



# Peace River Regional District REPORT

To: Chair and Directors

Date: May 17, 2017

From: Trish Morgan, General Manager of Community Services

**Subject: Approval to Submit a Grant Application to the Strategic Priorities Fund for the Kelly Lake Community Centre**

## **RECOMMENDATION(S): [All Directors - Corporate Weighted]**

- 1) That the Regional Board approve the submission of a grant application to the Strategic Priorities Fund to a maximum of \$1,150,000.00 (plus applicable taxes) for upgrades to the Kelly Lake Community Centre.
- 2) That the Regional Board commit \$15,000 of the Kelly Lake Capital Reserve to the Kelly Lake Community Centre upgrades project contingent on the project being approved for the remaining funds by the Province of BC under the Strategic Priorities Fund.

## **BACKGROUND/RATIONALE:**

The Strategic Priorities Fund (SPF) is an application based program available to local governments and other recipients outside of the Greater Vancouver Regional District to support infrastructure and capacity building projects that are either large in scale, regional in impact or innovative, and align with the program objectives of productivity and economic growth, a clean environment and strong cities and communities.

The SPF provides up to 100% funding for eligible capital to a maximum SPF contribution \$6 million per project. Each eligible applicant may submit up to two capital applications. Eligible applicants are local governments outside Greater Vancouver. Eligible applicants may also sponsor an "ultimate recipient (e.g. a non-profit organization). **The application deadline for the SPF is June 1, 2017.**

The Peace River Regional District owns the Kelly Lake Community Centre, a former elementary school, which is operated by the Kelly Lake Community Centre Society by way of formal agreement with the Regional District. In January 2017 the Regional District staff inspected the facility with members of the Society and recommended that the following minimum upgrades be considered:

- 1) Installation of industrial exhaust hood in kitchen and fire suppression system with the appropriate make up air unit;
- 2) Replacement of seven furnaces;
- 3) Installation of energy efficient windows;
- 4) Refinishing gymnasium floor;
- 5) Bathroom upgrades and accessibility;
- 6) Installation of energy efficient windows;
- 7) Installation of crawlspace ventilation; and
- 8) Replacement of roof

May 25, 2017

Staff Initials:

Dept. Head:

*T. Morgan*

CAO:

*Ch. Birk*

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The Society has sought out the advice of a general contractor (Legacy Homes Custom Builder) to identify any additional works and has prepared the attached quote for submission with the grant application. This Contractor recommended the following upgrades either compliment to or over and above those identified by the PRRD Building Inspector;

- 1) Cistern cleaning and monitoring system;
- 2) Plumbing;
- 3) HVAC and kitchen venting;
- 4) Lighting;
- 5) Ceiling;
- 6) Floor Coverings;
- 7) Gym floor;
- 8) Cabinetry;
- 9) Five bathrooms;
- 10) Wall coverings;
- 11) Kitchen appliances;
- 12) Fire suppression for kitchen;
- 13) Windows and doors;
- 14) Fencing and playground repairs;
- 15) Paint exterior;
- 16) Storage garage and;
- 17) Paving parking lot

If the application is successful, Regional District staff will assist the Society with managing the project and contractors.

The contractor supplied a quote of \$1,126,600 and this amount includes all permits, construction insurance, labour, and materials. Included in the total amount is an approximate 21% contingency amount.

The Regional District and the project meet all the eligibility requirements of the SPF.

**OPTIONS:**

- 1) That the Board deny the submission of the application to the Strategic Priorities fund for upgrades to the Kelly Lake Community Centre.
- 2) That the Board provide further direction to staff.

**STRATEGIC PLAN RELEVANCE:**

This initiative supports Strategic Objective 1.5; that “the PRRD is committed to working with Peace River Region residents to have continued access to facilities for recreational and cultural purposes.”

**FINANCIAL CONSIDERATION(S):** The Regional District provides the Kelly Lake Community Centre Society with annual funding of \$89,686. This funding, along with revenue generated through rentals and

events, provides for the general operations and minor maintenance of the facility. This funding is not sufficient to provide for major capital upgrades and replacement of critical capital items (e.g., furnaces).

Although the Strategic Priorities Fund may provide up to 100% of the costs to a maximum of \$6 million, it is often more desirable if the applicant can bring forward a portion of the funds required for the project. For that reason it is proposed that the Board commit \$15,000 of the Kelly Lake Capital Reserve to the project contingent on the Province approving the grant application. As of March 31, 2017 the Kelly Lake Capital Reserve was \$19,480.14

**COMMUNICATIONS CONSIDERATION(S):** None at this time.

**OTHER CONSIDERATION(S):**

If the application is unsuccessful, staff will work with the Society to develop a long-term capital plan to identify ways in which to complete the noted upgrades over time paid for through reserves or other grant opportunities.

Eligible SPF Projects (from the application guide):

<b>Recreation Infrastructure</b>	Recreational facilities or networks	<ul style="list-style-type: none"><li>• Large facilities or complexes which support physical activity such as arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, or other facilities that have sport and/or physical activity as a primary rationale</li><li>• Community centers that offer programming to the community at large, including all segments of the population</li><li>• Networks of parks, fitness trails and bike paths</li></ul>
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Attachments:

- Quote from Legacy Homes Custom Builder from May 18, 2017
- Rationale from Kelly Lake Community Centre Society re: Building Upgrades



A division of 1508407 Alberta Inc.

May 18, 2017

**RE: Cost to renovate Kelly Lake Community Centre**

We are pleased to submit quote of \$1,126,600.00 + GST for the renovation of a 9000 square foot building. The construction will include the following allowances:

- Cestern cleaning and monitoring system cost \$6,000.00
- Plumbing \$40,000.00
- HVAC and kitchen venting \$88,500.00
- Lighting \$85,000
- Ceiling \$21,000
- Floor coverings \$75,000
- Gym floor \$30,000
- Cabinetry \$180,000.00
- Five bathrooms \$55,000
- Wall covering \$17,400
- Kitchen appliances \$60,000
- Fire suppression for kitchen \$21,000
- Windows and doors \$50,000
- Fencing and playground repaint \$25,000
- Paint exterior \$28,000
- Storage garage \$43,200
- Paving parking lot \$100,000
- All permits, construction insurance, labour and materials (unless otherwise specified) are included in this quote.

Regards,

A handwritten signature in black ink, appearing to read 'Rob Sayers'.

Rob Sayers  
Legacy Homes

PO Box 23090  
Grande Prairie, Alberta  
T8V 6X2  
Office: (780) 513-6725  
Fax: (780) 532-4690  
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May 25, 2017

The Kelly Lake Community Centre's Rationale for Upgrades – May 18, 2017

### **Cistern Cleaning and Monitoring System Costs**

It is unknown the exact installation of the cistern and when it was last inspected and maintained. This is very important to address as it directly affects the users of the building. Water safety is of great concern as well as the monitoring of the supply.

### **Plumbing**

Over decades, tubing gradually corrodes, rusts, and decays. The plumbing in the building is old and needs repair and replacement. Due to many leaks we have incurred many areas of damage.

### **HVAC and Kitchen Venting**

Considering the age of the building there are many deficiencies that were not upgraded. To have a proper air system and kitchen venting we need to invest in this area. Our current system does not adequately meet the basic requirements to have an efficient and well-ventilated building. Community gatherings are at the heart of our community so we need to properly address this situation.

### **Lighting/Electrical**

The lighting and electrical that is in the building is the original lighting and it needs to be upgraded to a more energy efficient lighting system. In many areas there are lights that do not work.

Upgrading to LED lighting will reduce maintenance costs, and cut operating expenses. LED lighting also lasts up to 25 times longer and uses up to 75% less energy than standard incandescent lighting.

### **Ceiling**

The ceiling throughout the building has been damaged throughout the years and has not been maintained or fixed. There are pieces that are missing and damaged from leaks and compounded with age of the building.

## **Floor Covering**

The floor of the facility is showing its age and is starting to wear out, with damage beginning to be apparent.

## **Gym Floor**

It is essential that the necessary measures be in place to care for the hardwood floor in the gym. Proper HVAC system is important to maintain the life of the floor. There needs to be a daily, monthly, and annual maintenance schedule.

This has not been done over the years therefore it needs to be refinished and fixed.

## **Cabinetry**

The cabinetry throughout the building is over 30 years old and needs to be replaced to adequately meet the needs of the building. The cabinet countertops are damaged and in some cases missing. The cabinets also need the ability to be locked to be able to properly run the use of the building.

## **Bathrooms**

Total renovation and upgrading of the bathrooms need to be done. The bathrooms also need to be wheelchair and disability accessible to promote use of the centre by all users.

## **Kitchen Appliances**

Upgrades are needed to enable this kitchen to meet the needs and requirements of foodsafe BC. It is the most important area of our centre because food is at the heart of every gathering.

Proper refrigeration and freezing is needed as well as the proper and safe handling of food.

## **Fire Suppression for Kitchen**

At present there is no fire suppression system at the centre. This needs to be done to stay in line with codes and regulations. It also protects the centre in the case of an accident.

### **Windows and Doors**

The windows and doors need to be replaced due to the age of the building. It is evident that we are losing a lot of heat from the quality of the glass and the sealing around the windows and doors.

Over the past few winters we have noticed a defiant increase in the amount of propane used to heat the building.

### **Fencing and Playground Repaint**

There are portions of the fence that have never been completed as well as areas that have been damaged. The need to have this repaired and completed is for the safety of the children using the playground equipment.

The playground needs to be revitalized with paint and replacing the metal pieces as they have become eroded. Our children need to have a safe and fun area to play at the community centre.

### **Paint Exterior**

The Kelly Lake Community Centre has a brick and concrete exterior and over time without the proper care and maintenance can cause major structural damage.

It is important that this is done so that more damage is mitigated to the point of structural damage. This would increasingly extend the life of the building.

### **Storage Garage**

The storage garage that was previously torn down was used to store maintenance equipment for the school. We are unsure of the reason for its removal as it was many years ago.

We have discovered with out this space there is no place to store valuable items to maintain the exterior of the building as well as the grounds. The foundation for the building is there so we propose to use the pad to build a new storage garage.

### **Paving Parking Lot**

A flexible parking space will help our communities build social connections. In parking lots, children learn how to ride bicycles, teenagers learn how to drive cars, and high school students hang out after school. In many communities, farmers markets and flea markets take over lots on weekends. Communities are able to utilize the space in a number of ways. Music festivals and cultural events turn a sad parking lot into a space for culture and community interactions. This will allow the community to diversify the use of the community centre and enable ease of use for persons with disabilities and our elders.