

**ANICINABE PARK CONTRACT
2009 YEAR END REPORT**



A year end meeting was held with Barb Manson, Parks Supervisor and Larry & Nancy Cruikshank, Anicinabe Park Contractor on Sept. 11, 2009 to review the 2009 season. This is the first year of a five year contract.

CONTRACT – 2009, 10 & 11, 12 & 13 awarded to Larry Cruikshank. Payments to be made to the City of Kenora are as follows:

Year	July 15 th	Oct. 15 th	TOTAL	
2009	\$10,000	\$10,000	\$20,000	Paid
2010	\$10,300	\$10,300	\$20,600	
2011	\$10,928	\$10,927	\$21,855	
2012	\$11,255	\$11,256	\$22,511	
2013	\$11,593	\$11,593	\$23,186	

2009 SEASON:

TERMS OF CONTRACT:

Larry Cruikshank fulfilled all the terms of the contract in 2009 which included the following:

All requested forms received and on file:

- Signed Agreement between Larry Cruikshank & City of Kenora
- WSIB Clearance Form
- Third Party Liability
- Business License
- Criminal Record Check
- Health & Safety Checklist
- Fairness is a Two-Way Street
- Indemnification Agreement
- Undertaking to Comply



Barbeque Pit – Open Space



Campsite

Provided all supplies, materials equipment and staff required to maintain and operate those facilities in Anicinabe Park as outlined in the Operations Standards Policy.

Provided and staffed a local telephone information line for inquiries and requests for information during the regular working hours of operation.

No seasonal parking was permitted. The length of stay was not to exceed 23 days within a 31 day period. There were some exceptions to this rule.

See attached break down of responsibilities – Contractor and City of Kenora.



Beach Area



Playstructure

CITY OF KENORA'S RESPONSIBILITIES: (see attachment)

- Oversee contractor
- A listing in the blue pages of the local directory of the Kenora Telephone Directory.

OUTSTANDING WORK REQUIRED:

- Replace Washrooms (Capital expenditure)
- Tree Removal
- Picnic Shelter – repairs & grill replacement & pits need painting
- Landscaping – sites – some work required on a several sites
- Trail repair
- Entrance to Boardwalk – west side – erosion – needs repair

BOUQUETS:

- Turf Maintenance – best in years – lots of compliments
- Larry did a lot of work on his own to the sites
- Larry did a lot of tree maintenance in the parks
- The beaches were harrowed daily – they looked exceptional
- Larry had Jam Nights on Wednesdays and they were very successful

CONCERNS: (from Contractor)

- 23 Day Stay Rule – did their best to stay within in the rule, but did have some exceptions – would like some flexibility
- No Overnight Parking – Beach area – hard to enforce – signs could not be put up because they contravened an existing City bylaw stating parking was allowed
- Office Administration Building – Basement water problem – Maintenance Costs - Should it be the Contractor's responsibility to pay for the operation of sump pumps & dehumidifier which goes 24 hours per day in the basement
- Tree Trimming & Removal – cost to Contractor of more than \$500.00 to bring wood to the Waste Transfer Station – this is a park improvement and should be paid for by the City
- Road Maintenance – roads graded once this year in July – was suppose to be in the spring and through-out the year – Roads Department ignored requests
- Old Chalet Lane – Road closure – requesting this road be closed all year long – this is a camp ground and the Anicinabe Park budget pays for road repair and upkeep
- Public boat launch & & public beach area – no revenue to offset the costs of maintaining and garbage removal
- Spring Garbage – 24 bags of garbage picked up in the spring – road should be closed for the winter months – gate locked
- Walmart Parking – No over night parking at Walmart – no one enforcing this bylaw
- Front Gate – Closure – Safety of having this locked if there is an emergency in the middle of the night. The curb at the entrance to the park does not stop people from driving into the park – suggest adding guard rails to this area.

SUGGESTED IMPROVEMENTS :

- Guard rails at park entrance
- Tree Removal Plan



Entrance to Park



Dead Tree in Park

BUDGET ITEMS:

Anicinabe Park 2009 Budget = \$18,347

Anicinabe Park Actual Budget (as of October, 2009) = 44,158

Unexpected expenses (all approved by Rick Perchuk) included the following:

Administration Office Repairs (mould)	\$12,840
Curbing & Deck on Office – H & S	3,700
ESA Orders	3,194
Safety Railing on camp site	3,513
Replace 2 Hot Water Tanks	1,994
Plumbing Repairs – Washrooms	1,066
Office Door & Window	1,014
2 Sump Pumps	967
Picnic Tables	950
DeHumidifier – Rental	944
Allocated Pay – City Staff	919
Rental of Own-Equipment	844
Lock changes – new contractor	820
Kenora Hydro – Street Light	700
Signage	600
Brush Removal	494
Contract – Legal Fees	300
TOTAL	\$22,019

Most of these items are one time charges regarding the new contract or Health & Safety issues. More dollars need to be put aside by the City to fulfill their side of the Contract. The terms of the contract regarding the City's commitment have not been fulfilled in the past.