and are not included in this count. In addition to these location, basketball courts and hoops are located at several schools in Port Hope, as well as private residences.

While outdoor hard surface pads are primarily used for basketball, some can be multi-purpose to accommodate a variety of informal and unstructured activities. Basketball continues to be a popular pastime activity in many communities due to its national appeal, particularly given the success of the Toronto Raptors. It is relatively affordable compared to other sports, easy to learn, and can be played individually or in small groups.

The Master Plan community survey found that 8% of responding households played basketball in the past 12 months. Additionally, less than half (48%) of respondents felt that investment in outdoor basketball courts should be priority, ranking 24th out of 29 facility types. While these findings suggest that basketball courts are not a high priority, they are popular among youth who are often identified as an under-represented group that require accessible and convenient recreation amenities.

The previous Master Plan recommended a provision target of one basketball court per 1,000 youth residents between the ages of 10 and 19. This target would suggest that the Municipality's existing supply of 2.5 basketball courts are sufficient to meet the needs of the community; however, geographic distribution must also be considered given that this target age group is limited in the distance that they can travel.

New basketball courts should be considered for underserved areas, preferably those with greater concentrations of youth. There are presently no municipal basketball courts on the western portion of Port Hope's urban area. Recognizing that future population growth will continue to occur within this area, the Municipality should evaluate opportunities to establish a basketball court, possibly at Rapley Park and/or King's Field. New courts may be designed to be multi-use to accommodate a variety of hard surface court activities (e.g., ball hockey, etc.).

Recommendations – Basketball and Multi-use Courts

61. Evaluate opportunities to establish a basketball court at **Rapley Park and/or King's Field**. Other locations may be considered by Municipal staff.

8.2.7 Skateboard and BMX Pump Parks

Skateboard Parks

A skateboard park is located at Town Agricultural Park. Constructed from concrete, it contains a variety of components including bowls, ramps, rails and stairs that are suitable for skateboarding and other wheels action sports such as BMX bikes, scooters and roller blades.

The Master Plan community survey found that in the past 12 months, 7% of responding households participated in skateboarding, which was identified as the least popular activity that was surveyed. Less than half (47%) of respondents supported investment in skateboard facilities, ranking 25th out of 29 facility types; 44% of respondents also supported investment in BMX bike parks, which ranked 27th. These findings suggest that additional investment in skateboarding is not a priority in Port Hope as the current facility is largely meeting needs.



Town Agricultural Park

It is important to acknowledge that not all youth play organized sports. For many, action sports can become an outlet for self-expression and an opportunity to find a sense of belonging that they cannot get elsewhere. Further, skateboard parks are increasingly being used by adults, many of whom participated in the sport when they were younger or wish to do so with their children. Now considered to be a core recreation activity, skateboard parks are commonly found in municipalities across Canada as they provide a safe place for users to engage in outdoor physical activity, while gathering and socializing with others who share common interests.

In communities that are similar in size to Port Hope, one large skateboard park located in a prominent area is typically adequate for meeting the needs of local youth. With no public requests for additional skateboard parks, Port Hope's existing skateboard park at Town Agricultural Park is expected to be sufficient to meet the needs of youth in the community.

It is important to ensure that youth-oriented recreation facilities are accessible to their primary market. With this in mind, the skateboard park at Town Agricultural Park may not be convenient for all local youth, particularly those residing on the west side of Port Hope. A large number of youth reside in this area and future population growth is anticipated. On this basis, consideration should be given to integrating a basic skateboard “zone”, possibly at Rapley Park or another location determined by the Municipality. A skateboard zone may take the shape of a paved designated skateboard area with a few basic skateboard components (e.g., ramp, curb and/or rail) to serve local youth in an introductory manner – it would not be as elaborate as the existing concrete skatepark at the Town Park Recreation Centre. Providing introductory-level skateboard parks appeals to younger children and novice-level skateboarders to practice certain fundamental skills prior to transitioning to the larger Town Agricultural Park location.

BMX Pump Tracks

Off-road cycling – including mountain biking and BMX (bike motorcross) – experienced rapid growth in the 1980s and 90s, and remains popular among people who prefer individual recreational activities. Off-road bike riding is a diverse and creative sport with highly specialized sub-categories (e.g., dirt, park/vert, street, racing, etc.) differentiated by the terrain/surface, types of equipment and technical skills required.

Although some trick biking can occur within skateboard parks, BMX pump parks are generally dirt courses consisting of a variety of jumps or ramps, banked turns and related features, making use of natural terrain and/or various man-made obstacles. They are increasingly being provided by municipalities, often in partnership with non-profit clubs. The design of each park depends largely on how it is intended to be used – BMX pump parks can be tracks largely intended for casual use (with a wide variety of sizes, designs and features) or courses sanctioned by the governing sport body (with more technical specifications). The provision of purpose-built BMX pump parks is also one strategy to help deter the destruction and damage to natural heritage lands.

The Municipality does not currently provide any BMX pump parks, although requests were received through the public consultation process. The Municipality is encouraged to further investigate interest in and locations for such a facility, which ideally would be championed by local community groups that assist with fundraising, site evaluation, construction and operations. Potential locations to be considered would be at the existing skateboard park at the Town Park Recreation Centre, Rapley Park (together with the proposed skateboard zone), or another location to be evaluated by the Municipality. In addition, there may be an opportunity to establish off-road biking trails through the remediation of the Monkey Mountain trails.

Recommendations – Skateboard and BMX Pump Parks

62. Evaluate opportunities to construct a **skateboard zone in west Port Hope** in order to improve the distribution of skateboarding locations and strengthen convenient recreational opportunities for youth. A skateboard zone may be a paved designated area with a few basic skateboarding components (e.g., ramp, curb and/or rail).
63. Consider a location to establish a **BMX pump park** in partnership with local groups that can assist with fundraising, site evaluation, construction and operations. Additionally, consideration should be given to **off-road biking trails** at Monkey Mountain as the trails network becomes more formalized.

8.2.8 Splash Pads

Port Hope’s first splash pad was installed at Wladyka Park in 2020. With a variety of spray features and a dump bucket, the splash pad provides users with a refreshing way to cool off on a hot day. Splash pads provide opportunities for unstructured, spontaneous play, and are an ideal way to activate public spaces. Enhancing access to low-cost, family-friendly features such as splash pads increases opportunities for affordable and self-scheduled activities

The Master Plan community survey found that in the past 12 months, 22% of responding households used a splash pad (in another community). 70% of respondents supported investment in splash pads, ranking 12th out of 29 facility types. A number of requests for a splash pad were also received through the consultation process.

While the recently completed splash pad at Wladyka Park is expected to satisfy the needs of residents in the immediate area, there is merit in considering additional splash pad locations over time in order to improve accessibility for all residents.

In many waterfront communities, such as Port Hope, it is common for municipalities to co-locate a splash pad along the waterfront as these are complementary amenities that offer benefits to residents and visitors. For example, Cobourg offers a splash pad along the waterfront at the beach. Developing a splash pad along Port Hope's waterfront would be particularly beneficial for young families who are looking to introduce water play to children or are seeking an alternative to swimming in Lake Ontario. A splash pad in this location would also benefit from existing supporting infrastructure such as parking and change rooms. With this in mind, it is recommended that the Municipality pursue opportunities to establish a splash pad along the waterfront (e.g., East Beach Park) as part of the waterfront redevelopment plans.

Recommendations – Splash Pads

64. Prioritize the installation of an additional **splash pad** as part of Port Hope's **waterfront redevelopment planning**.

8.2.9 Off-Leash Dog Parks

Sidewalks, trails and pathways are commonly used for walking dogs on-leash, but many municipalities (including Port Hope) prohibit off-leash dog walking on public property outside of this designated space. In response, the Municipality provides one off-leash dog park, located at Baulch Road Park. Located on the west side of Port Hope's urban area, the off-leash dog park offers fenced areas for small and large dogs. This facility provides a location for dogs and their owners with a place to socialize freely within a controlled area. Daily maintenance and operations of Port Hope's existing off-leash dog park was initially led by the Port Hope Dog Park Association, although this organization has now disbanded, and the Municipality has resumed maintenance responsibilities.

The Master Plan community survey found that 39% of respondents have been on or off-leash dog walking in the past 12 months, ranking as the 6th most popular activity. Over half (55%) of respondents felt that investment in off-leash dog parks should be a priority, ranking 19th out of 29 facility types. Some requests were received for additional off-leash dog parks such as at Rapley Park or West Beach Park.

As a part of broader waterfront improvements, the Municipality is also currently exploring the potential for an off-leash dog beach at West Beach. There are no commonly-accepted standards for off-leash dog park provision as these facilities are evaluated on a case-by-case basis. Subject to future demand, opportunities to establish an additional off-leash dog park or area in the Municipality may be considered, potentially along the waterfront or another location in Port Hope.

Recommendations – Off-Leash Dog Parks

65. Subject to demand, evaluate opportunities to establish an additional **off-leash dog park or area** to serve residents in other parts of the Municipality, with consideration given to a beachfront location.

8.2.10 Beaches, Waterfront and Riverfront

Beaches and Connections to Water

Port Hope residents are fortunate to have public access to a scenic beach and waterfront area along Lake Ontario. Its beauty also draws visitors from across Northumberland County and beyond. Three small beaches are found in Port Hope, which are known as West Beach, East Beach and Caldwell Street Beach, where swimming is permitted at one's own risk. In addition to the beaches, amenities found along the waterfront include a boat dock, fish cleaning station, playgrounds, limited parking, open space for passive activities (e.g., picnicking), washrooms and the Waterfront Trail. Recreational fishing and waterfront enjoyment are also available along the Ganaraska River (discussed further below).



East Beach

Municipal beaches and waterfronts provide passive outdoor enjoyment for all residents and benefits communities through facilitating economic development and tourism opportunities. The community survey completed for this Master Plan found that 47% of responding households participated in beach activities in the past year, which was the third most popular activity. Nearly one-quarter (24%) of responding households also participated in canoeing or kayaking, while one-fifth (16%) have gone boating. Strong support for investment in Port Hope's river/waterfront was received as it was identified as the highest priority for public spending compared to other leisure facilities. Suggestions from the public for improving passive opportunities along the waterfront included enlarging the beach, developing trails, splash pad, providing volleyball courts, concessions, and offering watercraft rentals.

Since 2009, the Municipality has been guided by a Consolidated Waterfront Master Plan to create a new vision for the Port Hope waterfront. The Municipality's 2013 Marina Business Plan also provides Port Hope with guidance to develop its Centre Pier. These projects have not yet been fully realized due to ongoing waterfront remediation as a part of the Port Hope Area Initiative. In 2020, the Municipality formed a Waterfront and Riverwalk Working Group to provide recommendations to Council regarding future waterfront and river development initiatives. The group is guided by three objectives including:

1. Completing a review of the Consolidated Waterfront Master Plan and develop a revised plan inclusive of an implementation strategy.
2. Identifying and recommend improvements to trails and recreational access to the Ganaraska River and Waterfront.
3. Identifying potential investment opportunities and partnerships to encourage economic development initiatives along the Ganaraska River and Waterfront.¹⁷

Once remediation efforts have been completed, the Municipality will be in a position to move forward with these objectives to achieve the full potential of the waterfront and Ganaraska River. To support the goals and objectives of the Waterfront and Riverwalk Working Group, the Municipality's Development Charges Background Study has identified over \$5 Million towards future waterfront development projects. It is recommended that future planning processes related to the waterfront and Ganaraska River give consideration to the public comments and suggestions received through this Leisure Services Master Plan process.

¹⁷ Municipality of Port Hope. (2019). Schedule A to By-law 61/2019 Waterfront and Riverwalk Working Group Terms of Reference.

Recreational Fishing

The Ganaraska River is a unique natural amenity found in Port Hope that offers nature enjoyment and recreational fishing. As a known migratory route for salmon and trout, Port Hope is a prime fishing location that draws anglers from beyond the Municipality's borders. Fishing for leisure is a popular activity in many waterfront communities such as Port Hope as it can be done by all members of the community. Its popularity has contributed to the growth of unstructured outdoor recreation activities. Not only does the Ganaraska River form an important part of the Municipality's parks and recreation system, it is also a major tourism draw. During the spring and fall seasons, thousands of tourists are drawn Port Hope to view the trout and salmon runs.



Ganaraska River

The community survey completed for the Master Plan found that less than one-in-five (19%) of responding households participated in fishing in the past 12 months. It is interesting to note that fishing was ranked as the 17th most common activity, which may suggest that the popularity of fishing in Port Hope is being driven by non-residents.

For a number of years, recreational fishing along the Ganaraska River has raised a number of challenges in the Municipality as anglers and recreationalists have overwhelmed the riverbanks. The influx of users and visitors has resulted in an increase in traffic, congestion, fish-related waste and odours, and various by-law violations. Anecdotally, the economic impact of recreational fishing has been nominal.

The Municipality has been diligent in implementing a number of initiatives aimed at addressing these issues including, but not limited to, increasing enforcement by Port Hope Police Service and the Ministry of Natural Resources and Forestry, prohibiting fishing during certain times, studying the economic impact of fishing, and education and marketing efforts with respect to fishing and use of the Ganaraska River. The Municipality undertook unprecedented steps in August 2020 to close all municipally-owned lands along the Ganaraska River as a safety measure to avoid large gatherings and to minimize the spread of COVID-19. Many of these initiatives have been successful and have led to a reduction in garbage and fish waste, fewer violations and increased tourism activities.

Recommendations – Beaches, Waterfront and Riverfront

66. Ensure that **future planning processes and decisions** related to revitalization of the Municipality's waterfront and Ganaraska River have regard for the public comments received through this Leisure Services Master Plan process, including the desire for an enlarged beach area, trail development, volleyball courts, concessions, splash pad, off-leash dog beach, and watercraft rentals.
67. In coordination with partner agencies, continue to place a priority on enforcement, education, and stewardship initiatives to promote **responsible fishing** along the Ganaraska River.

9. Connecting People with Nature (Goal 4)

Public parks offer numerous community benefits. A well-designed parks system provides safe space to build a sense of community and social belonging, while inspiring creativity and energizing individuals. They provide spaces for sports and physical activity, support habitats for wildlife, sustain healthy ecosystems and watersheds, and build resiliency to climate change. Parks systems also support outdoor eco-tourism and special events, offering revenue generating opportunities and economic spin-offs that benefit local businesses.

Research suggests that there is a growing segment of the population experiencing nature deficit disorder that is impacting personal health and well-being. This societal issue has become more apparent in 2020 as communities across Canada have been impacted by the COVID-19 pandemic. During this time, municipalities including Port Hope have experienced a surge in the use of parks and trails, which re-enforces the high value residents place on the local parks system.

This section examines the Municipality's parkland system, with consideration given to the existing inventory, distribution, parkland service level and needs, policies, acquisition, effective design strategies and active transportation.

Connecting People with Nature Objectives:

- a) Raise awareness about Port Hope's parkland system and the intended function of each park type.
- b) Create an interconnected system of parks and open spaces that are well-distributed and publicly accessible throughout the Municipality.
- c) Preserve the strategic provision and acquisition parkland over the long-term through good planning approaches and policies.
- d) Re-imagine underutilized parklands to ensure that they are responsive to the current and future needs of the community.
- e) Incorporate a high standard of park design that reflects the needs of residents and visitors, while supporting healthy and sustainable environments.
- f) Support efforts to expand the active transportation network, including trails and pathways within and connecting to parks, natural open spaces and other key destinations.
- g) Use recreation to help people connect with nature and be stewards of the natural environment.

9.1 Parkland Classification

Section D6 of the Municipality of Port Hope Official Plan (2017) contains a classification system which defines the function, permitted uses, catchment area and size of each type of active park. Port Hope's parks are classified as Community Parks, Neighbourhood Parks, and Parkettes / Tot Lots.

The following table summarizes the Municipality's parkland classification system, adapted from the Official Plan with minor updates for additional clarity to support its implementation (*denoted in italics*). While not defined herein, many municipalities experiencing higher density residential development are adopting an urban park/plaza typology to provide public spaces within intensification areas; this may be considered further by the Municipality through future Official Plan updates.

Table 12: Parkland Classification System (Adapted from the Official Plan with additions based on existing conditions)

Park Type	Description
Community Parks	Community parks are designed for the recreation and leisure activities of all residents and/or the broader regional population. Community Parks: • Shall be developed for the enjoyment of a diverse population and provide opportunities for a variety of activities including active recreation, facilities, <i>special events and festivals</i>; • <i>May contain all types of facilities permitted within Neighbourhood Parks</i>, in addition to sports fields with lighting, <i>splash pads, space for special events and festivals (e.g., bandshell) and other amenities geared to serve the broader community such as washrooms, on-site parking, utilities (e.g., water and electricity), and other comfort features</i>; • Shall be accessible by emergency services and generally be located with frontages along arterial roads to improve the visibility and accessibility of the site and provided with pedestrian and cyclist linkages; • Vary in size depending on the nature and extent of the facilities being provided and the purpose of the park. However, they should not be less than eight (8) hectares in size; and • May also include areas for passive recreation and <i>naturalized spaces</i>. <i>Examples: Town Agricultural Park, Alex Carruthers Memorial Park, Baulch Road Park</i>
Neighbourhood Parks	Neighbourhood Parks are designed for the recreation and leisure activities of residents in a specific residential neighbourhood. Neighbourhood Parks: • Shall be developed to serve the recreational needs of the people in the surrounding area to promote walkability; • <i>May contain playgrounds, trail connections, hard surface courts, unlit sports fields for casual play, and other local-level amenities geared to serve the surrounding neighbourhood such as shade and seating</i>; • Shall be accessible by emergency services and generally be located with frontages along arterial and collector roads, so as to improve the visibility and accessibility of the site and provided with pedestrian and cyclist linkages; • May vary in size depending on the nature and extent of the facilities being provided and the purpose of the park. However, they should not be less than 0.8 hectares in size; • Shall be located in the Urban Area and Hamlets and shall be designed to complement and contribute to the character of the surrounding neighbourhoods; and • <i>May also include areas for passive recreation and naturalized spaces</i>. <i>Examples: Rapley Park, Hewson Park, Young Street Park, Bigwood Crescent Park</i>
Parkettes / Tot Lots	Parkettes are located in highly visible and accessible locations, typically in gateways or urban core areas. Parkettes: • Shall serve to create a sense of place and a gathering place for residents and visitors within the public realm; • May contain a playground, walking pathway, landscape display, elements of historical or cultural significance that are of local importance, public art, seating, hardscape features for events and gatherings, and related civic uses; and • Should generally not be less than 0.4 hectares in size.

Note: Parkland classification system adapted from the Municipality of Port Hope Official Plan (2017). Excludes “open space” types.

Recommendations – Parkland Classification

68. Formalize the **parkland classification system** to guide the development, redevelopment, and maintenance of municipal parks according to park type, size, function, and appropriate amenities.
69. Undertake a **review of the parkland inventory** to ensure that it is consistent with the parkland classification system descriptions as defined in the Official Plan.

9.2 Parkland Inventory

The Parks, Recreation and Culture Department managed and/or maintains approximately 134.1 hectares of parkland, which includes both active parkland and naturalized open spaces. This amount of parkland is less than the parkland reported in the 2010 Master Plan (191 hectares) due to a more accurate reporting of the open space system, which has been confirmed through the Municipality's mapping data. The inventory includes approximately 56 hectares of "active parkland" and 78 hectares of "naturalized open space". Table 15 summarizes the inventory of parkland, including classification and size, which was utilized for the purposes of the Master Plan.



"Active parkland" refers to municipal lands that are suitable for the development or installation of built recreational amenities (such as sports fields, playgrounds, courts, etc.) and may be used for both organized and unorganized activities, although these parks may also incorporate open space and natural features. Active parkland is the focus of parkland dedication under the *Planning Act*.

The Municipality's parkland contributes to the broader **"open space and natural environment"** system that includes Monkey Mountain, A.K. Sculthorpe Woodland & Marsh, as well as non-municipally owned lands including conservation areas, the Ganaraska River, and the waterfront. Open space and natural environmental lands refer to sites with no to low development potential and are primarily designated for purposes such as provincially significant wetlands, environmentally significant and sensitive natural areas, watercourses and floodplains. Due to the lack of development potential of these lands, they are generally used for passive recreation activities only. While open spaces and natural environmental lands are not a direct focus of the Master Plan, their important contributions to supporting the parks system are recognized.

Table 13 summarizes Port Hope's active parkland inventory by classification type. It is recognized that the Department does not currently designate any parks as "parkettes / tot lots" as the 2010 Master Plan discouraged the acquisition and development of these parks given their small size and narrow range of uses. Through a review of the parkland inventory, the Municipality may wish to reclassify its parks to align with the Official Plan's classification system.

Exclusive of open space and natural environment land, **Port Hope is providing a service level of 3.1 hectares of active municipal parkland per 1,000 residents.** This level of service compares favourably to parkland service levels in other municipalities across Ontario, where targets usually range between 2.0 and 4.0 hectares per 1,000 residents.

Table 13: Parkland Inventory, Municipality of Port Hope

Park Name	Park Type	Size (ha)	Park Name	Park Type	Size (ha)
A.K. Sculthorpe Woodland & Marsh	Open Space/Natural	17.3	Maple Blvd	Neighbourhood	0.2
Alex Carruthers Memorial Park	Community	3.7	Margles Park	Open Space/Natural	3.3
Alfred Street Park	Neighbourhood	0.1	Marina Beach Park	Community	0.6
Baulch Road Park	Community	9.0	Memorial Park	Community	0.8
Bigwood Crescent Park	Neighbourhood	0.3	Molson Street Park (Mitchell)	Open Space/Natural	0.2
Caldwell Beach and East Beach	Community	1.0	Monkey Mountain Park	Open Space/Natural	45.3
Canton Municipal Office	Community	2.1	Ontario Street Park	Open Space/Natural	0.1
Caroline Street Park	Community	0.4	Optimist Park	Community	0.8
Cavan Street Park	Community	0.8	Peace Park	Community	0.2
Chalmers Park	Neighbourhood	0.3	Peter Street Parkette (Zircatec)	Neighbourhood	0.3
CN Lands (viaduct)	Open Space/Natural	0.4	Ralph Hodgson Memorial Park	Open Space/Natural	3.1
Commons Park	Neighbourhood	0.2	Ralston Park/ Freeman Park	Neighbourhood	0.4
East Ganaraska Park	Open Space/Natural	0.3	Rapley Park	Neighbourhood	2.3
Eastview Park	Open Space/Natural	1.3	Parkview Estates Park	Open Space/Natural	3.5
Fair Grounds Agricultural Park	Community	9.7	Riverside Park	Community	0.4
Farini Gardens	Community	0.2	Rotary Park	Community	0.8
Fish Ladder Park	Community	1.3	Silver Crescent Park	Open Space/Natural	1.5
Geranium Park	Open Space/Natural	0.5	Sweetheart Estate Park	Neighbourhood	1.4
Hewson Park	Neighbourhood	0.6	Town Agricultural Park	Community	5.2
Highland Estates Park	Neighbourhood	0.5	Trefusis Park	Neighbourhood	0.5
King's Field	Community	1.0	Wakely Gardens / Kinsmen Park	Community	0.2
Kinsmen Park	Community	0.3	Welcome Park	Community	2.0
Lakeview Park	Open Space/Natural	1.5	West Beach & Open Space	Community	4.2
Lent's Lane	Community	0.3	Wladyka Park	Community	3.3
Lions Recreation Centre	Community	0.2	Young St. Park	Neighbourhood	0.3

Source: Municipality of Port Hope: Parks, Recreation and Culture Department, 2020

Table 14: Parkland Inventory by Classification

Parkland Classification	Area (ha)	Port Hope's current service level of <u>active</u> municipal parkland is 3.1 hectares per 1,000 residents (this service level excludes approximately 78 hectares of naturalized open space)
Active Park	55.9	
Community Park	48.4	
Neighbourhood Park	7.5	
Parkette	n/a	
Naturalized Open Spaces	78.2	
Total Parkland System	134.1	

Port Hope's parkland system is also complemented by cemeteries and non-municipal public spaces such as the Ganaraska Forest (Northumberland County) and four conservation areas that are owned, operated and maintained by the Ganaraska Region Conservation Authority (Port Hope Conservation Area, Sylvan Glen Conservation Area, Ganaraska Millennium Conservation Area and Garden Hill Conservation Area).

9.3 Parkland Distribution and Needs

The strong value that residents place on parks, the physical and social benefits created through these spaces, and the economic spinoffs that are generated lend support for the continued investment in the park system. Future active parkland requirements will largely be met through two strategies: acquisition/conveyance of new parkland and revitalization of existing parks.

Parkland needs are measured by using population and distribution-based metrics, while considering current and future outdoor facility needs (e.g., sports fields, playgrounds, etc.). They provide a framework for planning and optimizing resources, though their implementation should be flexible enough to capitalize on opportunities and maximize investment.

In terms of distribution, an examination of municipal parkland in Port Hope (Figure 19) found that the majority of residents within the urban area have access to some level of parkland within walking distance (without having to cross major barriers such as arterial roads and waterbodies). As an overall goal, this strong distribution should be extended to future development areas.

Over the planning period, the majority of population growth will take place within the southwest corner of Port Hope's urban area, an area generally known as Lakeside Village (Mason Homes). Phase 4 of Lakeside Village is currently in development and the Municipality will receive 0.39 hectares of additional parkland, which will form a westerly expansion to King's Field. The Municipality has requested cash-in-lieu of parkland for all other existing development applications.

Factoring in the future parkland the Municipality anticipates receiving through current development applications, Port Hope's active parkland inventory is expected to increase slightly within the next few years (to 56.3 hectares). If no additional parkland is conveyed, the Municipality's parkland service level will decline to 2.7 hectares per 1,000 residents by 2031 based on a population of 21,000 residents. As the population grows, parkland demands will also rise and there will be a need for additional parks and/or park renewal that enhances capacity to facilitate meaningful outdoor experiences. To achieve this, opportunities to revitalize select park spaces have been identified in **Section 9.6** of this Master Plan.

Figure 19: Distribution of Municipal Parkland



Given that this Master Plan did not identify any requirements for new major outdoor recreation facilities (such as land-intensive sports fields), there is no immediate need for additional parkland. As a general guide, the Municipality should continue to maintain its parkland provision rate, with the goal of achieving a parkland service level of 3.0 hectares per 1,000 residents over the long-term. To achieve this goal, the Municipality is encouraged to pursue parkland dedication opportunities where it is appropriate to do so to address growth-related needs (as permitted by the *Planning Act*) and employ alternative acquisition strategies to address needs in underserved areas. Acquisition strategies for parkland are further discussed in **Section 9.4**. Through the Port Hope Area Initiative, it is also recognized that the development of the Municipality's waterfront will have significant contributions to the future of the local parks system, which will assist with achieving the recommended parkland service level.

Recommendations – Parkland Distribution and Needs

70. Strive to maintain a parkland target of **3.0 hectares of active municipal parkland per 1,000 residents** using a combination of parkland dedication and alternative acquisition strategies.

9.4 Parkland Policy and Acquisition

9.4.1 Parkland Policy Development

There are a number of provincial and municipal regulations, policies and guidelines governing the acquisition and location of parkland. The *Planning Act* establishes a framework for the dedication of parkland and potential alternatives. The Municipality's Official Plan sets out objectives for parks and open spaces, along with policies for parkland dedication and development. Port Hope's Parkland Dedication By-law (65/2007) also contains the requirements for parkland dedication, as well as calculations and payment for cash-in-lieu of parkland.

Specifically, Section E13 of the Official Plan identifies that Council will seek to receive land for park purposes in order to provide a sufficient amount of public parkland and open space, particularly within the urban area and hamlets. The Municipality may require 2% of commercial or industrial land or 5% of residential land for parkland dedication (or an alternative of one hectare per 300 units, with a 25% cap).

In situations where the subject lands are of an insufficient size to require a suitable parkland site, cash-in-lieu of parkland may be required. The Official Plan outlines three scenarios when cash-in-lieu of parkland may be required:

1. Where the area in which the conveyance was to have been made has sufficient parkland in the adjacent area to accommodate the development.
2. Where the land required to be conveyed is too small for park purposes, not feasible for expansion, and/or not suitable for sale or exchange at a later date for park purposes of an appropriate configuration or location.
3. Where the required conveyance of land would render the remainder of the site unsuitable or impractical for development.

Under the three scenarios described above, the Official Plan requires that the payment received in lieu of parkland dedication shall be used for acquiring new parkland, improving existing parkland in other areas of Port Hope, or other recreational purposes. The Municipality tracks and annually reports its use of money collected from cash-in-lieu of parkland, which can also be used for parkland improvements (e.g., cash-in-lieu was used in 2018 to fund a portion of the washroom upgrades at Wladyka Park). As of the beginning of 2020, the Municipality reported a balance of over \$100,000 in its cash-in-lieu reserve fund.

It is expected that the Municipality will continue to accept a mixture of parkland dedication and cash-in-lieu of parkland. Given that the Master Plan identified the need for additional parkland to maintain existing

service levels, the Municipality is encouraged to consider the conveyance of land in subdivisions or developments that would generate approximately-sized parcels for Neighbourhood Parks (e.g., 0.8 hectares or greater); smaller parcels may be considered in cases where they would address a gap or allow for the enlargement of an existing park.

In 2019, the Province passed Bill 108 (More Homes, More Choices Act), introducing changes to the Planning Act and several other pieces of legislation. Several provisions of this Act were subsequently repealed in 2020 through the passing of Bill 197 (COVID-19 Economic Recovery Act). As of writing, the Bill 197 amendments allow for municipalities to continue to require parkland dedication provisions as per Sections 42 and 51.1 of the *Planning Act*. Additional provisions relating to a community benefits charge (CBC) have been enacted for developments that involve buildings with five or more storeys and 10 or more units, subject to the passing of a CBC strategy and by-law; it is understood that the Municipality is not currently pursuing this mechanism as the growth-related capital costs are intended to be funded under the development charges by-law. The Municipality's Parkland Dedication By-law should be updated given these and other recent changes to legislation (including Bill 73, which was introduced in 2015 and modified the alternative rate for cash-in-lieu to one hectare per 500 units), with this Master Plan serving as the parks plan required under the *Planning Act*.

The Municipality's Parkland Dedication By-law identifies that Environmental Protection Areas, hazard lands, woodlots, valley lands, lands located within floodplains, and lands with environmentally sensitive features may be conveyed to the Municipality; however, this would be over and above the amount of parkland dedication requirements in accordance with the *Planning Act*. This is common in municipalities across the Province in order to ensure that the lands that are conveyed to the Municipality are appropriately suitable to support active uses, as well as outdoor facilities and amenities. At the time of an Official Plan Review (slated to be initiated in 2021), it is recommended that the Municipality review relevant Official Plan policy as well as its Parkland Dedication By-law to reflect changes to legislation to parkland dedication.

9.4.2 Parkland Acquisition

Recognizing that the development process may not be sufficient to allow the Municipality to meet its active parkland targets, the Official Plan outlines additional methods for the acquisition of land for parks including:

- Land purchase;
- Donation or bequest;
- Expropriation; and
- Other methods as appropriate.

In addition to these strategies, best practices in other municipalities found that there are other parkland acquisition strategies that the Municipality can pursue including, but not limited to:

- Land lease or public access agreements (long-term)
- Land exchanges or swaps, as well as off-site conveyance of parkland;
- Establishment of a Parks Foundation (e.g., community, corporate or municipal donations towards parkland acquisition and improvement);
- Reallocating surplus municipal lands to park use; and/or
- Partnership/joint provision of lands with local partners.

The Municipality has already employed some of these techniques to supplement the parkland mechanisms permitted by the *Planning Act*. It will be important for the Municipality to continue exploring the various parkland acquisition strategies described in this section in order to meet the parkland needs of residents over the planning period and to maximize public access to public parks and open spaces.

9.4.3 Disposing Surplus Parkland and Open Spaces

While parks and open spaces contribute to the quality of life and desirability of communities, some older park parcels may have been improperly sized or located, resulting in inaccessible and underutilized lands that are not well suited to today's needs. Regardless, municipalities may still be required to maintain these sites to a high standard in order to meet public expectations and minimize liabilities and hazards.

Consistent with the Municipality's strategic priorities to achieve corporate efficiencies, a framework should be developed to identify and evaluate the potential disposal of parks and open spaces that are deemed surplus to community needs. This process should outline criteria for evaluating surplus parkland and open spaces (e.g., current uses, level of public use, land constraints, future needs, nearby opportunities, etc.) and consider potential re-purposing opportunities to address other civic needs, prior to disposing. The development of a framework should ensure that any financial revenue generated from the sale of surplus parkland should be reinvested within the parks system such as renewing existing infrastructure and assets or addressing underserved areas.

Recommendations – Parkland Policy and Acquisition

71. Update the Municipality's **Parkland Dedication By-law and Official Plan** as necessary to reflect recent changes to legislation relating to parkland dedication.
72. Where appropriate, employ **alternative acquisition tools** (e.g., purchase/lease, land exchanges, partnerships, donations, etc.) to enhance future parkland opportunities to serve current and future residents.
73. Create a framework to identify and evaluate the **potential disposal of parks and open spaces** that are surplus to community needs. Any proceeds from the sale of surplus parkland should be reinvested within the parks system.

9.5 Parkland Design

Port Hope's parks contain variety of features that are indicative of evolving interests (e.g., splash pad, pickleball courts, etc.). Thoughtful design and small-scale investments to parks that enhance unstructured use, comfort, accessibility, and functionality can attract greater informal gatherings within parks such as picnics, community gatherings, or simply meeting with friends and family, highlighting the importance of creating inviting public spaces.

Accessibility and inclusivity are important objectives of park design. Parks are a place for all, emphasizing the need to facilitate access for persons of all ages and abilities. Not all parks or areas within them are appropriate for universally accessible infrastructure (such as ecologically-sensitive or naturalized areas), however, community-focused spaces should consider the ability for all residents to access them, in keeping with the requirements of the *Accessibility for Ontarians with Disabilities Act*. The Municipality can increase the likelihood of park users visiting regularly by making them more welcoming, comforting, inclusive and safe. Consultation with the Municipality's Accessibility Advisory Committee may assist with this goal.

Comfort amenities benefit everyone and can position Port Hope's parks system to be more inviting for every day users. Best practices suggest that well-designed parks that invoke a feeling of comfort tend to be used frequently. Through the public consultation process and past studies such as the Age-Friendly Community Action Plan, it is evident that there is a growing desire for comfort amenities such as paved pathways, seating outdoor fitness stations, shade, and more. Additionally, there have been requests for public washrooms; however, these amenities are best provided in Community Parks that can support this level of investment. Where possible, park users should also be encouraged to utilize washrooms in indoor municipal facilities.

Shade in parks to protect park users from the elements is another common request. This can be provided through erecting shade shelters or tree plantings, although both options have their disadvantages. Shade shelters can be costly due to initial construction costs and maintenance, while shade from trees are not realized until they have reached a mature state. Trees offer the added benefit of increasing a community's canopy cover and also support green initiatives given that they support natural habitats, contribute to purifying the air, and lower temperatures in the surrounding area. It is recognized that the Municipality is currently striving to achieve a canopy cover of 40% as recommended by the 2013 Municipal Forest Master Plan. Tree and woodlot preservation have been recent areas of concern in the community and the Municipality has a Tree Advisory Committee and policies in the Official Plan that regulate and advise on such matters.

Signage is also an essential park amenity that plays an important role in establishing a visual identity and communicating vital information. The Municipality has erected signage at some parks and facilities, but they are inconsistent in branding, style and format. Directional signage is absent at a number of parks such as Welcome Park, Fish Ladder Park, and others. By updating its standardized signage template, the Municipality can promote awareness and civic pride, as well as avoid confusion regarding access and ownership. The installation of new signage should also be consistent with the Municipality's trailheads and wayfinding along Port Hope's active transportation routes.



Trefusis Park

The integration of arts and cultural features should also be considered in the development or redevelopment of parks and outdoor spaces, particularly those that host special events and festivals. This may include the consideration of stages, servicing (electricity, water, etc.), public art installations, portable infrastructure (such as fencing), and more. The Municipality has a Permanent Public Art Policy and has received positive feedback on the outdoor public art projects that have been implemented thus far. As noted earlier, it is recommended that the Permanent Public Art Policy be reviewed with consideration of the evolving social justice and cultural heritage lens.

Recommendations – Park Design

74. Maintain a commitment to **universal accessibility, safety and comfort** within the Municipality's parks through compliance with the Accessibility for Ontarians with Disabilities Act, including consultation with the Municipality's Accessibility Advisory Committee.
75. Consider and evaluate the provision of **supporting amenities** including, but not limited to, seating, shade (structures, tree canopy, etc.), trails and pathways, washrooms, utilities, and other amenities to enhance the user experience within appropriate park types.
76. Conduct a review of **parks, trails and facility signage** with the goal of implementing a consistent and high-quality signage template across all parks and trails that enhances municipal and departmental branding, including replacement.

9.6 Re-Imagining Parkland

Park experiences are influenced by park design, intended function, and the quality of facilities and amenities found within them. These factors are often informed by the era of original construction. A park built decades prior can impact positive feelings of history, sentiment, and pride; however, older parks may also be in need of rejuvenation if deterioration is apparent or if the intended function no longer responds to modern and/or local area interests and demographics have changed.

Park revitalization is an important part of attracting continued use over time. Rejuvenation efforts can be major in scale, ranging from complete park development to review of major amenities or adding new facility components to respond to evolving needs and trends, where space permits. The Master Plan process revealed opportunities to re-imagine a number of park spaces that are described below.

Strategic parkland renewal and redevelopment projects should be accompanied by public consultation, park-specific concepts, facility fit diagrams and business planning to obtain accurate costing associated with any capital investment. Timing of these projects should be based on the Municipality's discretion and influenced by needs through the consultation process, demand indicators and available funding. The ideas presented below are preliminary in concept and intended to inform future planning.

9.6.1 King's Field

King's Field is an active park located on the west side of Port Hope's urban area that contains one unlit ball diamond. The park has a number of mature trees, as well as a small parking lot. Given the surplus of ball diamonds, this location has been identified as a candidate for re-purposing due to its low usage, lack of complementary amenities, and fit with adjacent land uses. Given these factors, an opportunity exists to re-envision this park to better serve the needs of residents. This will become increasingly important due to the future residential development that is expected to occur immediately west of King's Field. A passive park with trails, seating, gardens and other low intensity uses may be a good fit given the preponderance of older adults in nearby Lakeside Village.



King's Field

9.6.2 Memorial Park

Memorial Park is located in the heart of Port Hope's downtown area. Steeped in local history and tradition, Memorial Park is a significant outdoor public space due to the presence of a cenotaph and its role as a special event location. Recently refurbished by the Municipality in partnership with the Port Hope Legion, the cenotaph recognizes those who fought in the First and Second World War. The significance of Memorial Park is recognized year-round as it is the location for Remembrance Day services as well as a variety of special events and outdoor activities including Cultivate, Port Hope Arts Festival, summer concerts, outdoor movies, and fitness programs. Some events (which can draw thousands of visitors) are beginning to outgrow the space. Challenges have been reported with respect to the lack of parking and, due to recent investments in the cenotaph and playground, space has been a limiting factor.

There may be an opportunity to transition certain special events that draw large number of attendees to the future Port Hope waterfront. As identified in the 2009 Consolidated Waterfront Master Plan, the Centre Pier will be designed in a manner to accommodate large-scale events. This shift in location may provide an opportunity to re-imagine Memorial Park and focus its role on serving day-to-day users within

the downtown area. In keeping with the existing function of the park, consideration should be given to passive uses only such as paved pathways, seating, enhanced landscaping, and other related amenities.

9.6.3 Port Hope Lions Recreation Hall

The Port Hope Lions Recreation Hall is owned by the Municipality and leased to the Port Hope Lions Club. The Club primarily utilizes the indoor space, which contains a large hall and commercial kitchen. Outdoor amenities include two ball diamonds (not in active use) and six horseshoe pits. As the two ball diamonds are surplus, an opportunity exists to investigate new uses for this space. The site should be evaluated as a potential location for an outdoor skating rink and pickleball courts, which would benefit from the building and washrooms on site, as well as ample parking and proximity to Port Hope's downtown core.

9.6.4 Welcome Park

As the only park in the Welcome hamlet, Welcome Park is an important outdoor public space for the surrounding residents. As a result, it must be positioned to respond to a variety of needs. It currently offers three ball diamonds, a playground and a tennis court that is also lined for pickleball. Due to an oversupply of ball diamonds, an opportunity exists to remove the underutilized third diamond and to downsize the second diamond to a junior field to allow for league play. A resurfaced tennis court, updated covered pavilion to support community gatherings, updated playground structure, and other amenities desired by the surrounding neighbourhood should also be considered.



Welcome Park

9.6.5 Alex Carruthers Memorial Park

Alex Carruthers Memorial Park is located in the rural community of Garden Hill in the northern portion of Port Hope. It contains four ball diamonds (one lit), a playground, fire station, permanent washrooms, and large parking lot. The ball diamonds have capacity for greater use and one is not actively booked. Due to the age of the park, the ball diamonds generally do not meet current playing standards. With a surplus of diamonds, it is recommended that the Municipality investigate opportunities to reduce the supply at this park to two to three diamonds. Subject to a facility-fit investigation, this approach will allow the Municipality to provide a minimum of two larger ball diamonds that can be used simultaneously, particularly for adult play.

Recommendations – Re-Imagining Parkland

77. Investigate opportunities for strategic **parkland renewal and redevelopment opportunities** at underutilized parks including King's Field, Memorial Park, Port Hope Lions Recreation Park, Welcome Park, and Alex Carruthers Memorial Park. Consideration should be given to the recommended outdoor facilities identified in this Master Plan. Renewal and redevelopment projects should be accompanied by public consultation, park-specific concepts, facility fit diagrams and business planning to establish capital and operational assumptions. Timing of these projects should be based on the Municipality's discretion and influenced by community needs and available funding.

9.7 Recreational Trails

Port Hope boasts an impressive on and off-road trail system that connects users through walking and cycling to key destinations throughout the Municipality's urban area including the water and riverfronts, Jack Burger Sports Complex, Port Hope East Beach, Town Hall, Public Library, and other community facilities.

Based on the Municipality's map data, there are more than 48 kilometres of on and off-road recreational trails and active transportation routes in the Port Hope. Major trail routes include the waterfront trail that links to Clarington and Cobourg, Riverside Walking Trails, Ganaraska Hiking Trail (maintained with the assistance of the Pine Ridge Hiking Club, which connects to larger trail systems including the Bruce Trail and Oak Ridges Moraine Trail), and the future Harbour Trail. Extensive trails systems can also be found within the Ganaraska Millennium Conservation Area and Port Hope Conservation Area, which are managed by the Ganaraska Region Conservation Authority.



Ganaraska Hiking Trail

Port Hope's trail network offers unobstructed views of natural features such as Lake Ontario and the Ganaraska River. Given Port Hope's varied terrain and natural geography, the trail network offers an array of difficulty levels that are fit for a variety of users from casual walkers and strollers to more experienced hikers. The Municipality's recreational trails are complemented by approximately 70 kilometres of sidewalks, the majority of which are located within the urban area.

Strengthening Port Hope's trails network has been an important initiative for Council as the 2019-2022 Strategic Plan identifies that the Municipality shall continue to expand and upgrade the trail network and linkages to the river in a sustainable manner to protect the natural environment. Evidence of the Municipality's commitment to improving the trail network can be seen in Port Hope's 2011 Active Transportation and Trails Master Plan, which is used as a guide when evaluating trail development opportunities. Regionally, the Northumberland County 2014 Cycling Master Plan and 2017 Transportation Master Plan contain active transportation recommendations to establish a connected network across the County.

Initiatives that support and encourage the use of recreational trails are embedded in a number of other guiding documents such as the 2016 Age-Friendly Community Action Plan, which outlines a number of directions aimed at enhancing trail usage including increasing the number of shade areas, investigating the potential for winter use, introducing new features (such as outdoor fitness) and continuing to develop the Municipality's trail maintenance program. The Municipality continues to develop its trail system and raising public awareness through formal trail naming, signage and mapping. In 2019, the Municipality also relocated a portion of the Waterfront Trail in response to rising water levels of Lake Ontario.

Active transportation infrastructure such as recreation trails tend to be one of the most highly desirable amenities in any municipality. They facilitate low cost outdoor physical activity opportunities and can be used by residents of all ages. During the COVID-19 pandemic, municipalities across the Province experienced a strong uptake in trail usage, highlighting the importance of providing a connected trail network that connect residents within the community. The popularity of trail usage is found in Port Hope. The Master Plan community survey found that 73% of responding households participated in walking and hiking for leisure in the past year, which was the second most popular activity. More than nine-out-of-ten

respondents (93%) also felt that investment in nature trails should be a priority, while four-out-of-five (81%) of respondents felt that investment in paved trails should be a priority.

While the Municipality may continue to refer to its 2011 Active Transportation and Trails Master Plan for guidance on trail development opportunities, Port Hope should undertake an update to this document given that it is 10 years old. Updating the Active Transportation and Trails Master Plan will allow the Municipality to charter a new path forward to consider current trail improvement efforts, design guidelines and new development opportunities, including the recommendations contained in this Master Plan.



Riverside Walking Trail

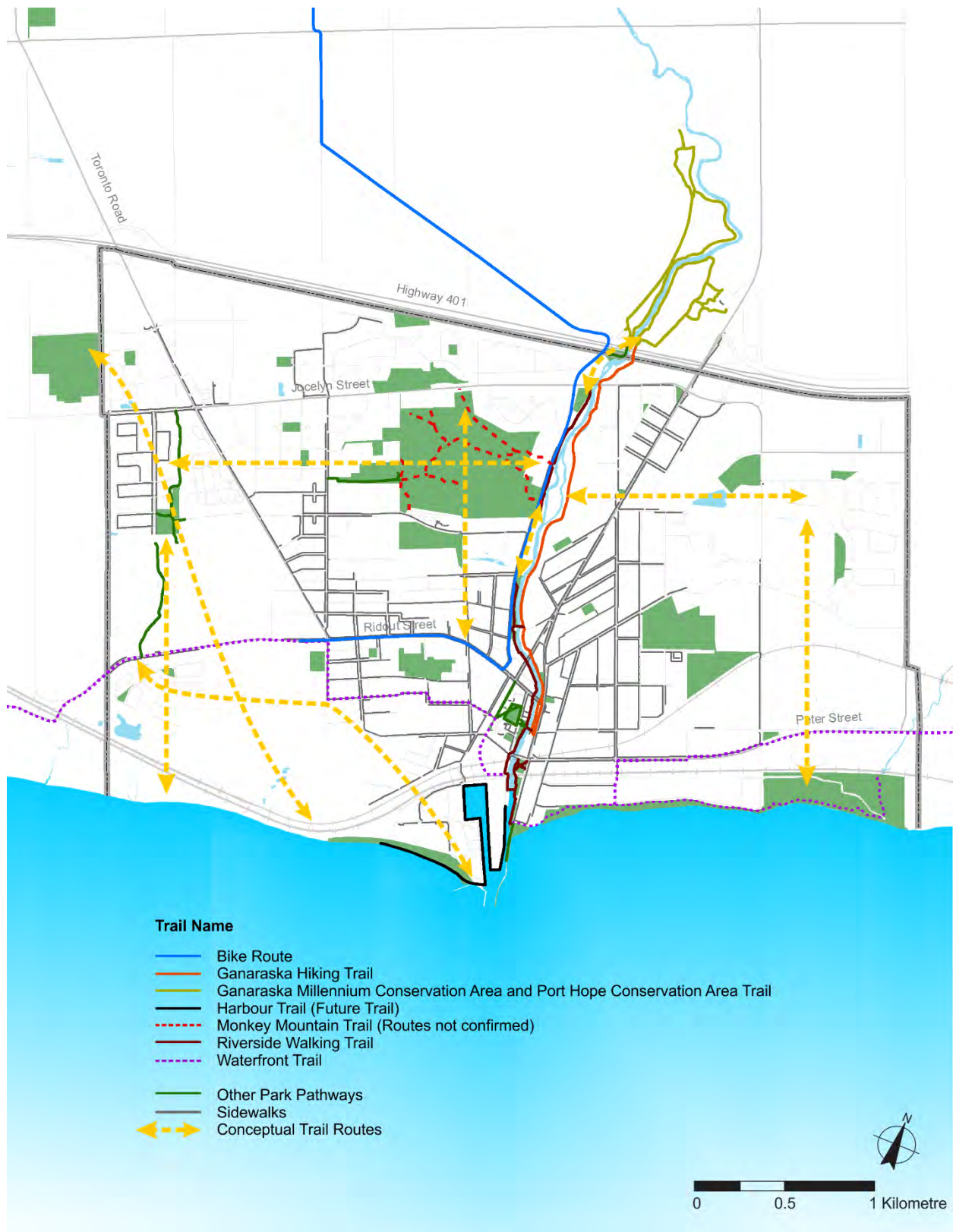
At a conceptual level, the Master Plan investigated potential trail routes and linkages to supplement the existing network, with consideration given to underutilized open spaces, connecting destinations, and developing linkages through future residential areas. A conceptual trail network developed for this Master Plan is intended to be used as a guide to identify new trail opportunities (Figure 20). Refinements and consultation with the public is encouraged prior to the development of any new trail routes.

The key to the continued development of an effective and robust trail network will be to ensure that safe, accessible and convenient linkages exist between users and key destinations (e.g., parks, recreation and community facilities, schools, commercial areas, waterfront, etc.). The Municipality currently provides a strong north to south spine along the Ganaraska River. The conceptual network emphasizes strengthening the Riverside Walking Trail (there are gaps along the west side at the File Factory and at Jocelyn Street) and improving east-west linkages to connect residents to the River and those that reside within areas of Port Hope without access to active transportation infrastructure. Connections to the Waterfront Trail and Lake Ontario should also be pursued, recognizing that the Municipality is exploring long-term waterfront trails through the Consolidated Waterfront Master Plan and the Port Hope Area Initiative.

As future residential development occurs, particularly in the west end of Port Hope's urban area, consideration should be given to recreational trail development and the provision of sidewalks to support active transportation modes, which is consistent with Official Plan policies. While trail development within established urban areas is often a challenge, emphasis should be placed on ensuring that there are walking pathways within parks to provide accessible circulation areas and linkages to internal amenities (e.g., playgrounds). Other trail design features and comfort amenities should also be considered in appropriate areas including (but not limited to) wayfinding signage and seating.

Monkey Mountain presents a significant opportunity for future trail development. While there is an informal trail system through this area, it lacks visibility, signage and awareness, with the exception of local users and avid hikers. It is recognized that the varied terrain presents accessibility challenges; however, there is an opportunity – once the low-level radioactive waste clean-up efforts are completed – to develop a formal trail system to position Monkey Mountain as an outdoor destination for residents and visitors. This would require efforts to confirm trail routes, designate levels of difficulty and permitted uses, and the provision of amenities such as signage and trail heads. Trail development within Monkey Mountain should be mindful of protecting and preserving significant natural heritage features. Consideration may also be given to dedicated routes for active recreation such as mountain biking and possibly a bike park in appropriate areas.

Figure 20: Conceptual Trail Network



Recommendations – Recreational Trails

78. In collaboration with the Works and Engineering Department, undertake an update to the **Active Transportation and Trails Master Plan** to provide a renewed vision and detailed evaluation for trail development opportunities. The review should incorporate and build upon the Municipality's current efforts to strengthen the trail network as well as the recommendations contained in this Master Plan.
 79. Formalize the **Monkey Mountain Trail network** by confirming routes that avoid sensitive natural heritage features, identifying levels of difficulty and permitted uses (e.g., walking, hiking, mountain biking, etc.), establishing maintenance practices, providing amenities (e.g., parking), promotion, and other strategies to encourage physical activity opportunities at this site.
 80. Bolster the Municipality's **existing trail network** with consideration be given to the following:
 - a. Strengthen east-west trail linkages to the Riverside Walking Trail and the Ganaraska River;
 - b. Build upon connecting residents to the Waterfront Trail and Lake Ontario;
 - c. Establish active transportation routes within future residential areas and develop (or reconcile gaps) within existing parks and public spaces (e.g., pathways to playgrounds, Riverside Walking Trail, etc.); and
 - d. Consider design features and comfort amenities in appropriate areas including (but not limited to) wayfinding signage and seating.
-

9.8 Port Hope Cemeteries

The Department works in collaboration with Port Hope's Cemetery Board to manage and maintain four active cemeteries and seven non-operating cemeteries found throughout Port Hope. The Municipality's cemeteries date back to the late 1800s and form an important component of Port Hope's cultural heritage system. The Municipality's responsibilities associated with its cemeteries primarily centre around grass cutting, general maintenance and administration of interments at active sites.

Cemeteries are a way for current and future residents to connect with the past and in many communities, they also form part of the open space system. Cemeteries can facilitate low-impact passive activities that are respectful of the space such as walking, jogging and nature enjoyment. Due to the historical significance of cemeteries, together with its recreational potential, it will be important for the Municipality to continue to maintain these sites in a manner that ensures their aesthetic quality.

Within the past number of years, the Municipality has taken over the maintenance and operation of a number of cemeteries in Port Hope. Under provincial legislation, municipalities become the owner of abandoned cemeteries and can also become trustees for active cemeteries if requested. As it is anticipated that this inventory will continue to grow, it will be necessary for the Municipality to ensure that it has a strong understanding of what exists within each cemetery in order to strategically plan for and maintain interments, as well as to deploy staff and resources efficiently and effectively. In this regard, the Municipality would benefit from undertaking a burial audit to assess the totality of existing and available plots to understand capacities, future land needs, and resourcing for maintenance (e.g., staffing and equipment) and interments. Opportunities may exist to work in collaboration with the Port Hope and District Historical Society, recognizing that the organization may have burial records and resources that may assist with informing this process.

Recommendations – Port Hope Cemeteries

81. Prepare a **Burial Audit** to strategically plan for and maintain interments by evaluating the totality of existing and available burial plots to understand capacities and future land needs.
82. Ensure that the Municipality's budget and resourcing reflects the **growing inventory of cemeteries** and related service levels.

9.9 Connecting People and Nature

9.8.1 Increasing Access to Nature and the Outdoors to Achieve Healthy Outcomes

Port Hope boasts a variety of outdoor opportunities through maintained and naturalized spaces such as parks, trails, open spaces and the waterfront. Educating and encouraging residents to get physically active by increasing their access to nature, encouraging outdoor activities and animating outdoor spaces is an important role for the Parks, Recreation and Culture Department. The Municipality has demonstrated leadership in this area through its vision for redeveloping its waterfront for recreational uses and outdoor enjoyment.

In recent decades, with the rising concern for child safety and a greater number of parents in the workforce, casual outdoor play opportunities have decreased. Children are closely supervised for their safety and outdoor play is scheduled within busy family schedules. Research is demonstrating that a lack of access to nature is resulting in higher levels of anxiety in children and youth, as well as other mental health issues. The sedentary behaviours associated with an increase in screen time are also contributing to less time in nature and the outdoors. The pandemic has exacerbated these trends through the cancellation of many organized activities.

Many communities are embracing the importance of outdoor play from a child development and lifelong health perspective and are offering a multi-faceted approach to increasing outdoor play. Strategies include increasing education and awareness of the importance of access to outdoors, as well as the provision of challenging play opportunities to keeping children outdoors longer. Efforts to engage children and youth outdoors in Port Hope include municipally-led summer camps, as well as educational programs provided by others such as the Ganaraska Region Conservation Authority and other local organizations.



Fish Ladder Park

9.8.2 Park Naturalization and Environmental Stewardship

A growing emphasis on environmental stewardship has led to park naturalization initiatives in many communities. Naturalization refers to the process of returning park space back to a natural state by allowing existing grass along with native plants and wildlife species to grow and flourish with minimal or no municipal assistance (e.g., grass cutting, watering, etc.).

Not only can this practice result in cost savings and the ability to redirect municipal resources to higher priority areas, park naturalization provides an opportunity to develop outdoor education, stewardship and climate change mitigation through recreation, such as tree planting, use of native species, naturalization initiatives, and butterfly/pollinator parks in conjunction with community partners. Several parks in Port Hope may benefit from naturalization initiatives.

Recommendations – Connecting People and Nature

83. Promote **awareness** on the critical importance of **outdoor play** and local opportunities to enjoy the outdoors, including animation through sport, recreation and cultural activities (e.g., guided walks, geocaching, etc.).
84. Continue to program and collaborate with local organizations to **expand park use and outdoor programming**, including opportunities for unstructured play, active sports, special events, passive recreation and naturalization efforts, where appropriate.
85. Support **outdoor education, stewardship and climate change mitigation initiatives** through the parks and open space system, such as forest management, tree plantings, use of native species, naturalization efforts, and butterfly/pollinator parks in conjunction with community partners.



10. Recreation Capacity (Goal 5)

The goal of building and improving upon the capacity of parks, recreation and culture providers within a community includes an analysis and discussion on:

- supporting volunteerism;
- increasing partnerships and sponsorships;
- supporting post-secondary educational institutions to further research;
- valuing staff engagement, organizational culture, values and behaviours;
- fostering joint planning and accountability with like-minded organizations;
- continuous refinement service levels and resource allocation based on changing needs;
- enhancing organizational effectiveness;
- ensuring quality assurance mechanisms and legislative compliance are evident in the provision of services;
- improving internal and external communications;
- utilizing technology where there is a return on the investment;
- providing staff with opportunities for professional development and training and
- measuring performance.

Recreation Capacity Objectives

- a) Ensure that parks, recreation, and cultural services receive an approved mandate through a comprehensive Policy and Standards Framework.
- b) Reflect current operational compliance with legislative requirements.
- c) Strengthen community engagement and enhance services through volunteerism.
- d) Promote parks, recreation and cultural opportunities through a comprehensive communications and branding strategy.
- e) Utilize technology to streamline operations, produce efficiencies, and form a relationship with residents and visitors.
- f) Increase the number of meaningful community partnerships that serve to engage more residents in parks, recreation and cultural opportunities.
- g) Embrace effective organizational strategies within the Parks, Recreation and Culture Department.
- h) Define departmental service levels and ascertain what resources are required to meet and exceed public expectations.

10.1 Community-Based Service Provision in Port Hope

The Parks, Recreation and Culture Department provides and enables a wide range of services to include all residents regardless of their backgrounds. Two key approaches are taken to the delivery of service – 1) community organizations and partners provide parks, recreation, culture, and sport opportunities and 2) the municipality offers programs and services that are not provided by the community organizations. Collectively, it is intended that residents can choose from a broad choice of quality leisure opportunities, regardless of age, income, background or ability.

The four main methods of providing and enabling services are: 1) direct provision, 2) community development practices, 3) promoting not-for profit and for-profit services, and 4) contracting third-party providers. This takes a holistic approach, and the key driver is to provide services efficiently and effectively. Consideration is given to ensure all age groups are included, to engage and hear the citizens voices and include underrepresented residents.

In a community the size of Port Hope, the predominant approach has been to support community groups and round out the provision of services where there are gaps or specific services require facilities and qualified staff, such as providing swimming lessons as very few for-profit or not-for-profit organizations provide swimming facilities as revenues do not offset operational costs.

Figure 21: Municipality Process for Community-Based Program and Service Provision

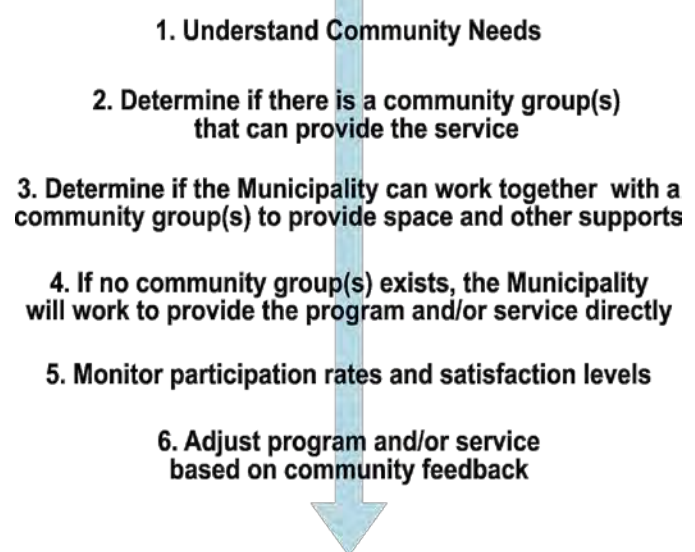


Figure 21 outlines the process that staff follow in providing/enabling programs and services. Staff first identify needs and look to the community for a provider to work collectively with. A partnership is formed whereby the municipality may provide space or promotion and other support. If there isn't a community-based provider, the municipality will look to provide the program or service directly. In all cases, staff will monitor participation and the quality of the service and address any improvements that are needed.

10.2 Policies, Standards, Guidelines and Legislative Compliance

There are over 70 legislative acts that govern parks, recreation and culture in Ontario. Quality assurance frameworks enhance a high level of service to patrons along with policy and procedural documentation. It is important to be cognizant of these operational standards in the delivery of services. Each discipline should have a quality assurance framework in place to comply with legislation and industry standards and offer the highest level of service to residents.

A review of policies, procedures, legislative compliance and quality assurance frameworks in place in the Municipality of Port Hope was undertaken as part of the development of the Master Plan. Key findings include:

Legislative Compliance – The 2010 Master Plan recommended that the Department demonstrate its compliance with legislative requirements by developing a centralized audit process, and that compliance testing be completed on an annual basis. This recommendation has not been implemented due to the lack of available funding. Each discipline has indicated that they feel that they are compliant for the most part but have not completed an audit to ensure that they are implementing changes to legislation. Legislative compliance is required and must be demonstrated; thus, the previous recommendation remains valid.

Policies – The Department continues to develop new policies that are relevant to their current operations. A Special Events Management Policy and a Volunteer Policy was developed recently to apply consistent standards to these operations. Each policy should list when a review should be undertaken, and staff should develop a system for automatically reviewing policies on a consistent basis. It is recommended that staff audit policies against industry standards to ensure that policies are developed that are relevant to their current operations.

Procedures – Aquatics, programs and camps have a procedural manual to provide consistent guidance to staff and consistent messaging to users. A review of procedural manuals revealed that parks and facilities require the development of documented work processes for staff. Procedural manuals are typically updated annually as a result of a review of standards and policy changes. These manuals are particularly useful to part-time staff that are often responsible for buildings and the parks system during evening and weekends; manuals should be online and readily accessible. Parks procedures should also be readily available within trucks (either manual editions or electronic) for easy access for staff.

Quality Assurance Frameworks – The Municipality has been an early adopter of quality assurance frameworks where they exist for parks, recreation and culture. Examples of industry frameworks are listed below.

- The High Five Principles of Healthy Childhood Development Framework has been implemented for recreation and aquatic programs.
- The Department has worked with community partners to receive the Platinum-level designation for being a Youth Friendly Community through the Play Works Partnership.
- The Municipality is working towards being recognized as an Age-Friendly Community by the World Health Organization. The Department is implementing the Active Aging criteria to demonstrate quality assurance standards for programs and services for older adults.
- The Yardstick Program was developed by the Ontario Parks Association and is an excellent tool for parks operations as it provides benchmarking opportunities with comparable parks systems.
- The Aquatic Safety Management program is recommended for staff implementation. It requires an audit by an Aquatic Specialist to determine the strengths and safety challenges within aquatic delivery.

Recommendations – Policies, Standards, Guidelines and Legislative Compliance

86. Complete an **audit of current legislation** impacting the delivery of parks, recreation and culture and ensure that the Municipality is compliant with these requirements.
 87. Enhance and develop **procedural manuals** for parks and facilities.
 88. Compare current **policies** (e.g., special events management policy, parks use by-law, municipal alcohol policy, etc.) against standard guidelines and policies for leading parks, recreation and culture agencies to ensure that they are reflective of industry standards and the services that the Department provides.
 89. As new policies are developed, ensure that a **policy review timeframe** is considered to ensure that they are updated to reflect current requirements.
 90. Ensure that all staff commit to having read, understood and are in agreement with **operational policies and procedures**.
-

10.3 Volunteerism

The Department's volunteer policy (developed in 2020) ensures that consistent practices are in place for recruitment, selection, supervision, and recognition. This policy is an excellent example of a best practice as it follows the guidance of the Code for Volunteer Involvement through Volunteer Canada. Implementing the policy will take time given the task of staff to maximize volunteerism in Port Hope. Volunteer Northumberland has developed an online system to match volunteers with volunteer needs and the Department will list their opportunities with this organization as well as recruit using other mechanisms. It would be prudent to investigate other online volunteer systems that serve to recruit and train volunteers as a standard practice in order to optimize the use of staff resources.



Recommendations – Volunteerism

91. Identify opportunities to **utilize and recognize volunteers** to enhance the delivery of parks, recreation, and culture services.
92. Develop a **standard online process** to recruit, train, supervise, retain, and recognize department volunteers supporting parks, recreation and culture services.
93. Monitor the use of **Volunteer Northumberland online system** to recruit volunteers and its applicability to recreation, parks, culture, and special events.
94. Identify the **value of volunteerism** (qualitative and quantitative) in the delivery of parks, recreation, and culture to support strong community engagement levels.

10.4 Communications, Marketing and Community Branding

Communications, marketing and community branding are all corporate and centralized services in Port Hope. Staff work collectively to articulate needs, prepare content, and determine the specific timing of announcements, promotions and communications, guided by the Community Consultation Policy and Brand Guidelines. Through the consultation process for the Master Plan, there was support for developing dedicated branding for the Parks, Recreation, and Culture Department that would be in alignment with corporate branding and visual identities. Many municipalities allow complementary branding for some services and events while others require all branding to have one look. Consultation with the public may assist in determining the health of the current brand and as to whether a change would increase recognition and participation.

Real time communications and the use of social media was also a key discussion topic during the consultation process. It will be important for the Parks, Recreation and Culture Department to broaden the scope of its reach in the community as the community grows. Utilizing the latest communication methods (such as social media) is becoming a constant expectation in that people want to know what is happening in real time. The ability to provide constant and meaningful updates on social media requires a distinct account for the Department and training of staff to utilize social media responsibly, including consistency with corporate messaging.



To continue providing high quality leisure services in Port Hope, additional communications and marketing support would further strengthen the Department's dedication to the public. Promotional efforts for the Parks, Recreation and Culture Department are currently led by the Community Development Program Manager, who has done an exceptional job to engage the public. However, there is room for continued growth and the addition of more resources would ensure that there is a dedicated focus to promoting leisure opportunities in the community, while seeking to maximize program participation and facility utilization. Enhanced communications and marketing supports are also required to lead the Department's social media presence as recommended in this Master Plan.

In the Municipality's effort to bolster community awareness of leisure opportunities, emphasis should be placed on highlighting the success of arts and culture in Port Hope, as well as the opportunities available through the Municipality and its community partners. This may be explored further through the Cultural Plan update, as recommended in **Section 6.7**.

Recommendations – Communications, Marketing and Community Branding

95. Review the current **community branding and visual identity** to ensure a strong presence and the positioning of the Parks, Recreation and Culture Department.
96. Seek to develop **social media accounts** dedicated to the Parks, Recreation and Culture Department and identify the resources required to provide ongoing support and real time postings – with specific effort made to use social media tools for youth engagement.
97. Investigate the viability and timing of establishing additional **communications and marketing support** to assist with the needs of the Parks, Recreation and Culture Department (such as options for staffing, services, event and program branding, etc.).
98. Potentially as a part of the **Cultural Plan** review, evaluate strategies to communicate and highlight the success of arts and culture in the Municipality and opportunities for the community to get involved.

10.5 Technology

The Municipality continually investigates strategies to increase its internal efficiencies and effectiveness in the delivery of services. To some degree, the use of technology has already assisted staff with achieving this objective including improving communications, registering people in programs, booking facilities and sports fields, and promoting greater knowledge of available services. The application of a new registration and booking system is relatively recent and the capabilities of the system are still being fully implemented.

There are many software and mobile applications that could be acquired – all with a cost – to enhance service provision, benefit the community, and serve to increase awareness of opportunities to increase participation. These software applications must meet the needs of current and future service provision, while addressing service priorities and providing some return on the investment. A plan specific to addressing technology needs within the Department should engage users and address issues facing the provision of current and future services. The ability for using software to engage residents, build and maintain relationships, increase participation, create efficiencies, and enhance communication and engagement all need to be balanced with the other needs departmentally and corporately.

Some municipalities are considering developing an application that could provide residents with real time opportunities, reminders of what is coming up and enable families to plan their activities that day. This would respond to some residents' preference to utilize casual opportunities rather than register in advance. A mobile phone application that engages residents to become more aware of upcoming and daily opportunities might also provide interpretive information on the history of various sites and build an account whereby residents could book and pay for drop-in and casual activities.

Further, considering restrictions to programs and facilities due to the COVID-19 pandemic, it is appropriate to investigate applications that can allow staff to provide online virtual programs and camps where feasible. Due to the COVID-19 pandemic, municipalities and agencies have implemented online virtual programs with varying degrees of success, although it is recognized that they may not always replicate the same experience as in-person activities. It is appropriate for staff to engage with stakeholders to determine if the current technology is effective and seek suggestions for improvements in developing an Information Technology Plan for the Parks, Recreation and Culture Department.

Recommendations – Technology

99. Develop a **Plan** that identifies potential operational efficiencies and effectiveness in delivering online virtual opportunities to augment in-person activities and services, including information and technology considerations.
100. Enhance **online tools** that seek to maximize and strengthen the relationship between the Department and residents to regularly engaging residents by providing meaningful articles of interest, promoting events, and building a broader relationship with residents.

10.6 Community Partnerships

The Department works with community partners to provide the highest level of service to the public while sharing resources and opportunities to achieve business and partnership advantages. The goal of these partnerships is to maximize the community's assets and capabilities in broadening services by sharing responsibilities and resources. There is a clear commitment to continue working with community partners and there are numerous individual arrangements in place. Existing and future partnership arrangements must be considered on their own merits.

Partnership opportunities should be considered with the following guiding principles in mind:

- a. The outcome of the partnership is aligned with the Municipality's values, mandate and priorities.
- b. There is an articulated need for the proposed service in the Municipality.
- c. The financial and liability risks to the Municipality are shared or reduced.
- d. The partner is equipped and qualified to co-deliver the service through identified efficiencies, and the ability to reach an identified segment of the population.
- e. The quality of the program or service provided through the partnership meets the Municipality's quality assurance and risk management requirements and complies with legislation.
- f. Unsolicited for-profit partnership proposals are dealt with transparently and through a competitive process as identified in the Municipality's procurement process.
- g. Accountabilities and responsibilities can be clearly defined and complied with.
- h. Annual reporting requirements capture participation numbers, expenditure reduction or revenue enhancement, and are clearly aligned with departmental objectives.

In all partnership arrangements, specifications and requirements must ensure that the partner respects and aligns with the Department's key goals and objectives. The value in seeking out and formalizing partnerships provides a net benefit to all organizations and often reduces costs to the Municipality.



Collaboration with local agencies, boards, committees and other community providers will be crucial in the success of Port Hope's leisure system, as well as the implementation of key recommendations of the Leisure Services Master Plan. At present, the Municipality benefits from its strong partnerships with these groups that help to support the provision of parks, recreation and culture in Port Hope. These and new partnerships should continue over the foreseeable future as **Section 7** of this Master Plan identifies strategies to improve access and inclusion by working with community partners and **Section 9.9** of this Master Plan emphasized the need to strengthen the connection between people and nature to enhance personal health and well-being, community connectedness, quality of life and other holistic benefits.

While the Municipality has been gradually expanding its role in the provision of arts and culture programs and special events, the reliance on existing cultural resources provided by volunteers, non-profit organizations, and businesses in Port Hope should continue. This approach is consistent with the Municipality's community development and indirect service delivery model given Port Hope's active cultural community. By empowering these key players with the appropriate resources to be successful, they can alleviate pressure on the Municipality to provide space, programs and services. Rather than compete directly with these established organizations, it is recommended that the Municipality engage these groups to understand how existing opportunities can be promoted and what supports are required to ensure that they continue to thrive in Port Hope.

Recommendations – Community Partnerships

101. Develop a **common partnership agreement** to apply to various partnership types and to standardize municipal and partner expectations.
102. Where appropriate, **collaborate with community partners** to support the recommendations contained in this Leisure Services Master Plan. Several examples of potential collaborations and information sharing are presented under the Access and Inclusion goal of this Master Plan, including:
 - a. Focus group meetings to **identify barriers** that residents may have in participating in recreational pursuits.
 - b. Meeting with representatives and support groups for the **LGBTQ2S community** to discuss opportunities to address barriers to participation and program ideas.
 - c. Meeting with **indigenous residents**, interested parties and groups supporting indigenous peoples to ensure that they feel welcomed, indigenous contributions are recognized, and are celebrated within the Municipality of Port Hope through activities, events and public spaces.
103. Identify potential **partnership opportunities** with private-sector program providers to **eliminate program duplication**.
104. Strengthen **cultural partnerships** to identify opportunities and expand cultural programming.

10.7 Service Levels

Formalizing levels of service will serve to ensure that public expectations in Port Hope are being met and that rigorous standards for high quality service delivery are followed. Setting service standards assists in defending how resources are allocated as the need for programs and services expand in order to respond to population growth. The process to establish levels of service involves engaging stakeholders and the public in determining how often services are offered and considers duration, legislative compliance, quality industry standards and the ideal target conditions that should exist. Establishing service levels requires continual public input to measure satisfaction and adjusting levels of service as the community make-up evolves and grows.

This Master Plan provides an assessment of the current public-facing service levels, identifies gaps and makes recommendations on refining levels over time. This analysis determines how many full-time equivalent staff (FTEs) and other resources will be required to provide these levels of service. As demand for services increases due to community growth and increased participation, requests for additional resources will be defensible and based on approved levels of service.

Municipalities in Ontario typically provide a similar range of parks, recreation, and cultural services. The scope of services is typically based on tradition, trends, public expectations and demographics. Staff serve to refine the range of services and levels of service based on demographics, trends, public input (including satisfaction levels), utilization and other key demand factors. Pent up demands will require an increase in the service and lower demands may require greater promotional efforts and/or reductions in service.

The role of staff is to continually determine the most effective and efficient method of providing these levels of service while maintaining high public satisfaction. It is suggested that all functions create and confirm service levels so that the allocation of resources is equitable, and evidence based.

The process to develop service levels involves the following actions:

- a. Identify and review of current service levels and summarize any public input in terms of satisfaction levels and suggested changes.
- b. Identify gaps in the provision of services.
- c. Research best practices in comparable municipalities including efficiencies that could be incorporated.
- d. Identify the service types that are provided and develop a classification system if different provision models would be required. For example – there may be varying types of special events that require different tasks to support them or different classifications of parks within the parks system.
- e. Define service levels for each type of service and classification including the ideal conditions, the actions that are required to maintain the service level and the frequency of those actions.
- f. Engage stakeholders and other staff to refine service levels.
- g. Identify the annual work hours and full-time equivalents and other resources that are required to meet the service levels (a maintenance management system will most likely be required).
- h. Ensure that there is an equitable distribution of the workload and that any potential efficiencies are researched and implemented.
- i. Create a summary report to articulate service levels, complete with observations, recommendations for implementation.
- j. Conduct an annual review to capture any changes in the service levels, including legislative changes and resource allocation.

As the Municipality grows and experiences requirements for change, the allocation of resources will become an important consideration. The advantage to having service levels approved by Council is that the staff, equipment and fiscal resources are identified. If service levels increase or the use of services increase, the justification for more resources is clearer. Without established service levels, staff could become overburdened with the breadth of responsibility. Regardless, the continued challenge for staff is to do more with less and to create efficiencies based on a true picture of their workload.

Recommendations – Service Levels

105. Confirm the **service levels for each discipline** in the Parks, Recreation and Culture Department and determine the annual work hours and other resources required to meet community expectations.
 106. Plan and justify additional **staff requirements** to support population growth and increased demands based on key factors including, but not limited to, demographics, public and stakeholder input, facility and program utilization, and best practices.
 107. Engage all staff in articulating the **Departmental values and respective behaviours** to form the foundation of a high performing organization.
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10.8 Organizational Effectiveness

Staff within the Parks, Recreation and Culture Department are proud of the work that they do, and it is evident in the presentation of high-quality facilities, programs and services that are available throughout Port Hope. The leadership team has worked to empower staff to suggest improvements for their respective disciplines, which has served to engage staff and create a strong departmental culture.

The following figure illustrates the organizational structure for Port Hope's Parks, Recreation and Culture Department. This structure is consistent with organizations in comparable municipalities in that:

- staff are assigned to disciplines based on common functions (e.g., parks, recreation and culture);
- there are four to five layers of staff between the Director and the general public;
- managerial staff have between four to seven direct reporting staff; and
- work is distributed equitably.

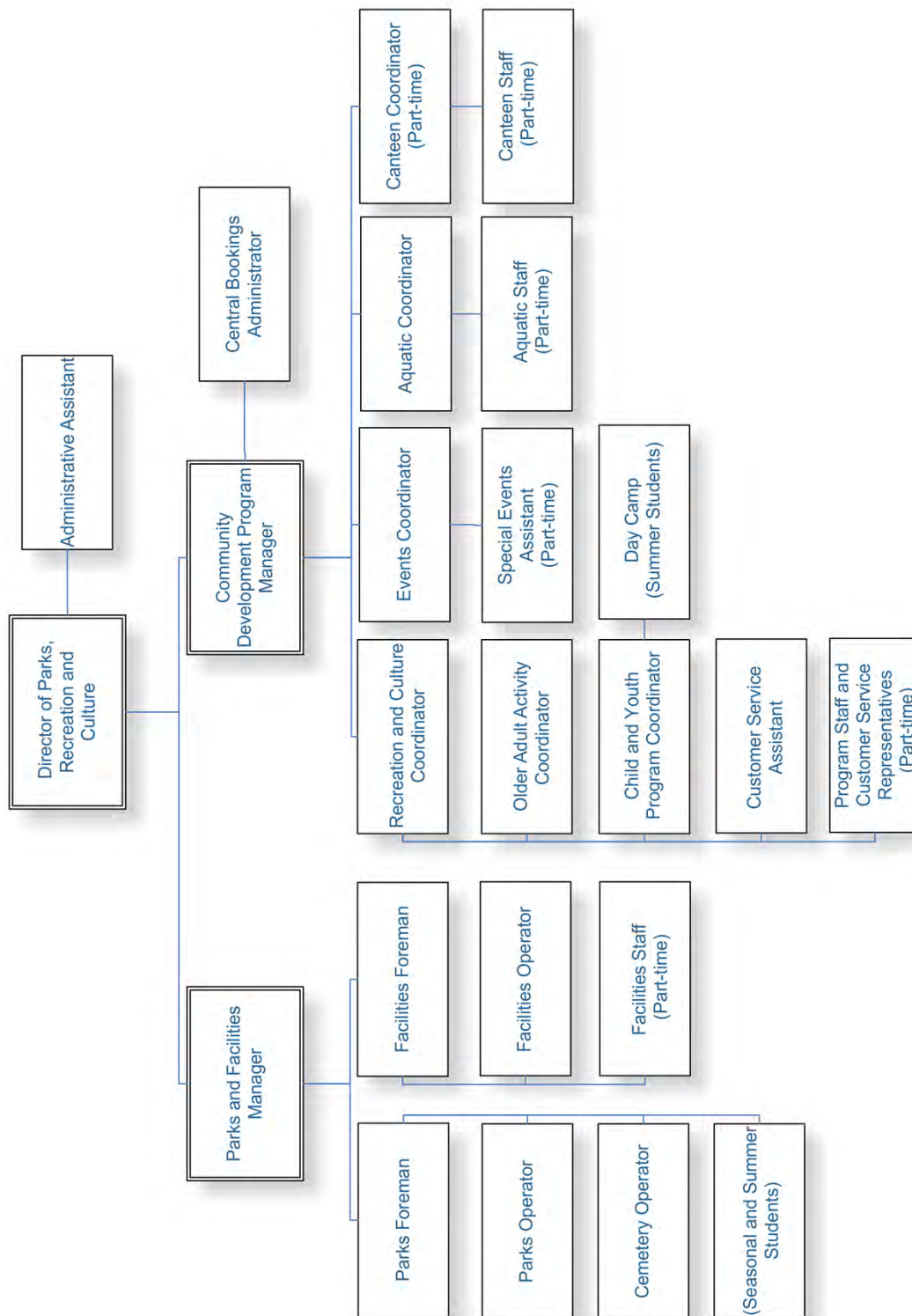
The Department has traditionally been an efficient organization as staff have been successful in providing quality facilities, programs and services with the resources that are available. The Department has made efforts to expand its staffing complement to respond to increasing workloads and community expectations such as adding customer service and cemetery staff members within recent years. Since 2018, the Department has also been responsible for maintaining all civic facilities within the Municipality.

One difficulty that was mentioned during the development of this Master Plan was the ability to attract and retain fitness instructors. In addition, most municipalities typically strive to avoid any undue competition with private fitness providers. Further dialogue is required to address the provision of fitness opportunities in a fair-minded fashion. A Fitness Plan complete with partnership arrangement should be undertaken.

Recommendations – Organizational Effectiveness

108. Enhance and develop **online part-time staff recruitment and training modules** to capture the basic knowledge staff require as part of the onboarding process, including corporate and other job specific training.
 109. Develop a **Fitness Plan** that seeks to maximize participation through partnerships.
 110. Develop a **Departmental Learning Plan** to identify ongoing learning and professional development needs to ensure that staff are continually upgrading their knowledge, skills and competencies.
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Figure 22: Existing Organizational Structure - Parks, Recreation and Culture Department



Source: Municipality of Port Hope

10.9 Performance Measurement and Setting Targets

The Parks, Recreation and Culture Department has undertaken an initiative to collect data on participation, utilization and satisfaction levels with respect to services within their purview. The information is utilized to inform decision making about program types, locations and suggested improvements. This information is presented to the PRC Advisory Committee and Council to inform future planning and resource requirements. This is commendable and should continue to assist in knowledge-based decision making.

As a part of this summary report, staff should outline key targets and deliverables, as well as how they will be achieved going forward. Further, it is recommended that future editions include the capacity of the Department and partners to deliver services, the utilization of these service and in the use of facilities, programs and events. This will allow the community to understand if there is growth in the participation of certain age groups and if there are any decreases, gaps, or unmet demand that needs to be addressed. This annual summary report should also compare capacity and utilization rates year over year (for three years) to demonstrate the use of public facilities and services, the value of volunteerism, the use of funds for low income residents to participate in recreation, etc. This analysis will start to determine trends, demonstrate success, gaps, and (hopefully) demonstrate the growth in participation.

To enable and provide a wide range of programs and services which appeal to all age groups, monitoring participation rates by age group allows the Municipality to identify which segments of the community are underserved. An analysis of active, general interest, creative, cultural, social and STEAM opportunities that are provided by the Department and community partners is valuable information. This approach allows staff to capture all opportunities in Port Hope and address gaps directly or through community partners or third-party providers. The objective is to ensure that the community is well served by the full collective of providers. Understanding system-wide participation rates by age group also allows the Department to establish targets that are thoughtful and achievable and work within the resources approved by Council. Measuring participation and setting targets holds staff accountable for the use of public assets and resources and further prompts intentional increases in participation across all groups.

Recommendations – Performance Measurement and Setting Targets

111. Measure **satisfaction levels** with programs and facilities on an annual basis, and by comparing over a three-year period. Seek to improve satisfaction levels by addressing the areas where residents and visitors are least satisfied.
 112. Measure the **capacity and utilization** of facilities, camps, programs, etc. over three years to demonstrate the percentage of utilization as compared to the capacity of the facility or program. Aim to achieve a minimum target of at least 75% capacity for facilities and programs.
-

11. Implementation Strategy

Activation of the Leisure Services Master Plan is critical to its success. This requires coordinated efforts and a commitment from Council, staff, stakeholders, and the public, as well as a variety of funding options to implement the Plan. This section provides guidance on the Master Plan's implementation.

11.1 Overview of Potential Funding Sources

The Municipality has limited resources and cannot afford to do everything that the community desires; this is one of the primary reasons for undertaking a Master Plan in the first place. Although Port Hope may experience challenges in providing the appropriate financial and human resources to achieve the Master Plan's recommendations, the Municipality should make effort to implement these strategies through appropriate and acceptable means. In addition to direct taxation, full implementation of the Master Plan will require the use of various funding sources, including:

Development Charges

Development charges (DC) are fees that are collected through the building process in order to address the growth-related infrastructure needs of a community, such as new or enhanced leisure facilities (but not parkland acquisition). Through Bill 197, eligible capital projects may be fully funded through development charges (this amount was previously 90%, which remains in place until the prescribed date of the proposed regulations). Funding limitations include replacement portions of facilities, historical service level deficiencies, or excess capacity as a result of the pre-emplacement of facilities. Some of the items identified in this Master Plan are partially or fully growth-related, thus will be eligible for Development Charge funding.

Parkland Cash-in-Lieu

The Planning Act establishes a framework for the dedication of parkland and possible alternatives, with implementation policies identified through official plans. One such alternative to land dedication is the conveyance of cash-in-lieu of parkland generated by development or redevelopment (up to 5% of residential lands or 2% of commercial/industrial lands). At the Municipality's discretion, cash-in-lieu may be used to purchase parkland or improve existing parks. Despite some changes, these powers are proposed to remain in place through the recently introduced Bill 197 (COVID-19 Economic Recovery Act). Bill 197 also allows municipalities to establish a community benefits charge by-law to collect funds to acquire land for parks for higher-density development over a certain threshold; this tool would have limited utility in the Municipality due to the scale of future development.

Municipal Reserves

On occasion, municipalities may decide to set aside monies accrued from tax dollars or other revenue sources for special projects, such as the development or expansion of a specific community facility or park. In addition, annual lifecycle reserves that are earmarked to fund the maintenance and state-of-good-repair of existing facilities are becoming more common. Industry standards suggest that 2% of the capital value of assets be put into a reserve annually. The Municipality's Asset Management Plan (which includes parks, recreation and culture facilities) serves to identify all capital assets, their current condition, and when the asset or components should be refurbished or replaced.

Fundraising, Donations, and Sponsorships

The capital and ongoing operational costs of constructing parks, recreation and culture services are substantial and will inherently place pressures on the municipal budget. Seeking assistance from the community to contribute resources towards the construction and/or operation of parks, recreation and culture opportunities can be an effective way to provide services and spaces that are truly desired by

residents. In the past, many local user groups and service clubs have collected donations and/or participated in fundraising for new facilities and this practice is expected to continue. The Municipality has a community grant program that provides guidance in this regard.

User Fees and Surcharges

User and rental fees for most parks, recreation and culture services – particularly those that are for broad public use – are minimal as they exist to promote physical activity, social interaction and community benefits. Fees are in place for some dedicated-use spaces or amenities (e.g., sports fields, arenas, swimming) that benefit specific groups or individuals. Increases in user fees – such as through a project-specific surcharge – can be used to offset the costs associated with capital upgrades.

Debenture Financing

In cases where alternate sources of funding are unavailable, some municipalities have shown a willingness to finance a portion of major capital expenditures (e.g., renovations to the Jack Burger Sports Complex). Depending on the Municipality's credit rating, this can be a more expensive funding alternative and can impact the future borrowing rate and fiscal capacity.

Ongoing Government Programs

One example of an ongoing government program is the Federal Gas Tax Fund, which provides municipalities with a long-term funding stream that can be used for the construction and rehabilitation of core public infrastructure, including roads, bridges, drinking water and wastewater infrastructure, and leisure facilities.

One-Time Grants

Municipalities often seek financial support from senior levels of government for major municipal capital projects. In 2017, the Federal budget made commitments towards infrastructure investments through the "Investing in Canada Infrastructure Program" – in partnership with the Provincial Government – the Community, Culture and Recreation Infrastructure funding stream opened in 2019 (with up to 73.33% support for eligible municipal projects). In 2020, a COVID-19 Resilience stream was created to provide an accelerated process to fund projects that respond to the pandemic. While the presence of an approved Master Plan is often a requirement to securing grant funding, additional staff resources may be required to assist with monitoring and applying for grants.

Partnerships

To maximize benefits to the community, the Municipality has a history of engaging in collaborations or partnerships with the various partners and agencies to provide parks, recreation and culture services in Port Hope. Strengthening existing and creating new partnerships during the planning period should be the pathway forward in order to maximize the use of available resources, while sharing roles and responsibilities.

Cooperation between Municipal Neighbours

Cooperation between municipalities is important to the effective delivery of parks, recreation and culture services, particularly those services or systems that transect political boundaries. In Northumberland County, many local-level sports organizations have amalgamated to create more competitive programs and as a result, they utilize facilities in multiple municipalities. This highlights the need for the Municipality and adjacent municipalities to work together in order to maximize the use of existing public facilities across Northumberland County.

Recommendations – Overview of Potential Funding Sources

113. Where appropriate and consistent with municipal policies and priorities, **consider alternative funding and cost-sharing** approaches such as (but not limited to) surcharges, fundraising, grants, private-public partnerships, sponsorships, and various forms of collaboration to provide the best value to residents.
 114. Review **funding sources** available to the Municipality (e.g., sponsorships, fundraising, etc.) with the view of identifying under-developed opportunities and strategies to maximize financial resources to support the implementation of the Master Plan.
 115. Use this **Master Plan as a resource** in developing the Municipality's annual budget documents, Development Charges, secondary plans and related studies.
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11.2 Monitoring and Updating the Master Plan

As it did with the last Master Plan, the Municipality should continue to regularly review and assess, and periodically revise the recommendations of the Master Plan to ensure that they remain reflective of local conditions and responsive to the changing needs of the community. This will require measuring the performance of various parks, recreation and culture services including monitoring of activity patterns, participation levels, facility utilization, tracking user satisfaction levels, regular dialogue with community organizations, and undertaking a detailed ten-year update to the Plan. Through these mechanisms – or as a result of other internal or external factors – adjustment of resource allocations and priorities identified in this Master Plan may be required. In recognition of future planning processes that are expected to be undertaken (e.g., Municipal Comprehensive Review), it will be important to review and update the population projections contained in this report and evaluate the impact on future leisure services on an as-needed basis.

To highlight achievements and statistics related to parks, recreation and culture, as well as the implementation status of the Master Plan, the Municipality should present a bi-annual report of the Master Plan to the Parks, Recreation and Culture Advisory Committee and the broader public. This bi-annual report should also be extended to include objectives and recommendations that staff seek to achieve within the short-term.

Reviewing the Plan requires a commitment from all staff involved in the planning, financing, and delivery of parks, recreation and culture services, the Parks, Recreation and Culture Advisory Committee, Council and the public. An appropriate time for this is prior to the annual budgeting process. The following steps may be used to conduct an annual review of the Master Plan:

- a) review of the past year (recommendations implemented, capital projects undertaken, success/failure of new and existing initiatives, changes in participation levels, issues arising from the public and community groups, etc.);
- b) identification of issues impacting the coming year (anticipated financial and operational constraints, emerging opportunities, updated population data and forecasts, etc.);
- c) cursory review of the Plan for direction regarding its recommendations;
- d) preparation of a staff report to indicate prioritization of short-term projects and determination of which projects should be implemented in the coming year based upon criteria established by staff (e.g., financial limitations, community input, partnership/funding potential, etc.);
- e) communication to staff and Council regarding the status of projects, criteria used to prioritize projects and projects to be implemented in the coming year; and
- f) budget requests/revisions as necessary.

Recommendations – Monitoring and Updating the Master Plan

116. Implement a system for the regular **monitoring and reporting** for the Master Plan, such as the collection of participation data and progress reports to Council, Parks, Recreation and Culture Advisory Committee, and the community.
117. Work with the Parks, Recreation and Culture Advisory Committee to develop **objectives** that align with for the Master Plan, with key priorities identified on a year-to-year basis.
118. As new data becomes available, review and update the **population projections** contained in the Leisure Services Master Plan to ensure that they are in alignment with other planning processes (e.g., Municipal Comprehensive Review). Evaluate the impact of new population data on future leisure services.
119. Undertake a **comprehensive review and update** of the Leisure Services Master Plan to begin no later than 2030. Consideration may be given to accelerating the timeline to coincide with the planned Development Charges Update in or around 2029. Timing may also be adjusted based on the pace of implementation and changes in the community.

11.3 Priority of Recommendations

Throughout the body of this Master Plan, recommendations have been identified at the end of each subsection or topic area. By approving this Plan, the Municipality is not bound to implementing every recommendation or providing facilities/services in the order, amount or manner indicated; rather, this Plan provides guidance on community priorities and sets a general course for meeting the needs as they are presently defined.

The phasing of the recommendations proposed in this Master Plan recognizes the need for phased implementation and/or outside funding sources as some recommendations are based upon what is needed and not necessarily what may be financially achievable by the Municipality at the present time. As part of the annual budget process, this Plan will be reviewed to identify areas where the availability of resources may affect the timing of implementation. Analysis of implementation options and budget implications should be undertaken prior to approving major projects.

The Municipality has limited resources and cannot afford to do everything that the community desires; this is one of the primary reasons for undertaking a Master Plan in the first place. Although Port Hope may be challenged in providing the appropriate financial resources to meet the Master Plan's recommendations, the Municipality should make every reasonable effort to implement these strategies through appropriate and acceptable means. The full implementation of this Plan will require the use of development charges, grants, fundraising and/or collaborations with community partners.

Determining priorities is an exercise that should be revisited each year prior to the Municipality's capital and operating budget development exercise. **It is expected that the Municipality will make decisions on individual projects and funding sources annually through the budget process.**

In addition to funding availability, factors that might change priorities year to year may include:

- capital lifecycle and considerations of safety;
- legislation and mandated requirements;
- changes to service standards;
- public input and community interests;
- emerging trends and changes in participation rates;
- availability of alternate providers; and
- socio-demographic changes and growth forecasts.

Priority has been determined based on an assessment of need, as identified throughout the planning process (including public engagement, trend and demographic analysis, assessments of amenities and services, etc.). Generally, municipalities seek to address the widest range of needs and achieve maximum community benefit through the efficient use of resources.

Within the tables that follow, the priorities of the recommendations are organized into the following categories:

Priority

- **High Priority:** Immediate attention is strongly suggested in the short-term.
- **Medium Priority:** Attention is required when high priority recommendations have been initiated or completed, or when suitable partners have been identified for funding.
- **Lower Priority:** Attention is required when high and medium priority recommendations have been initiated/completed.

Due to the uncertainty around the COVID-19 pandemic, the general timing of implementing recommendations has not been identified. Through the preparation of annual work plans and coordination with the Parks, Recreation and Culture Advisory Committee, the Municipality will be required to identify the timing of recommendations that they believe will be realistically achievable. Emphasis should be given to recommendations identified as a high priority, followed by medium and low priorities.

Table 15: Leisure Services Master Plan – Summary of Recommendations (Goal 1)

Goal 1: Active and Engaged Living	Priority	Comments
Increasing Physical Activity Levels		
1. Embed the proposed Departmental vision (“Active, engaged, and healthier lifestyles through participation in parks, recreation and culture”) into all relevant internal training and external messaging.	High	Ongoing best practice
2. Utilize tools such as the Canadian Community Health Survey, the ParticipACTION Physical Activity Report Card, and ParticipACTION App to identify successes in increasing activity levels and to inform future actions to increase activity.	Medium	Ongoing best practice
3. Conduct a community survey every three years to determine local physical activity levels among residents (e.g., the number of minutes per week each family member is physically active) and gauge opinions and opportunities to encourage greater participation.	Medium	
4. Ensure that physical literacy is included in all active programs and camps.	High	Ongoing best practice
5. Leverage the use of municipal signage within Port Hope to promote and encourage physical activity.	Medium	Ongoing best practice
6. Work in concert with the Northumberland Sports Council to strengthen the Canadian Sport for Life program and physical literacy in Port Hope.	Medium	Ongoing best practice
Children’s Services		
7. Continue to support HIGH Five Healthy Child Development in the delivery of all programs and camps provided by the Municipality of Port Hope.	High	Ongoing best practice
8. Ensure that children have a choice of diverse active, creative, STEAM and general interest recreational opportunities, either offered directly or through community partners and other providers.	High	Ongoing best practice
9. Conduct a survey with parents and caregivers of children to determine the types of summer camp programs, amenities, enhancements, and locations that are preferred to increase the number of children engaged in this activity.	Medium	

Goal 1: Active and Engaged Living	Priority	Comments
Youth Services		
10. In collaboration with the Youth Action Committee, develop a Long-Range Youth Plan (targeting residents ages 10-19) to maximize youth participation in parks, recreation, and culture and to further cultivate the voice of youth in Port Hope.	High	May require external assistance
11. Continue to respond to the requirements of Youth Friendly Communities initiative by Play Works Partnership to enable youth the best environments to lead healthy lifestyles and be engaged in the community.	High	Ongoing best practice
12. Work with other youth-serving agencies to collectively measure the number of youth in Port Hope who are actively engaged in programs and initiatives (e.g., develop tools to promote all opportunities).	Medium	
13. Develop a Youth Leadership and Youth Ambassador Program(s) in concert with youth to serve as an introduction to the potential for job and volunteer opportunities and encourage greater youth participation within parks, recreation and culture.	Lower	
Adult and Older Adult Services		
14. Conduct an internal review of the Municipality's Age Friendly Community Action Plan , with a focus on outstanding items and emerging opportunities relating to the Parks, Recreation and Culture Department.	High	
15. Expand programming to better engage adults from 20 to 54 years old.	Lower	
16. Continue to implement Parks and Recreation Ontario's HIGH FIVE – Principles of Healthy Aging to promote quality assurance in older adult recreational opportunities.	High	Ongoing best practice
17. Review the Ruth Clarke Activity Centre operating and program model , with consideration of a municipal management structure that enhances customer service, expands programming, ensures consistency with municipal policies and practices, and maintains opportunities for volunteer involvement and member engagement, while maintaining low-cost opportunities.	High	

Goal 1: Active and Engaged Living	Priority	Comments
Aquatic Services		
18. Audit pool safety by engaging in the Aquatic Safety Management Program through the Lifesaving Society of Canada (Ontario Branch) and continue to engage in the Parks and Recreation Ontario HIGH FIVE quality assurance frameworks for children and older adults.	High	Ongoing best practice
19. Continue to educate the public about water safety and drowning prevention .	High	Ongoing best practice
20. Consider applying for funding and implementing the Grade 3 Swim to Survive program through the Ontario Branch of the Lifesaving Society and consider the viability of the Grade 7 and family-oriented Swim to Survive Program in collaboration with local school boards.	Medium	
Special Events		
21. Identify the number of events held in public spaces on an annual basis and monitor the number of attendees to measure attendance levels.	Lower	
22. To maximize benefits and justify allocation of resources, calculate the return on investment to the community and local businesses, satisfaction levels and the cost per attendee for Port Hope's largest events.	Lower	
Arts and Culture		
23. Review the Cultural Plan within the next three years to guide the Municipality's continued role in supporting and facilitating community initiatives. Investigate opportunities to market and promote the Municipality's efforts (including raising awareness about the Municipality's role in the sector), strengthen relationships with the arts and culture organizations, and seek qualified instructors to deliver programming.	High	
24. Examine opportunities for public art within all park and public space development and redevelopment projects and review the long-term maintenance requirements of existing public art installations.	Medium	
25. Review the existing policy for facility naming and public art to ensure that future submissions are relevant to current social mores and standards.	Medium	

Table 16: Leisure Services Master Plan – Summary of Recommendations (Goal 2)

Goal 2: Access and Inclusion	Priority	Comments
Recognizing, Including and Engaging Marginalized Populations		
26. Review and enhance the Access and Inclusion Framework and Policy to consider identifying potentially marginalized groups in Port Hope and speaks to the role the Municipality will play in identifying and supporting under-represented populations.	High	
Persons with Disabilities		
27. Work collaboratively with organizations and the Municipality's Accessibility Advisory Committee, to review existing (and establish new) strategies designed to maximize participation opportunities for persons with disabilities.	High	Ongoing best practice
Persons Experiencing Financial Barriers		
28. Develop a financial assistance strategy with the Northumberland Sports Council and community organizations that support residents experiencing financial barriers to ascertain the effectiveness of existing subsidy and fee assistance programs, raise awareness of subsidy programs, and identify further strategies to minimize financial barriers.	High	
29. Promote the Municipality's Subsidy and Fee Assistance Policy and discuss with the appropriate agencies the possibility of completing seamless means testing on the Municipality's behalf.	Medium	
30. Measure participation levels of residents experiencing financial barriers and work to ensure that they are the same as participation levels within the general population.	Medium	Ongoing best practice
Cultural Diversity		
31. Complete visual audits of public places and spaces to ensure that facilities, programs and opportunities are reflective of all residents, including all underrepresented populations.	High	
32. Ensure that all staff and volunteers are trained and are "diversity competent" in supporting the parks, recreation, and culture sector.	High	Ongoing best practice

Goal 2: Access and Inclusion	Priority	Comments
33. Provide municipal support to culturally diverse groups in celebrating their days of significance in Port Hope.	Medium	
Continued Female Engagement		
34. Complete an analysis of the number of females and those identifying as females participating in recreation, parks, sports and cultural pursuits by age group. Engage in discussions with key groups and individuals to collectively identify strategies to minimize participation barriers for females and those identifying as females .	High	
35. Work with other organizations supporting female participation with a goal of increasing lifelong participation of females in active physical activity.	High	Ongoing best practice
The LGBTQ2S Community		
36. Train staff to ensure that Port Hope's community facilities and parks are " Positive Spaces " that are inclusive of the LGBTQ2S community.	High	Ongoing best practice

Table 17: Leisure Services Master Plan – Summary of Recommendations (Goal 3)

Goal 3: Supportive Environments	Priority	Comments
Arenas (Ice Pads)		
37. Monitor regional ice supplies, usage and trends to ensure that there is an appropriate distribution of ice use across Port Hope, Cobourg, and Northumberland County.	Medium	Ongoing best practice
38. Prepare a feasibility study to examine the cost-benefit of renovating, expanding or replacing the Jack Burger Sports Complex prior to establishing its next phase of capital renewal. This study should be prepared in consultation with the Town of Cobourg and consider regional ice demands and facility provision strategies.	Lower	Long-term project; may require external assistance

Goal 3: Supportive Environments	Priority	Comments
Gymnasiums		
39. Continue to seek opportunities to maximize the use of existing gymnasium time . In particular, the proposed re-location of the Ruth Clarke Activity Centre to the Town Park Recreation Centre will create opportunities to offer new or expanded programs that appeal to older adults and seniors.	High	Ongoing best practice
Fitness Space		
40. Continue to focus on the provision of group-based fitness programs and other active living interventions within multi-purpose spaces to augment broader fitness opportunities available through the private-sector.	High	Ongoing best practice
41. Develop a multi-purpose studio at the Town Park Recreation Centre to accommodate active living activities and other programmable uses and rentals; the design of this space may include a wood sprung floor, mirrors, and storage, but not stationary fitness equipment.	Medium	
42. Explore the feasibility of implementing indoor walking opportunities using the corridors of the Jack Burger Sports Complex.	High	
43. Consider providing an indoor walking track as a part of a new recreation facility construction project or expansion of an existing facility.	Lower	Opportunity-based
Dedicated Space (Youth Centre, Seniors Centre)		
44. Investigate alternative funding strategies should the Municipality not be successful in securing Federal government funding to offset construction costs for the relocation of the Ruth Clarke Activity Centre to the Town Park Recreation Centre.	High	A federal/ provincial grant has been submitted
45. The existing Ruth Clarke Activity Centre facility should be declared surplus and divested by the Municipality once it has been relocated to the Town Park Recreation Centre; funds raised from the divestiture of the existing RCAC site should be redirected to the Town Park Recreation Centre expansion project.	High	

Goal 3: Supportive Environments	Priority	Comments
Multi-Purpose Spaces		
46. Continue to explore opportunities to bolster the use of the Port Hope Community Hub with consideration given to: a. determining the cost (direct and indirect costs) per person to provide programs; b. hosting community meetings with all residents to determine the future viability of offering programs at the Port Hope Community Hub; c. considering a program format of free programming that is sponsored and/or led by volunteers; d. offering adult programs concurrently with child and youth programs to encourage greater use; e. investigating community partnership opportunities to host programs and events; and f. exploring opportunities to make better use of the outdoor park space at this location	High	Alternative use options (beyond PRC) should be considered following an evaluation period
47. Should utilization of the Port Hope Community Hub not increase after a reasonable period of time, consider alternative civic uses for the space (outside of the scope of parks, recreation and culture).	Lower	
Indoor Multi-Use Sports Complex		
48. Encourage interested proponents to prepare a feasibility study to identify demand, components, costs, partnership, and location factors for an indoor multi-use sports complex in Northumberland County. The study would help to inform the Municipality's potential participation in a capital project.	Lower	Ongoing best practice
Playgrounds		
49. Continue to ensure that all residential areas within Port Hope's urban area are located within 800-metres of a playground, unobstructed by major roads, at-grade railways, waterbodies and other barriers. New and redeveloped playgrounds should incorporate inclusive features such as barrier-free components, firm and stable surfaces, and accessible pathways. A variety of playground designs are encouraged throughout the community, as well as options for natural/adventure play components.	High	Ongoing best practice

Goal 3: Supportive Environments	Priority	Comments
50. Review the phasing and funding levels of the Municipality's playground replacement program . Updated playground standards may be necessary to align design and funding with the parkland classification hierarchy, which supports a more robust form of development (larger structures, accessible features, surface treatments, etc.) in Community Parks. At the appropriate time, a larger creative playground structure is recommended for Wladyka Park to complement the splash pad.	High	
Ball Diamonds		
51. Formalize the sports field classification system to inform and direct the design, maintenance, and scheduling of ball diamonds. Maximize the use of permitted ball diamonds by directing bookings to higher quality fields and ensure that select fields are outfitted with appropriate amenities (e.g., lighting, seating, infields, fencing, etc.) and dimensions.	High	Ongoing best practice
52. Lower quality, under-utilized ball diamonds should be removed from the active inventory and evaluated for re-purposing to other in-demand recreation amenities as part of park-specific planning exercises (see Section 9.6). This includes, but may not be limited to, diamonds at King's Field, Lions Recreation Centre, and Highland Estates.	Medium	See also recommendation 76
53. Should demand warrant, undertake diamond renewal projects at Welcome Park and Alex Carruthers Memorial Park, which may involve the reduction, re-orientation and/or enlargement of diamonds, as well as improvements to infields, fencing, seating, lighting, etc.	Medium	Longer-term project
Rectangular Sports Fields		
54. Formalize the sports field classification system to inform and direct the design, maintenance, and scheduling of rectangular sports fields. Maximize the use of permitted rectangular sports fields by directing bookings to higher quality fields.	High	Ongoing best practice
55. Work closely with the Northumberland Soccer Club and the Town of Cobourg to coordinate field bookings and monitor long-term field needs. It is anticipated that the Municipality's existing rectangular field supply will be adequate to meet needs to 2031. Any proposed improvements (e.g., installation of lighting, etc.) should be accompanied by a business plan evaluating usage, options, and costs.	Lower	
56. Continue to work with Trinity College School to maintain long-term community access to land for sports fields, specific to the Town Park lower fields (south of McCaul Street).	High	

Goal 3: Supportive Environments	Priority	Comments
Outdoor Skating Rinks		
57. Evaluate locations to construct a covered outdoor rink and sports pad as a replacement for the Caroline Street rink. Prepare a business plan to investigate the feasibility and program opportunities for the rink, considering various sizes, locations, and design features (e.g., natural ice vs. artificial ice). The design should facilitate year-round use.	High	Community consultation is proposed
Tennis and Pickleball Courts		
58. Resurface and expand the tennis court at Welcome Park to accommodate both tennis (1 dedicated court) and pickleball (2 dedicated courts).	High	
59. Accommodate pickleball (minimum of three courts) through the relocation and replacement of the Caroline Street Park outdoor rink .	High	See also recommendation 56
60. Monitor long-term needs for additional outdoor pickleball courts. Consideration may be given to additional court development , ideally in locations that can support multiple courts, are convenient for older adults, and that have appropriate support infrastructure in place.	Medium	
Basketball and Multi-use Courts		
61. Evaluate opportunities to establish a basketball court at Rapley Park and/or King's Field . Other locations may be considered by Municipal staff.	Medium	
Skateboard and BMX Parks		
62. Evaluate opportunities to construct a skateboard zone in west Port Hope in order to improve the distribution of skateboarding locations and strengthen convenient recreational opportunities for youth. A skateboard zone may be a paved designated area with a few basic skateboarding components (e.g., ramp, curb and/or rail).	Lower	
63. Consider a location to establish a BMX pump park in partnership with local groups that can assist with fundraising, site evaluation, construction and operations. Additionally, consideration should be given to off-road biking trails at Monkey Mountain as the trails network becomes more formalized.	Medium	

Goal 3: Supportive Environments	Priority	Comments
Splash Pads		
64. Prioritize the installation of an additional splash pad as part of Port Hope's waterfront redevelopment planning .	Medium	Longer-term project
Off-Leash Dog Parks		
65. Subject to demand, evaluate opportunities to establish an additional off-leash dog park or area to serve residents in other parts of the Municipality, with consideration given to a beachfront location.	Medium	
Beaches, Waterfront and Riverfront		
66. Ensure that future planning processes and decisions related to revitalization of the Municipality's waterfront and Ganaraska River have regard for the public comments received through this Leisure Services Master Plan process, including the desire for an enlarged beach area, trail development, volleyball courts, concessions, splash pad, off-leash dog beach, and watercraft rentals.	High	To be considered by Waterfront and Riverwalk Working Group
67. In coordination with partner agencies, continue to place a priority on enforcement, education, and stewardship initiatives to promote responsible fishing along the Ganaraska River.	High	Ongoing best practice

Table 18: Leisure Services Master Plan – Summary of Recommendations (Goal 4)

Goal 4: Connecting People with Nature	Priority	Comments
Parkland Classification		
68. Formalize the parkland classification system to guide the development, redevelopment, and maintenance of municipal parks according to park type, size, function, and appropriate amenities.	Medium	Ongoing best practice
69. Undertake a review of the parkland inventory to ensure that it is consistent with the parkland classification system descriptions as defined in the Official Plan.	Lower	

Goal 4: Connecting People with Nature	Priority	Comments
Parkland Distribution and Needs		
70. Strive to maintain a parkland target of 3.0 hectares of active municipal parkland per 1,000 residents using a combination of parkland dedication and alternative acquisition strategies.	High	In cooperation with the Planning Division
Parkland Policy and Acquisition		
71. Update the Municipality's Parkland Dedication By-law and Official Plan as necessary to reflect recent changes to legislation relating to parkland dedication.	High	In cooperation with the Planning Division
72. Where appropriate, employ alternative acquisition tools (e.g., purchase/lease, land exchanges, partnerships, donations, etc.) to enhance future parkland opportunities to serve current and future residents.	Medium	Ongoing best practice
73. Create a framework to identify and evaluate the potential disposal of parks and open spaces that are surplus to community needs. Any proceeds from the sale of surplus parkland should be reinvested within the parks system.	Medium	
Parkland Design		
74. Maintain a commitment to universal accessibility, safety and comfort within the Municipality's parks through compliance with the Accessibility for Ontarians with Disabilities Act, including consultation with the Municipality's Accessibility Advisory Committee.	High	Ongoing best practice
75. Consider and evaluate the provision of supporting amenities including, but not limited to, seating, shade (structures, tree canopy, etc.), trails and pathways, washrooms, utilities, and other amenities to enhance the user experience within appropriate park types.	High	Ongoing best practice
76. Conduct a review of parks, trails and facility signage with the goal of implementing a consistent and high-quality signage template across all parks and trails that enhances municipal and departmental branding, including replacement.	Medium	Ongoing best practice

Goal 4: Connecting People with Nature	Priority	Comments
Re-Imagining Parkland		
77. Investigate opportunities for strategic parkland renewal and redevelopment opportunities at underutilized parks including King's Field, Memorial Park, Port Hope Lions Recreation Park, Welcome Park, and Alex Carruthers Memorial Park. Consideration should be given to the recommended outdoor facilities identified in this Master Plan. Renewal and redevelopment projects should be accompanied by public consultation, park-specific concepts, facility fit diagrams and business planning to establish capital and operational assumptions. Timing of these projects should be based on the Municipality's discretion and influenced by community needs and available funding.	High	Park-specific reviews required; give consideration to recommendations for Goal 3 (Supportive Environments)
Recreational Trails		
78. In collaboration with the Works and Engineering Department, undertake an update to the Active Transportation and Trails Master Plan to provide a renewed vision and detailed evaluation for trail development opportunities. The review should incorporate and build upon the Municipality's current efforts to strengthen the trail network as well as the recommendations contained in this Master Plan.	High	May require external assistance
79. Formalize the Monkey Mountain Trail network by confirming routes that avoid sensitive natural heritage features, identifying levels of difficulty and permitted uses (e.g., walking, hiking, mountain biking, etc.), establishing maintenance practices, providing amenities (e.g., parking), promotion, and other strategies to encourage physical activity opportunities at this site.	High	
80. Bolster the Municipality's existing trail network with consideration be given to the following: a. Strengthen east-west trail linkages to the Riverside Walking Trail and the Ganaraska River; b. Build upon connecting residents to the Waterfront Trail and Lake Ontario; c. Establish active transportation routes within future residential areas and develop (or reconcile gaps) within existing parks and public spaces (e.g., pathways to playgrounds, Riverside Walking Trail, etc.); and d. Consider design features and comfort amenities in appropriate areas including (but not limited to) wayfinding signage and seating.	High	Ongoing best practice

Goal 4: Connecting People with Nature	Priority	Comments
Port Hope Cemeteries		
81. Prepare a Burial Audit to strategically plan for and maintain interments by evaluating the totality of existing and available burial plots to understand capacities and future land needs.	High	Ongoing best practice
82. Ensure that the Municipality's budget and resourcing reflects the growing inventory of cemeteries and related service levels.	High	Ongoing best practice
Connecting People and Nature		
83. Promote awareness on the critical importance of outdoor play and local opportunities to enjoy the outdoors, including animation through sport, recreation and cultural activities (e.g., guided walks, geocaching, etc.).	High	Ongoing best practice
84. Continue to program and collaborate with local organizations to expand park use and outdoor programming , including opportunities for unstructured play, active sports, special events, passive recreation and naturalization efforts, where appropriate.	High	Ongoing best practice
85. Support outdoor education, stewardship and climate change mitigation initiatives through the parks and open space system, such as forest management, tree plantings, use of native species, naturalization efforts, and butterfly/pollinator parks in conjunction with community partners.	High	Ongoing best practice

Table 19: Leisure Services Master Plan – Summary of Recommendations (Goal 5)

Goal 5: Recreation Capacity	Priority	Comments
Policies, Standards, Guidelines and Legislative Compliance		
86. Complete an audit of current legislation impacting the delivery of parks, recreation and culture and ensure that the Municipality is compliant with these requirements.	High	Ongoing best practice
87. Enhance and develop procedural manuals for parks and facilities.	High	Ongoing best practice

Goal 5: Recreation Capacity	Priority	Comments
88. Compare current policies (e.g., special events management policy, parks use by-law, municipal alcohol policy, etc.) against standard guidelines and policies for leading parks, recreation and culture agencies to ensure that they are reflective of industry standards and the services that the Department provides.	Medium	Ongoing best practice
89. As new policies are developed, ensure that a policy review timeframe is considered to ensure that they are updated to reflect current requirements.	Medium	Ongoing best practice
90. Ensure that all staff commit to having read, understood and are in agreement with operational policies and procedures .	High	Ongoing best practice
Volunteerism		
91. Identify opportunities to utilize and recognize volunteers to enhance the delivery of parks, recreation, and culture services.	Medium	Ongoing best practice
92. Develop a standard online process to recruit, train, supervise, retain, and recognize department volunteers supporting parks, recreation and culture services.	Medium	
93. Monitor the use of Volunteer Northumberland online system to recruit volunteers and its applicability to recreation, parks, culture, and special events.	Medium	
94. Identify the value of volunteerism (qualitative and quantitative) in the delivery of parks, recreation, and culture to support strong community engagement levels.	Medium	
Communication, Marketing and Community Branding		
95. Review the current community branding and visual identity to ensure a strong presence and the positioning of the Parks, Recreation and Culture Department.	Medium	
96. Seek to develop social media accounts dedicated to the Parks, Recreation and Culture Department and identify the resources required to provide ongoing support and real time postings – with specific effort made to use social media tools for youth engagement.	High	

Goal 5: Recreation Capacity	Priority	Comments
97. Investigate the viability and timing of establishing additional communications and marketing support to assist with the needs of the Parks, Recreation and Culture Department (such as options for staffing, services, event and program branding, etc.).	High	
98. Potentially as a part of the Cultural Plan review, evaluate strategies to communicate and highlight the success of arts and culture in the Municipality and opportunities for the community to get involved.	High	
Technology		
99. Develop a Plan that identifies potential operational efficiencies and effectiveness in delivering online virtual opportunities to augment in-person activities and services, including information and technology considerations.	High	
100. Enhance online tools that seek to maximize and strengthen the relationship between the Department and residents to regularly engaging residents by providing meaningful articles of interest, promoting events, and building a broader relationship with residents.	High	
Community Partnerships		
101. Develop a common partnership agreement to apply to various partnership types and to standardize municipal and partner expectations.	Medium	
102. Where appropriate, collaborate with community partners to support the recommendations contained in this Leisure Services Master Plan. Several examples of potential collaborations and information sharing are presented under the Access and Inclusion goal of this Master Pan, including: a. Focus group meetings to identify barriers that residents may have in participating in recreational pursuits. b. Meeting with representatives and support groups for the LGBTQ2S community to discuss opportunities to address barriers to participation and program ideas. c. Meeting with indigenous residents, interested parties and groups supporting indigenous peoples to ensure that they feel welcomed, indigenous contributions are recognized, and are celebrated within the Municipality of Port Hope through activities, events and public spaces.	High	Ongoing best practice

Goal 5: Recreation Capacity	Priority	Comments
103. Identify potential partnership opportunities with private-sector program providers to eliminate program duplication .	Medium	Ongoing best practice
104. Strengthen cultural partnerships to identify opportunities and expand cultural programming.	High	Ongoing best practice
Service Levels		
105. Confirm the service levels for each discipline in the Parks, Recreation and Culture Department and determine the annual work hours and other resources required to meet community expectations.	High	Ongoing best practice
106. Plan and justify additional staff requirements to support population growth and increased demands based on key factors including, but not limited to, demographics, public and stakeholder input, facility and program utilization, and best practices.	Medium	Ongoing best practice
107. Engage all staff in articulating the Departmental values and respective behaviours to form the foundation of a high performing organization.	High	Ongoing best practice
Organizational Effectiveness		
108. Enhance and develop online part-time staff recruitment and training modules to capture the basic knowledge staff require as part of the onboarding process, including corporate and other job specific training.	Medium	See also recommendation 109
109. Develop a Fitness Plan that seeks to maximize participation through partnerships.	Lower	
110. Develop a Departmental Learning Plan to identify ongoing learning and professional development needs to ensure that staff are continually upgrading their knowledge, skills and competencies.	Medium	See also recommendation 107
Performance Measurement and Setting Targets		
111. Measure satisfaction levels with programs and facilities on an annual basis, and by comparing over a three-year period. Seek to improve satisfaction levels by addressing the areas where residents and visitors are least satisfied.	High	Ongoing best practice

Goal 5: Recreation Capacity	Priority	Comments
112. Measure the capacity and utilization of facilities, camps, programs, etc. over three years to demonstrate the percentage of utilization as compared to the capacity of the facility or program. Aim to achieve a minimum target of at least 75% capacity for facilities and programs.	High	Ongoing best practice

Table 20: Leisure Services Master Plan – Summary of Recommendations (Implementation Strategy)

Implementation Strategy	Priority	Comments
Overview of Potential Funding Sources		
113. Where appropriate and consistent with municipal policies and priorities, consider alternative funding and cost-sharing approaches such as (but not limited to) surcharges, fundraising, grants, private-public partnerships, sponsorships, and various forms of collaboration to provide the best value to residents.	High	Ongoing best practice
114. Review funding sources available to the Municipality (e.g., sponsorships, fundraising, etc.) with the view of identifying under-developed opportunities and strategies to maximize financial resources to support the implementation of the Master Plan.	High	
115. Use this Master Plan as a resource in developing the Municipality's annual budget documents, Development Charges, secondary plans and related studies.	High	Ongoing best practice
Monitoring and Updating the Master Plan		
116. Implement a system for the regular monitoring and reporting for the Master Plan, such as the collection of participation data, progress reports to Council and/or the community, etc.	High	
117. Work with the Parks, Recreation and Culture Advisory Committee to develop objectives that align with for the Master Plan, with key priorities identified on a year-to-year basis.	High	Ongoing best practice
118. As new data becomes available, review and update the population projections contained in the Leisure Services Master Plan to ensure that they are in alignment with other planning processes (e.g., Municipal Comprehensive Review). Evaluate the impact of new population data on future leisure services.	Medium	Ongoing best practice

Implementation Strategy	Priority	Comments
119. Undertake a comprehensive review and update of the Leisure Services Master Plan to begin no later than 2030. Consideration may be given to accelerating the timeline to coincide with the planned Development Charges Update in or around 2029. Timing may also be adjusted based on the pace of implementation and changes in the community.	High	External assistance may be required

Appendix A: Status of Previous Master Plans

See following pages.

2010 Leisure Services Master Plan - Status of Recommendations

Subject Area	#	Recommendation	2010-14	2015-18	2019+	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2016 Progress Report	2020 Comments
Cultural Services	1.1	Undertake a <u>cultural mapping initiative</u> to identify local arts, cultural, and heritage resources, their strengths and gaps, opportunities to improve coordination and promotion of local cultural opportunities, and establishment of a local cultural identity.				Completed	Completed in 2012; Cultural ToolKit Development and Implementation Early 2016	this was completed as part of the Cultural toolkit which is now outdated
	1.2	Establish procedures and responsibilities between the Economic Development and Parks, Recreation, and Culture Departments related to <u>local festivals and special events</u> (as well as encouraging key stakeholders within this sector to consistently dialogue) to ensure the effective coordination and delivery of these events.				Completed	Completed in 2012; Realigned in 2016 with Marketing and Special Events Coordinator	relationship building and task/responsibility ongoing between PRC and Community Development and Tourism/Marketing, new Special event <u>policy created in 2019</u>
	1.3	Provide and facilitate a balance of <u>creative and active experiences</u> , learning opportunities, and programs for all ages.				Ongoing	Day Camp; Programming for all ages	continued increased focus on arts and culture in programs and camp
Youth	1.4	Formalize the Department's <u>Youth Engagement Strategy</u> in collaboration with all organizations and agencies serving youth to ensure that youth engagement, empowerment, and the resulting benefits to youth and the community continue to be a priority.				Further Review Required	2016-2017; Subject to Funding	This has been an ongoing desire of our department, applied for multiple grants and not successful, we have developed an internal strategy and this is now a strategic priority of council
	1.5	Continue to adhere to the designation requirements of a " <u>HIGH FIVE</u> " organization (through Parks and Recreation Ontario) and " <u>Youth-Friendly Community</u> " (through the Play Works Partnership) in order to signify and promote the Municipality's commitment to healthy child development, youth services, and youth engagement.				Ongoing	HIGH FIVE: Received Updated designation in 2012 and 2015; to re-verify in 2018; Youth Friendly Received in 2013 and to re-verify in 2018; New initiatives: HIGH FIVE Quality Assurance for Older Adults, Physical Literacy Movement	verification successful in 2018, YFC successful in 2018. Age Friendly Award also received. Have participated in HIGH FIVE verification review planning, waiting on roll out for next verification (was scheduled for 2021, moved to 2022 based on COVID 19)
	1.6	Inventory and promote all <u>opportunities available for youth</u> utilizing technology (Facebook, Twitter, etc.) and local neighbourhood communications vehicles.				Ongoing	Implemented in 2012; Enhanced marketing in 2016 by Marketing Department	ongoing- attempting to reach youth on different platforms (Instagram)
	1.7	Through the efforts of the Department and the Early Years Advisory Committee, continue to work with residents to address program/service gaps and financial barriers for " <u>early years</u> " participants (newborn children through age 6 years). REVISED: Through the efforts of the Department, continue to work to address program/service gaps and financial barriers for newborn children through age 6 years.				Ongoing	Developed Department Subsidy Program; Various Grant Programs	Early years Advisory committee disbanded, challenge with daytime programming with full day learning, changes in EarlyON support.
Older Adults/Seniors	1.8	In recognition of the Municipality's aging population, greater attention should be paid to the development of <u>park amenities</u> such as washrooms, shade, and benches/seating areas in existing and new parks, with a focus on community parks, waterfront/downtown parks, and those along the trail system.				Ongoing	Tree and Bench program; Funding Driven initiatives; Identified in Community Strategic Plan and Age-Friendly Community Action Plan 2016	increased focus on active non structured options in parks- fitness loop, Riverside Park, outdoor fitness
	1.9	Consider the gradual phasing out of reduced <u>rates for older adults</u> in the 55-65 year age range (the Municipality's Subsidy Policy is available to offer financial assistance for older adults who cannot afford to participate in programs and services).				Further Review Required	Not Supported in Fee Review Completed in 2011; Amended and Consistent Fee review Fall 2016; 3 Year Review Process in conjunction with Rates and Fees Bylaw	currently completing a comprehensive fee review for Fall 2020
	1.10	Over time, offer additional <u>daytime programming for older adults</u> at community recreation facilities and parks to serve the growing population of older adults.				Ongoing	Emphasis on older adult programming including Pickleball, Adult Fitness classes; And Jack Burger Sports Complex Programs 2014/15/16	drop in and registered programs have continued to grow, challenged with fitness instructors and cost expectations of participants (i.e. Sit&Be Fit)
	1.11	Develop an <u>Older Adults Plan</u> to address the changing needs of residents over 55 years of age and an anticipated increased demand due to the aging population. REVISED: Implement the Age-Friendly Community Action plan with support from Accessibility Advisory Committee, other Municipal Departments and community partners.				Completed	Draft Plan open for Community Consultation September 2016 with final report going to Committee October/November 2016	Age-Friendly Community action plan developed and implementation phase completed (see final report)
Inactivity and Obesity	1.12	Continue to work with community partners (e.g., Public Health, Education, Libraries, Social Services, etc.,) to <u>increase the level, duration, and intensity of physical activity for Port Hope residents and in Port Hope workplaces</u> .				Ongoing	Community Strategic Plan 2016	current Strategic Plan, involvement with Northumberland Sports Council
	1.13	Denote all <u>active choices in the Leisure Guide</u> with a symbol to demonstrate that the active choices that will improve physical activity levels.				Further Review Required	Heart Wise program implemented 2016, continue to include even though Fitness Tax Credit is no longer applicable	This has been discontinued as there has been limited space in the Leisure Guide, and online limitations from an AODA <u>Standpoint</u>
	1.14	Continue to <u>promote the benefits of being active</u> on the Port Hope website and in the Leisure Guide.				Ongoing	Working with Communications and Marketing, Social Media, Newspaper	limited as per above comment, could also be reviewed
Inactivity and Obesity	1.15	Place <u>kilometre markers</u> on sidewalks and trails and encourage residents to walk further and <u>increase their level and intensity of activity</u> .				Further Review Required	Contingent on Funding Corporate Strategic Plan	mapping initiative completed for River in 2017/18. <u>Fitness loop developed</u>
	1.16	Provide <u>areas where bicycles can be kept securely</u> at bus stops, downtown, community centres, stores, in parks, and along pathways.				Ongoing	Community working on this plan; Age Friendly Community Action Plan; Work with Marketing Department	

Subject Area	#	Recommendation	2010-14	2015-18	2019+	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2016 Progress Report	2020 Comments
	1.17	Provide <u>maps of all active play and sport areas</u> in the community on the municipal website.				Ongoing	Trails Map promotion; Work with Marketing Department	maps developed for River as phase one, desire for continuous additions for Monkey Mountain, new website will have a <u>mapping feature</u>
	1.18	Develop <u>age-specific presentations on the importance of physical activity</u> , its benefits, and how to improve one's level of activity. Have these available for presentations to Port Hope groups.				Ongoing	Physical literacy presentation developed by the Northumberland Sport Council 2014; Apply this to Seniors Programming	Some HeartWise training completed, partnership with Alz Society, Physical Activity Guides available, PHA new aspect <u>launched in 2019</u>
	1.19	Introduce physical activity into every <u>camp day/program</u> and provide a <u>toolkit</u> to other camps to do the same.				Ongoing	Example: Physical Literacy training and activities	
	1.20	Introduce <u>stretch breaks</u> and promote physical activity in non-active programs offered by the municipality.				Ongoing	Being incorporated into seniors programming	
Sport Development	1.21	In concert with the West Northumberland Sport and Active Living Council (SOAR), coordinate an <u>annual meeting</u> to discuss the Sport for Life Model and its implications and application in Port Hope with a view to creating one vision for sport development and sport for life principles, with each organization playing a contributing role.				Ongoing	Incorporated community partners into one entity (Northumberland Sport Council); Physical Literacy movement; Northumberland Sports Council Strategic Planning 2016	ongoing leadership role (Community Development Program Manager) with the Northumberland Sports Council and promotion of physical literacy
	1.22	Investigate opportunities to improve coordination and efficiencies (e.g., in terms of their mandates, resources, services, initiatives, etc.) between the <u>West Northumberland Sport and Active Living Council (SOAR) and Active Living Northumberland</u> .				Ongoing	Incorporated community partners into one entity (Northumberland Sport Council)	
	1.23	Develop, maintain, and publicly promote an <u>inventory of all community-based and municipal sport and active recreation opportunities</u> in Port Hope to ensure that there are equitable opportunities for all age groups and genders. This database should be accessible to local residents and serve to enhance awareness of local activities, programs, <u>leagues, and events</u> .				Ongoing	Municipal programs maintained in recreation software (Activenet); Promoted in the Leisure Guides 2 times per year; Marketing Promotions and Inner Department promotions	continued growth in private program options like Yoga, Health Centre programs
	1.24	Investigate the synergies between the Economic Development and the Parks, Recreation and Culture Departments with respect to <u>Sport Tourism</u> and the respective economic impacts.				Ongoing	Complete 2016; Special Event Coordinator moved to Department 2016; Special Event Review Committee Review scheduled Fall 2016	needs further review, established tournament website, not fully utilized
Inclusion, Access and Equity	1.25	In order to improve access, provide more information and firsthand testimonials to staff through inclusive meetings on the <u>barriers facing under-represented groups</u> in accessing services.				Ongoing	Include Accessibility Committee in parks and facility development; Enhanced in the <u>Age-Friendly Community Action Plan</u>	
	1.26	Ensure that all amenities and services provided are designed according to the <u>municipal accessibility design standards</u> .				Ongoing	i.e. Playgrounds, Jack Burger Sports Complex, <u>Bandshell upgrades</u>	Accessibility committee review of all projects
	1.27	Provide <u>training programs for staff</u> to gain the skills and competencies needed to fully engage under-represented populations. Expand this training to include staff, community groups and volunteer representatives in the future.				Ongoing	HIGH FIVE standards maintained; Positive Youth Development; Customer Service Training 2015	
	1.28	Execute an <u>observational audit in parks, pathways, trails, and recreation facilities</u> on a regular basis and in a systematic fashion to determine how parks and facility use is changing and how best to service the changing needs.				Ongoing	Community Strategic Plan 2016	
	1.29	Continue to <u>regularly audit all active spaces and facilities</u> to ensure that they are safe, welcoming, encourage activity through signage, and meet accessibility requirements.				Ongoing	Implemented Behaviour Management Policy 2014; New signs posted 2014; Continue to address safety and accessibility	needs further review from a parks and facility policy development, program is consistent with HIGH FIVE Quest 1, Customer service training and manual <u>complete</u>
Community Engagement	2.1	The Department should embrace the principles of a community engagement approach and, where possible, incorporate a more community-based model in certain areas of its program and service delivery system. Once fully implemented, this could result in: o activities that are grounded in a set of values articulating the worth of people working together for mutual goals; o the community's participation in determining required services, service goals, service delivery issues, and appropriate responses; o shared decision-making related to issues that are mutually important to the community and the Department; o new types of partnerships and alliances with community organizations that have interests in specific recreation service areas; and o a sense of empowerment by community partners through providing meaningful contributions to the recreation delivery system.				Ongoing	Dog Park – complete 2015; Jack Burger Sports Complex – complete 2015; Friends of Commons Park – complete 2016; Lead Committee – Parks, Recreation and Culture Advisory Committee; Service Delivery Review completed 2014; Community Consultation Policy; Implement special projects and events; GRCA Committee; Regular park clean-up; Engaging community; Addressing issues i.e. fishing	ongoing engagement, review relationship with Community Development Department (planning, relocation, marketing)
	2.2	Adopt a standardized system through which the Department can collaboratively plan and execute a <u>seamless delivery system</u> (parks, recreation, and culture). <u>This would involve mapping socio and economic conditions, identifying geographical areas where services could positively impact community issues, mapping local assets (agencies, resources, and expertise), working collectively on problem solving, and developing evaluation criteria and solutions.</u>				Completed	Implemented through position of Community Development Program Manager 2011. Northumberland County shared Resources Plan	

Subject Area	#	Recommendation	2010-14	2015-18	2019+	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2016 Progress Report	2020 Comments
	2.3	Develop a Department-wide plan for the use of volunteers in enhancing the delivery of service with a view toward identifying: o An inventory of volunteer groups, their purpose, and number of members and participants; o Gaps in supporting volunteerism; o Opportunities to enhance program and service delivery through the use of volunteers; and o The necessary skills, competencies, and resources to support an increase in volunteers and volunteers relationships.				Completed	Development of Seniors Volunteer Training Package Kit. Program/Aquatic Volunteer Job Descriptions developed, Aquatics leadership course requirements. Age-Friendly Community Action Plan 2016. Fall 2016 Department Volunteer screening and process through Review Department	volunteer policy developed late 2019, combines youth, RCAC and other department volunteers, VolunteerNorthumberland to launch in 2020 and be used by department
	2.4	Undertake a review of the <u>Advisory Committees serving parks, recreation, and culture</u> with a view to hearing from the members on the effectiveness of the committee structures, reporting relationships and results, planning and target setting, alignment with strategic priorities, and garnering suggestions for improvement.				Completed	Completed in 2010 and 2014. Strengthened Culture, Trail and Art into PRC Activities and committee function	
Partnerships	2.5	Staff should review all <u>partnership agreements and arrangements</u> to ensure that the outcomes are aligned with the priorities of the Department. New and proposed partnership arrangements should be recommended after applying the principles of the Partnership Framework. Standard partnership agreements should be put in place to <u>identify the complete obligations of all parties</u> .				Ongoing		agreements ongoing managed through staff reports, room for growth relating to programs (i.e. Marina lease agreement) and cost sharing options
	2.6	Review the current role of <u>Conservation Area lands</u> within the context of municipal parkland needs, use agreements, and partnership opportunities.				Completed	Investigate usage of Trails. Community Strategic Plan 2016	
	2.7	Maintain agreements with the local <u>School Boards</u> to maximize the community's access to outdoor and indoor recreation facilities on school properties, where appropriate.				Ongoing	Complete 2014	currently reviewing use of grounds agreement, some community use of school for programs and camp
General / All Facility Types	3.1	Encourage the <u>clustering of like facilities</u> (especially soccer fields, ball diamonds, courts, etc.) in order to improve operational/maintenance efficiencies and opportunities for programming and tournament play.				Ongoing		
	3.2	Community recreation facilities typically work best when they serve <u>multiple purposes</u> ; single purpose facilities should generally be discouraged.				Ongoing		considered in proposal for Seniors Centre
	3.3	Regularly <u>monitor participation levels and facility usage patterns</u> to ensure that the provision targets recommended in this Plan remain appropriate and responsive to local needs.				Ongoing		statistics reviewed annual, sometimes seasonally, annual report reviews top initiatives
Community Centres	3.4	As a high priority, secure funding for the proposed <u>improvements to the Jack Burger Sports Complex</u> , including the addition of a fitness centre and improvements to support areas (e.g., family change room for the pool, community room and multi-purpose space, lobby, and administrative space). ADDED: Continue to invest funding for future upgrades and improvements to Recreation facilities.				Completed	Draft Detailed Design Approved 2013. Council approved funding Trillium Foundation Grant submitted and successful. Project Complete Fall 2015. Phase 2 (dressing Room and lobby enhancements) Fall 2016	Additional dressing room completed, Wall of Honour completed in 2019
Ice Pads	3.5	Continue to <u>monitor demand for a second municipal ice pad</u> over the long-term, with consideration being given to local participation rates, forecasted usage trends, and regional arena supplies.				Ongoing	In 2009 it was established that a 2nd ice pad was not required in Port Hope; 2016- still no demand at this time	consider reviewing or updating messaging to community, increased use demand (2 rinks closing/becoming unavailable for community use in the county, potential for a 3rd: Cobourg Memorial, TCS and Grafton)
Seniors' Spaces	3.6	A <u>feasibility study</u> should be prepared to investigate <u>options for relocating the Ruth Clarke Activity Centre's operations to another site</u> with a preference for using another municipal asset, existing building, and/or community partnership. The study would assess site options, capital and operating costs, management models, and potential partners, as well as possible long-term uses for the Ruth Clarke Activity Centre. The needs of both seniors and the cultural community should be considered in tandem to maximize the potential use of space and resources.				Completed	Facility Feasibility Study Completed in 2012: TPRC Future Site Determined. Concept Plan completed through 2014 Budget. Age-Friendly Community Action Plan 2016. External consulting services may be required for Feasibility Study. Facility construction (if recommended), not likely until post-2018. Would likely require municipal funds, senior government grants, and/or community fundraising. See recommendation 3.10.	ongoing demand, strategic priority, review of operational model needed, Investing in Canada grant submitted (see Business Case)
Multi-purpose Spaces	3.7	Encourage the <u>inclusion of multi-purpose spaces in new or expanded community recreation facilities</u> . These spaces should be designed to ensure maximum flexibility and adaptability to maximize the range and type of use.				Ongoing		
	3.8	Continue to <u>maintain at least one multi-purpose space in the rural area</u> of Port Hope (e.g., Canton Municipal Offices).				Completed		Port Hope community Hub- included rural branch of the Library, challenging to offer programs in this area (see committee update)
Indoor Turf Facilities	3.9	The direct municipal provision of <u>indoor turf facility</u> is not recommended at this time. Should sufficient market demand be established in the future, the Municipality may <u>consider partnering</u> with a local provider to help facilitate community access to a future indoor turf facility (through an appropriate partnership agreement).				Completed	In 2009 it was established that an indoor turf facility is not required in Port Hope. No demand at this time- 2016 (new one in Hamilton Township 2014). Possible long-term collaboration (supported by business plan and suitable partnership agreement)	this concept has surfaced a number of times in various formats, working group established, no location determined, feasibility not completed, Racquet club approached with another option for courts at TPRC, no additional follow-up

Subject Area	#	Recommendation	2010-14	2015-18	2019+	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2016 Progress Report	2020 Comments
Cultural Spaces	3.1	In combination with the recommended seniors' centre feasibility study, <u>prepare a needs assessment and business plan</u> to examine the need and viability of a <u>public arts and cultural centre</u> within Port Hope. The study should identify potential facility users, tenants, activities, locations, operational models, costs, funding, and partners. Creative funding sources and arrangements may be required for the facility's sustainable operation, which may or may not be a primary responsibility of the Municipality.				Completed	Completed in 2012. There is no requirement for a stand – alone Cultural Centre	
	3.11	Examine the potential of existing community centres, libraries, and heritage buildings for their potential to accommodate <u>flexible spaces for arts and cultural activities, events and cultural presentations</u> .				Completed	Completed in 2012.	completed through Cultural Plan, efforts to promote current recreation spaces as options for cultural programs/rentals
	3.12	Over time, seek opportunities to <u>accommodate local cultural performances, public art, and areas for quiet reflection in selected parks</u> .				Ongoing		growth in community events
Trails and Pathways	3.13	Implementation of the <u>Active Transportation and Trails Master Plan</u> (once prepared) and the trails component of the <u>Long Term Waste Management Facility End Use Advisory Committee's report</u> to Council (May 23, 2006) should be high priorities and be accompanied by adequate capital and operating funding.				Ongoing	Active Transportation and Trails Report completed in 2011; Enhanced in the Community Strategic Plan and Age-Friendly Community Action Plan; PHAI End Use Plan Considerations. See Active Transportation & Trails Master Plan and LTWM Facility End Use Report for details	Corporate Strategic Plan identifies work to commence with the Waterfront and Riverwalk Working Group. Trail systems along the river will be reviewed to identify opportunities along with linkages to other trail networks
Soccer Fields	3.14	Develop a <u>1 lit full size soccer field and 1-2 unlit full size soccer fields at the park at Baulch Road</u> to meet needs over the next ten years; this project should commence in the short-term (lighting could be part of a future phase, depending on budget). Opportunities to partner with local soccer organizations on the development of a fieldhouse (washrooms, offices, storage, etc.) and field upgrades should be explored at this site.				Completed	Fields Completed in 2012. Comfort station completed in 2015. Playground completed in 2016. Enhance trail connections. Field lighting may be part of a future phase, depending on budget and demand.	access connection to subdivision completed 2017
	3.15	With input from local user groups, conduct an <u>assessment of existing municipal soccer fields</u> to identify and prioritize improvements to existing fields and to assess the appropriateness of these uses within existing parks, with a view toward centralizing soccer fields within community-level parks.				Ongoing	Continuous consultation with user groups on a minimum Annual basis	ongoing review required, user group meeting with Minor soccer re: Town Park field 2 to be repurposed for Seniors Centre, ongoing agreement with TCS for lower field, PH Soccer Amalgamated with Cobourg in 2019 and seeing growth in rep and adult. Re-purposing of other sports fields for use by soccer will be explored
	3.16	Seek to extend the lease agreement for the <u>soccer fields on lands owned by Trinity College School</u> (to the south of the TPRC) in order to maintain community access. Should long-term access not be secured, plan for the replacement of these fields at an alternate site.				Further Review Required	Expires December 31, 2016; Working with TCS staff to complete agreement for term 3-5 yr lease	Contract has been extended until Dec. 2022. Discussion on-going with TCS for longer term usage
Ball Diamonds	3.17	Should senior hardball participation continue to increase, consider the development of <u>one additional lit hardball diamond</u> , possibly at the park at Baulch Road (lighting could be part of a future phase, depending on budget).				Further Review Required	Upgrades to Garden Hill Completed 2016. Field lighting may be part of a future phase, depending on budget.	No current demand
	3.18	Opportunities for <u>re-purposing under-utilized diamonds</u> (such as, but not necessarily limited to, the fields at Lions Recreation Centre and King's Field) to other 'in-demand' uses may be considered on a case-by-case basis.				Further Review Required		needs review as a priority, utilization review completed in 2019
	3.19	<u>Maximize usage of existing diamonds</u> and identify and prioritize <u>improvements to existing ball diamonds</u> , in consultation with local user groups.				Ongoing	Continuous with community user groups	
Outdoor Basketball Courts	3.2	Develop <u>2 multi-use courts</u> capable of accommodating basketball, ball hockey and/or winter skating at the park at <u>Baulch Road</u> .				Further Review Required	Public Consultation in Park Development did not support this suggestion. No demand as of 2016	outdoor pickleball has been brought to advisory committee for consideration, did not allow pickleball lines on tennis courts
Playgrounds	3.21	Continue to provide playgrounds within an 800-metre radius of every residential neighbourhood within the Port Hope urban area; this radius should not cross major barriers, such as at-grade railways, rivers or highways.				Ongoing	Where possible, this service standard is considered in development reviews and subject to Official Plan update.	continued best practice, some review needs to occur on playground removal, strategy and best practices (i.e. surface recommendations, classifications)
	3.22	Seek options for establishing a playground location in proximity to <u>Penryn Village</u> to serve the residents of this neighbourhood (and their visitors), as part of the implementation of the recommended 800-metre service radius.				Completed	Subject to Official Plan update; May require land acquisition or partnership/lease	complete in 2019 Bigwood Crescent, community consultation completed

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	3.23	Increase the <u>annual budget allocation for the municipal playground replacement/upgrade program</u> to better reflect current playground development costs.				Ongoing	Continuous review by Staff; Grant submissions have been successful (Enabling Accessibility); Subject to budget approval	review required for replacement strategy, based on condition, neighbourhood amenities, etc. Budgets have allocated for playground replacement every year for past 6 years. In addition, additional monies allocated in operating budget to upgrade playground surfaces
Waterfront and Beaches	3.24	Implement the <u>Consolidated Waterfront Master Plan</u> in a phased manner, including the development of a splash pad, improvements to beaches, completion of trails and boardwalks, and provision of passive recreation areas for strolling, picnicking, and fishing.				Further Review Required	Implemented the Waterfront and Harbour Working Group in November 2013; Timing and partial funding linked with PHAI	Waterfront and Riverwalk Working Group established in 2020 to review
Skate Parks	3.25	Continue to pursue the <u>skate park</u> development project at the <u>Town Park Recreation Centre</u> .				Completed	Ongoing maintenance	consider maintenance needs from a long term standpoint, additional programming being considered (graffiti wall)
Off-Leash Dog Parks	3.26	The establishment of an <u>off-leash dog park</u> may be supported, subject to funding and the willingness of an organization to partner with the Municipality and be responsible for the park's maintenance and operation.				Completed	Continue to work with the Port Hope Dog Park Association	Association has disbanded, staff monitor park and supplies, some requests for <u>additional apparatus</u>
Parks and Open Space	3.27	Develop a <u>data management system and accurate inventory</u> for municipally owned and/or managed <u>parks and open spaces</u> .				Completed	Obtain competitive software information; Software pending budget approval 2016	Stated MESH in 2018/19 for parks and facilities inventory, switched to Citywide (across the Municipality) in 2019, implementation ongoing for inspections <u>and workorders</u>
	3.28	Implement the <u>parkland classification system</u> contained in the Port Hope Official Plan by linking this system with the parks inventory and employing it in the review of planning <u>applications and plans for future parkland development</u> .				Completed	Contained in 2017 Official Plan	
	3.29	Establish <u>parkland provision targets</u> (i.e., number of hectares per 1,000 population) that can be used as a guideline for future parkland planning and consider integrating these <u>into the Official Plan</u> .				No Action	Pending of Review 2016	Not completed
	3.3	Continue to maximize <u>Planning Act</u> provisions in <u>acquiring parkland and establishing a linked open space system</u> (e.g., use of cash-in-lieu, alternate provision standard, <u>bonusing and density transfers</u> , etc.).				Ongoing		Example includes future plans for Lakeview Park when farmland to the west <u>is developed</u>
	3.31	Discourage the establishment of <u>Parkettes</u> and encourage <u>parks with meaningful sizes</u> that, at a minimum, meet Neighbourhood Park requirements (0.8 hectares or larger).				Ongoing		Continue to implement
	3.32	Continue the practice of <u>not accepting undevelopable Open Space lands</u> (e.g., stormwater management ponds, woodlots, valley lands, floodplains and hazard lands) as <u>part of the parkland dedication requirement</u> .				Ongoing		Continue to implement
	3.33	Where the Municipality considers the establishment of community linkages necessary and the use of Open Space lands can be used to achieve this objective, these lands should be obtained through the dedication of <u>pedestrian and bicycle pathways</u> (not part of the parkland dedication) under the conditions of <u>Section 51</u> of the <u>Planning Act</u> .				Ongoing		
Policies and Procedures	4.1	Review <u>Departmental policies and procedures</u> to ensure their relevancy and application to current community and operational requirements. Standardize policies common to all <u>disciplines</u> .				Ongoing		ongoing, some areas need development
Legislative Compliance	4.2	Develop a <u>centralized audit process</u> that articulates the <u>legislative requirements</u> related to parks, recreation, facilities, and culture. Test compliance on an annual basis, at a <u>minimum</u> .				No Action	Subject to Funding	Not completed
Maximizing the Effectiveness of the Organizational Structure	4.3	Where possible, maximize the synergies within parks, recreation, and culture through <u>joint planning, delivery, communications, and resource sharing</u> .				Ongoing	Cultural Plan, Community Strategic Plan, Age-Friendly Community Action Plan, various partnerships and grants; See also recommendation 2.2	participate with PRO, ORFA, parks groups, program groups, sports Council, not formalized. Regular meetings with other County municipalities to discuss overall recreation requirements to avoid duplication
	4.4	Articulate <u>service delivery and staffing standards</u> for all programs and services (including customer service and maintenance standards) and develop part-time staff management practices. Post the service delivery standards on the website to ensure transparency in the <u>delivery of services</u> .				Ongoing	Service Delivery Review completed in 2013; Part time job descriptions; Customer Service standardized training implementation in 2015; <u>Identified in Community Strategic Plan</u>	service delivery review to take place 2020/21 (provincial efficiencies funding)
	4.5	Compare full-time <u>staffing standards</u> to other like-sized municipalities and operations to determine how Port Hope compares. Develop strategies to confirm and align reasonable standards.				Ongoing	Department restructuring 2015/2016: Consolidated Management positions from 3 to 2, added Special Event Staff	comprehensive compensation review completed 2019, staffing standards comparison not completed but will be reviewed during Service Delivery Review

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	4.6	Ensure that <u>Department staff and the leadership team meet quarterly</u> to review current initiatives, share information, discuss issues, and plan for future current and future priorities.				Ongoing		meetings formats have been reviewed, more small group and some large team updates
	4.7	Review the <u>part-time staffing complement</u> to determine the turnover rate, reason for the exits (if significant), and as to whether pay rates are the cause. Develop initiatives to reduce staff turnover if exit rates are higher than the norm.				Ongoing	Surrounding Market rate comparison conducted by staff; Part Time Staff pay schedule implemented in 2012; Minimum wage increase considerations	rate review to be completed in 2020
	4.8	The Department should assign the responsibility of trend tracking and data analysis that would produce information and advice to guide proactive planning. The trend analyst would focus on: o global, industry-wide issues that should inform Departmental planning; o provincial and national information that would be helpful in addressing trends and continue to be leading edge; and o community and neighbourhood requirements that should be considered when developing the program and services.				Ongoing	PRO and ORFA provide Trend Analysis; Function of the Community Development Program Manager and all program areas	
Allocation of Public Spaces, Facilities and Parks	4.9	Work with community groups to review the guiding principles, policies, and procedures surrounding the <u>allocation of public spaces, parks, and facilities</u> to ensure that processes meet the requirements of the Human Rights legislation.				Ongoing	Community collaboration	ice allocation completed in 2017, ongoing review, program and rental best practices
Performance Measures	4.1	Create a set of achievable <u>service delivery targets</u> and meaningful performance measures that identify resourcing inputs, service outputs, efficiencies, and effectiveness of the programs and services provided through the Department. Ensure that these results are communicated annually to Council, the public, and stakeholders.				Ongoing	Service Delivery Review completed in 2013. Several recommendations implemented in 2014 and continue to be implemented in reach target performance measures.	Service Delivery Review to be completed in 2020/2021
Communications and Social Marketing	4.11	Develop and annually update a relevant and contemporary <u>communications and social marketing plan</u> for the Department that addresses key messages, the respective audience, and appropriate communications vehicles. The plan should also look at cross promotion of key messages and information sharing opportunities (e.g., databases) with community groups and partner's communication vehicles.				Ongoing	Cultural Toolkit developed in 2015; Collaboration with Marketing and Tourism; Marketing Plan being established in 2016.	ongoing marketing meetings (monthly), review of technical support and marketing demand needed and potential ROI for in house department marketing. Corporate support provided through Marketing Department and Communications Coordinator
Asset Management	4.12	Establish an <u>operations and maintenance plan</u> for each facility and park, its equipment, personnel, and systems. The plan should outline the levels of use, condition, maintenance and cleaning standards, accountabilities, and anticipated performance of the facility. The plan should also document the resources required to maintain the facility or asset. The plan should prescribe a routine examination and reporting cycle that assesses the physical condition and performance of the asset and its components according to relevant standards for each element.				Ongoing	Asset Management Plan commencing in 2016; Improvements to Maintenance Plan to be developed in 2017; Municipal Wide	operation plans completed in some areas, review required. Citywide will be databased relating to work orders and inspections and asset management requirements. Municipality will be hiring a GIS/Asset Management Coordinator in 2020
	4.13	Undertake <u>lifecycle costing</u> of park facilities and consider an appropriate annual allocation of capital funds to parkland improvements in an effort to enhance and revitalize older parks in Port Hope.				Completed	To be completed in the Asset Management Plan commencing in 2016; Municipal Wide	Currently being developed through Asset Management Plan
Environmental Practices	4.14	Develop a <u>Greening and Climate Strategy</u> that is aligned with community priorities and speaks to the Corporate mandate and efforts to protect and preserve clean air, land and water and encompasses parks naturalization, beautification, urban forestry targets, reduction of waste in facilities and parks, education and awareness through the facilities, programs and services, reduction of gas emissions through the use of trails for active transportation, and the engagement of the public in protecting and enhancing the environment. A collective effort should be taken to develop and execute the strategy with involvement from all departments, respective advisory committees, and community volunteers.				Ongoing	External assistance (consulting services) may be required; Municipal Wide	
	4.15	Continue to support programs that require <u>litterless lunches</u> in camps and pilot the concept of <u>litterless parks</u> .				Ongoing	Implementation into day camp; Review garbage can locations (2017-2018)	
	4.16	Include <u>interpretive signs</u> along trails and in parks and facilities that speak to environmental efforts and results of being environmental stewards. Further, develop a consistent system of <u>park signage</u> that creates a visual identify and indicates points of access and permitted uses.				Ongoing	Interpretive Signs completed Eastside Ganaraska Park in 2014; Consider Environmental aspects for new interpretive signs	additional interpretive signs complete in 2017 and 2018. Program is ongoing
	4.17	Design and build parks, recreation, and culture infrastructure that supports <u>sustainability</u> (e.g., LEED buildings) and continue to place priority on <u>decreasing energy consumption</u> in parks and in facilities.				Ongoing	Subject to budget	Priority on decreasing energy consumption is being achieved. An example is conversion to LED lighting in all PRC facilities
	4.18	Continue to <u>engage and recognize environmental groups and volunteers</u> that support the stewardship efforts.				Ongoing		
	4.19	Develop a <u>Parks By-law</u> governing uses and restrictions within parks and recreational areas.				Completed		Will be reviewing By-Law in 2020/2021

Subject Area	#	Recommendation	2010-14	2015-18	2019+	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2016 Progress Report	2020 Comments
Implementation	IMPL -1	This Leisure Services Master Plan should be used as a resource in developing Port Hope's <u>long-term capital forecast</u> .				Ongoing		
	IMPL -2	Continue to <u>seek partners and alternative funding mechanisms</u> to supplement existing resources and to enable full implementation of the Leisure Services Master Plan's capital program.				Ongoing		sponsorship program launched in 2018 for Canada Day, increased sponsorship for free activities, ongoing grant research. Several successful fundraising and sponsorship campaigns have been implemented including Town Park Gates, Cenotaph and Kin Park Gazebo
	IMPL -3	Implement a system for the <u>regular monitoring and reporting</u> on the progress of the Leisure Services Master Plan.				Ongoing		update reports completed to Advisory committee and COW
	IMPL -4	Determine if an <u>update or a full review</u> of the Leisure Services Master Plan is required in 2015.				Completed		

2012 Cultural Plan - Status of Recommendations

Recommendation	Start-up Schedule	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2018 Progress Report	2020 Comments
Priority: Communicate Municipal Support of Cultural Assets				
Toolkit 4 Culture: Develop a toolkit for emerging cultural sector groups and cultural professionals newly residing in Port Hope. The toolkit will bring awareness to the services offered by the Municipality. It will also strengthen cultural initiatives by improving access to resources	1yr - 5yrs	Completed	Review with the new special event application process, streamline information, provide links so information is always up to date PRC Priority 2018-2022	removed from website in 2019 as update was required and a lot of content crossed over with new special event management policy and process, review
Generate a listing of Public Cultural Spaces: List and raise awareness of available cultural space throughout Port Hope that can meet the needs of artists and cultural organizations.	1yr - 5yrs	Completed	Provide links so information is always up to date	removed from website in 2019 as update was required and a lot of content crossed over with new special event management policy and process, review
Annual Performance Measure Requirements: Complete Annual Performance measure requirements to evaluate overall service delivery and impact.	5yrs - 10yrs	Further Review Required	Goal is to establish benchmarks in 2018-2019	
Integrated Planning: Recognize cultural planning in future Municipal planning initiatives. Include cultural components in Municipal Policy development.	15yrs - 20yrs	Ongoing	Timeframe not yet reached	
Cultural Policies: Leverage Municipal communication tools to highlight	10yrs - 15yrs	Ongoing	Timeframe not yet reached	Culture Days, new cultural programs added regularly (baking, cooking, art, workshops, offered both as registered and drop-in programs) Open Art Studio offered at both TPRC and RCAC, changed the name to Art for Everyone to try to be more inclusive
Priority: Raise Awareness and Leverage Existing Cultural Assets				
Link Art and Agriculture: Link the agricultural sector with other cultural events and festivals. Provide cross-programming cultural events at the farmers market (i.e., sneak previews of upcoming events); hold events that feature local culinary creations; hold a contest for the Best Heritage Recipe – in conjunction with Port Hope Archives.	15yrs - 20yrs	Ongoing	Examples to highlight include community gardens, antique machine show, fair programs, farmers market, Arts Festival, Cultivate, ACO Barns tour	
Cultural Map: Expand and update the cultural map to include cultural events, natural heritage and assets in line with Port Hope's definition of culture, as it evolves.	1yr - 5yrs	Ongoing	Requires marketing support and need to determine the use for this resource PRC Priority 2018-2022	review opportunity with mapping on new website (2021)
Port Hope Audio Tours: Enhance the visitor experience with downloadable GPS audio tours that feature sites on the Port Hope cultural map. Include arts organizations, natural heritage, historical sites and events.	15yrs - 20yrs	Further Review Required	May need to be updated to reflect new technology and could include historical content. Currently have self-guided tours, new app relating to the River.	
QR Code On Cultural Assets: Promote the discovery of Port Hope's cultural assets by providing quick and effortless access via QR Codes on print advertisements.	10yrs - 15yrs	Further Review Required	May need to be updated to reflect new technology. Some use of QR codes on interpretive signs along the river	
Cultural Calendar: Contribute to the tourism and events calendar in an effort to include all events and cultural offerings in Port Hope.	5yrs - 10yrs	Ongoing	Review to combine with cultural map and GIS systems and usage PRC Priority 2018-2022.	PortHope.ca and visitporthope.ca have calendar options for submissions from the public, new website (2020) will have cultural category
Encourage local participation with existing Online Cultural Resources Clearinghouse: Create an integrated and centralized web page that spotlights cultural resources and existing amenities. Provide quick links that highlight key resources.	10yrs - 15yrs	Further Review Required	Could combine with the cultural Calendar and Cultural Map	
Year in Culture: Produce an annual publication that highlights the major (as well as under-the-radar) accomplishments of the Municipality's cultural efforts.	5yrs - 10yrs	Ongoing	Municipal updates included in the PRC Leisure Guide and annual report. Community focus needs another organization to lead. PRC Priority 2018-2022	continued focus in the Leisure Guide, consideration for community action required
Priority: Strengthen the Capacity of Emerging Cultural Sector Groups				
Voices for Culture: Form a diverse community led cultural group that safeguards and promotes the viability of the cultural sector. Increase collaboration between the for-profit and not-for-profit sector, to attain a higher level of goodwill and support among cultural groups, the Municipality and the general public.	5yrs - 10yrs	Further Review Required	General desire to review this in the community, could host networking events or think tank events to bring together interested groups to build partnership and volunteerism. PRC Priority 2018-2022	desire to review as a department

2012 Cultural Plan - Status of Recommendations

Recommendation	Start-up Schedule	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2018 Progress Report	2020 Comments
Accessible Training: Raise awareness of existing capacity building training programs and services to cultural groups. Promote training and coaching opportunities such as the Northumberland United Way's Leadership Development Services and the Northumberland Business Advisory Centre's new Business Success Program (i.e. Grant writing, volunteers, Boards, attaining permits).	1yr - 5yrs	Ongoing	Sharing and networking of existing training and capacity building	ongoing sharing of resources
Increase Networking Opportunities: Foster new partnerships, and create new opportunities. Encourage the local and regional cultural organizations and artists to become acquainted and interact with each other. Feature exhibitions, round-table culture talks, and speaking panels.	10yrs - 15yrs	Ongoing	General desire to review this in the community, could host networking events or think tank events to bring together interested groups to build partnership and volunteerism as well as share events already being hosted (Library, Critical Mass, etc). PRC Priority 2018-2022	ongoing sharing of resources, 2020 initial networking group commenced in February as a goal on annual report
Volunteer Database: Galvanize cultural organizations to leverage existing volunteer databases such as FourInfo. Advocate the use of community information sites for posting manpower and specialized volunteer needs, and include in toolkit. FourInfo is a community database dedicated to providing the most up-to-date information on volunteer opportunities and services in Northumberland County.	5yrs - 10yrs	Ongoing	Review potential and relocate as a Municipal priority for use in all areas including culture, events and community engagement. Priority 2018-2022	Currently being developed in partnership with the Northumberland Sports Council volunteernorthumberland.ca
Community-wide Cross-Marketing: Extend the consumer base of emerging cultural groups by leveraging marketing opportunities within the community. Increase the promotion of cultural events and assets using communication tools such as print material and social media	15yrs - 20yrs	Ongoing	Some shared opportunities are occurring with uploading of activities to Municipal Calendar	ongoing review of tasks reviewed monthly with marketing and communications team, support provided to organizations through marketing team (i.e. FYF, HHR, and other events)
Cultural Exchange: Coordinate a meaningful and multi-layered cultural exchange. Invite local artists and academics to pursue creative collaborations and opportunities. The exchange will result in more exciting cultural programming and creative proliferation	15yrs - 20yrs	Ongoing	Could be combined with Voices of Culture	continued growth from a department standpoint for programs and events (i.e. Arts Festival, Culture Days), and third party events (i.e. Cultivate)
Priority: Increase Cultural Participation				
Children's Cultural Fest: Leverage collaborations to enhance cultural offerings for children and families in Port Hope. Hold an annual cultural fair with vendors, activities, and performances. Excite and engage the next generation of cultural consumers with a multitude of activities that include: arts and crafts using their own artistic expression (e.g., children's art exhibition, hand painting, colouring and drawing). Invite local for-profit and not-for-profit cultural organizations to perform (e.g., performing arts, plastic arts, literary arts). Partner with participating cultural organizations, Northumberland United Way, Arts Council of Northumberland, Department of Parks, Recreation and Culture, Schools, Port Hope Public Library, and	15yrs - 20yrs	Ongoing	Current program focus for PRC is integration into camp and programs including partnerships. Arts Festival and Culture Days are one example. Other organizations including the Fair, Library, and Journey through the Arts continue with their programming.	continued growth from a department standpoint for programs and events (i.e. Arts Festival, Culture Days), and third party events (i.e. Cultivate) Children's workshops offered as part of Culture Days i.e.. Doodlemania, Drumming
Port Hope Cultural Camp: Partner with local cultural organizations, artists, schools, and the youth advisory committee to facilitate a summer youth cultural camp. The additional camp will aim to fill programming gaps and to provide affordable multi-arts programming to youth, which will be taught and led by local cultural experts.	10yrs - 15yrs	Completed	PRC integration into specialty camp options. Other organizations continue their programming, like Journey through the Arts, Ganaraska Forest Centre.	continued growth from a department standpoint for camp relating to specialized options and themes, Camp Canvas and Innovators camp offered as a speciality camp new in 2019, regular day camp as an art component each day i.e.. Art, dance, drama, baking
Student Cultural Community Service: Encourage cultural organizations in need of volunteers, and students wanting to maximize their cultural engagement to participate. Distribute a list of registered cultural organizations with volunteering opportunities at schools for students who want to do their community service at a	1yr - 5yrs	Ongoing	Continued networking and sharing of ideas. Possible extension of the volunteer database.	established through Volunteer policy, community engagement has increased through third party providers (i.e. Critical Mass)
Youth 4 Culture: Encourage youth cultural involvement by involving youth in cultural activities, planning and development.	5yrs - 10yrs	Ongoing	Possible to include in the Youth Friendly Communities application, and potential for youth engagement strategy. PRC Priority 2018-2022	YAC involvement in events and planning activities – they are a voice for the youth in the community and have been actively promoting opportunities and planning new initiatives
Culture Connect: Leverage existing resources to develop cultural programs for young adults. Promote cultural programs offered by existing and future cultural groups that	10yrs - 15yrs	Further Review Required		

2012 Cultural Plan - Status of Recommendations

Recommendation	Start-up Schedule	Status (Completed, Ongoing, No Action, Further Review Required)	Comments from 2018 Progress Report	2020 Comments
Highlight our Natural Heritage: Expand the cultural offerings of Port Hope's abundant natural environment.	15yrs - 20yrs	Ongoing	Community Strategic Plan includes priorities relating to the river and development of trails with some PRC programs completed, as well as Heritage Port Hope, Friends of the West Beach, Archives, ACO, Ag Society and more.	included as a strategic priority, consideration in Waterfront and RiverWalk working group, some community engagement from this (i.e. public art) such as permanent and temporary public art installations such as the Ganny Bear sculpture, salmon mural, partnered in re-location of Little Station House and Farley Mowat Boat
Priority: Be Aware of and Respond to Current and Future Cultural Space Needs				
Facility Use for Culture: Market existing facilities to cultural practitioners by promoting affordable spaces for culture. This effort will cultivate and permeate cultural activity in Municipal and community facilities.	5yrs - 10yrs	Ongoing	PRC initiatives include use of Memorial park for no Fee and promotion of PRC facilities, listing in the Cultural Toolkit and other cultural organizations use of space (Critical Mass, Cultivate, Ontario Street Theatre, etc)	Providing Cultural programming initiatives at the Hub at no charge, Critical Mass given office space in 2018 at TPRC, Public Art housed in facilities such as fish, murals, art group rentals in facilities for a low cost and efforts to encourage shared spaces
Feasibility Study: Further study the feasibility of a seniors centre with cultural opportunities and community space. This will be researched following the completion of the Cultural Plan. The study will focus on: existing buildings; current capacity; a multi-purpose space; opportunities for older adult programming; and will give consideration to existing and future users.	1yr - 5yrs	Completed	Older Adult Facility Study completed in 2012. Town Park identified as the preferred location. Review the need and vision and establish timelines PRC Priority 2018-2022	Application submitted for federal/provincial funding to construct
Space Usage Audit: Conduct a review of existing spaces and their uses. Attain an understanding of facility usage according to the activities and age groups being served.	5yrs - 10yrs	Ongoing	Review of community space required and usage could be completed by the community cultural group and provide updates to the toolkit.	utilization completed for facilities
Cultural Facility Inventory: Include in the toolkit an inventory of all spaces, traditional and non-traditional with potential for cultural uses. This includes space for rehearsals, small or large performances, storage, exhibitions, etc. Expand into a resource database to facilitate and maximize the use of quality cultural spaces. Identify the square footage and rental pricing for each facility.	5yrs - 10yrs	Ongoing	Review of community space required and usage could be completed by the community cultural group and provide updates to the toolkit.	completed with Cultural toolkit, removed from website in 2019 as update was required and a lot of content crossed over with new special event management policy and process, review as challenges arise with private and service locations

Appendix B: Community Survey Summary

See following pages.

Municipality of Port Hope Leisure Services Master Plan Community Survey

Q1. In Port Hope or elsewhere, which of the following parks and recreation activities have you or anyone in your household participated in over the past 12 months? Activities may include those at municipal, school, non-profit or private locations. By participation, we mean situations where you or a member of your household actively participate (which does not include attending an event or watching others), either at home or in public. (select all that may apply)

Answer Choices	#	%
Enjoying Parks, Open Spaces, and Natural Areas	257	76%
Walking or Hiking for Leisure	247	73%
Beach Activities	161	47%
Swimming (Recreational)	158	46%
Aerobics, Yoga, Fitness, or Weight-Training	141	41%
Dog Walking (on or off leash)	133	39%
Use of Playground Equipment	118	35%
Swimming (Instructional or AquaFit)	114	34%
Cycling or Mountain Biking	111	33%
Golf	95	28%
Hockey, Ringette, Figure Skating, or Indoor Ice Skating	95	28%
Canoeing, Rowing, Kayaking or Paddleboarding	83	24%
Organized Programs for Adults	83	24%
Use of Splash Pad	76	22%
Organized Programs for Children	72	21%
Running or Jogging	65	19%
Fishing	64	19%
Outdoor Ice Skating	62	18%
Organized Programs for Seniors	57	17%
Boating (sailing, canoeing, powerboating, etc.)	55	16%
Soccer	54	16%
Baseball or Softball (or other forms)	42	12%
Organized Programs for Youth	39	11%
Pickleball	28	8%
Basketball	26	8%
Tennis	24	7%
Skateboarding	23	7%
Other (please specify)	37	11%
Answered	340	
Skipped	6	

Q2. If you or members of your household have used any of the following facilities in the past 12 months, please identify your frequency of use.

	Did Not Use		Almost Daily		Weekly		Monthly		A Few Times a Year		Don't Know		Total
	#	%	#	%	#	%	#	%	#	%	#	%	#
Pool at Jack Burger Sports Complex	105	32%	25	8%	93	28%	25	8%	81	25%	1	0%	330
Arena at Jack Burger Sports Complex	182	61%	10	3%	35	12%	12	4%	59	20%	1	0%	299
Town Park Recreation Centre	106	34%	14	5%	53	17%	31	10%	100	32%	4	1%	308
Ruth Clarke Activity Centre for Seniors	233	78%	9	3%	28	9%	8	3%	16	5%	3	1%	297
Port Hope Community Hub (Canton)	233	82%	0	0%	4	1%	8	3%	30	11%	8	3%	283
											Answered		339
											Skipped		7

Q3. Before the COVID-19 restrictions, were you and members of your household able to participate in parks and recreation activities as often as you would like?

Answer Choices	#	%
Yes	266	78%
No	56	16%
Don't Know	21	6%
Answered	343	
Skipped	3	

Q4. Why are you and members of your household not able to participate in parks and recreation activities as often as you would like? (select up to 3 responses)

Answer Choices	#	%
Program/Activity not offered at convenient time	32	57%
Lack of desired facilities or programs/activities	29	52%
Lack of personal time / Too busy	23	41%
Lack of information / Unaware of opportunities	11	20%
Lack of money / Too expensive	7	13%
Lack of Child Care	2	4%
Lack of transportation / Facility too far away	1	2%
Health problems / Disability / Age	0	0%
Language / Cultural barrier	0	0%
Don't Know	0	0%
Other (please specify)	16	29%
Answered	56	
Skipped	290	

Q5. If applicable, list up to two (2) parks and recreation activities/programs that you or members of your household would like to see provided in Port Hope that are NOT currently available.

Answer Choices	#	%
Parks and Recreation Program / Activity 1	100.00%	187
Parks and Recreation Program / Activity 2	61.50%	115
Answered	187	
Skipped	159	

Q6. In the past 12 months, which of the following arts and cultural activities have you or anyone in your household participated in or attended, in Port Hope or elsewhere?

Answer Choices	#	%
Going to Outdoor Festivals and Special Events (e.g., Canada Day, music, etc.)	253	79%
Going to Live Theatre or Concerts	230	72%
Arts and Crafts Activities	124	39%
Going to Art Galleries	90	28%
Going to Museums	84	26%
Heritage Appreciation / 'Doors Open' Events	76	24%
Visual Arts Classes (e.g., painting, drawing, pottery, etc.)	61	19%
Dancing	51	16%
Music Classes	45	14%
Cooking Classes	44	14%
Performing Arts Classes	16	5%
None	23	7%
Other (please specify)	11	3.44%
Answered	320	
Skipped	26	

Q7. Before the COVID-19 restrictions, were you and members of your household able to participate in arts and cultural events and activities as often as you would like?

Answer Choices	#	%
Yes	75.15%	245
No	16.56%	54
Don't Know	8.28%	27
Answered	326	
Skipped	20	

Q8. Why are you and members of your household NOT able to participate in arts and cultural events and activities as often as you would like? (select up to 3 responses)

Answer Choices	#	%
Lack of personal time / Too busy	23	43%
Lack of information / Unaware of opportunities	23	43%
Program/Activity not offered at convenient time	18	33%
Lack of money / Too expensive	16	30%
Lack of desired facilities or programs/activities	15	28%
Lack of transportation / Facility too far away	6	11%
Health problems / Disability / Age	4	7%
Lack of Child Care	3	6%
Language / Cultural barrier	0	0%
Don't Know	1	2%
Other (please specify)	6	11%
Answered	54	
Skipped	292	

Q9. If applicable, list up to two (2) arts and cultural programs/activities that you or members of your household would like to see provided in Port Hope that are NOT currently available.

Answer Choices	#	%
Arts and Culture Program / Activity 1	100.00%	88
Arts and Culture Program / Activity 2	63.64%	56
Answered	88	
Skipped	258	

Q10. What is your level of satisfaction with parks, recreation and culture opportunities in Port Hope for the following age groups as it applies to your household?

	Not at all Satisfied		Somewhat Dissatisfied		Neither Satisfied or Dissatisfied		Somewhat Satisfied		Very Satisfied		Total
	#	%	#	%	#	%	#	%	#	%	#
Pre-School Children (4 years and under)	3	4%	12	16%	10	13%	25	32%	27	35%	77
Children (5 - 12 years)	4	4%	13	12%	11	10%	43	39%	39	35%	110
Teens (13 - 18 years)	9	12%	10	14%	15	20%	28	38%	12	16%	74
Adults (19 - 54 years)	8	5%	26	16%	27	16%	60	36%	45	27%	166
Older Adults (55 - 69 years)	4	3%	17	13%	14	11%	41	31%	55	42%	131
Seniors (70 years and over)	2	2%	10	10%	11	11%	38	40%	35	36%	96

Q11. In general, how important are the following items to your household?

	Not at all Important		Somewhat Unimportant		Neither Important or Unimportant		Somewhat Important		Very Important		Total
	#	%	#	%	#	%	#	%	#	%	#
Open space for parks, trails and unstructured uses	4	1%	4	1%	11	4%	50	17%	230	77%	299
Indoor recreation facilities such as arenas, pools and gymnasiums	5	2%	8	3%	15	5%	70	23%	200	67%	298
Arts and cultural spaces such as museums and event spaces	6	2%	10	3%	32	11%	115	39%	131	45%	294
Recreation programs (registered and drop-in)	9	3%	8	3%	35	12%	81	27%	162	55%	295
Outdoor recreation facilities such as sports fields, courts and playgrounds	14	5%	11	4%	28	10%	75	26%	156	55%	284
Cultural programs (registered and drop-in)	5	2%	12	4%	50	17%	114	39%	108	37%	289

Q12. What is your level of satisfaction with the following parks, recreation and cultural services in Port Hope?

	Not at all Satisfied		Somewhat Dissatisfied		Neither Satisfied or Dissatisfied		Somewhat Satisfied		Very Satisfied		Total #
	#	%	#	%	#	%	#	%	#	%	
Open space for parks, trails and unstructured uses	3	1%	21	7%	33	11%	115	40%	116	40%	288
Indoor recreation facilities such as arenas, pools and gymnasiums	1	0%	26	9%	27	10%	120	42%	109	39%	283
Arts and cultural spaces such as museums and event spaces	10	4%	27	10%	60	23%	112	42%	57	21%	266
Recreation programs (registered and drop-in)	9	4%	21	8%	40	16%	106	42%	75	30%	251
Outdoor recreation facilities such as sports fields, courts and playgrounds	3	1%	12	5%	44	17%	110	42%	90	35%	259
Cultural programs (registered and drop-in)	3	1%	23	10%	66	29%	89	39%	49	21%	230

Q13. Please indicate your level of satisfaction with the following aspects of the Municipality's parks, recreation and cultural services.

	Not at all Satisfied		Somewhat Dissatisfied		Neither Satisfied or Dissatisfied		Somewhat Satisfied		Very Satisfied		Total #
	#	%	#	%	#	%	#	%	#	%	
Maintenance of parks, recreation and cultural amenities.	5	2%	13	4%	30	10%	95	33%	149	51%	292
Location of parks, recreation and cultural amenities.	5	2%	13	4%	34	12%	94	32%	147	50%	293
Affordability of parks, recreation and cultural programs.	5	2%	23	8%	37	13%	92	33%	122	44%	279
Value of tax dollars spent towards parks, recreation and culture.	10	4%	31	12%	46	18%	100	38%	75	29%	262
Access to the waterfront (lake or river)	26	9%	62	22%	28	10%	98	34%	71	25%	285
Opportunities for residents with low-income backgrounds or persons with di	16	10%	30	19%	47	30%	39	25%	26	16%	158

Q14. In order to assist the Municipality in prioritizing spending for new or improved leisure services, please indicate your household's level of priority for each of the following indoor facility types.

	Not a Priority		Low Priority		Medium Priority		High Priority		Total #
	#	%	#	%	#	%	#	%	
Swimming Pools (indoor)	17	6%	21	7%	62	21%	176	60%	276
Dedicated Space for Youth Activities	23	8%	24	8%	83	28%	110	38%	240
Fitness Studio/Centre	21	7%	38	13%	90	31%	122	42%	271
Gymnasiums	17	6%	45	15%	101	34%	103	35%	266
Dedicated Space for Seniors Activities	35	12%	36	12%	68	23%	115	38%	254
Community Spaces for Meetings or Small Group Activities	28	9%	67	23%	116	39%	63	21%	274
Multi-Use Indoor Turf Sports Facility	32	11%	58	20%	73	25%	92	31%	255
Arts Centre (gallery, studio, etc.)	33	11%	67	23%	123	42%	52	18%	275
Museums	33	11%	67	23%	132	45%	43	15%	275
Arenas (indoor ice)	68	23%	50	17%	62	21%	78	26%	258
Other (please specify)									26
Answered									300
Skipped									46

Q15. In order to assist the Municipality in prioritizing spending for new or improved leisure services, please indicate your household's level of priority for each of the following outdoor facility types.

	Not a Priority		Low Priority		Medium Priority		High Priority		Total #
	#	%	#	%	#	%	#	%	
Waterfront Parks (lake or river)	6	2%	12	4%	53	18%	216	74%	287
Nature Trails	4	1%	15	5%	60	20%	208	71%	287
Acquisition of Parks and Open Space	13	4%	20	7%	91	31%	159	55%	283
Parks for Events and Festivals	11	4%	26	9%	101	35%	147	50%	285
Playgrounds	16	5%	29	10%	87	30%	119	41%	251
Paved Multi-Use Trails	18	6%	35	12%	94	32%	135	46%	282
Splash Pads	30	10%	43	15%	56	19%	116	40%	245
Ice Rinks (outdoor)	34	12%	48	16%	75	26%	91	31%	248
Soccer and Multi-use Fields	37	13%	55	19%	85	29%	67	23%	244
Off-Leash Dog Parks	62	21%	48	16%	60	20%	73	25%	243
Outdoor Fitness Equipment	46	16%	74	25%	98	33%	43	15%	261
Baseball or Softball Diamonds	46	16%	71	24%	74	25%	46	16%	237
Tennis Courts (outdoor)	52	18%	67	23%	67	23%	47	16%	233

Basketball Courts (outdoor)	48	16%	75	26%	79	27%	36	12%	238
Skateboard Parks	67	23%	55	19%	75	26%	34	12%	231
Boat Launches	59	20%	68	23%	70	24%	36	12%	233
BMX/ Bike Parks	63	22%	67	23%	68	23%	36	12%	234
Marinas	58	20%	74	25%	67	23%	37	13%	236
Pickleball Courts (outdoor)	80	27%	65	22%	48	16%	31	11%	224
Other (please specify)									16
							Answered		296
							Skipped		50

Q16. Please provide any additional comments you may have regarding parks, recreation and culture in the Municipality of Port Hope. (maximum 100 words)

Answered 139
Skipped 207

Q17. How many people, including yourself, live in your household?

Answer Choices	Responses	
1	11.35%	32
2	39.01%	110
3	15.25%	43
4	23.76%	67
5	8.16%	23
6	1.42%	4
7	1.06%	3
8	0.00%	0
9	0.00%	0
10 or more	0.00%	0
	Answered	282
	Skipped	64

Q18. Please indicate the total number of persons within your household that fall into the following age categories.

Number of Persons	0	1	2	3	4	5	6	Total
9 years and under	40	36	30	8	0	0	0	114
10 - 19 years	33	39	24	5	0	0	1	102
20 - 34 years	35	32	33	2	0	0	0	102
35 - 54 years	24	39	86	1	0	0	0	150
55 - 69 years	27	45	66	0	0	0	0	138
70 years and over	36	32	36	0	0	0	0	104
						Answered		290
						Skipped		56

Q19. In what year were you born?

Answer Choices	Responses
Median Age	52 Years
	Answered 269
	Skipped 77

Q20. What are the first three digits of your postal code?

Answer Choices	Responses	
L1A (urban)	84.59%	247
LOA (rural)	5.48%	16
Don't Know	1.37%	4
Other (please specify)	8.56%	25
	Answered	292
	Skipped	54