



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Derek Anderson, Parks Maintenance Supervisor

DATE: April 7, 2022

RE: Parks Maintenance Report

ACTION REQUESTED

None. Informational update.

BACKGROUND

The Parks Maintenance Department is responsible for maintaining park facilities to meet the needs of the community by continually striving to keep all of the recreational facilities in clean, safe, and well-kept condition. The quality of life in our community is measured in part by how well those needs are met.

One of the essential elements of a successful Parks and Recreation Department is facility maintenance. Users of the facilities must be satisfied with their condition or they may not return. The success of the effort can be measured by the constantly increasing numbers of users and program participants and by positive comments made by the general public.

The Little Canada Parks Maintenance Department maintains approximately 133 Acres of Parks, Trails, and Public Properties. There is a total of 1.5 full-time staff for the parks maintenance Department, 6 rink seasonal employees, and 5-7 summer seasonal employees. Full-time staff work from 7:00 a.m. to 3:30 p.m. Monday through Friday unless we are called out for emergencies or snow plowing duties.

SUMMER SEASONAL EMPLOYEES

The Parks & Recreation Department typically utilizes five summer seasonal employees and can use an additional two summer seasonals from the public works department if needed. Summer Seasonal staff work 7:00 a.m. to 3:30 p.m. Monday through Friday and a rotating weekend shift for cleaning Shelters, watering flowers/trees, preparing ball fields, and special events.

Summer seasonal staff can perform many different duties, but the main responsibilities are mowing, trimming, trash/recycling, watering flowers and gardens maintenance, ball fields, and equipment maintenance.

FACILITIES

Parks & Facilities	Acreage (approx.)	Established
Firebarns Skate Park & Old Fire Hall	1	Rink – 1962(new boards 2020) Old Fire Hall – 1950
Firefighters Historical Trail	8	2005
Gervais Mill Park	18	1986
Nadeau Wildlife Area	5	1991
Pioneer Park	33	1991
Rondeau Park	3	2003
Spooner Park	22	1980
Thunder Bay / Westwinds Park	17	1988
Veterans Memorial Park	2	2017
Water Works Right-of-Way	26	-
Total Acreage	135	

Additionally, the Parks Maintenance Department maintains approximately 16 acres of public property. These include City Hall, Fire Station, Public Works facility, City-owned property on Little Canada Road, Country Drive, and Middle Street, and multiple Right-of-Way (ROW) areas around the City.

2021-2022 RINK REPORT

Firebarns Rink:

The Firebarns rink opened on December 22, 2021, and had ice until March 28, 2022. There were 1,194 total documented rink users, the count does not include user groups that use the facility when the warming house is closed, city recreation programs, or local area youth and adult groups that utilize the rink. Weather is a large factor each year for ice conditions, and this year the rink was closed for seven days due to weather events.

Demont Rink:

Demont rink opened on December 29 2021 and closed on February 26, 2022. The attendance that was recorded was 315 users with 5 days that were not recorded. The average number of users per day was 10. There were six evenings that the rink was rented by the Catholic Church hockey League that is not included in the total number of users.

Maintenance staff will need to address a couple of high spots that need grading before next year's flooding season and the dog park in the summer creates some challenges to the turf from dogs digging holes that need to be addressed every year. Additionally, the rink boards are in dire need of replacement and dollars should be budgeted to replace what is there. The whole south end footings are leaning outward and are no longer straight. Staff will work on cost estimates and add new rink boards to the CIP.

A majority of the work keeping the warming houses open, the rinks flooded and clear of snow, is completed with seasonal rink workers. Their work is greatly appreciated.

STAFF RECOMMENDATION

Staff recommends that the Parks & Recreation Commission ask any maintenance-related questions to the Parks Maintenance Supervisor at the meeting.