



**SUBJECT: Burloak Regional Waterfront Park 2024 update**

**TO: Committee of the Whole**

**FROM: Engineering Services Department**

Report Number: ES-03-24

Wards Affected: All

Date to Committee: May 13, 2024

Date to Council: May 21, 2024

---

**Recommendation:**

Receive and file report engineering services department report ES-03-24 related to the Burloak Regional Waterfront Park 2024 update; and

Request that Regional Council consider an amendment to the approved Burloak Regional Waterfront Park Master Plan to expand the park washroom building to include a maintenance facility.

**PURPOSE:**

The purpose of this report is to provide an update and proposed amendment to the final phase of the Burloak Regional Waterfront Park (BRWP) Master Plan. For the Region to adopt a change to the BRWP Master Plan on record, the Region has requested the City issue a report to City Council to request Regional Council to consider an amendment.

**Vision to Focus Alignment:**

- Designing and delivering complete communities
  - Providing the best services and experiences
  - Protecting and improving the natural environment and taking action on climate change
-

## **Background and Discussion:**

The BRWP Master Plan was originally approved by Regional Council in May 2003. To ensure this Master Plan was in line with current uses and needs, it was later amended in April 2014. This 2014 Master Plan was further updated in 2019 to reflect minor design changes that occurred in the previous Phase 1 and 2 development, as well as identify remaining Phase 3 works.

Both Phase 1 and Phase 2 developments were completed in recent years. In October 2023, Regional Report CS-10-23/CA-101-23 presented an update of the overall implementation and funding approval for Phase 3 design work (refer to Appendix A – Phase 3 Works). In early 2024, a multi-disciplinary team was retained for the design work. Shortly after that, work was temporarily put on hold to pursue approval toward accommodating the City's request to expand the proposed washroom building to include an indoor maintenance area along with a small outdoor compound. With this change in scope, the overall delivery of the Phase 3 works has been pushed out to 2025 to allow time for both City and Regional Council(s) to approve an amendment to the approved master plan and associated funding.

The Regional Waterfront Parks Program is based on key objectives which include maximizing public access and providing a variety of recreational, cultural and tourism opportunities to the Halton Waterfront. This has not changed. The BRWP Master Plan is founded on the principle of balancing lands in the park to support an appropriate mix of naturalized areas and active recreational use. Given its prominent location on Lake Ontario and the unique natural features that this park offers, Burloak Waterfront Park is attracting a large number of visitors, not just from Burlington, but also surrounding communities. Burloak Waterfront Park is a major destination venue. Within Burlington's updated park classification system, this park designation is changing from a City Park to a Destination Park. With an increasing rate of park use, the level of maintenance and operations must keep pace to deliver on the expected outcomes of the Regional Waterfront Parks Program.

## **Strategy/process/risk**

The City is requesting that Regional Council amend the current BRWP Master Plan to include an expansion of the park washroom building to include an indoor maintenance area and small outdoor compound in order to support a higher level of service required for a destination venue. The indoor component of the maintenance portion would be a maximum of 1,400 sq ft to support storage for vehicles, supplies and room for staff. The outdoor area is estimated to be a fenced in compound and approximately 2,500 sq ft in size. This requirement is similar to other destination parks throughout the city. Having

dedicated staff and resources in this location is a preventative measure to maintain expected service levels.

The incremental cost for the design and construction of this additional scope is estimated to be just under a million dollars. Although the Region has funded the entire development of Burloak Waterfront Park, the proposed cost for the expanded building will be at the City's expense as it is considered a departure from the original approved BRWP Master Plan. The Region's Waterfront Parks program is for capital expenses related to the design and delivery of park features and has historically not funded the operational requirements.

### **Options Considered**

Since the Region does not support funding this contemplated change to the BRWP Master Plan, which is the addition of an indoor/outdoor maintenance area, there were three options considered; status-quo (construct a washroom-only building), expand the building for maintenance component addition in a future subsequent phase or request the Region to amend the Master Plan and the City to include in the 2025 budget funding for the additional scope.

#### Status-Quo - Construct a washroom-only building

In this option, the construction of a washroom only building will proceed without a maintenance component as per the 2019 BRWP Master Plan. With an influx of new residents expected in the coming years, this is the least preferred option.

#### Subsequent Phase – Defer the construction of maintenance facility

The project team has explored the option where the City could expand the building into a joint washroom/maintenance facility following the completion of Phase 3 once the ownership has been transferred to the City. The downside with this option is the overall cost of the building is estimated to be \$100,000 more and will require a section of the park to be closed for construction shortly after completing Phase 3 and essentially creating a Phase 4 to this project.

#### Master Plan Amendment – Construct washroom/maintenance building

Since the detailed design of Phase 3 has not started, it is most economical to amend the scope to include a joint washroom/maintenance facility now. This option provides the least disruption to the community by constructing one building under one contract and eliminating a potential Phase 4.

## **Financial Matters:**

### **Total Financial Impact**

As part of the Region's 2022 Budget and Business Plan, \$150,000 was approved in the 2022 capital budget for the design work of the final phase for the Burloak Waterfront Park. This approved final phase (or Phase 3) includes a new washroom building, parking lot, splash pad, west entrance feature and trails. There was \$1.5 million allocated in the Region's 2024 capital budget forecast for construction, but that funding will be updated later this year to align with the pre-tender estimates following detailed design.

### **Source of Funding**

Status-Quo - Construct a washroom-only building

N/A

Subsequent Phase – Defer the construction of maintenance facility

If this option was endorsed, the cost for the building expansion will be presented to City Council through the upcoming 2025 capital budget process for construction in 2027 at the earliest.

Master Plan Amendment – Construct washroom/maintenance building

The estimated total cost of the washroom/maintenance facility at Burloak Waterfront Park is \$1.7 million, of which the Region is funding an estimated \$700,000. The remaining \$1.0 million will be funded by the City. The costs associated with design of the maintenance portion, which will proceed ahead of the 2025 budget approval, is approximately \$80,000. These costs will be funded from Park Buildings – Revitalization BD0098/FB-MB-1725 capital order.

The remaining \$920,000 will be requested through the 2025 budget approval process. The City is currently looking into a potential third-party donor to contribute funding to the washroom/maintenance facility at Burloak Waterfront Park with the condition that it be tendered in early 2025.

### **Other Resource Impacts**

With the addition of washrooms, along with other park amenities at Burloak Waterfront Park, dedicated staffing will be required to deliver and maintain these services for park users. By aligning with other comparable park maintenance buildings servicing similar amenities, Burloak Waterfront Park will require both full-time and seasonal staffing, with an estimated annual operating cost of \$230,000.

An estimated \$146,000 is required for the purchase of equipment to support the maintenance of Burloak Waterfront Park. These additional costs will be requested through the 2026 budget process.

---

### **Climate Implications:**

The contemplated change in scope includes a low-carbon washroom and maintenance facility.

---

### **Engagement Matters:**

This project is being led by the Region, however, the City is an active partner in the development of Burloak Waterfront Park. On the City's webpage, there is a project page with regular updates to the BRWP Master Plan and can be found here: [Burloak Regional Waterfront Park Master Plan - City of Burlington](#).

---

### **Conclusion:**

Staff will continue to work with Halton Region to develop the final phase of Burloak Waterfront Park which is not just an ordinary park, it's a significant landmark along our public waterfront. Adopting an amendment to the approved BRWP Master Plan is the preferred option by staff. Should City Council support a joint washroom/maintenance facility, the request will be made to Regional Council to consider the proposed amendment to the BRWP Master Plan.

Respectfully submitted,

Marion Rabeau  
Manager Design & Construction, Parks  
Engineering Services

**Appendices:**

A. Phase 3 Works

**Notifications:**

Kristen Delong  
Manger Strategic Initiatives, Halton Region  
Strategic Initiatives & Government Relations  
[Kristen.Delong@halton.ca](mailto:Kristen.Delong@halton.ca)

**Report Approval:**

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.

# APPENDIX A - BURLOAK REGIONAL WATERFRONT PARK - PHASE 3 WORKS

