



City of  
**Peterborough**

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**To:                               Members of the Committee of the Whole**

**From:                           Ken Doherty, Director of Community Services**

**Meeting Date:               December 4, 2017**

**Subject:                       Report CSRS17-009**  
**Peterborough Canoe & Kayak Club Programming in Johnson**  
**Park**

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## **Purpose**

A report to inform of the request made by the Peterborough Canoe Club to utilize City-owned water front land to operate instructional canoe and kayak programming.

## **Recommendations**

That Council approve the recommendations outlined in Report CSRS17-009 dated December 4, 2017, of the Director of Community Services, as follows:

- a) That Johnson Park be approved as the site to accommodate the Peterborough Canoe and Kayak Club's instructional canoe and kayak programming;
- b) That a by-law be enacted authorizing the Mayor and Clerk to sign an initial five-year license agreement with the Peterborough Canoe and Kayak Club, for its use of Johnson Park for canoe and kayak instructional programming purposes; and
- c) That a monthly occupancy fee of \$1,000 be included in the license agreement for the 2018 operating season, with a 2% annual increase in subsequent years.

## **Budget and Financial Implications**

If the recommendations of report CSRS17-009 are approved, the occupancy fee would generate revenue of \$1,000 per month, to off-set the City's cost of site maintenance work performed by Public Works for grass cutting, park inspections, garbage and recycling pick up. All start-up and ongoing expenses related to site preparation, programming, storage facility, dock, insurance, and any other miscellaneous items will be the responsibility of the Peterborough Canoe and Kayak Club. This includes all costs associated with obtaining and complying with permits such as those required by Parks Canada, ORCA, Department of Fisheries and Oceans, and the City's Building Division.

## **Background**

On May 16, 2017, the Peterborough Canoe and Kayak Club (PCKC) made a presentation to the Arenas Parks and Recreation Advisory Committee (APRAC), to introduce itself as a newly established club, and to make a request to operate programming from a City owned water front site, preferably somewhere along the shores of Little Lake.

Proposed programming will include basic canoe & kayak skills training, as well as the skills involved with racing. The PCKC will fill a void in programming that teaches sprint racing skills in Peterborough. The PCKC will provide top quality racing canoes and kayaks, incorporate dragon boat paddling, stand up paddleboards, and Para-kayak.

APRAC referred the matter to Staff for investigation into the viability of the request, and to report back to APRAC at a future date.

### **Identifying a Suitable Site**

City Staff met with the PCKC to review potential City owned sites, including Rogers Cove Park, Beavermead Park, Johnson Park, and City owned waterfront property on Johnston Drive.

Johnson Park has been identified as the preferred location by City Staff as well as the PCKC, for the following reasons:

- There are no other formal uses of the park for which this activity would impede;
- The site is easily accessible by a number of methods, such as the Trans Canada Trail, Ashburnham Drive, and through Beavermead Park;
- Parking is available at Johnson Park, Beavermead Park, and Rogers Cove;
- The shoreline on the west side of the park is suitable for dock placement;
- There is ample space for seasonal on-site boat storage; and

- The Canadian Canoe Museum has expressed interest in the potential to establish a boathouse at this site in the future, which provides a potential partnership opportunity to eventually establish a permanent boat storage facility in Johnson Park.

## **Review of Johnson Park**

City Staff reviewed the Johnson Park site with both ORCA (Otonabee Region Conservation Authority) and Parks Canada. The proposed layout of the site is attached as Appendix “A”.

ORCA identified a concern related to the site being in a flood plain. In particular, the method of placing any storage structures for boats at the site. Any storage structure would have to be flood proofed, through either a wet flood proofing method or dry flood proofing. A permit from ORCA would be required. Dry flood proofing includes raising either the site or the structure, so that it is above the flooding hazard. Wet flood proofing entails allowing the free flow of water through the structure during the flooding and the use of materials that can withstand frequent wetting and drying. The PCKC proposes placing temporary storage units on site on a seasonal basis. The storage units would need to be dry flood proofed by elevating the units. The storage units would be removed from the site by the PCKC in the off-season. The Canadian Canoe Museum (CCM) has expressed interest in establishing a permanent boat storage facility at Johnson Park at some point in the future. The CCM and PCKC have informed City Staff that they are willing to work collaboratively on a future shared facility arrangement, if supported by the City.

There were three areas along the shoreline reviewed as possible locations for the placement of the dock. ORCA suggested the location to the west edge of the park, facing Little Lake. The other two areas are along the south edge of the park, facing North Meade Creek. These two areas have undergone shoreline restoration in recent years, and would be negatively impacted if disturbed by the placement of a dock and constant foot traffic by program participants.

The Parks Canada representative identified that a permit would be necessary to place a dock in Little Lake, but saw no obvious concern with the concept of placing a 30 foot dock at the west shoreline of Johnson Park. Depending on the work required to secure the dock at the site, further permits may be required by the Department of Fisheries and Oceans (DFO). It is anticipated that approximately an eight foot length of armour stone would be required at the point where the dock would connect to the shoreline. At this location, the shoreline is eroding. The need for the armour stone to support the dock would inadvertently protect the shoreline in that area.

## **License Agreement**

An agreement will be required to address all matters pertaining to the PCKC's use of Johnson Park. Any agreement with PCKC will require PCKC to provide evidence of appropriate insurance, before the City would permit PCKC to place any assets on the property or commence programming activities. The PCKC's insurance will be primary, listing the City as an additional insured. The PCKC's insurance will be in effect during the entire time period its assets are in place within Johnson Park and/or Little Lake, whether programming is taking place or not. The PCKC is to provide the City with a Word template of the waiver that is to be signed by members of PCKC for review, so amendments can be made to the satisfaction of the City.

All assets, including storage facilities, the dock, canoes, kayaks, stand up paddle boards, etc will be owned, maintained, and inspected by the PCKC, as per the standards set out in the License Agreement.

Staff recommends that the License Agreement identify a fee be charged to PCKC for its non-exclusive use of the property. Ongoing maintenance of the occupied area will be performed by the City's Public Works Division, such as grass cutting, park inspections and garbage and recycling pick-up. Since the PCKC won't have exclusive use of the site, Staff recommends they pay a monthly fee of \$1,000 during the time period they occupy the space. This represents approximately 50% of the total costs for these services. The License Agreement will reflect an annual increase of 2% per year for each year of the initial 5-year term of the agreement.

## **Endorsement from APRAC**

At its meeting of October 17, 2017, Staff presented a follow-up report to APRAC, who supported in principle that Johnson Park be utilized by the PCKC for its instructional canoe and kayak programming.

Staff recommends that Council approve Johnson Park as the site for the PCKC to establish its programming upon City-owned waterfront property.

## **Summary**

The Peterborough Canoe and Kayak Club have proposed to establish instructional canoe and kayak programming on City owned waterfront land, preferably on Little Lake. City Staff have reviewed potential sites and is seeking Council approval for the Peterborough Canoe and Kayak Club to establish its programming in Johnson Park.

Submitted by,

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Director of Community Services

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Recreation Division Coordinator

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Attachments:  
Appendix A - Johnson Park Site Layout  
Appendix B – Johnson Park Location

## Appendix A

### Johnson Park Layout for Canoe and Kayak Club Programming



## Appendix B

### Johnson Park Location

