

DATE: September 29, 2020

FILE: 6120-01

TO: Chair and Directors
Electoral Areas Services Committee

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

RE: Hornby Island – Shingle Spit Boat Launch Grant Application

Purpose

To seek approval for the submission of an Investing in Canada Infrastructure Program (ICIP) grant application for the replacement of the Shingle Spit boat launch on Hornby Island.

Recommendation from the Chief Administrative Officer:

THAT staff be directed to apply for an Investing in Canada Infrastructure Program grant under the Rural and Northern Communities stream for replacement of the Shingle Spit boat launch on Hornby Island.

Executive Summary

The Shingle Spit boat launch was brought into the Hornby Island community parks and greenways service in late 2017 after much consultation with the community. In 2019 the Comox Valley Regional District (CVRD) sought an ICIP grant but was not successful. Support is requested to submit a second ICIP grant application.

- The community continues to support the replacement of the boat launch and considers it an invaluable community asset.
- An engineering assessment of the boat launch in 2018 recommended full replacement.
- Total project costs are estimated to be between \$366,500 and \$550,000. These costs include design and construction.
- The ICIP- Rural and Northern Communities (RNC) grant covers up to 100 per cent of eligible costs for communities within regional districts with populations less than 5,000. The grant is claims based and applicants must be prepared to finance the project.
- The application deadline for the grant is October 22, 2020.

Prepared by:

Concurrence:

Concurrence:

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Parks Technician

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Stakeholder Distribution (Upon Agenda Publication)

Hornby Island Residents and Ratepayers Association (HIRRA)	✓
HIRRA Parks Committee	✓
HIRRA Boat Ramp Committee	✓

Background/Current Situation

The boat launch was brought into the parks service in late 2017 at the request of the community through Hornby Island Residents and Ratepayers Association (HIRRA) under a licence of occupation from Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD). Since 2012 the boat launch was part of the FLNRORD inventory but not maintained. Prior to 2012 BC Ferries had a license for the area but did little to maintain the boat launch. At the time of transfer a preliminary assessment believed the existing boat launch could be modified and upgraded at a cost of \$70,000.

Some assumptions about the construction of the boat ramp turned out to be incorrect after another winter exposed more weaknesses in the ramp. A 2018 engineering report found too many deficiencies and concerns for the long term viability of the ramp and as a result recommended full replacement rather than upgrading the existing ramp. This information was shared with the community and a decision was made to proceed with continuing to replace the ramp.

Staff received support from the board to apply for an ICIP grant in 2019. This application was unsuccessful. To keep the boat launch operational parks spent \$2,000 in emergency repairs in 2020 following the unsuccessful application.

Staff propose that a second application be submitted in October of 2020 under the RNC intake. The RNC program was established to support the needs of small, rural and remote communities. To be eligible the project must meet one of the program's core outcomes. One of those outcomes is improved and/or more reliable road, air and marine infrastructure for public use and benefit. This project appears to meet the project criteria.

Design work can be included as part of the capital grant to a maximum of 15 per cent of total funding award. Detailed design would need to be completed within one-year from the application submission (October 22, 2021) and the project would need to be completed in five years following approval.

BC Ferries indicated they plan to upgrade the ferry terminal on Hornby Island within the next five years. Synergies may exist to partner with BC Ferries to upgrade the boat ramp when the terminal gets upgraded.

Policy Analysis

Bylaw No. 385, being “Hornby Island Community Parks and Greenways Service Amending Bylaw No. 385, 2015”, enables the CVRD to plan for, acquire and develop community parks on Hornby Island.

The Board approved the following recommendations on August 29, 2017.

THAT Hornby Island Community Parks and Greenways Service apply to the Ministry of Forests Lands, and Natural Resource Operations for the responsibility of the Shingle Spit Boat Launch to be transferred to the Comox Valley Regional District (CVRD) through a Licence of Occupation.

AND FURTHER THAT staff work with Hornby Island Residents and Ratepayers Association (HIRRA) to establish a boat launch committee by updating the HIRRA operating contract.

AND FINALLY THAT staff report back to the Electoral Areas Services Committee with a capital upgrade plan for the boat ramp to be funded through Community Works Funds, fundraising and grants.

The first two recommendations have been completed. The proposed grant application is another attempt to address the third recommendation.

Options

The following options are available for the Board's consideration:

1. Support the ICIP-RNC grant application to secure funding to replace the boat launch.
2. Do not support the ICIP-RNC application and approach FLNRORD about cancelling the licence of occupation and suggest to FLNRORD that Recreation Sites and Trails BC add the boat launch into their inventory.
3. Do not support the ICIP-RNC application and work with the community to continue fundraising efforts offset by Community Works Funds to secure funds to keep the boat launch operating.
4. Do not support the ICIP-RNC application and work with BC Ferries to include upgrading the boat ramp as part of their ferry terminal upgrades.

Staff recommend the Board pursue option 1 at this time and option 4 should the grant application be unsuccessful.

Financial Factors

ICIP-RNC funding is available for 100 per cent of eligible project costs (60 per cent federal and 40 per cent provincial) for regional district communities with populations less than 5,000 (2016 Census), where a community is defined as a settlement area within a regional district electoral area or an established or proposed service area. Population for Hornby Island based on the 2016 census was 1,016. A regional district may submit one application for each community.

Applicants must be prepared to finance project construction. The program is claims based. Cost-overruns are the responsibility of the applicant. Proof of ability to fund ineligible costs and cost overruns will be required.

The Hornby Island Community Parks and Greenways Reserve has a projected balance of \$153,038 at the end of 2020 fiscal. A borrowing structure would likely need to be established to pay for capital costs upfront.

Using estimates McElhanney Engineering provided for the first application and adjusted to reflect increased construction costs over the two years, the project may cost in excess of \$500,000.

Table 1. Class D Cost Estimates

Amenity	Approximate Cost
Boat Launch Design	\$30,000
Boat Launch Construction	\$310,000
Environmental Permits and Fees	\$20,000
Professional Field Reviews	\$4,000
Parking area improvements	\$20,000
Signage updates	\$2,500
Subtotal	\$366,500
Contingency (50% as suggested by APEGBC for class D Estimates)	\$183,250
Total	\$549,750

* Association of Professional Engineers and Geoscientists of British Columbia (APEGBC)

Annual maintenance costs are projected to be around \$1,000/year and would include sign maintenance, kick rail maintenance and pot hole filling.

The Electoral Areas Services Committee should also be prepared to add this to the asset management inventory with a life span projection of 60 years. This would result in approximately \$8,000 annual contribution towards asset replacement.

Legal Factors

Maintenance of the boat launch and all inherent risks from use are the responsibility of the CVRD. Given the current condition of the ramp if a successful funding model is not obtained in the next few years the CVRD may have to consider cancelling the license.

Regional Growth Strategy Implications

Planning on Hornby Island is completed by Islands Trust.

Intergovernmental Factors

If successful, the project will need to adhere to the conditions of the grant. Other provincial and federal approvals will be needed for any possible environmental permits or archaeological permits depending on the extent of new construction.

Interdepartmental Involvement

Executive management discussed priorities for the grant application and they are supportive of moving this application forward. Work proposed within this report will be led by parks staff within the Community Services Branch. To implement and track the grant requirements, parks staff will work with the Finance department.

Citizen/Public Relations

This proposal was originally brought forward as part of the ongoing conversation with HIRRA executive, HIRRA park committee and HIRRA boat ramp committee. The community continues to support the replacement of the boat launch, HIRRA letter of support attached as Appendix A.

Existing boat ramp:



Attachments: Appendix A – “HIRRA letter of support dated September 10, 2020”



**Hornby Island Residents' and Ratepayers' Association
(HIRRA)**

4305 Central Road, Hornby Island, BC, V0R 1Z0
Ph: (250) 335-1842 E-mail: office@hirra.ca

September 10, 2020

To whom it may concern,

We are writing to you in support of funding for the Hornby Island Boat Ramp. Our present situation is as follows: We are an isolated, rural, island community that has only one boat ramp. That ramp is approximately forty years old and is now in a serious state of disrepair. It is overly narrow by current standards, and has a damaged concrete surface that breaks away entirely as one approaches its bottom end. In its present condition, it's really only safe to use (if one is careful) during periods around high tide.

Why this matters: the Hornby Island economy relies heavily on tourism. Its spectacular scenery, trail networks, and beautiful shoreline have made this the case, and the peak months of tourism here see our normal population numbers increase by 600 to 800 percent. A significant number of our visitors are boaters who need somewhere to safely launch their water craft. Making this possible supports our tourism, and hence our economy. In addition, many year-round residents also boat (both for pleasure and fishing) and presently launch their craft at some peril.

Most important though, our Community is presently in the midst of emergency preparedness planning. And, while this important initiative has a number of strands contributing to its effectiveness, given that we live on an island, a reliable, safe boat ramp is seen as a vital component for evacuation and supply purposes in the event of disruption to our normal ferry service, and possibly as a necessary compliment even if it continues.

In summary, Hornby Island very-much needs a safe, functional boat ramp. It presently doesn't have one. Thank you for considering this support letter.

Sincerely,

A handwritten signature in cursive script that reads "Reina LeBaron".

Reina LeBaron, Administrator

On behalf of the Executive of the Hornby Island Residents' and Ratepayers' Association