



City of Prince Albert

RPT 2024-214

TITLE: Carlton Park Municipal Reserve License Agreement

DATE: July 10, 2024

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the License Agreement between the City of Prince Albert and Children's Choice Development Co-Operative located at 3100 Dunn Drive, for the use of a portion of park and municipal reserve land legally described as MR6, Plan 80PA17588 Ext. 1 and Parcel Z, Plan 80PA17588 Ext. 0 be approved for a term of five (5) years from August 1, 2024 to July 31, 2029, for a fee of \$500 per year; and,
2. That the Mayor and City Clerk be authorized to execute the License Agreement and any other related documents, on behalf of the City, once prepared.

EXECUTIVE SUMMARY:

The Director of the Children's Choice daycare on Dunn Drive reached out to the City, requesting the use of a portion of the undeveloped park space to the north of their facility as an outdoor learning and play area for their children. In using the space, they will clean out the garbage, brush and scrub within a particular area and install outdoor features for the children to learn with and play on. The area in question will remain open to the public and be maintained by the daycare. Because of this, Administration is recommending that a five (5) year License Agreement be entered into at a fee of \$500 per year.

BACKGROUND:

In April, 2024, the Director of the Children's Choice daycare, located on Dunn Drive behind the Carlton Park Community Club Hall, reached out to the City to inquire about using the park space located to the north. The daycare is currently limited in its outdoor space and would like to offer new play and learning experiences for their children and require more space to do so.

The park and municipal reserve land in question is a natural, treed area that provides passive stormwater management for the area. See attached for an aerial photo of the park space in question.

PROPOSED APPROACH AND RATIONALE:

Because the park space is generally passive in nature, having no features or equipment located within it to attract purposeful activity, the daycare Director has indicated that it is largely under utilized, and when it is the behavior is less than ideal. To address this issue and to provide a new play and learning space for the children at the daycare, the proposal is to use a portion of the park, clean it up and install features like those shown in the attached photos. Because there is no desire to fence the area, the space will also be available for the public to use, too.

Speaking to the license fee, there are only a few examples of leases or licenses in the area to draw on, and they are agreements managing the private use of park land. In this case, because the daycare will be installing and maintaining the features shown, because they are keeping the space open to the public, and because there are no administrative reasons why this space cannot be used as proposed, Administration recommends that the license fee be \$500 per year, providing sufficient revenue to offset the cost to check up on the space periodically or manage any issues that may reasonably come up.

Please note that while a large area has been identified, once the daycare Director has indicated more specifically what area she wants to use, the license agreement will be finalized to reflect that.

Administration has completed the preliminary review of the proposal and no general questions or concerns have been raised keeping this from moving forward. Once approved, Administration will continue to work with the Lessee to finalize the plans for the space and coordinate any work that we may participate in.

CONSULTATIONS:

Prior to submitting this report for Council consideration, Community Development consulted with the daycare Director, and the Public Works, Parks/Rec/Culture and Financial Services Departments.

Because the proposal is for the use of park space not currently utilized by the public, and because the proposed use will make the space more available to the public, additional public consultation has not been required or completed.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Once approved, Administration will continue to work with the daycare Director to finalize the size of the licensed area and coordinate any other permits or work that may be required and execute the agreement.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no budget, policy, privacy, legal, or environmental implications or options to the recommendation to consider with this report.

STRATEGIC PLAN:

In order to support the City's corporate mission, to remain a healthy city of opportunity, capitalizing on requests like this, to provide new and innovative educational and play

experiences for children is key. Prince Albert is proud of its parks and their use, and with the identification of a park space that may require and will see some investment, community lead no less, immediate action is required to support that investment.

OFFICIAL COMMUNITY PLAN:

Taken from the Official Community Plan, one of the Parks, Trail and Open Space policy statements is, “Develop a system of parks and public spaces linked by trails and pedestrian walkways and bike paths to serve the needs of local residents and visitors to the community consistent with a master parks plan;” In this instance, we have a space that fits the general criteria and is proposed to be further developed by members of the community, whose contribution will pay dividends in the education and care they provide for their children and the local park space they create, all in keeping with the overall goal of the City’s OCP and Parks plans.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENTS:

1. Arieal Photo – Park and Municipal Reserve Land
2. Proposed Recreational Features

Written by: Kristina Karpluk, Planning Manager

Approved by: Director of Community Development, City Manger