

STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



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|--|---|----------------------|---|
| Report to: | Mayor and Council Members | Priority: | <input type="checkbox"/> High <input type="checkbox"/> Low |
| Submitted by: | Brian Geerts; Director, Community Services bgeerts@cobourg.ca | Meeting Type: | Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/> |
| Meeting Date: | August 14, 2023 | | |
| Report No.: | Community Services-199-23 | | |
| Submit comments to Council | | | |

Subject/Title: Feasibility Analysis and Request from the Cobourg Pickleball Club for the exclusive use of Sinclair Park

RECOMMENDATION:

THAT Council receive this report for information purposes, and

FURTHER THAT Council approves **one** of the following options:

Option 1:

FURTHER THAT Council thanks the Cobourg Pickleball Club for their proposal, and respectfully requests that the Club develop pickleball court site selection criteria based on industry best practices to demonstrate due diligence to the community, a noise mitigation plan, a detailed business case, and financing plan for further consideration.

Option 2:

FURTHER THAT Council approves the transition for Sinclair Park racquet courts from a public service to a privatized not-for-profit operating model for the purposes of offering the sport of Pickleball in leagues, formats, and schedules that are accessible to all citizens of Cobourg and the surrounding area,

FURTHER THAT Council directs staff to negotiate a long-term Lease of the required lands within Sinclair Park to facilitate the conversion of the courts to a dedicated pickleball facility and allow for future dedicated pickleball court construction and expansion,

FURTHER THAT Council directs staff to negotiate a funding agreement with the Cobourg Pickleball Club for up to \$250,000.00 including up to \$125,000.000 as a one-time grant and up to \$125,000.00 as an interest-free loan for the purposes of capital improvements in Sinclair Park, including such terms to the satisfaction of the Treasurer to ensure transparent and responsible use of public funds,

FURTHER THAT Council confirms the classification of Sinclair Park as the "Athletic Park" category while recognizing it is currently deficient in several aspects of the classification, and demonstrates willingness to decommission the three baseball diamonds: "Sinclair North", "Sinclair South", and the little tykes diamond to allow for future Pickleball expansion, and

FURTHER THAT Council the direct staff to operate the existing courts at Peter Delanty Park as dedicated tennis courts.

1. STRATEGIC PLAN

N/A

2. PUBLIC ENGAGEMENT

In the absence of an Advisory Committee for public engagement and review, this report is published as part of the Council agenda process.

Two surveys were published in August and September of 2022 to garner public feedback on a replacement skateboard park and a new pickleball facility.

The pickleball survey was visited 453 times and engaged 156 visitors. Summary reports are attached. The surveys posed questions about facility type, construction materials, and desired location. The public survey results were used to guide the preliminary design reports.

3. PURPOSE

This report provides an update on the progress to date regarding a new dedicated pickleball facility in the Town of Cobourg.

4. ORIGIN AND LEGISLATION

Origin

During the 2022 Town budget process, it was determined that two preliminary design projects were required to determine the potential locations, preliminary design, and public input on a replacement skateboard facility and a new outdoor pickleball facility. These design projects were then used to form the budget submissions in the 2023 Capital budget.

Case Law:

As Pickleball uses a hard paddle and ball, noise is a significant nuisance consideration in the design and placement of courts relative to other land uses. Ontario has seen recent violations of a municipality's own noise bylaw in relation to pickleball courts, such as in Niagara-on-the-Lake. In this example, courts were close to private residences.

Example:

[Town of Niagara-on-the-Lake and local pickleball club fined \\$1,000 for violating noise bylaw | CBC News](#)

Legal Tools

A memorandum of understanding (MoU) and a lease are two different legal instruments that serve distinct purposes.

Memorandum of Understanding (MoU):

- **Nature:** A memorandum of understanding is a non-binding agreement between two or more parties. It outlines the mutual understanding, intentions, and expectations between the parties involved in a particular project, venture, or collaboration. It serves as a preliminary document that precedes a more formal agreement.
- **Purpose:** An MoU is typically used to establish a framework for cooperation, define common goals, and outline the responsibilities and contributions of each party. It is often employed in business, government, or non-profit sectors to initiate discussions and negotiations, or to document a shared understanding before moving forward with a more comprehensive contract.
- **Legally Binding:** In general, an MoU is not legally binding. While it expresses the intention to work together and sets the foundation for future agreements, it usually does not create enforceable obligations or rights between the parties. However, certain provisions within an MoU, such as confidentiality or exclusivity clauses, may be legally binding.

Lease Agreement:

- **Nature:** A lease agreement is a legally binding contract between a landlord (lessor) and a tenant (lessee). It establishes the terms and conditions under which the tenant can occupy and use a property or asset owned by the landlord, typically for a specified period of time.
- **Purpose:** A lease agreement is primarily used in the context of renting or leasing real estate, vehicles, equipment, or other tangible assets. It clearly defines the rights and obligations of both the landlord and the tenant, including rent payment, duration of the lease, maintenance responsibilities, restrictions on use, and other terms relevant to the specific property or asset.
- **Legally Binding:** A lease agreement is a legally binding document that outlines the rights and responsibilities of both parties. It creates a contractual relationship, and non-compliance with the terms of the lease can lead to legal consequences or remedies, such as eviction or financial penalties.

In summary, a memorandum of understanding is a generally non-binding agreement that outlines a mutual understanding and sets the stage for further negotiations or agreements, while a lease agreement is a legally binding contract that governs the rental or lease of property or assets between a landlord and a tenant.

Parks Master Plan:

[Parks-Master-Plan-2013.pdf \(cobourg.ca\)](#)

5. BACKGROUND

Pickleball

Pickleball is a popular indoor/outdoor racquet/paddle sport where two or four players hit a perforated hollow plastic ball over a 36" high net using solid paddles. It is one of the top-growing sports in Canada.



Figure 1: <https://pickleballcanada.org/play-and-learn/ready-to-play-pickleball/>

The Town of Cobourg works closely with the Cobourg Pickleball Club to program and maintain the existing 19 courts available to the club and the public, in coordination with requests from other racquet sports and clubs. Based on provincial trends in the sport, the club and the Town anticipate demand to grow for pickleball.

During the latter part of 2022 and the first 6 months of 2023, staff and the Cobourg Pickleball Club continued to meet and develop plans for pickleball expansion in Cobourg. On June 26, 2023, the Cobourg Pickleball Club presented a delegation to Council requesting exclusive use of Sinclair Park courts for pickleball. Staff conducted a preliminary feasibility analysis of two options for

Sinclair Park (attached). **A feasibility analysis is not a project plan; it is a way to evaluate whether or not a project could be successful.**

Through the Cobourg Pickleball Club's presentation to Council and written submissions to staff, they have indicated that they strongly prefer the quick formation of a lease agreement with the Town, and not an MOU (see attached business plan and request). The Club is targeting a Trillium Grant that will come available for retrofit and upgrades of existing facilities. The club reports that grants to fund construction of new facilities are not likely to come available in the next few months. The club has chosen Sinclair Park as they believe it is suitable for such upgrades and is liked by its players.

Ontario Trillium Foundation:

Trillium Grants and supporting information available in 2023:

[Grants available for 2023 | Ontario Trillium Foundation \(otf.ca\)](#)

[Capital Grant | Ontario Trillium Foundation \(otf.ca\)](#)

[Lease Agreement Requirements | Ontario Trillium Foundation \(otf.ca\)](#)

[Capital Grants Policy | Ontario Trillium Foundation \(otf.ca\)](#)

Modes of Service Delivery in Public Recreation:

Community Services has a long history of using a wide variety of service delivery modes to effectively deliver public recreation, events, and culture to the public.

6. ANALYSIS

Modes of Recreational Service Delivery:

Public recreation commonly employs various modes of service delivery, which may vary depending on the specific context and available resources. The Town uses all the following modes of service delivery in public recreation:

1. **Facility-based Programs:** Public recreation centers or facilities serve as hubs for a diverse range of programs and services. These may encompass fitness classes, sports leagues, swimming lessons, arts and crafts workshops, and other recreational activities. Facilities often feature amenities such as gyms, swimming pools, sports fields, and playgrounds.
2. **Community Events:** Public recreation departments frequently organize community events, including festivals, concerts, parades, and holiday celebrations. These events are generally open to the public and provide opportunities for social interaction, entertainment, and engagement in recreational pursuits.
3. **Outdoor Recreation:** Public recreation agencies assume responsibility for the management and maintenance of parks, trails, and natural areas, facilitating outdoor recreational opportunities. These may encompass hiking and biking

- trails, camping facilities, picnic areas, and nature education initiatives. Public recreation departments may also orchestrate outdoor adventure programs such as kayaking, rock climbing, or guided nature tours.
4. **Youth and Adult Programs:** Public recreation departments commonly offer tailored programs and services for youth and adults. These programs may include summer camps, after-school activities, sports leagues, fitness classes, art and music classes, and educational workshops.
 5. **Specialized Programs:** Public recreation agencies often design specialized programs to cater to specific populations or interests. Examples include programs for seniors, individuals with disabilities, low-income communities, or cultural and ethnic groups. Such programs can encompass senior fitness classes, adaptive sports programs, or cultural festivals.
 6. **Online and Virtual Services:** Public recreation departments are increasingly incorporating online and virtual services as technology advances. These services may include online registration systems, virtual fitness classes, webinars, and virtual tours of parks or museums.
 7. **Partnerships and Collaborations:** **Public recreation departments frequently form partnerships and collaborations with other organizations, such as nonprofits, schools, sports clubs, and local businesses, to expand their service offerings. These collaborations enhance the variety and accessibility of recreation programs and facilities.**

For decades, the Town of Cobourg has used long-term Partnerships and Collaborations (#7), using a lease, MoU, or other agreement to deliver or facilitate recreation and cultural services including:

- Lawn-bowling Club
- Soccer Club
- Yacht Club / Sailing School
- Dragon Boat and Canoe Club
- Curling Club
- Canadian Women in Film Museum

Other services are delivered with community leagues and partners using a subsidized or non-subsidized pay-to-play model based on user fees approved periodically in coordination with the annual budget process:

- Hockey
- Soccer
- Baseball
- Lacrosse
- Rugby
- Tennis
- Pickleball
- Basketball

- Indoor Volleyball
- Beach volleyball
- Badminton
- Wrestling
- Table Tennis
- Swimming
- Sailing & power boats
- More...

None of the common modes of service delivery are better or worse than the other; context and judgment are required to evaluate the best mode.

In addition to the service delivery mode, single-purpose facilities and multi-purpose facilities have their own pros and cons.

Design – Single-purpose sports facilities VS Multi-purpose

A shared multi-use sports court and a dedicated space for one type of sport each have their own pros and cons. Here are some factors the reader can consider:

Pros of a Shared Multi-Use Sports Court:

- **Versatility:** One of the biggest advantages of a shared multi-use sports court is its versatility. It can accommodate multiple sports and activities, allowing for a wider range of options and flexibility. Different sports can be played on the same court, which can be appealing for communities with diverse sporting interests.
- **Efficient space utilization:** A shared court maximizes the use of limited space by serving multiple purposes. It can be a cost-effective solution, especially in areas where land or facility availability is limited. This flexibility can be particularly useful in urban areas or community settings where space is at a premium.
- **Enhanced social interaction:** A shared sports court can bring together people with different sporting interests and promote social interaction among players and spectators. It provides opportunities for diverse groups to engage in recreational activities, fostering a sense of community and unity.

Cons of a Shared Multi-Use Sports Court:

- **Scheduling conflicts:** With multiple sports competing for the same space, scheduling conflicts may arise. It can be challenging to accommodate all sports and their respective leagues, teams, or individuals. This may result in limited access and potentially disappointing some participants.

- **Compromised playing conditions:** Different sports have specific requirements for playing surfaces and equipment. Sharing a court may require compromises in terms of surface quality, markings, and equipment setup. For example, a basketball court may not provide optimal conditions for volleyball or tennis, affecting the experience and performance of players for some or all of the sports.
- **Safety considerations:** The risk of collisions or accidents can increase when different sports are played simultaneously or consecutively on a shared court. The potential for injuries may be higher due to the varied nature of activities and the need for constant adjustments between different sports.

Pros of a Dedicated Space for One Type of Sport:

- **Optimal playing conditions:** A dedicated space allows for tailored design and construction to meet the specific requirements of a particular sport. The playing surface, equipment, and facilities can be optimized to enhance the experience and performance of participants, ensuring ideal playing conditions.
- **Specialized training and development:** A dedicated space enables focused training and development for a specific sport. Athletes can have dedicated time and resources to improve their skills, and coaches can create specialized training programs. This can lead to better performance and advancement in the chosen sport.
- **Reduced scheduling conflicts:** With a dedicated space, scheduling conflicts are minimized or eliminated since the facility is exclusively allocated to one sport. This provides more certainty and predictability in terms of access and availability for practices, competitions, and events.

Cons of a Dedicated Space for One Type of Sport:

- **Limited versatility:** A dedicated space restricts the range of sports and activities that can be accommodated. If the facility is designed solely for one sport, it may not be suitable or adaptable for other activities. This can limit the diversity of offerings and the potential to cater to various community interests.
- **Higher costs:** Building and maintaining a dedicated facility can be expensive. The specialized design, construction, and ongoing maintenance costs may be higher compared to a shared multi-use sports court. Additionally, if the dedicated space is underutilized, it may not provide a satisfactory return on investment.

- Potential underutilization: If the dedicated space is used infrequently or by a limited number of participants, it may lead to underutilization and inefficient use of resources. This can be problematic if the facility requires significant financial investment or occupies a large area of land.

Ultimately, the choice between a shared multi-use sports court and a dedicated space for one type of sport depends on various factors, including the available resources, community needs and preferences, and the desired level of specialization and versatility.

Public Engagement:

Public survey feedback from late 2022 was used to inform the attached preliminary design documents. Feedback on the pickleball court location suggested the CCC as the best general location, but there was a wide variety of suggestions. The survey questions were open-ended with free-text answers, so the full results are attached separately.

Parks as a System of Services:

Cobourg uses 6 different classifications of parks to ensure there is an appropriate variety of facilities and types that serve a wide variety of user needs. Figure 1 displays the Type of parks, Service areas, and intended gathering sizes for each type.

| Type | Service Area | Service Radius | ha/1,000 | Public Gathering | Size |
|-----------|---------------|---------------------------|--------------------------------------|------------------|-------------------|
| Nature | Town | 2 - 3 km | Increase to 2.20 ha/1,000 (from 1.7) | 30 | N/A |
| Athletic | Region | 3 - 4 km | Maintain Extg 1.4 ha/1,000 | 200+ | 10-30 ha |
| Leisure | Neighbourhood | 400 metre (5 minute walk) | Increase to 1.20 ha/1,000 (from 0.7) | 20 - 40 | 0.25 ha - minimum |
| Connector | Town | 400 metre (5 minute walk) | N/A | N/A | N/A |
| Cultural | Town | 2 - 3 km | Maintain Extg 0.6 ha/1,000 | 100+ | Varies |
| Landmark | Region | 3 - 4 km | Increase to 0.6 ha/1,000 (from 0.4) | 500+ | 5 ha - minimum |
| Portal | Neighbourhood | N/A | N/A | 4+ | N/A |

Figure 2: Park Types and Planned Level of Service in Cobourg

Cobourg uses 6 different classifications of parks to ensure there is an appropriate variety of facilities and types that serve a wide variety of user needs. To date, two sites have been reviewed for feasibility of new dedicated pickleball courts.

Location:

For any sports court, field, or activity, location selection is a critical component of the design process. Two sites have been reviewed for new or reconstructed pickleball courts: Sinclair Park and the Cobourg Community Centre campus. The Cobourg Pickleball Club does not have site selection criteria, so the site review to date has been based on the location of existing sports courts and the feedback of the club. In general, high-volume and/or competitive sports facilities are well-aligned with the “Athletic” Park category. The following figure outlines the criteria for Athletic parks as per the Parks Master Plan, 2013:



Figure 3: Park Design Guidelines for Athletic Parks in Cobourg; Parks Master Plan

In its current state, Sinclair Park does not meet several of the design guideline guidelines for the Athletic Park Type (location, pedestrian circulation, vehicular circulation, landscaping).

Cobourg Community Centre:

The CCC Campus Master Plan was finalized in October of 2014, providing guidance on the future development of the campus. The document provided site analysis, public consultation, a conceptual master plan, and public facilitation. The approved plan included general considerations and suggested pickleball court locations. However, the plan is designed to be implemented in substantial phases, which preclude adding small features such as pickleball courts and skateboard parks ad-hoc, or outside the phase plan; see Figure 1.



Figure 4: CCC Campus Plan - Conceptual Master Plan. Proposed pickleball courts are located left of "B"

Implementation of the pickleball courts, as contemplated in Figure 1 from the CCC Master Plan (2014), would include expanding parking lots, reconstructing sports fields, and realigning services, road accesses, and driveways. In addition, some community needs, such as the elevated water tank to be installed by LUSI, were not contemplated in 2014. The new tank is to be installed at the location marked in Figure 1, and will have short-term operational impacts and long-term design impacts to the campus plan. While the campus plan is a thorough and attractive plan, the last decade has brought about change and new community needs. For the short term, staff recommend adding small features such as the pickleball courts and skateboard park using an ad-hoc staff-driven process using fresh community input. In the long term, the CCC Campus Plan must be refreshed.

The Town retained CIMA Canada Inc (CIMA+) in late 2022 and again in spring 2023 to perform a preliminary site analysis and preliminary design for two concepts:

- Lowest cost pickleball court locations at the CCC Campus
- Feasibility analysis of pickleball court expansion at Sinclair Park

Two feasibility reports by CIMA+ are attached, which include site-specific analysis and design. Further design work would be required to determine final

location, final design, and a second round of detailed public input as part of the approved 2023 capital projects.

The CCC includes 6 indoor courts and additional space for 8-10 new outdoor courts south of the CCC on Northam Industrial property. In this theoretical location, no new parking related to this project would need to be constructed. Existing user agreements and Northam lease entitlements would need further review to ensure there are no site conflicts through the addition of this new sports facility.



Figure 5: Possible location of future sports courts on the CCC/Northam Campus south of Barracks Drive

Sinclair Park:

Sinclair Park, located at the corner of Sinclair St and Harden St, is currently an Athletic Park as per the Parks Master Plan. “Athletic Parks act as a primary destination with a town-wide or regional draw for major sporting activities/ events, tourism, or other special events that draw a large attendance. The parks should be located with frontage on an arterial road with views into and out of the site. **It should be located in commercial or industrial areas with buffers away from residential areas.** The park should be well organized with defined/clustered recreation/athletic facilities. A centrally located building should house public washrooms, concessions, storage, change rooms, etc. An internal pedestrian network should link all facilities within the park and connect to the

town-wide pedestrian system. (Parks Master Plan, 2013)”. **The notation regarding Athletic parks' industrial and commercial placement is driven by the need to mitigate nuisance factors such as lighting, noise, and parking.**

Sinclair Park has operated as an Athletic Park for many years, with dedicated baseball and tennis facilities and a small washroom/storage building. The original tennis courts were constructed through fundraising by the Rotary Club. For decades, tennis has been the dominant public racquet sport; it was common for municipalities in Ontario to provide public tennis courts. Now that the balance of popularity in racquet sports is changing, many municipalities and sports organizations are building dedicated pickleball courts in the place of or in addition to tennis courts.

Two preliminary reports by CIMA+ are attached, including site-specific feasibility analysis, draft budget, and preliminary design to inform feasibility decisions. Further design work will be required to determine final location, final design, and a second round of detailed public input as part of the approved 2023 capital projects.

In the fall of 2022, the Cobourg Pickleball Club volunteered to repaint the court lines at Sinclair Park at no cost to the Town, increasing the number of multi-use courts from 3 to 10. This is an excellent example of the continued dedication of our many local not-for-profit groups in Cobourg that work hard to make the Town a better place. The improvement in court number is helpful in the short-term to meet the growing pickleball demand in Cobourg. However, the repainted courts do not have nets; the club chose a compromise: more courts instead of using existing nets. Users must bring their own nets to Sinclair Park to play or use the Club’s portable equipment.

[Peter Delanty Park – Historical Use:](#)

The town has a long history of booking seasonal blocks of time with local racquet clubs on outdoor courts. The following image depicts an example of the 3 types of bookings: Pickleball, Tennis, and Public Use. This approach continues to allow multiple clubs to utilize public spaces at a low cost, while maintaining large blocks of time for no-cost public use.

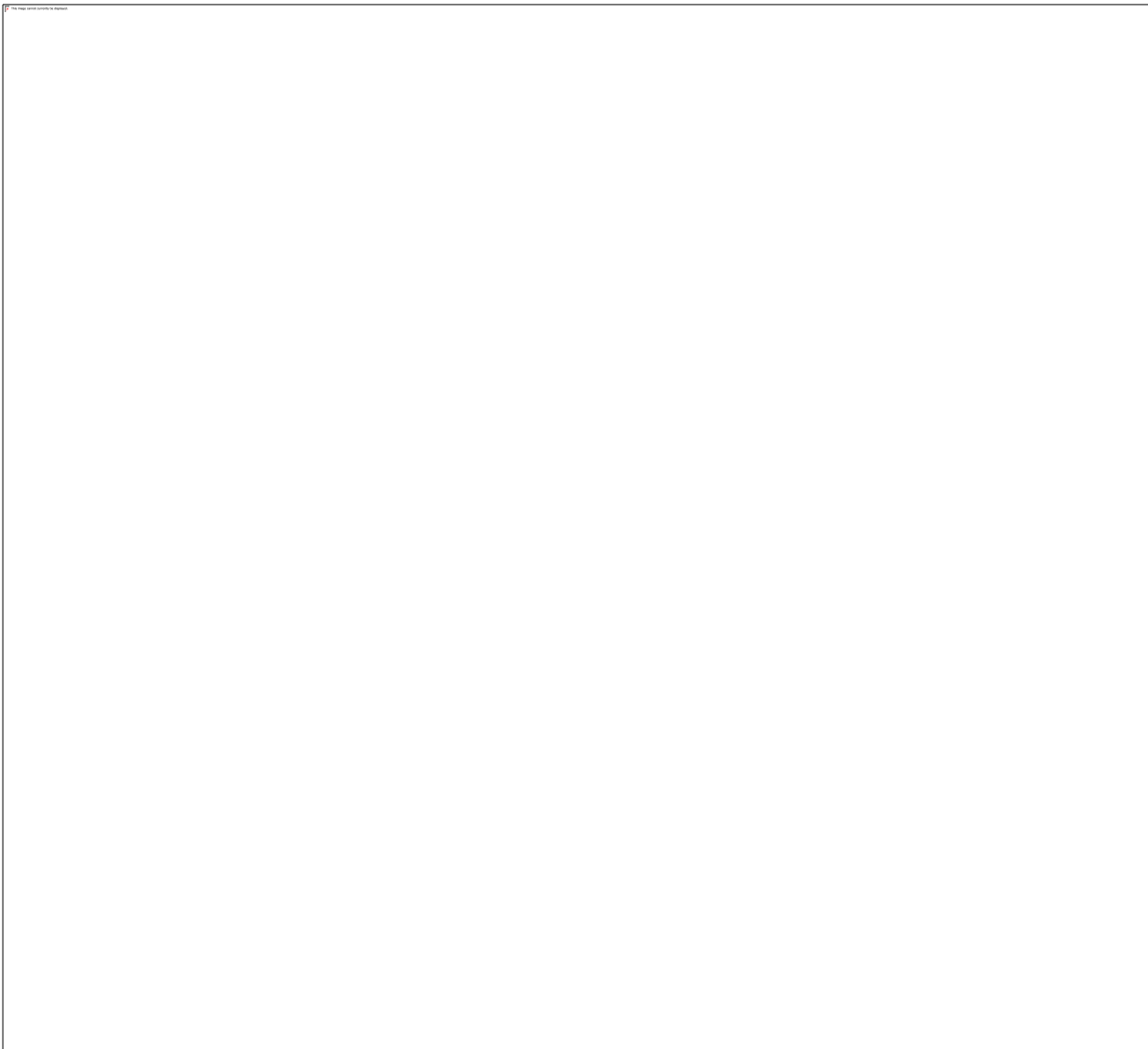


Figure 6: Schedule Peter Delanty Park for pickleball, tennis, and public time



Figure 7: Schedule Sinclair Park for pickleball, tennis, and public time

2023 Request from Cobourg Pickleball Club

In June of 2023, the Cobourg Pickleball Club delegated to Council with an updated request and proposal for Council consideration. Staff met twice with the Club to discuss details of their request to formulate strategies and options to be presented to Council. Their written request is attached to this report.

The club’s request includes the following:

- Long-term exclusive use lease of Sinclair Courts, storage and washroom building, and additional area for future expansion (\$1.00/annum)
- \$125,000.00 one-time grant to be used to improve the courts at Sinclair
- \$125,000.00 one time interest free loan (10 year payback) for further improvements

Should the request move forward to convert the existing sports court pad at Sinclair Park from dedicated tennis to dedicated pickleball, it would have the following service-level impacts noted in Table 1:

Table 1: Current sports court inventory and proposed inventory change based on the Cobourg Pickleball Club's request of July 2023

| Current Asset Inventory: | Location: | # Fields/Courts | |
|---|--------------------|------------------------------|--------|
| Tennis Courts | Peter Delanty Park | 3 courts | - |
| | Sinclair Park | 3 courts | - |
| Pickleball Courts (dedicated) | None | 0 courts | - |
| Pickleball Courts (shared) | CCC - indoor | 6 shared courts with PB nets | - |
| | Sinclair Park | 10 painted, no nets | - |
| | Peter Delanty Park | 3 shared courts, tennis nets | - |
| Inventory with Sinclair Converted to Dedicated Pickleball | Location: | Change to # fields/courts | Change |
| Tennis – Dedicated | Sinclair Park | Dedicated not shared | -3 |
| Pickleball – Dedicated | Sinclair Park | Dedicated not shared | +10 |
| Pickleball – Shared | CCC - indoor | No change | 0 |
| | | | |

Other Opportunities Not Yet Considered:

To date, site selection for future pickleball court expansion or new construction has been based on the following:

- CCC Master Plan
- Parks Master Plan – Parks Type classifications
- Pickleball public engagement, Fall 2022
- Information supplied by the Cobourg Pickleball Club

The reader will note that there has yet to be neighbourhood-level consultation on any sites in residential areas. As per the public engagement guidelines, a conversion of a racquet facility from one type of racquet sport to a different kind of racquet sport would not trigger a broad public consultation. **As pickleball is a known cause of nuisance noise, staff strongly support neighbourhood-scale consultation and engagement with outdoor pickleball conversions or expansions in residential areas.**

There may be better options for the community that have yet to be considered:

- **The Town is in a period of rapid growth; there could be locations in new parkland or public space that have not been considered. This could allow for the addition of dedicated pickleball courts and growth in the total number of racquet courts instead of a trade-off.**
- Other existing athletic parks have not been reviewed.

- The Town's user fees are currently under review. It is possible that other business plans other than non-competitive grant funding to third-party not-for-profit operators could fund pickleball courts.
- The new Parks Master Plan, which will include comprehensive public consultation, can answer many of the questions raised in this report regarding parks land use planning, recreation priorities, public desire for new amenities, and funding strategies. The Master Plan will allow for sufficient contextual analysis and foresight as the foundation for the recreation facility planning.

Parks Master Plan – 2023 Update

The Parks Master Plan is the primary policy document that guides the development of the parks and recreation facilities across the town. In 2023, Council approved the renewal of the Master Plan, as the last plan was completed in 2013 and has served its purpose.

Impacts on Existing Services: Baseball at Sinclair Park

Sinclair Park contains three baseball diamonds that serve neighbourhood and town use. Two diamonds are designed for neighbourhood or competitive play, and one is for little tykes.

Over the past two years, the baseball diamonds at Sinclair Park have been reserved an average of 25 days per year. Over the same period, the tennis courts have been booked an average of 150 days per year for racquet sports.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

Work to Date

The feasibility work described in this report was completed within the approved 2022 and 2023 operating and capital budgets. New Pickleball Courts are approved in the 2023 Capital budget at \$250,000, with 50% grant/fundraising required (fund matching strategy).

Cobourg Pickleball Club's Request:

The Cobourg Pickleball Club has requested a significant change in operational and capital funding since their delegation of June 2023 (see attachment to this report). This request includes a significant change to the phasing of park improvements, an alternate funding strategy and a future operating model of the courts and fields in Sinclair Park.

Trillium (OTF) Grant Funding

The Ontario Trillium Foundation's (OTF) mission is to build healthy and vibrant communities throughout Ontario by investing in community-based initiatives and strengthening the impact of Ontario's non-profit sector.

[Mission and Values | Ontario Trillium Foundation \(otf.ca\)](#)

[Investment Strategy | Ontario Trillium Foundation \(otf.ca\)](#)

OTF Grant Resources:

[Grants available for 2023 | Ontario Trillium Foundation \(otf.ca\)](#)

[Capital Grant | Ontario Trillium Foundation \(otf.ca\)](#)

[Lease Agreement Requirements | Ontario Trillium Foundation \(otf.ca\)](#)

[Capital Grants Policy | Ontario Trillium Foundation \(otf.ca\)](#)

Community Grants

Report 186-23, as received by Council on June 26, 2023, outlines the importance of community grants, their purpose, strategic plan alignment, and applicant evaluation strategies. The upcoming update of the community grants program will provide structure and evaluation criteria with which to match the strategic priorities of the town to grants to optimize the use of limited public funds.

8. CONCLUSION

The publication of these additional feasibility designs for pickleball will allow the community to visualize the potential of these new facilities. Furthermore, this preliminary design work will be leveraged to facilitate fundraising and grant applications to meet the revenue targets for the respective capital budgets.

The grant strategy and facility operating model proposed by the Cobourg Pickleball Club could allow the Town to quickly offer dedicated pickleball courts by reducing tennis courts by offering an unusually large municipal grant. Due to the limited analysis of alternatives, it is difficult to recommend whether this is the best option for the Town. The upcoming Parks Master Plan update will provide the community consultation, needs analysis, and required evaluation to make well-founded sports allocation and financial plans.

Report Approval Details

| | |
|----------------------|---|
| Document Title: | Pickleball Update - Community Services-199-23.docx |
| Attachments: | - Summary_Report_Engage_Cobourg_02_Aug_2019_To_08_Sep_2022_On_09_Sep_2022.pdf - HighLevel Cost Est_May25 Option A.pdf - Concept Plan A.pdf - HighLevel Cost Est_May25 Option B.pdf - Concept Plan B.pdf - Business plan CPC - 1.3.pdf - Document for Brian final.pdf |
| Final Approval Date: | Aug 3, 2023 |

This report and all of its attachments were approved and signed as outlined below:

Tracey Vaughan, Chief Administrative Officer - Aug 3, 2023 - 9:02 AM