

**CITY OF TORONTO, PARKS AND RECREATION DIVISION – OPERATING STANDARDS  
GENERAL MAINTENANCE**

TYPE OF AREA	INDICATOR TO DETERMINE TYPE OF AREA	PROPOSED LEVEL/FREQUENCY OF MAINTENANCE	EXAMPLES OF AREA	IMPACT	
				SERVICE (FROM 2000)	FINANCIAL
Highly Maintained Areas	<ul style="list-style-type: none"> <li>● These areas require a high frequency of maintenance due to high level of use (e.g. regional parks, subway lands, Toronto Island), the visibility of the area (civic centres) or partner expectations (e.g. business improvement areas).</li> <li>● Areas within a park could be designated, not necessarily the entire park.</li>   <li>● Dedicated staff at some locations</li> <li>● The main categories of highly maintained areas are:               <ul style="list-style-type: none"> <li>- Feature Parks</li> <li>- Civic Centres</li> <li>- Subway lands</li> <li>- B.I.A.</li> <li>- Waterfront and Island Parks</li> <li>- Spray pads/Splash pads</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Paper picking – daily</li> <li>● Garbage can emptying – daily</li> <li>● Washroom cleaning – daily (2 times per day)</li> <li>● Playground maintenance</li> <li>● Wading pool/splash pad maintenance – daily inspection</li> <li>● Park patrol –daily duty (2 x per day)</li> <li>● Winter maintenance</li> <li>● Waterfront maintenance (beach grooming) 1 x per week May through September.</li> </ul>	S - Village of Yorkville Music Gardens N – Bayview Village E – McLellan Park W – Eglinton Flats Etiene Brule Park	NO IMPACT	NO IMPACT
			W– Marie Curtis S – Western Beaches Cherry Beach Toronto Islands Eastern Beaches Ashbridges Bay	NO IMPACT	NO IMPACT
			S – High Park Allen Gardens N – Sunnybrook Park Edwards Gardens Hendon Park E - Miliken Park W – Centennial Park James Gardens *Most South District Parks are in this category due to intensity of use.	NO IMPACT	NO IMPACT

Revised Jan 14, 02

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Generally Maintained Areas	<ul style="list-style-type: none"> <li>• These areas require a lower frequency of maintenance than highly maintained areas.</li> <li>• Used by fewer people</li> <li>• Lower visibility than highly maintained areas</li> <li>• This includes: neighbourhood parks, parkettes, boulevards, municipal service centres (ambulance, fire stations, operations yards).</li> <li>• Parking Lots</li> <li>• Walkways (connect to TTC routes, schools , neighbourhood access, etc.)</li> <li>• Pedestrian, vehicular bridge</li> <li>• No on-site staff; maintained by flying squad</li>   <li>• Beaches</li> <li>• Sports Courts</li> <li>• Bocce</li> </ul>	<ul style="list-style-type: none"> <li>• Paper picking <ul style="list-style-type: none"> <li>– once every 7-10 working days, with grass cutting</li> <li>– areas of intensive use 1 ~ 2 x per week</li> </ul> </li> <li>• Garbage can emptying – 1~ 3 times per week, depending on location and intensity of use</li> <li>• Graffiti removal as required</li> <li>• Paved pathways, patios and trails <ul style="list-style-type: none"> <li>- maintained or inspected 1 ~ 2 x per week (cleared of snow and ice in Winter)</li> </ul> </li> <li>• Vegetation removal as required.</li>   <li>• Groomed once every 3 weeks.</li> <li>• Clean up, permanent lining as required. Spring cleanup</li> <li>• Normal maintenance done by players Spring clean up, Grooming, a lime top up, vegetation control, carpentry work, fence repairs, lighting.</li> </ul>	N – Brookbanks S – Chorley Park E – Hupfield Park W – Keelesdale Park Weston Lions Park Buttonwood Park Summerlea Park  E - Bluffers Park W- Marie Curtis Park  W- Charles Bereton Park Woodborough Park Kingsview Park  S- Wallace Emerson Bickford Park Fred Hamilton Runnymede N- Ranee Park	NO IMPACT	NO IMPACT
				NO IMPACT	NO IMPACT



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					SERVICE (FROM 2000)	FINANCIAL
Ground continued		\$718/month - Extra Tent or Vehicle \$8/day - Wood \$8 - Ice \$2.75 - Pumpout \$10		Campground	NO IMPACT	NO IMPACT
			<b>ORDER OF PRIORITY</b>			
Winter Maintenance	<p>The snow removal program is based on limiting impact on the environment and operational ability to perform snow removal and related functions.</p> <ul style="list-style-type: none"> <li>• Usage</li> <li>• Safety/risk management considerations</li> <li>• Compliance with legislative requirements</li> <li>• Past practices</li> </ul>	<ul style="list-style-type: none"> <li>• Snow and Ice Removal as required:               <ul style="list-style-type: none"> <li>- salting</li> <li>- sanding</li> <li>- ploughing</li> <li>- blowing</li> <li>- shovelling</li> <li>- hauling</li> <li>- loading</li> <li>- recommend 7 day per week operation</li> <li>- consideration for midnight shift where appropriate</li> <li>- no new walkways added</li> </ul> </li> <li>• Winter Protection               <ul style="list-style-type: none"> <li>- snow fencing – blocking entrances, hills/slopes</li> <li>- winter signage – no tobogganing, no winter maintenance, washroom closures, streams/open water post ice unsafe</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Rec. Centres/ Facilities &amp; parking lots</li> <li>- Civic Centres</li> <li>- Sidewalk/internal paths</li> <li>- Pedestrian Linkages</li> <li>- A.I.R.</li> <li>- N.I.R.</li> <li>• South District</li> <li>- exception first priority, sidewalks, due to minimum amount of parking lots. (inner city)</li> </ul>	<p>South – duty driver, call in staff as required.</p> <p>North – call in staff as required</p> <p>East District: incorporate midnight shift West – Technical services plowing external sidewalks. Internal walkways not plowed.</p> <p>Mid Dec – end of March South – Allan Gardens High Park West - Centennial Park James Gardens East - Milliken Park Gold Hawk North – Broadlands Park &amp; C.C. – Ancaster Park</p>	<ul style="list-style-type: none"> <li>- Improved service to public</li> <li>- Efficiency gain</li> </ul> <p>NO IMPACT</p>	<ul style="list-style-type: none"> <li>- Reduce overtime expenditures</li> </ul> <p>NO IMPACT</p>
Winter	<ul style="list-style-type: none"> <li>• Access to water</li> </ul>	<ul style="list-style-type: none"> <li>• Natural Ice Rinks</li> </ul>				

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Maintenance continued....	<ul style="list-style-type: none"> <li>Open Bodies of Water</li> </ul>	<p>→ Built and Maintained by community.</p> <ul style="list-style-type: none"> <li>- Flooding</li> <li>- scraping</li> <li>- shovelling</li> <li>- maintenance</li> </ul> <p><i>Parks &amp; Recreation</i></p> <ul style="list-style-type: none"> <li>- boards on hockey cushions only recommended</li> <li>-liability review</li> <li>- lights at existing locations</li> <li>- signage</li> <li>- ploughing – over 4” of snow</li> <li>- training</li> </ul> <p><i>West – discontinue practice of paying community group to maintain N.I.R. in York (\$600 x 8 groups = \$4,800 in savings)</i></p> <ul style="list-style-type: none"> <li>Skating Ponds <ul style="list-style-type: none"> <li>- ice testing</li> <li>- scraping</li> <li>- blowing</li> <li>- shovelling</li> <li>- ploughing</li> <li>- floodling</li> <li>- maintenance of <ul style="list-style-type: none"> <li>- signage</li> <li>- lights</li> </ul> </li> </ul> </li> </ul>		<p>South – Moorevale, Jean Sebelius and Fairmount</p> <p>North – parks provide directions equipment, set-up boards, plough over 4” i..e Glendora Park</p> <p>East – Flo Gell Park, Merrill Park, Lessard Park, and Humewood Community School</p> <p>S – Grenadier Pond (cancelled) E - Milliken E - L”Amoreaux</p>	<p>Efficiency gain Snow removal A.I.R</p> <p>South - 2001- Parks no longer floods. Community run rink</p> <p>North - Material and labour savings reduce number of rink boards installed</p> <p>West - Ice rinks run by community volunteers / No outdoor artificial ice rinks. Felt that without the honorarium this area will be left void</p> <p>Risk of West losing community Groups which have traditionally provided the program.</p>	<p>Overtime savings</p> <p>Pending</p> <p>NO IMPACT</p> <p>Honorarium \$600 per site, based on evaluation of rink season</p> <p>Savings West \$4,800</p> <p>South – Savings of \$224,735.00</p>

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Winter maintenance continued...	<ul style="list-style-type: none"> <li>Playgrounds</li> <li>Toboggan Runs</li> </ul>	<ul style="list-style-type: none"> <li>Install winter signage. Playgrounds are inspected for hazards, but not maintained during the winter. Include contact phone number for hazard notification and service.</li> <li>Do not install fencing as a barrier. Hay bales around trees are acceptable in tobogganing areas.</li> </ul>		North - none, but sign/ hay bales are put up in some parks (i.e. Havenbrook)	NO IMPACT	NO IMPACT
				West- Centennial Park Cedarvale Park Weston Lions Park East- Adams Park Cedarbrook Park	NO IMPACT	NO IMPACT

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Unpaved Trails and Pathways Linkage	<ul style="list-style-type: none"> <li>Type of use (passive recreation)</li> <li>Surface (wood chips, screenings)</li> <li>Pedestrian linkages ( connect to TTC routes, schools, neighbourhood, maintenance access, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>As Required</li> <li>Seasonal – top up of wood chips and screenings.</li> <li>No winter maintenance</li> </ul>	<p>S – Beltline portions of High park</p> <p>N - Bestview Sunnybrook-horse Trail</p> <p>W- West Humber bicycle Trail</p> <p>Cedervale Ravine</p> <p>E- Brimley Woods Miliken Park</p>	NO IMPACT	NO IMPACT
Specialty Trails	<ul style="list-style-type: none"> <li>Fitness trails</li> <li>Discovery Walk</li> <li>Designated paved, pedestrian, cyclist, trails</li> <li>Multi-purpose trails</li> <li>Paved multipurpose paths</li> <li>Markings, signage</li> </ul>	<ul style="list-style-type: none"> <li>Exercise stations <ul style="list-style-type: none"> <li>seasonal inspections/repair</li> <li>vegetation removal</li> <li>no winter maintenance</li> </ul> </li> <li>South District <ul style="list-style-type: none"> <li>Signage and maps</li> <li>Repairs to paved and unpaved trails</li> <li>No Winter Maintenance</li> </ul> </li> <li>Sweeping or blowing as required, May 1 – Oct. 31(or as required for events)</li> <li>Paper pickup &amp; Grass Cutting once every 10 days</li> <li>Daily inspection – May 1 – Oct 31 applies to designated paved, pedestrian, cyclist, trails.(i.e. Martin Goodman Trail)</li> <li>Pruning as required</li> <li>No Winter Maintenance</li> </ul>	<p>N- Bestview Park Windfields</p> <p>S – High Park Eastern Beaches</p> <p>W- Cedarvale Park West Humber Trail</p> <p>E – Brimley Woods</p> <p>E – Brickworks</p> <p>S – South District</p> <p>W- Etienne Brule Park</p> <p>S - Martin Goodman Trail (22km)</p> <p>N - Don Valley Bike Trail (as required)</p> <p>W- Westhumber Bike Trail</p> <p>Etienne Brule</p>	NO IMPACT	NO IMPACT
				NO IMPACT	NO IMPACT

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Life Saving Stations/ Flood Plains	<ul style="list-style-type: none"> <li>• Creek, ponds</li> <li>• Storm water management areas waste water</li> <li>• High Risk Area- areas where we invite patrons near to water, within 5 metres of a maintained path, adjacent to picnic area or adjacent to low head dam.</li> <li>• Low Traffic Areas – all other stations</li> </ul>	<ul style="list-style-type: none"> <li>• Existing stations inspected and maintained</li> <li>• Spring, Summer &amp; Fall seasons</li> <li>• High Risk - one inspection per month</li> <li>• Low Traffic – one inspection every 3 months</li> </ul>	<p>North – Wilket Creek Park South/Central (Ward 20 Downtown 1) - Little Norway Park - Music Gardens - Harbour Square Park</p> <p>West- Etienne Brule Park Homesmith Park</p> <p>East – Indicated in lifesaving map book.</p>	<p>Financial – No budget allocated 467 stations to maintain and inspect.</p> <p>Cost – Ringbuoy, poles and ladder- \$200 per station plus signage and stand.</p>	\$117, 000 Budget Pressure
Allotment Gardens	<ul style="list-style-type: none"> <li>• Permitted</li> <li>• Perimeter fencing</li> <li>• Irrigation</li> </ul>	<ul style="list-style-type: none"> <li>• Mark out plots as required</li> <li>• Standardize permit fee to \$53.50 City wide (\$50.00 + \$3.50 G.S.T.)</li> <li>• Provide portable toilet</li> <li>• Discontinue ploughing and rototilling</li> <li>• Provide compost when available</li> <li>• Provide Garbage pick-up</li> <li>• Non –resident fee additional \$35.00</li> </ul>	<p>W: Jane/Woolner Hydro Field – 126 plots West Deane &amp; Stouffel Road – 282 plots (combined) N: Jonesville – 169 plots Bishop – 122 plots Four Winds – 245 plots S: High Park – 111 plots Leslie St – 64 plots S.A.D.R.A. – 25 plots E: Daventry –190 plots Givendale – 155 plot East York - 126 plots</p>	<p>North – will no longer provide ploughing or rototilling</p>	<p>W- Revenue Increase Jane/Woolner-\$1890 West Deane-\$2820 North: Revenue Same (Plots cost already \$50.00) South: Revenue generated increase of \$10,000</p>
Special Events/ Festivals	<ul style="list-style-type: none"> <li>• Picnics, walkathons, fundraisers</li> <li>• Over 200 persons</li> <li>• Include step rates</li> <li>• Beer Gardens</li> <li>• Liquor permit fees applies \$150.00</li> </ul>	<ul style="list-style-type: none"> <li>• Implement cost recovery for services provided in all parks. (Portable toilets, liquor permits, fencing, stakeouts, tents, pay duty police, waste collection &amp; disposal)</li> <li>• Total cost recovery, plus security deposit based on site visit with Park Supervisor.</li> <li>• Parks Supervisors must consult with permits for festivals and special events. Permitter to contact Supervisor. Site visit must occur 3 weeks prior to the event.</li> </ul>			



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Picnics	<ul style="list-style-type: none"> <li>Picnics, social gathering</li> <li>Permit \$50 + G.S.T. = \$53.50 Up to 200 persons.</li> <li>4 hours maximum</li> <li>Any gathering greater than 25 persons requires a permit.</li> </ul>	<ul style="list-style-type: none"> <li>Full cost recovery for services provided, which includes delivery and pick up of picnic tables, waste receptacles, and staffing. Otherwise, group provides their own amenities or holds event in a designated picnic area utilizing existing amenities.</li> </ul>			
Schools Churches	<ul style="list-style-type: none"> <li>Festivals, picnics</li> <li>Rate based on number of persons</li> </ul>	<ul style="list-style-type: none"> <li>Cost recovery</li> <li>Cost recovery for delivery and pick up of amenities.</li> </ul>			
Private Houses and Private Street Parties	Discontinue – do not provide services				
Memorial Parades	Remembrance Day Ceremonies	<ul style="list-style-type: none"> <li>Cost recovery</li> </ul>	Moving office furniture		
Councillor Requests	Special Events	<ul style="list-style-type: none"> <li>Cost recovery</li> </ul>			
Photography  <u>Conservatories Fees:</u>	<ul style="list-style-type: none"> <li>Professional Use</li> </ul>	<ul style="list-style-type: none"> <li>\$50.00 per hour recommended minimum 2 hours.</li> <li>Hourly fee - \$250.00 (minimum \$500.00)</li> <li>Daily rate (based on 8 hours max) - \$1,000</li> <li>Staff Costs:</li> <li>\$26.00/hour (regular work hours ,charged at cost)</li> <li>\$32.00/hour(Over time rates ,charged at cost)</li> <li>\$42.00/hour(Over time-statutory civic holiday rates, charged at cost)</li> </ul>	North - Sunnybrook Pk South - High Park - Sunny side Pavillion East - Milliken Park - Rossetta Maclean  <ul style="list-style-type: none"> <li>Allan Gardens</li> <li>Centennial Park Conservatories</li> </ul>	NO IMPACT	REVENUE INCREASE

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Photo Permits	<ul style="list-style-type: none"> <li>Still photography</li> </ul>	<ul style="list-style-type: none"> <li>Administrative fee - \$50.00</li> <li>Damage: Any damage to plant collection or structure charged back at actual replacement/repair cost.</li> <li>Recommend the harmonization of photo permits For a 2-hour period up to \$100. Separate pending on harmonization</li> </ul>	<ul style="list-style-type: none"> <li>Conservatories</li> <li>Allan Gardens</li> <li>Centennial Park</li> <li>Conservatories</li> </ul>		

**Note:** The General Maintenance Advisory Committee Recommends: Permanent picnic areas be established in as many parks as suitable to reduce the requirements for Parks Staff to deliver equipment for special events.

**COST FOR SERVICE** - To provide service, the cost to the permit customer is \$161.68/hr.

WORKER	COST
1 Crew Leader	38.73
3 Workers	105.45
1 Truck	9.30
1 Trailer	8.20
<b>TOTAL COST</b>	<b>\$161.68/HR (includes benefits)</b>

\*Recommend picnic areas are designated in regional parks and larger neighbourhood Parks with stationary furnishing (i.e.tables, baskets and barbeques) to work towards reducing and eliminating Parks staff from the furniture moving business

## SPECIAL EVENTS COST RECOVERY

Picnic Tables & Garbage Baskets	1-5	\$325.00	Includes delivery & pick-up
Picnic Tables & Garbage Baskets	5-10	\$650.00	Includes delivery & pick-up
Showmobile – South District events only		\$250.00 \$1,500.00*	Administrative Fee Overtime Cost
* 1 T.D., 1 H.E.O., 2 Lab. @ 8 hrs. OT – with extended stage, 4 staff are required as per H & S recommendations.			
Showmobile – West District		\$250.00 \$75.00 per hour* 2 staff \$150.00**	Rental Fee Labour Open & Closing Fee
* The \$75/hr. fee is charged from the time the permit begins until the time it ends. Staff remain on site for the duration of the permit. ** \$75 is charged for one hour before the event and \$75 for an hour after the permit ends.			
Barricades- only supplied in South District due to intensity of underground utilities. Replace the installation of snow fence stakes in ground	1-10	\$325.00	Includes delivery & pick-up
Snowfencing- Recommend that permit holders rent their own (Fast Fence Comp.) 416-751-7877		\$150.00 per 100 ft	
Stakeouts: Company which provides stakeouts services Multiview Locates Inc. / 1091 Brevik Place, Mississauga Ont, L4W 3R7 Phone # 905-629-8959 / Fax # 905-629-7379			
Internal Stakeouts (Technical services)		Type A single point-\$250.00 Type B 400 sq.ft - \$500.00 Type C greater than 400 sq.ft	
Portable Toilets		\$150.00 per month	Includes cleaning one time per week. Additional cleaning extra
Electrical Power – where available		\$45.00 per day \$120.00 (where electrician is required)	
Tethered hot air balloon		\$600.00 total cost - \$200.00 Administrative Fee - \$400.00 Tethered Hot Air Balloon	
Washroom monitor		\$28.50 per hour – 4 hour minimum	
Post Event clean-up		\$153.48 per hour	
Portable P.A. System		\$75.00 per hour / minimum 4 hours	Includes driver, labourer and vehicle
Supply plants (Plants Production Section)		\$100.00 Fee included in delivery costs \$40-\$150/plant -Full replacement cost \$7.00-\$10.00 each (volume dependant)	Standard delivery & pick-up Tropical Plants Lost/Damaged Tropical Plants Flowering Plants
Liquor Permits		\$150.00	*Darrell to contact special events for list of stage supplies.

### The General Services Advisory Committee is recommending that we NOT supply the following equipment

1. B.B.Q.'s – currently only in East District. Should only have events requiring B.B.Q.'s in designated in picnic areas of Regional Parks.
2. Platforms – currently provided by South, North, East and West Districts. Event organizers should apply their own staging. Mighty Lites Black folding tables from School House Products - \$270.00 each. Vico stacking chairs \$35.00 each plus Chair dolly for every 10 chairs at \$60.00 each. \*Staff costs are based on overtime at time and a half.