



Parks and Recreation Master Plan 2026 - 2031

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ACKNOWLEDGEMENTS

The Consulting Team would like to express their gratitude to all who played a role in informing and developing the Parks and Recreation Master Plan.

The Consulting Team would like to thank the Clerk and supporting staff for providing requested policies, documents, contacts, facility access, and more. Without their steady support, the Consulting Team could not have acquired all the necessary details for this plan.

To the enthusiastic members of Council, Council Committees, community organizations, and the broader community who participated in focus groups, completed surveys, or attended the open house, your words and feedback ensured a plan that reflects your wants and needs for now, and for the next 5 years.

This plan is a reflection of our collective commitment to understanding the needs, interests, and priorities of Front of Yonge. It takes a village, and for this village, Front of Yonge should be proud and grateful!

Sincerely,

Kim Goodman, Cara Lemkay, and Kevin Lee



EXECUTIVE SUMMARY



4 Strategic Directions

18 Recommendations

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1.0 PROJECT OVERVIEW

1.1 Project Outcome

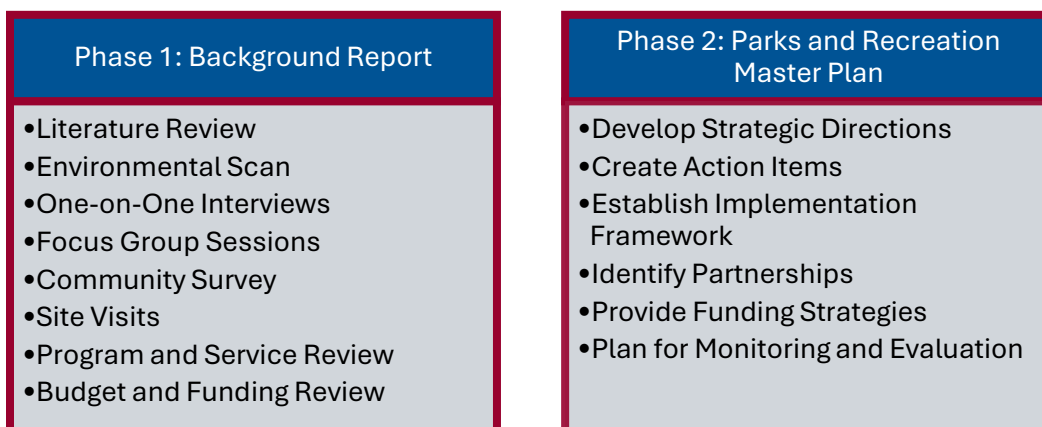
A Parks and Recreation Master Plan is a strategic document developed by municipalities to guide the planning, development, and delivery of parks and recreation services, facilities, and programs over a defined period. For Front of Yonge, the plan covers a 5-year period. The Master Plan is both a vision and an action plan, outlining how Front of Yonge Township can foster active, healthy, and connected lifestyles through public recreation opportunities.

This Master Plan is informed by information and data collected throughout Phase 1, which is compiled in the Background Report for additional context.

1.2 Project Approach

To accomplish this outcome, the Consulting Team utilized a two-phase approach. The steps within Phase 1, the Background Report, ensured that all necessary information and opinions were collected to inform the Master Plan. Phase 2 of this project is this Parks and Recreation Master Plan document. This document results from the development of a mission, vision, values, recommendations, and implementation framework that will guide parks and recreation service delivery in Front of Yonge.

A well-informed process ensures recommendations and attainable implementation strategies that accurately represent the community needs and wants in a meaningful way.



2.0 MISSION, VISION, CORE VALUES

Mission

To enrich quality of life and enhance well-being in Front of Yonge by providing engaging, safe, and affordable opportunities for residents and visitors.

Vision

A welcoming and healthy rural community where all residents have access to local recreation opportunities that are enjoyable and meaningful to them.

Core Values

The following values will guide parks and recreation service delivery in Front of Yonge:

Well-being and Connection

Prioritizing activities and events that foster physical, mental and social wellness and engaging community partners to offer activities.

Affordability

Balancing maintenance and improvement of facilities and amenities with fiscal management and ensuring access to free passive opportunities and affordable active recreation opportunities.

Longevity

Sustaining programs, facilities, and events while ensuring long lasting facilities and responsible life cycle planning.

Community Engagement and Involvement

Foster opportunities to engage all ages in volunteer opportunities and seeking community input when warranted.

Access

Ensuring knowledge and accessibility of available recreation opportunities and safe access to facilities, programs, and events to eliminate participation barriers that are within the Township's control.

3.0 STRATEGIC DIRECTIONS

Overview

Based on the comprehensive Background Report, 4 Strategic Directions emerged to provide the foundation for Parks and Recreation Master Plan. Within each Strategic Direction are Recommendations that will support Front of Yonge in achieving the Strategic Directions. These directions and recommendations are rooted in Front of Yonge’s demographics, values, service trends, existing infrastructure and amenities, community needs, and future aspirations.

Supporting Actions for each Recommendation can be found in Appendix A – Supporting Actions and Implementation Framework.

- 1 Build Community Capacity
- 2 Maintain and Improve Existing Infrastructure
- 3 Establish Parks and Recreation Portfolio
- 4 Strengthen Communication

Strategic Direction #1: Build Community Capacity

Why This Strategic Direction?

In a parks and recreation context, capacity would be measured by the quantity and quality of services and amenities that are available. Community capacity building is essential for any municipality, but it is particularly essential for rural communities with small tax bases. Capacity can be enhanced through strategies such as partnerships, volunteers, and finding efficiencies. Throughout the consultation process, numerous organizations voiced their openness to either continue partnering or begin partnering with Front of Yonge Township.

The programs and events that are offered by their various council committees, organizations, and partners rely heavily on volunteers. Between staff, council, council committees, local organizations, and extended partners, there is an impressive ability to improve or expand current services and amenities. By building capacity within the corporation and community, there can be a bigger impact with a reduced effect on tax base funding.

Feedback from the information gathering and consultation phase indicated the significant overlap in functions and related outcomes of Committees of Council; Community Development Committee, Recreation Committee, Mallory Coach House Heritage Committee, and Yonge in Bloom Committee.

Residents indicated they believe more funding is needed for recreation. They also polled that they would contribute to specific fundraising campaigns or volunteer their time to reduce impact on taxation.

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Recommendations for Strategic Direction #1

The recommendations below were developed to achieve Strategic Direction #1. Supporting Actions for these Recommendations can be found in Appendix A.

Recommendation 1.1

Build new and improve existing partnerships and sponsorships with public, non-profit, and private sectors

Recommendation 1.2

Restructure Committees of Council with recreation outcomes for impact effectiveness and efficiency

Recommendation 1.3

Develop a volunteer recruitment and retention strategy

Recommendation 1.4

Engage the United Counties of Leeds and Grenville and advocate for tourism support locally

Recommendation 1.5

Improve and expand recreation program offerings to meet the current and future needs of residents

Recommendation 1.6

Continue to generate revenue through advertising and user fees to support community facilities

Strategic Direction #2: Maintain and Improve Existing Infrastructure

Why This Strategic Direction?

The current infrastructure inventory is satisfactory to support the current and short-term needs of residents and visitors. A focus on improving what already exists rather than establishing new amenities is recommended.

Front of Yonge Township has taken numerous steps to update and improve its indoor and outdoor recreation amenities in recent years. Safety and accessibility considerations have largely been addressed with some remaining to be corrected or improved such as accessible play structure surfacing, connective paths, and safety items as noted in individual site assessments.

The Recreation Park was noted as the most significant Point of Pride and the most universally accessed recreation space in Front of Yonge Township. 92% of survey respondents use parks, trails and outdoor spaces with nearly half of those people using outdoors spaces at least weekly. The increased investment in this outdoor facility is encouraged. Recreation Park had over 8,000 visits from over 1,400 unique visitors between May 2024-June 2025. It is a well utilized asset in a community of just under 2,600 people.

The increased rentals and usage of the community hall within the Community Centre and Library building show how essential this asset is for hosting programs, events, and private functions.

Recommendations for Strategic Direction #2

The recommendations below were developed to achieve Strategic Direction #2. Supporting Actions for these Recommendations can be found in Appendix A.

Recommendation 2.1

Review sustainable asset management planning for parks and facilities

Recommendation 2.2

Prioritize investment into Recreation Park and its amenities as the community recreation hub

Recommendation 2.3

Continue to make recreation spaces accessible

Recommendation 2.4

Make improvements that support safe recreation spaces

Recommendation 2.5

Plan for future waterfront access and trails

Recommendation 2.6

Engage and connect with the community about parks and recreation infrastructure projects

Strategic Direction #3: Establish Parks and Recreation Portfolio

Why This Strategic Direction?

Throughout the consultation process, gaps were identified that suggest having a dedicated staff member to oversee parks and recreation services. Some of these gaps are seen in communication, policy and process, recruitment of volunteers, and fundraising. In addition to these gaps, the existing tasks of liaising with committees, supporting programs and events, researching and writing grants, facility operations and maintenance, capital planning, etc. which are currently managed by volunteers, administrative staff and public works staff. These functions could be supported or, in some instances, led by an expanded recreation portfolio.

Through the community survey, 80.95% of respondents said there should be an increased investment in recreation (staffing, programming, or infrastructure).

Parks and Recreation Master Plan Background Report Section 4.8

Currently a small group of volunteers serve as the liaisons for parks, recreation, trails, programs, partnerships, grant writing, and events. The hours these volunteers

Focus groups and one-on-one interviews both made notable mention that dedicated recreation staff/leadership would be beneficial. There is concern surrounding staff bandwidth, the current volunteer demographic, and the lack of sustainability that these two concerns present.

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contribute will eventually be lost as volunteer roles change over or become vacant. The equivalent of these hours in addition to the hours required to fill the assessed gaps will equate to a part-time position.

Recommendations for Strategic Direction #3

The recommendations below were developed to achieve Strategic Direction #3. Supporting Actions for these Recommendations can be found in Appendix A.

Recommendation 3.1

Create a Parks and Recreation Portfolio

Recommendation 3.2

Phase in a part-time recreation staff member

Recommendation 3.3

Review the viability of the parks and recreation portfolio and part-time staff from year 3 and beyond

Strategic Direction #4: Strengthen Communication

Why This Strategic Direction?

Through the information gathering process, the findings suggest that the community was unsure of how and where to access information. It was also observed that the resources they were accessing were sometimes missing information, or the information was outdated.

The current awareness and utilization of parks and recreation services and amenities could be increased if communication strategies are improved.

Throughout focus groups, the community survey, and one-on-one stakeholder interviews, poor or limited communication relating to available opportunities and amenities was indicated.

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The community survey showed that the primary ways that respondents receive information about parks and recreation services are 1) social media, 2) Monthly Newsletter, 3) Word of Mouth, and 4) Township Website.

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Recommendations for Strategic Direction #4

The recommendations below were developed to achieve Strategic Direction #4. Supporting Actions for these Recommendations can be found in Appendix A.

Recommendation 4.1

Develop a marketing strategy for recreation services

Recommendation 4.2

Leverage technology to strengthen communication

Recommendation 4.3

Improve communications between the Township and the community

4.0 SUMMARY

Completing a Parks and Recreation Master Plan shows Front of Yonge Township's commitment to the community's well-being and quality of life. This process has allowed for reflection on community wants and needs and establishing the vision to get to where Front of Yonge wants to be. This plan focuses on key areas that were identified through the rigorous consultation process and provides practical and actionable recommendations to continue supporting and developing that community well-being and quality of life.

Key Achievements

Key accomplishments through the planning process included:

- Comprehensive assessment of the needs, preferences, and challenges faced by the community
- Development of a multi-dimensional action plan addressing key strategic areas as identified in the assessment phase
- Engagement of stakeholders from various sectors, including local agencies, community organizations, and others, to foster collaboration and collective action.
- Incorporation of evidence-based practices and best-in-class strategies from other rural communities to inform Front of Yonge's approach.
- Emphasis on inclusivity, accessibility, and equity to ensure that everyone can benefit from the initiatives proposed.

Next Steps

- Implementation of the implementation plan in collaboration with key stakeholders, leveraging their expertise, resources, and networks.
- Ongoing monitoring and evaluation of the initiatives to track progress, identify challenges, and make necessary adjustments.
- Continued engagement with community members to solicit feedback, prioritize needs, and ensure that the action plan remains responsive to evolving circumstances.

Conclusion

Front of Yonge has proven through the consultation and planning processes that they are eager to act wherever and whenever feasible to achieve the vision of a Front of Yonge where all residents have access to local recreation opportunities that are enjoyable and meaningful to them.

The successful implementation of the Parks and Recreation Master Plan requires addressing challenges, leveraging opportunities, and implementing recommendations outlined in this document.

5.0 APPENDICES

Appendix A - Supporting Actions and Implementation Framework

Strategic Direction 1 - Build Community Capacity

Recommendation	Supporting Action	Short Term 1-3 Years	Medium Term 3-5 Years
Recommendation 1.1: Build new and improve existing partnerships and sponsorships with public, non-profit, and private sectors	Explore a Reciprocal Use Agreement with UCDSB for indoor programming (pickleball, walking group, youth programs) in exchange for Front of Yonge Elementary School using Recreation Park.		
	Explore the opportunity for minor soccer to access the Tim Hortons Timbit program to provide jerseys, socks, shorts, balls, and end of season medals for U3-U7 soccer divisions to free-up local sponsors for project specific fundraising.		
	Discuss mutually beneficial programs or initiatives with Thousand Islands National Park such as guided nature walks at Oak Ridge Community Trail.		
	Continue to deliver events with local partners and expand offerings such as intergenerational programs with the elementary school and the poker		

	run with St. Lawrence Parks Commission.		
	Establish communications with Charleston Lake Provincial Park who has recently been designated an adventure park under provincial legislation and is proposed to take over management of MNR property on Marsh Road with in Front of Yonge Township to ensure FOY stays informed and is consulted as a stakeholder. (This action comes from legislation and background that became available after the Background Report was completed. See Bill 26 given Royal Assent on December 11, 2025)		
	Connect and engage with the South Eastern Ontario Parks and Recreation Association (SEOPRA) to expand Front of Yonge’s professional network, access knowledge, and share strategies monthly.		
	Connect and engage with the Rural Recreation Association (RRA) to expand Front of Yonge’s professional network, access knowledge, and share strategies monthly.		
	Formally acknowledge Indigenous populations and history affecting Indigenous populations.		

Recommendation 1.2: Restructure Committees of Council with recreation outcomes for impact effectiveness and efficiency	Committees with a scope relating to parks, recreation, trails, facilities, events, programs, or beautification should be restructured or condensed into one committee.		
	Establish working groups to reduce quantity of Municipal Committees and meetings while maintaining current volunteer involvement and corresponding insurance coverage.		
	Have staff attend committee meetings to offer guidance and create efficiencies once the quantity of Council committees has been reduced for efficiency.		
	Annually review Committee of Council outcomes against their Terms of Reference. Redirect efforts to align with scope if needed to ensure alignment and achievement of goals.		
	Add the role of municipal recreation project fundraising to a Terms of Reference once the committee restructuring process is complete.		
	Ensure Recreation Committee liaises with community partners and implements new program opportunities.		
Recommendation 1.3: Develop a volunteer	Create formal volunteer job descriptions with clear roles and responsibilities.		

recruitment and retention strategy	Consider volunteer job descriptions that are defined as Micro-volunteerism/small asks.		
	Create a relationship with high-school guidance counsellors in Athens, Gananoque, and Brockville.		
	Provide incentives such as recognition events or in-kind offerings to engage volunteers.		
Recommendation 1.4: Engage the United Counties of Leeds and Grenville and advocate for tourism support locally	In partnership with the St. Lawrence Parks Commission and Thousand Islands National Park, advocate at the County level for support of tourism opportunities.		
	Advocate for cycle safe infrastructure on county roads as improvements are made to roads.		
Recommendation 1.5: Improve and expand recreation program offerings to meet the current and future needs of residents	Expand events and programs as supported by Background Report as capacity improves (e.g. seniors programs, youth programs, history/culture based events, passive recreation, virtual opportunities, food security related programming, or fundraising events)		
	Establish programming or events such as learn to play sessions or tournaments at the Recreation Park pickleball courts.		
	Explore an indoor/outdoor court strategy that includes revenue generation to support long term		

	sustainability. This may be in the form of hosting programming, establishing a club or drop-in fees.		
	Continue to engage community groups and partners to offer a variety of programs.		
	Share or advertise programs and events between neighbouring municipalities such as swimming and minor sports to increase awareness of regional recreation opportunities.		
Recommendation 1.6: Continue to generate revenue through advertising and user fees to support community facilities	Annually reassess rental fees ahead of the annual General Rates and Fees and incrementally increase fees for park and facility rentals.		
	Explore opportunities for sponsorship and naming rights of public spaces such as Recreation Park and the Community Centre and Library building.		
	Continue to sell board adds at the outdoor rink for annual revenue generation.		
	When updating the canteen at the Recreation Park pavilion, or prior to next renovation if an opportunity is presented, ensure a double sink is installed for food preparation and consider a hood vent.		

Strategic Direction 2 – Maintain and Improve Existing Infrastructure

Recommendation	Supporting Action	Short Term 1-3 Years	Medium Term 3-5 Years
Recommendation 2.1 Review sustainable asset management planning for parks and facilities	Complete and adopt an Asset Management Plan that considers parks and recreation facilities and buildings in its lifecycle planning and financial strategy.		
	Prioritize the maintenance and replacement of existing park amenities before establishing new amenities or expanding amenities in parks.		
	Establish a proposed EUL (End of Useful Life) for each outdoor recreation asset to continue lifecycle management planning.		
	Review feasibility and deliverables of the Grounds Maintenance Contract annually for municipally owned property.		
	Explore hiring a seasonal position (May-October) and purchasing equipment for grounds maintenance to replace the contract as an opportunity for cost reduction.		
Recommendation 2.2: Prioritize investment into Recreation Park	Continue to prioritize investments at Recreation Park, the community's outdoor recreation hub.		

and its amenities as the community recreation hub	Plan to replace infrastructure that has exceeded its lifespan (e.g. Play structures).		
	Apply universal design principles to park improvements and upgrades.		
Recommendation 2.3: Continue to make recreation spaces accessible	Replace sand play structure surfacing with an accessible alternative that meets playground inspection standards.		
	Establish accessible pathways throughout Recreation Park to amenities and seating.		
	Control parking with temporary barricades for pedestrian safety during special events and highly attended programs.		
	Ensure future residential (or commercial) developments consider the connectivity and walkability of the village, including connections to Recreation Park.		
	Install an accessible door for a Community Centre washroom to complement the otherwise accessible building.		
Recommendation 2.4: Make improvements that support safe recreation spaces	Plan to remove expired infrastructure and signage from parks (e.g. water fountain, faded signage).		
	Develop consistent inspection reports and maintenance logs for parks, play structures, sports fields and courts,		

	washroom facilities, Oak Ridge Community Trail and all indoor facilities. File per records management procedures.		
	Continue to ensure indoor space renovations meet building code requirements except where exempted by the Ontario Building Code or for heritage preservation purposes.		
	Ensure a buffer between soccer field touch lines and fixed structures as is best practice in minor soccer associations in Canada.		
	Consider options for park and trailhead lighting, giving considerations to green solutions where possible.		
	Review site assessments within the Background Report for each facility for potential outstanding work orders.		
Recommendation 2.5: Plan for future waterfront access and trails	Consider establishing a reserve fund for long term motorized watercraft access, whether it is in partnership with the St. Lawrence Parks Commission or purchase of private land.		
	Inventory and advertise non-motorized watercraft launch options with private or public partners and advocate to maintain or increase inventory.		

	Continue to improve and advertise Oak Ridge Community Trail as opportunities become available.		
Recommendation 2.6: Engage and connect with the community about parks and recreation infrastructure projects	Ensure transparency, accessibility of information, and community consultation for capital parks and recreation projects.		
	Create a memorial policy for future memorial projects, from infrastructure to trees, that would involve consultation with appropriate stakeholders (e.g. family members for a memorial project).		

Strategic Direction 3 – Establish a Parks and Recreation Portfolio

Recommendation	Supporting Action	Short Term 1-3 Years	Medium Term 3-5 Years
Recommendation 3.1: Create a Parks and Recreation Portfolio	With funding (e.g. Ontario Trillium Foundation), secure a recreation consultant to facilitate the development of the parks and recreation portfolio for the Township as outlined in the remaining Supporting Actions.		
	Have a recreation consultant establish policies and procedures such as but not limited to a facility assessment procedure, facility allocation and use policy, partnership and sponsorship policies and agreements, special events procedure, etc. that will guide future department function.		
	Have a recreation consultant review and improve the communications strategy including social media templates and consistent branding.		
	Have a recreation consultant explore feasible software options and establish solutions for facility rental and/or program enrollment processes to create efficiencies and formalize documentation.		
	Have a recreation consultant design a repertoire of ready-to-implement		

	programs that are supported by the findings of the Background Report and further community assessment.		
	Have a recreation consultant define and implement a volunteer recruitment and retention strategy and assess annually for effectiveness.		
	Have a recreation consultant create a job description for a part-time recreation staff to be responsible for programs, events, communication, and facility rentals to serve a 1-2 year pilot contract. Part-time position proposed to be funded by a grant (e.g. Ontario Trillium Foundation).		
Recommendation 3.2: Phase in a part-time recreation staff member	Secure a part-time recreation staff member as defined in in the newly created job description.		
	Incrementally adjust the annual operating budget to shift the funding of the part-time recreation staff position from grant funding to tax-based funding for future sustainability.		
Recommendation 3.3: Review the viability of the parks and recreation portfolio and part-time staff from year 3 and beyond	Reassess the bandwidth of the recreation staff member annually to see if increasing hours worked is justified as well as feasible.		
	Project wage and employment related costs and budget accordingly to sustain the part-time recreation staff position annually.		

Strategic Direction 4 – Strengthen Communication

Recommendation	Supporting Action	Short Term 1-3 Years	Medium Term 3-5 Years
Recommendation 4.1: Develop a marketing strategy for recreation services	Review and improve the Communications Plan to include the monthly newsletter as a “channel of communication” and branding guidelines.		
	Create a framework for marketing recreation programs, events, and special projects that includes timelines, strategies, and templates. To be reviewed annually.		
Recommendation 4.2: Leverage technology to strengthen communication	Explore feasible software options and establish solutions for facility rental and/or program enrollment processes to create efficiencies and formalize documentation.		
	Establish Wi-Fi at Recreation Park.		
	Continue utilizing technology (e.g. QR codes) to direct patrons to registration pages and up to date online information.		
Recommendation 4.3: Improve communications	Continue to use social media (e.g. Facebook and Instagram) with proper formatting and essential information within captions for accessibility.		

between the Township and the community	Explore opportunities and strategies to use AI for marketing and communications.		
	Establish consistent branding for all marketing and communication strategies.		
	Ensure website Community Calendar is up to date with events and relevant information.		
	Establish municipally branded, accessible wayfinding signage for parks and recreation locations (e.g. where Park Lane and Peryl St. intersect with County Rd. 4/Quabbin Rd. for Recreation Park, directions to TINP and Browns Bay)		
	Coordinate with external agencies for way-finding signage on non-municipal property.		
	Ensure Monthly Newsletter is mailed and received in advance of associated month and post to social media.		
	Enforce a mandatory deadline for newsletter content submissions.		
	Include print on Monthly Newsletter indicating all information was accurate at the time of printing and that up-to-date information can be found on the website Community Calendar.		

	Monitor grant programs for opportunities to modernize and revamp municipal website.		
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Appendix B - Funding Strategies

Reserves

Municipal reserves are funds set aside from tax dollars or other revenue sources for specific projects. Industry standards suggest allocating 2% of the capital value of assets annually to a reserve. This number may be adjusted based on findings from Asset Management Plans and other known factors.

One-Time Grants

Municipalities often seek financial support from upper levels of government for major municipal capital projects or temporary operational support to attain self-sustainability or a short-term objective. Remain proactive and look for programs that align with Front of Yonge's Parks and Recreation Master Plan's Strategic Directions.

The presence of an approved Master Plan is often a requirement and at the very least adds strength to an application when trying to securing grant funding.

Sample grant opportunities to follow

[Ontario Government Funding Opportunities](#)

[Ontario Trillium Foundation](#)

[Government of Canada – Funding Culture, History and Sport](#)

In addition to government grants, private and non-profit opportunities also exist that could assist with Parks and Recreation Master Plan. Listed are examples:

[Community Foundations of Canada](#)

[Farm Credit Canada](#)

[TD Friends of the Environment](#)

Fundraising, Donations, Sponsorships, and Naming Rights

The consultation process indicated that people are more likely to fundraise, volunteer and donate for a project specific cause.

The ongoing costs of maintaining and constructing parks and facilities are substantial which places pressure municipal budgets. To be creative and engage the community, the Township should seek assistance and support from external sources to contribute towards the construction and/or maintenance of facilities and park amenities. Past practice demonstrates that many local user groups and service clubs have collected

donations and/or participated in fundraising for new facilities. Creating a policy around naming rights and seeking key locations/supporters for implementation is another mechanism to create another revenue stream.

User Fees

Currently, Front of Yonge collects user fees for the baseball diamonds, community hall and park pavilion. There is potential for pickleball court rental or tournament hosting fees as popularity continues to increase.

Cost Sharing

Cooperation between municipalities is important to the effective delivery of recreation and parks services especially for smaller, rural communities throughout Ontario. Each municipality can benefit from various types of cooperation, including joint services agreements that allow cost-efficient access to services by residents in another municipality.

Appendix C - Monitoring and Evaluation

The Township must consistently review and evaluate the proposed actions outlined in the Recreation Master Plan to ensure alignment with community needs. This necessitates the ongoing monitoring of various data sets, including annual usage statistics, resident engagement with municipal facilities and programs, activity trends, user satisfaction levels, and regular dialogue with community organizations. Additionally, annual reporting on the Plan's implementation is imperative. These measures facilitate adjustments to resource allocation and priority setting as outlined in the Plan.

Conducting a thorough review of the Plan demands a dedicated commitment from staff involved in the planning, financing, and delivery of parks and recreation services, as well as from the Council. The following procedural steps can guide the annual review process:

Past Year Evaluation

Evaluation of the past year's activities, including progress on recommendations, capital projects, new and ongoing initiatives, changes in participation, and feedback from the public and community groups.

Assessment of Challenges and Opportunities

Annually review challenges (funding, political climate, etc.), opportunities (upcoming grants, donations, developments, etc.) focusing on financial and operational considerations and discuss necessary modifications to the plan for the upcoming year.

Next Year Projections

Annual preparation of a staff report prioritizing short-term projects for the next year, based on plan recommendations, financial limits, community input, and partnership opportunities.

Prioritization

Transparent communication with staff and Council on project status, prioritization, and planned projects.

Quarterly Review and Ongoing Modifications

Set a quarterly date to review progress of the workplan for the year. Submit reports and budget requests or revisions to support proposed initiatives or new, time-sensitive opportunities as permitted.

By adhering to this structured review process, the Township can ensure that its parks and recreation services remain responsive to the evolving needs and aspirations of the community.