

DATE: January 22, 2021

FILE: 1700-02/2021

TO: Chair and Members
Comox Valley Recreation Commission

Supported by Russell Dyson
Chief Administrative Officer
R. Dyson

FROM: Russell Dyson
Chief Administrative Officer

RE: CVRIS Grant Application Proposal – Sports Centre Upgrades

Purpose

To seek Board approval to apply to the Provincial Government under the COVID-19 Resilience Infrastructure Stream (CVRIS) grant for Comox Valley Sports Centre (CVSC) upgrades.

Recommendation from the Chief Administrative Officer:

THAT the Comox Valley Regional District board support an application to the COVID-19 Resilience Infrastructure Stream grant program for building retrofits and upgrades to the Comox Valley Sports Centre with a total estimated cost of \$2,194,800.

Executive Summary

The recently announced grant funding stream under Investing in Canada Infrastructure Program CVRIS is accepting grant applications up until January 27, 2021. Eligible projects under this stream will support infrastructure projects that provide retrofits, repairs and upgrades to local government and indigenous buildings; support development of active transportation networks, allow communities to improve their infrastructure to increase the resiliency and efficiency in preventing the spread of COVID-19 including protective screens and measures to support physical distancing; and, complete disaster mitigation and adaptation infrastructure projects.

The upgrades to the CVSC (Table 1) would be eligible under this grant program and have been identified as priorities for recreation.

- The project supports public infrastructure primarily for public use and/or benefit.
- Given the significant infrastructure assets invested by the Comox Valley Regional District (CVRD) to provide recreation service to the region and the need to maximize available funding for maintaining and upgrading these key community facilities including the sports centre, aquatics centre and curling building, the department has been focusing on enhancing its asset management practices in recent years as a strategic priority.
- Successful applicants can receive up to 100 per cent of funding from the Government of Canada/Province of BC.
- As presented at the January 12, 2021 recreation commission and regional board meetings, \$3.65 million of asset management and service enhancement projects have been identified through recent assessments of the CVSC. Upon further review, the proposed budget for this grant application is \$2,194,800 which includes projects most aligned with grant requirements, those that could be achieved within fiscal 2021, those that benefit the facility overall with core asset management projects, and improve service levels from an accessibility and COVID-19 safety lens. Work would commence upon an announcement that the application was successful and would be completed by the grant requirement of December 31, 2021.

Prepared by:

Concurrence:

*J. Zbinden**D. DeMarzo*

 Jennifer Zbinden
 Senior Manager of Recreation Services

 Doug DeMarzo
 General Manager of Community Services
Background:

At the January 12, 2021 Comox Valley Recreation Commission the following motion was carried:

THAT the Comox Valley Recreation Commission support an application to the COVID-19 Resilience Infrastructure Stream for improvements to the CVSC with a subsequent report to be considered by the board on January 26, 2021 that provides final application details.

CVRD staff have reviewed these potential projects to apply for the regional grant stream and determined that the sports centre facility upgrades would be strongly aligned with the grant requirements and would also provide significant opportunity to invest in recreation facility infrastructure by maximizing external grant funding with limited capital reserve funds. The capital works reserve balance at the end of 2020 is projected to be approximately \$1.4 million with many projects identified for the sports centre, aquatics centre and curling building identified over the next five+ years therefore this grant would alleviate future funding pressures.

Table 1: provides the projects selected for the sports centre grant application

PROJECT LIST	BUDGET
FAMILY CHANGEROOM:	
Reconfigure accessible change room	\$50,000
Replace tile and re-slope corridor access for drainage	\$10,000
Replace/treat stainless-steel shower items	\$5,000
Replace flooring in family room/accessible rooms	\$30,000
Replace cast iron piping	\$100,000
	\$195,000
GUARD ROOM	
Replace flooring	\$10,000
Add cove base	\$5,000
New sliding door to deck (aluminum)	\$2,000
	\$17,000
MENS AND LADIES CHANGEROOMS	
Remove and re-slope floors	\$51,000
Add cove base	\$14,000
Replace and reconfigure toilet stalls and partitions	\$15,000
Replace vanities and mirrors	\$5,000
Replace cast iron piping	\$100,000
	\$185,000
EMERGENCY DOORS	
Exterior south doors/north door to main lobby	\$30,000
MECHANICAL	
Main pool heat exchanger	\$75,000
Main pool air handler	\$240,000
Pool change rooms air handler/exhaust fans	\$97,000
Main lobby air handler	\$20,000
	\$432,000

ENERGY EFFICIENCIES	
LED lighting for arena 1 & 2	\$80,000
Solar panels	\$60,000
	\$140,000
ROOF REPLACEMENT	
Replace roof	\$425,000
COVID-19 UPGRADES	
Touchless controls (showers, urinals, toilets, sinks, doors, hand dryers)	\$75,000
PUBLIC CONNECTIVITY	
Fibre optics installation	\$300,000
PROFESSIONAL FEES	\$30,000
SUB TOTAL (NOT INCLUDING TAX)	\$1,829,000
CONTINGENCY (20%)	\$365,800
TOTAL	\$2,194,800

In the staff report presented at the January 12, 2021 Recreation Commission (Appendix A) the total estimated upgrades required for the sports centre based on recent assessments and studies was \$3.65M plus contingencies. Following endorsement by the commission and regional board, this project list was to be reviewed and a reasonable project plan that could be completed by the grant required deadline December 31, 2021 was derived. This included ensuring the projects were shovel ready with grant submission and aligned to grant criteria. The final project list proposed to submit with the grant application is \$1,829,000 plus contingencies at a Class B estimate level at 20 per cent for a total application of \$2,194,800. This project would be significant to the sports centre and would improve service delivery to the community and meet many of the asset management projects identified through recent assessments and reduce future funding pressures.

This project list has been determined to be achievable with the expected timelines of a spring grant announcement with completion by the end of 2021. Also, the project scope considered the impending joint partnership initiative aquatics service analysis planned for 2021 with the City of Courtenay which is expected to identify community needs for aquatics service in the Comox Valley region. Therefore, all upgrades and retrofits proposed in the schedule above include upgrades that benefit the overall facility.

Projects not included in the proposed project plan for this application include:

- Seismic study and upgrade;
- Pool basin re-tiling and other mechanical upgrades; and
- Parking lot repaving.

Given the quick turnaround on this grant submission and expected spring announcement for successful applications and project completion required by the end of 2021, a seismic upgrade was not considered feasible to be considered at this time. Further, this work would be extensive to the facility and impact operations and ability to meet service needs therefore is not recommended to be included in this project scope.

The pool basin re-tiling and other mechanical upgrades has not been included in the project scope due to the pending Aquatic Services study partnership with the City of Courtenay plus the CVRD's Aquatic Centre pool conditions study. These studies will help ensure a good understanding of what the future needs are going to be for the Comox Valley based on community needs and asset

condition for aquatics facilities in the region prior to delving into the larger project works of the pool basin upgrades (including reshaping the slop and re-tiling).

Paving the parking lot has also been removed from the application. The facility parking lot is on leased land from the School District 71. In future year's staff will look to pursue a funding partnership with School District 71 for repaving the lot and ensure accessibility and layout capacity are considered.

If the Commission was to support the sports centre CVRIS grant application, staff would submit the above finalized project list identified as the highest needs for the facility with shovel ready projects and that have the greatest overall impact to the serviceable life of the sports centre. The scope of work compiled most aligns with the grant requirements and would be reasonable to achieve given the required project completion dates by the end of 2021.

Policy Analysis

Fiscal Responsibility is one of the four Board Strategic Drivers and utilizing grant funding to enhance service levels for priority projects reduces the demand on reserve and requisition levels.

The following COVID-19 response and renewal framework for the CVRD services are supported:

- Maintaining core services at an affordable cost - Careful management of recreation services and assets essential to providing affordable and reliable services to citizens in the CVRD.
- Adapting to changing community priorities – Assessing recreation facilities/services for updates and improvements.
- Realigning resources to support community renewal initiatives - Supporting community partners (LED lighting to provide visual improvement for safety on ice, change room accessibility enhancements for pool users).

The following Recreation Commission Strategic Plan Goals are supported:

- Strategic Goal 1 – Asset Management – by upgrading existing aging infrastructure and increasing facility use and user satisfaction levels.
- Strategic Goal 4 – Accessibility – by improving accessibility throughout the facility for all citizens.

In the sustainability strategy Objective 5.4.2 states;

- Enhance sports and recreation infrastructure. Public recreation facilities are a cornerstone of a good quality of life in the Comox Valley, especially for families. Because each municipality has a constrained tax base and because all residents use facilities in each community, an overall strategy on how best to continue to enhance the recreational infrastructure of the region is important.'

Options

1. THAT the Board support the grant application with the Investing in Canada Infrastructure Program –COVID-19 Resilience Infrastructure Stream for upgrades and retrofits to the CVSC with a total estimated cost of \$2,194,800.
2. That the Board does not support the grant application.

Staff are recommending option 1.

Financial Factors

The cost of the Sports Centre upgrades, including a 20 per cent contingency, is expected to be approximately \$2,194,800. The grant would fund 100 per cent of the project cost and would significantly alleviate future funding pressures on the recreation service for ongoing asset management upgrades for the recreation service which includes the sports centre, aquatics centre, exhibition grounds, and curling club.

These upgrades will provide better accessibility for our patrons, as well as decreasing operational costs with energy improvements.

Good fiscal management and financial best practices are at the core of the CVRD financial planning process. Careful management of services and assets is essential to providing affordable and reliable services to citizens and businesses in the CVRD. Wherever possible grant opportunities should be investigated.

In the finalization of the 2021-2025 financial plan, staff are currently reviewing the ability to utilize reserve funds to undertake improvement and asset management projects in the aquatic centre in 2021 to utilize COVID-19 impacts as an opportunity to undertake these projects and minimize future shut-downs. If the grant application was successful, some of these projects such LED lighting upgrades or roof replacements could be similar between the facilities and would benefit from synergies in procurement and project management.

Legal Factors

There are no legal concerns generated by this report.

Regional Growth Strategy Implications

Public health and safety: Support a high quality of life through the protection and enhancement of community health, safety and well-being:

- Objective 7A-5: Support the promotion of healthy lifestyles and invigorating community spirit through physical activity

Intergovernmental Factors

Participants in the service include the City of Courtenay, Town of Comox, Village of Cumberland and Electoral Areas A (Part Area A Baynes Sound), B and C.

Interdepartmental Involvement

The recreation services department has taken the lead and has worked with financial services on this initiative.

Citizen/Public Relations

It is vital that Comox Valley residents have access to a variety of affordable recreational services and spaces. It is also very important that the function and use of existing spaces are safe and accessible. The public programming and services that are offered in our facilities promote and help maintain healthy active lifestyles for our residents.

Attachment: Appendix A – January 8, 2021 CVRIS Grant Application Proposal Report

DATE: January 8, 2021

FILE: 1700-02/2021

TO: Chair and Members
Comox Valley Recreation Commission

Supported by Russell Dyson
Chief Administrative Officer

FROM: Russell Dyson
Chief Administrative Officer

J. Warren for, R. Dyson

RE: CVRIS Grant Application Proposal – Sports Centre Upgrades

Purpose

To provide the Comox Valley Recreation Commission with the opportunity to apply to the COVID-19 Resilience Infrastructure Stream (CVRIS) for Comox Valley Sports Centre (CVSC) upgrades.

Recommendation from the Chief Administrative Officer:

THAT the Comox Valley Recreation Commission support an application to the COVID-19 Resilience Infrastructure Stream for improvements to the Comox Valley Sports Centre with a subsequent report to be considered by the Board on January 26, 2021 that provides final application details.

Executive Summary

- Given the significant infrastructure assets invested by the Comox Valley Regional District (CVRD) to provide recreation services to the region, and the need to maximize available funding for maintaining and upgrading these key community facilities including the Comox Valley Sports Centre, Aquatics Centre and Exhibition Grounds, the department has been focusing on enhancing its asset management practices in recent years as a strategic priority.
- In the summer of 2020, a key finding of the CVSC pool assessment was that \$3.125 million of upgrades were identified to be required in the next few years to maintain the service life of this facility. Other upgrades have been identified to be required at the CVSC including LED lighting upgrades, parking lot repaving, and fibre optics installation at an estimated \$400-500,000 for total estimated upgrades for the CVSC aquatics area of approximately \$3.625 million.
- In November 2020, staff had recommended only urgent repairs be undertaken in 2021 using capital reserve funds as they planned further work on an asset management strategy in 2021 and to complete an aquatic assessment with the City of Courtenay.
- On December 1, 2020, the provincial government announced the CVRIS grant stream. The CVSC upgrades have been identified as well aligned for this new grant with applications due January 27, 2021.

If supported by the Recreation Commission, an application will be prepared and additional information on the project scope will be presented to the CVRD Board at the January 26, 2021 meeting for endorsement.

- The total project up to \$3.625 million in addition to project contingencies as recommended for this grant application would consider further review of alignment to the grant requirements, as well as ability to complete the components of the proposed project by the required deadline of December 31, 2021.

Prepared by:

Concurrence:

Concurrence:

*J. Zbinden**D. DeMarzo**M. Foort*

Jennifer Zbinden
Senior Manager
of Recreation Services

Doug DeMarzo
General Manager
of Community Services

Myriah Foort
Chief Financial Officer

Background:

Given the significant infrastructure assets invested by the CVRD to provide recreation service to the region and the need to maximize available funding for maintaining and upgrading these key community facilities including the sports centre, aquatics centre and exhibition grounds, the department has been focusing on enhancing its asset management practices in recent years as a strategic priority.

In the summer of 2020, the CVRD retained Carscadden Stokes McDonald Architects Inc. to conduct an architectural and engineering review and assessment of the pools and aquatic-related areas of the CVSC.

The assessment identified three strategic options moving forward:

- **Option 1 - Urgent R&M (Repairs and Maintenance) (\$525,000)** - Minor mechanical and electrical upgrades totalling \$100,000 and a roof replacement of \$425,000.
- **Option 2 - Moderately urgent R&M (\$1.625 million)** – Mechanical and architectural upgrades to ensure the aquatic area can continue service levels for at least ten more years. This includes urgent repairs replacing core mechanical components to the aquatics area including the pool drain piping, removing and re-sloping tiles in the change rooms, replacing pool and hot tub filter membranes and filter pumps, hot water control valves, electrical boilers, cast iron drainage piping for a cost of \$1.1 million.
- **Option 3 – Enhancement – Upgrades/Refurbishment to “As New” Condition (\$3.125 million)** – Complete upgrades and refurbishment to achieve “as new” condition and prepare for this facility to be open 40+ years. This would include repair upgrades in options 1 and 2, as well as an additional \$1.5 million for a seismic study and upgrade estimated at just over \$1 million as well as other pool basin upgrades including re-tiling of the pool basin, change rooms, lifeguard area, reshaping the pool basin slopes, accessibility upgrades to the whirlpool and other minor enhancements in the aquatic area for an estimated \$500,000.

In November 2020, upon review of this assessment and given the limited funding availability to invest in the recreational capital needs and the need to consider both the sports centre and aquatics centre facility upgrades, as well as expected future enhancements to the exhibition grounds and curling club, staff had recommended only urgent repairs be undertaken in 2021 using capital reserve funds. In addition to this recent assessment, other upgrades have been identified to be required at the CVSC including LED lighting upgrades, parking lot repaving, and fibre optics installation at an estimated \$400-500,000 for a total estimated upgrades at the CVSC of \$3.625 million.

The CVRIS grant stream includes \$136 million in grant funds available in a federal/provincial partnership. The CVRIS will support projects that focus on retrofits, rehabilitation and upgrades to existing local government and indigenous community buildings, COVID-19 response infrastructure, active transportation and, in a separate stream administered by EMBC, disaster mitigation.

The CVRIS stream relevant for the Recreation Commission to consider is the \$80 million Ministry of Municipal Affairs fund, which may receive up to 80 per cent federal and 20 per cent provincial funding for successful projects and must not exceed \$10 million per project. As 100 per cent funding will be provided, financial stacking with any other funding source is not required. The CVRIS targets projects starting before September 30, 2021 and complete by December 31, 2021. The project design should be completed or nearly complete at the time of application. Strong applications will show the following:

- Show a clear connection to program criteria and objectives;
- Demonstrate the principles of sustainability;
- And are supported by strong planning to ensure sustainable service delivery.

Regional districts may submit one application for each electoral area, as well as one application for a sub-regional or regional service. Eligible projects will support public infrastructure primarily for public use and benefit.

CVRD staff have reviewed potential projects to apply for the regional grant stream and determined that the CVSC facility upgrades described above would be strongly aligned with the grant requirements summarized above and would also provide significant opportunity to invest in recreation facility infrastructure by maximizing external grant funding with limited capital reserve funds. The capital works reserve balance at the end of 2020 is projected to be approximately \$1.4 million with many projects identified for the sports centre, aquatics centre, exhibition grounds and curling club identified over the next five plus years, therefore this grant would alleviate future funding pressures.

If the Commission was to support the sports centre CVRIS grant application, staff would finalize the components of identified needs to be included in the application that would align best with the grant requirements and would be reasonable to achieve given the required project completion dates by the end of 2021. A subsequent report would be presented to the Board on January 26, 2021 that finalizes these details and recommends approving the grant application.

A summary of proposed upgrades that could be considered in the application and will be assessed further for the completion of the application if endorsed subject to ability to complete by December 31, 2021 deadline are summarized below, providing a grant application expected up to \$3.625 million plus contingencies as summarized below.

Sports Centre Upgrades	Estimated Budget
Urgent - Minor Mechanical and Electrical	\$100,000
Urgent – Roof Replacement	425,000
Moderately Urgent – Mechanical and Architectural (Pool piping, change room re-tiling, filter membranes and pumps, electrical boilers, cast iron piping)	1,100,000
Enhancement – Seismic study and upgrade	1,000,000
Enhancement – Pool basin upgrades including tiles, change rooms, lifeguard area, reshaping pool basin slopes, upgrades to whirlpool	500,000
Other – LED lighting upgrades	150,000
Other – Parking lot repaving	200,000
Other – Fibre optics installation	150,000
TOTAL ESTIMATED POTENTIAL PROJECT SUBMISSION <i>(In addition to grant required contingency estimates)</i>	\$3,625,000