



CORPORATE SERVICES DIVISION

Clerks Department

TO: Chair and Members of the Community and Corporate Services Committee
SUBJECT: October 2007 Official Delegation to Apeldoorn, the Netherlands

Report Number: CL-8-08 Report Date: May 12, 2008
Author(s): Kim Phillips Date to Committee: May 28, 2008
Telephone: 905-335-7702 Ext. Date to Council: June 9, 2008
Ward(s) Affected: 1 2 3 4 5 6 All File Number(s): 130-Mund

APPROVALS: Department Head General Manager City Manager

To be completed by the Clerks Department

Committee Disposition & Comments form with legend: 01- Approved 02- Not Approved 03- As Amended 04- Referred 05- Deferred 06- Received & Filed 07- Withdrawn

Council Disposition & Comments form with legend: 01- Approved 02- Not Approved 03- As Amended 04- Referred 05- Deferred 06- Received & Filed 07- Withdrawn

1.0 RECOMMENDATION:

THAT the City Clerk be directed to advise the City of Apeldoorn that the City of Burlington would be pleased to participate in an exchange of design services leading to a park development in each of the two sister cities, to be completed by the end of 2011; and

THAT the City Clerk and Director of Parks and Recreation be authorized to use existing staff resources to develop a conceptual plan and detailed design for a parkette development along Kanadalaan in Apeldoorn, at a value not to exceed \$100,000, subject to further discussions with Apeldoorn and as part of an equitable financial commitment to a park development exchange between the two cities; and

THAT the City Clerk and Director of Parks and Recreation report back to the Community and Corporate Services Committee on the location, plans, cost and funding for the park development exchange, following consultation with Apeldoorn and as needed during the City of Burlington's budget deliberations; and

THAT the City Clerk be authorized to provide staff resources and corporate Mundialization funds during 2008, as needed and within the existing approved budget, to support the involvement of the cycling resource staff person from Apeldoorn in the Burlington Cycling Master Plan process.

2.0 PURPOSE:

This report has been prepared to provide further detail about the discussion with Apeldoorn about their triennale initiative, the costs associated with the Burlington delegation to Apeldoorn in October 2007, and next steps regarding Burlington staff's involvement with our sister city. As part of the previous presentation to committee about the trip, staff committed to report back on the trip and any recommendations for development of the relationship.

3.0 BACKGROUND AND RELATIONSHIP TO STRATEGIC PLAN:

The motion that was approved leading to the trip to Apeldoorn in October 2007 read as follows:

“THAT a delegation composed of Councillor Craven, the Chair of the Burlington Mundialization Committee, the Chair of the Apeldoorn sub-committee, the Chair of the Cycling Committee and a member of senior staff be authorized to travel to Apeldoorn, the Netherlands in October 2007 to take part in the Apeldoorn-Burlington conference on October 18th.”

This recommendation was approved in response to Apeldoorn's invitation to the Mayor of the City of Burlington, and the Apeldoorn-Burlington committee's proposal for a one-day conference to be held in Apeldoorn regarding exchange programs between the two cities.

History of the Relationship between the Sister Cities

In May 2005, Burlington and Apeldoorn signed a twinning agreement and proclamation to formalize the friendship between the citizens of the two communities, and to foster mutual understanding in such areas as the arts, culture, education, history, sports and business. In October 2006, the first citizen delegation from Apeldoorn visited Burlington and took part in a successful program that centred on the two themes of art (amateur painting) and nature/environment. Based on the success of the citizen delegation to Burlington, a reciprocal program was developed for Burlington citizens to visit Apeldoorn from October 13 to 23, 2007.

At a previous committee meeting, members of council were interested in other twin city relationships that Apeldoorn and Itabashi have. Based on the web information available, Apeldoorn is twinned with Banda Aceh (Indonesia) and Yichang (China), while Itabashi has affiliations with Penang (Malaysia), Mongolia, Bologna (Italy), Shijingshan (Beijing, China), and Kuriyama-mura (Tochigi, Japan).

Future Focus Seven

This report relates specifically to two areas of the 2007-2010 strategic plan:

1. Transportation and Transit goals and strategic actions related to infrastructure to support the city's transportation demands...and encourage alternative modes of transportation: Update the 10 year Bikeway Master Plan...
2. Responsive Community goals and strategic actions related to supporting and enhancing the scope of existing twinning relations based on mutual priorities.

4.0 DISCUSSION:

Official delegation

The official delegation accompanying the citizen delegation to Apeldoorn included Councillor Rick Craven, as Deputy Mayor, Kim Phillips, City Clerk, representing staff, Charles Minken, Chair and Ed Dorr, Sub Committee Chair from the Mundialization Committee, and Gary Murphy, Chair of the Cycling Committee. Eleanor McMahon, now Vice Chair of the Cycling Committee also joined the group in Apeldoorn, spending her own funds and participating fully in the trip. Highlights of the tour and conference day were provided previously to Committee so this report will focus on two areas of particular interest for followup: cycling and transportation advice from Apeldoorn and the Triennale request from Apeldoorn.

Cycling and Transportation

Committee has recently considered a report about the award of the development of the Cycling Master Plan to Stantec. As part of the interview process, staff participating (at the Cycling Committee's request and on behalf of the Cycling Committee) asked about the potential for involving a representative from Apeldoorn, both in the development of the process of the master plan, in the community consultation phase, and in the development of recommendations for Burlington. Two Cycling Committee representatives (Gene Wasik, Chair and Gary Murphy, Past Chair) are members of the City's master plan steering committee. Apeldoorn has also followed up to check on the progress of this plan and is eager to confirm the timing and type of their involvement. They have already provided policy resources to Burlington. As this project is budgeted through the Engineering Department, funds associated with involving the Apeldoorn representative may need support through the Mundialization accounts, either the committee's or the corporate fund. Apeldoorn has a practise of sharing their staff expertise with their international partners. At this time, staff anticipate a sharing of expenses with Apeldoorn for this involvement, and are looking forward to including some of Apeldoorn's thinking about long term strategic transportation planning within the policies arising from Burlington's Cycling Master Plan and within the plan itself. The Burlington Cycling Committee strongly encourages the involvement of Apeldoorn's expertise in Burlington's cycling master plan, particularly given the information shared with two of the committee members during the October trip. As the master plan is a staff-led project (rather than a citizen committee led project) the Clerks department is presenting the following recommendation on the Burlington Cycling Committee's behalf:

THAT the City Clerk be authorized to provide staff resources and corporate Mundialization funds during 2008, as needed and within the existing approved budget, to support the involvement of the cycling resource staff person from Apeldoorn in the Burlington Cycling Master Plan process.

Triennale

During the trip to Apeldoorn, officials requested that Burlington participate in planning and development of a park that Canadian veterans march past during their parades along Kanadalaan. A written request was sent from Apeldoorn to Mayor Jackson in 2007 (see Appendix A) and forwarded to the Mundialization Committee. In discussion with Parks and Recreation Department staff, the idea of developing a concept plan for the location is very appealing. Staff anticipate that they will be able to involve students from the University of Guelph, as well as Burlington staff, in a planning charrette.

From a process perspective, the proposal that staff sees working well involves an exchange:

- Staff from Burlington and Apeldoorn each reciprocally designs an area for the respective twin city (Burlington would design the area requested by Apeldoorn).
- Each community would be responsible for providing a survey, elevations, site service plans, and photos for the agreed-upon sites.
- Staff in each community would complete a concept plan, which would be reviewed by the sister city and signed off and announced in a joint conference-type event and recognition celebration.
- Detailed design would be completed in each community. In Burlington, Roads and Parks Maintenance staff (RPM) would be consulted and would need to be satisfied with the design planned for Burlington's location.
- Funding for the implementation of the design projects would be balanced in both communities (see financial matters section).
- Installation of the design would be completed following the necessary quotation processes, opportunities for participation by local companies and their counterparts in the sister city.

The intention would be to design a park that provides a meaningful experience of Canada (in Apeldoorn) and vice versa, and a gathering place for residents and visitors to each city. Parks and Open Space staff are of the opinion that, while the idea of a multi-year development has some appeal from a funding perspective, it would be more efficient and effective to complete the actual parkland development in one phase. This would be a Council decision through the 2009 budget deliberations, as would the timing of the development.

Staff recommends that the offer to participate in this exchange with Apeldoorn allow for the completion of the installation of the reciprocal designs by the end of 2011. The timing of these projects would allow opportunities for community involvement that may include work crews, student groups, and/or landscape companies from each community sponsoring and/or participating in this type of project. Completing this work for 2008 is not seen as possible and cannot be accommodated within the 2008 budget. When discussing this report with Apeldoorn visitors to Burlington in May 2008, interest was expressed in working toward 2010, the anniversary of the twinning.

Apeldoorn hosts identified options for City of Burlington involvement. The park along Kanadalaan has the most appeal and significance. In Burlington, several opportunities could be explored including some re-development of Brock Park or a portion of it. Elgin Park could also be considered depending on the future use of this park and the relocation of the RPM facilities.

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These locations have the potential to meet the timing priority as well as take advantage of renewal opportunities.

As park development is a staff responsibility in both communities (rather than a volunteer or citizen committee role), the Clerks department is presenting the following recommendations on the Burlington Mundialization Committee's behalf:

THAT the City Clerk be directed to advise the City of Apeldoorn that the City of Burlington would be pleased to participate in an exchange of design services leading to a park development in each of the two sister cities, to be completed by the end of 2011; and

THAT the City Clerk and Director of Parks and Recreation be authorized to use existing staff resources to develop a conceptual plan and detailed design for a parkette development along Kanadalaan in Apeldoorn, at a value not to exceed \$100,000, subject to further discussions with Apeldoorn and as part of an equitable financial commitment to a park development exchange between the two cities; and

THAT the City Clerk and Director of Parks and Recreation report back to the Community and Corporate Services Committee on the location, plans, cost and funding for the park development exchange, following consultation with Apeldoorn and as needed during the City of Burlington's budget deliberations; and

Public art was also considered as another opportunity for future sharing in the twinning relationship. Similar to the process described above, a plan for installation of a piece of art in a public space could be established as a future project for the developed park. This provides a way to achieve the city's goals, while enhancing the twinning relationship in a visible and meaningful way.

Potential Visit to Burlington in October 2008

From February and March minutes of the Apeldoorn-Burlington Committee in Apeldoorn, staff understand that Apeldoorn's Mayor de Graaf is interested in visiting Burlington in October 2008. Since there is a citizen delegation coming, Mayor de Graaf could take the opportunity to meet his counterpart in Burlington. Since the Memorandum of Understanding was signed by the mayors of the two cities on October 16, 2003 (five years ago), Apeldoorn recognizes October 16 as Burlington Day. Burlington recognizes 2010 as the anniversary year of the twinning (based on the signing of the twinning agreement). At this time, we anticipate that the mayor and staff from Apeldoorn and business people may visit Burlington to overlap with the citizens visit, which is October 7-16, 2008.

5.0 FINANCIAL MATTERS:

The cost of the trip to Apeldoorn, paid for from City funds, was \$11,266.77, including travel, gifts for Apeldoorn officials, and miscellaneous costs. The City Clerk's travel dates were the same as the Cycling and Mundialization Committee Chair's: October 13-20, 2007. The Subcommittee Chair's travel dates were October 13-23 and the Deputy Mayor's travel dates were October 14-20, 2007. Costs were funded as follows:

Funding Source	Amount
Mundialization Committee Account 113200 33469	\$594.84
Mundialization Committee Account 113200 33325	\$1720.00
Corporate Account 489050 33469	\$8951.90
Total Cost:	\$11,266.77

Background

The Burlington Mundialization committee had budgeted \$3,400 for committee members to accompany the October 2007 citizen delegation and at its July 11, 2007 meeting, the committee passed a motion endorsing the expenditure of these funds.

The City also has a corporate account to support the City's council and staff-directed activities related to mundialization. Costs for a member of council, and one staff person to travel to Apeldoorn in October 2007 were funded from this account. Corporate funds were also requested, and approved, to allow the Chair of the Cycling Committee to join the delegation to Apeldoorn at the same time.

Triennale

The recommendation in this report is to exchange services with Apeldoorn: Burlington planning the development of the greenspace along Kanadalaan, and Apeldoorn planning the development of a reciprocal project in Burlington. After Committee and Council approval of moving forward with this type of park development exchange, staff will be able to work with Apeldoorn to finalize an agreed upon 'figure'. The exchange could represent a very minor cost commitment, ranging to a large financial commitment from each community. Parks and Recreation Department staff anticipate a cost of approximately \$80,000 to \$120,000 for development of a parkette, based on similar recent parkette development.

Burlington's intention is to use existing capital funds and gain agreement with Apeldoorn about a reciprocal financial commitment, so that the costs involved are 'matched'. Once the commitment of such an exchange is made by both communities, an agreement would be prepared and signed to ensure comparable commitments of staff time and funding to the project. Any additional demands on staff time and/or funding would be presented to Committee and Council for consideration and would be identified within future capital budgets and forecasts. Appropriate projects that either exist within existing capital budgets or might otherwise not be funded may provide opportunities.

6.0 ENVIRONMENTAL MATTERS:

Each development would be planned with environmental considerations as an ongoing part of the design and anticipated maintenance.

7.0 COMMUNICATION MATTERS:

After Committee and Council's consideration of this report, staff will prepare correspondence to Apeldoorn conveying Burlington's position about the triennale and the opportunity to exchange design services for park development. Updates will be provided to Committee and Council at key points in the process:

- In advance of official delegations from Apeldoorn and/or Burlington
- At the completion of the conceptual design for Apeldoorn, and Burlington parks
- At the completion of the detailed design for both communities
- Prior to the installation of the project in Burlington.

Communication will be maintained with the mundialization committee throughout to ensure that staff and community volunteers are aware of the progress of the projects, and keep on track with the sister city staff and volunteers.

Staff also want to note that the BIG Committee will be reviewed in 2008, as part of the ongoing review of citizen committees. The international games will be part of that review, and discussions will involve BIG committee members, Parks and Recreation Department staff, and elected officials. Members of the Mundialization Committee will also be involved in the discussions about potential for sport exchanges between the sister cities.

8.0 CONCLUSION:

Staff are presenting recommendations supporting citizen committee and twin city interests related to proceeding with a park development initiative with Apeldoorn (rather than specifically the Triennale) and the involvement of Apeldoorn staff in the Burlington Cycling Master Plan process. Both initiatives will demonstrate the municipality's continued commitment to the twinning relationship, and match the commitment demonstrated to date by members of Burlington's Mundialization Committee and the Apeldoorn Burlington Committee (ABC) from Apeldoorn.

Respectfully submitted,

Kim Phillips
City Clerk

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Appendices:

A: Letter of request from Apeldoorn and site plan in Apeldoorn
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Staff / Others Consulted:

Name	Telephone
Evelyn Eichenbaum	