



Regular Council Meeting

To:	Mayor and Council
Date:	March 20, 2023
From:	Chris Allison, Parks and Facilities Manager
Report Number:	Parks and Facilities 2023-01
Subject:	Parks and Recreation Plan Background Report (Phase One)

Recommendation:

1. That Council receive Parks and Facilities Report 2023-01 Parks and Recreation Plan Background Report (Phase One) for information; and
2. That staff report back in May 2023 Regular Council meeting on Phase One.

Overview:

During the budget meeting of January 20, 2022 Council directed Staff to work with Robert Lockhart of the Rethink Group to consider the options if the Township was to identify short-term recreational uses for the remaining Cavan Monaghan Community Centre lands and the long term Parks and Recreational Plan for the future given that the current plan is dated May 2011.

In March 2022, Robert Lockhart of the Rethink Group began a two-year phasing project to update the 2011 Parks and Recreation Master Plan and consider recreational uses for the remaining Cavan Monaghan Community Centre (CMCC) lands and the Millbrook Arena facility. Phase One is what is before you today "Background Report Parks and Recreation Plan – Vision 2035. Phase Two will include long-term vision and goals for the plan, additional public consultation, facility recommendations, including open space, implementation strategies and the fundamental short and long-term plans for parkland, facilities, programming and service delivery in the community.

Phase Three of the project not yet approved by Council would include a final Parks and Recreation document that will guide parkland development including conceptual designs as per Council's direction for future parkland development.

It is important to note that in 2019, Council stated that there would be public engagement on the Millbrook Arena and the remaining lands of the CMCC. In 2021, we were advised that an ICIP: Community, Culture and Recreation Stream - Rehabilitation and Renovation Intake grant be received in the amount of \$966,000.00 for renovating the Millbrook Arena, should Council wish to carry out a renovation of the aging facility only after public engagement was received on the future use.

ICIP Contribution Funding Sources

Federal	40%	\$386,400.00
Provincial	33.33%	\$321,967.80
Ultimate Recipient	26.67%	<u>\$257,632.20</u>
Total		\$966,000.00

This grant is still identified under our Capital projects until the Plan is finalized and Council provides direction.

As directed by Council Staff are committed to operating the Millbrook Arena status quo seasonally from September through May. This will also be dependent upon the operations and building conditions being consistently reviewed and monitored for fiscal responsibility and community safety given the condition of the facility.

Phase One of the Parks and Recreation Plan consists of a Working Draft Background Report Parks and Recreation Plan – Vision 2035 (Attachment No. 1). It is intended to provide background context, strategic analysis, and conclusions to inform and support Phase Two of the parks and recreation planning process. This report is a living document that will continue to be edited as new information becomes available throughout the process (red). Peterborough County is in the process of producing a detailed map of parks and open space to accompany the Background Report and support recommendations for Phase Two. Some of the missing data will be augmented through the mapping process. (Figure 1.)

Phase One: Background Report – research, analysis and conclusions (early 2023)

Task 1: Getting started.

Task 2: Community profile.

Task 3: Strategic assessment of leisure services delivery, culture and recreation facilities, and parks and open space. Include a map of parks and open space.

Task 4: Update the 2019 Structural Investigation Report of the former Millbrook Arena.

Task 5: Assess leisure demand (current and future).

Task 6: Identify key findings and conclusions – including community opinion about options for the former Millbrook Arena and the new community centre.

Task 7: Present the key findings and conclusions to Township Council.

Task 8: Council to decide on the future of the former Millbrook Arena and site.

Much of Phase One was focused on research, gathering information and public opinion in support of the Township's Parks and Recreation Plan – Vision 2035. The survey was designed to gather information from households rather than individual residents. The survey was designed at a very high level interest so that we can filter the information received by each Phase. Based on the average household size of 2.8 persons, the 319 responses to the survey represented approximately 900 residents. The survey was open from June 20 to August 8, 2022. The survey was advertised on the township website, social media, The Millbrook Times and on the T.V. display screens at the CMCC. The responses to survey questions and analysis are reported in Appendix A: Parks and Recreation Household Survey, within the Background Report.

User Group Surveys were sent out on June 13th, 2022 to be returned by June 30th, 2022. Twenty-nine surveys were sent out with 20 completed. On June 29th a second reminder was sent out to the unanswered groups. A total of 25 responded, the 4 who did not respond were no longer user groups within township facilities.


Part of Phase One review of the Millbrook Arena was the hiring of Barry Bryan Associates (BBA) to provide an updated review of the Millbrook Arena building condition assessment report dated August 2019 (BBA Project No. 19167) and the revised report is dated September 2022 outlining observations and recommendations for the Millbrook Arena located at 4 Needlers Lane Millbrook Ontario. (Attachment No. 2)

Kirkland Engineering LTD. Completed an Electrical Site Condition Assessment Report dated September 6, 2019 (Attachment No. 3) and a Mechanical Site Assessment Report dated September 3, 2019 (Attachment No. 4) as part of the (BBA) Millbrook Arena Building Assessment Report in 2019.

One of the purposes of the Parks and Recreation Plan is to determine the future of the 72-year-old former Millbrook arena and property. Currently, the building does not meet accessibility standards of the Province of Ontario for community buildings. This includes an accessible route of travel to all public/staff locations within the building. It is assumed that the building should meet a modern standard to serve the public currently and in the future. The total Construction budget 2022 estimate would be approximately \$4.45M of hard construction cost, and \$5.25M with modest contingencies to maintain it in status quo (indoor facility) condition for 25 years.

The purpose of this review and report was to revisit the previous report and current site conditions in order to provide recommendations regarding the potential future use as a current municipal public facility as part of the project. Please note BBA did not undertake a full inspection, nor did they request mechanical or electrical engineers to revisit the site to review any specific equipment.

The Millbrook Arena consists of a single pad arena, an ice re-surfacing room, change rooms, washrooms, furnace room, a foyer, and a compressor room. The second story consists of a community gathering room, storage rooms, washrooms, a kitchen area and a small gathering room. The original arena was constructed circa 1950's. In the mid-1970s, there was an explosion in Millbrook which damaged one of the exterior walls and required that portion of the facility to be rebuilt.

Order of Magnitude Budget			 Barry Bryan Associates <i>Architects, Engineers, Project Managers</i>	
Millbrook Arena State of Good Repair				
September 15, 2022				
Gross Floor Area:			25000 SF	
				Unit Cost
Building Shell			\$ 1,250,000.00	\$ 50.00
Roofing	\$ 450,000.00			\$ 18.00
Exterior Enclosure	\$ 800,000.00			\$ 32.00
Building Interiors			\$ 950,000.00	\$ 38.00
Interior Repairs	\$ 200,000.00			\$ 8.00
Accessibility Upgrades	\$ 750,000.00			\$ 30.00
Mechanical			\$ 1,125,000.00	\$ 45.00
Plumbing and Fixtures	\$ 250,000.00			\$ 10.00
HVAC and Controls	\$ 800,000.00			\$ 32.00
Life Safety	\$ 75,000.00			\$ 3.00
Electrical			\$ 500,000.00	\$ 20.00
Lighting, Devices and Fire Alarm	\$ 500,000.00			\$ 20.00
Site Work Allowance			\$ 200,000.00	\$ 8.00
Ancillary Work			\$ 50,000.00	\$ 2.00
Demolition	\$ 50,000.00			\$ 2.00
Subtotal			\$ 4,075,000.00	\$ 163.00
General Requirements			\$ 366,750.00	\$ 14.67
Contractor's General Requirements	6% \$ 244,500.00			\$ 9.78
Contractor's Fees	3% \$ 122,250.00			\$ 4.89
Subtotal (Hard Construction)			\$ 4,441,750.00	\$ 177.67
Construction Allowances			\$ 799,515.00	\$ 31.98
Escalation	8.0% \$ 355,340.00			\$ 14.21
Design Contingency	5.0% \$ 222,087.50			\$ 8.88
Construction Contingency	5.0% \$ 222,087.50			\$ 8.88
Total Construction Cost Incl. Allowances			\$ 5,241,265.00	\$ 209.65

Kirkland Engineering LTD. Electrical Site Condition Assessment Report
September 6, 2019.

A visual review of the electrical systems at the Millbrook Arena was conducted for inspection of equipment conditional and standards of good practice. The facility is powered by two separate utility services. The 120/240V 200A service that supplies the front of the building (Front Service) and the 600V/347V 400A service that supplies the rear of the building and ice plant (Rear Service).

The 600V equipment appears to be all original and is all very dated with signs of many years of wear. The splitter is completely covered in rust caused by the high humidity in the area where the equipment is installed.

The ice surface lighting is 400W 347V Metal halide. It is recommended to replace the existing metal halide fixtures with LED. Most of the existing 120V lighting fixtures are tubular florescent fixtures. It is recommended to replace the existing fluorescent fixtures with LED. Existing emergency lights and battery packs appear at end of life. They should be replaced with new battery packs and LED lamps.

The electrical systems (power, lighting, emergency lighting) installed at the Millbrook Arena are mostly original, >30 years old. The electrical systems are presently in good working condition. If the facility will continue to operate as a non-ice arena, in the short term (5 years) the electrical systems are acceptable and should only require ongoing maintenance to maintain.

Kirkland Engineering LTD. Mechanical Site Condition Assessment Report September 3, 2019

A visual review of the Mechanical systems at the Millbrook Arena was conducted for inspection of equipment conditional and standards of good practice. The building has no ventilation, no heat recovery or energy recovery units, no ventilation ducts and no exhaust duct from the ducting system. The diffusers are in bad condition; there is very poor air and temperature distribution in the second floor. There is no heating, ventilation and cooling in the rink lobby as required by codes and standards. The whole corridor in the first floor had no diffusers or grills, which means no heating, cooling or ventilation.

The incoming main domestic water pipe, valves and the meter are old, no back-flow meter was noticed. No insulation on hot water pipes noticed in the whole building except some pipes in the mechanical room. No ventilation in the mechanical room and no recirculating pump. The exhaust air systems from washrooms, change rooms were not provided with exhaust fans or ducts as required by codes. The building roof is in bad condition with many leaks so that the mechanical system cannot work efficiently. The building has no fire suppression system. There are many spaces in the building that have no heating, cooling or ventilation.

With the exception of the furnaces, which appear to have been recently upgraded the mechanical systems (Heating, Ventilation, Fresh Air, Plumbing) installed at the Millbrook Arena are mostly original, >30 years old. The mechanical systems are presently in

substandard condition and some work should be done to improve these systems in the short term.

Beyond immediate repairs, the facility also requires modifications as well as some elements of life cycle renewal to function as a community facility with a reasonable level of standard and state of good repair. Currently, the building does not meet accessibility standards of the Province of Ontario for community buildings. The total Construction Budget would be approximately \$4.45M of hard construction cost, and \$5.25M with modest contingencies. The developed budgets are for funding recommend for a life cycle replacement for a service life of an additional 25 years for the facility to act as a Public Community building. Due to the age and conditions of the existing facility, the upgrades would be considered major.

Phase Two of the Parks and Recreation Plan (2023) consists of continuing to update the background report as required. A more detailed assessment will be undertaken of all parks and indoor and outdoor facilities. A strategic Action plan (and mapping) will be prepared to provide direction to 2035 and beyond. Provide general overview of the current condition and functionality of indoor and outdoor facilities. Additional communication with interest and user groups and a Community Forum to learn more about needs to provide input into the recommendations. (Figure 2.)

Phase Two: Develop the Parks and Recreation Plan – Vision 2035 (2023)

Task 1: Update the Background Report – ongoing throughout Phase Two

Task 2: Prepare the long-term Vision and Goals for the Plan.

Task 3: Leisure services delivery - recommendations.

Task 4: Culture and recreation facilities - recommendations.

Task 5: Parks and open space – recommendations.

Task 6: Prepare the implementation strategy.

Task 7: Prepare the Draft Parks and Recreation Plan – Vision 2035.

Task 8: Review the Draft Parks and Recreation Plan – Vision 2035.

Task 9: Edit the Parks and Recreation Plan – Vision 2035.

Task 10: Present the Draft Parks and Recreation Plan – Vision 2035 to Township Council.

Given that, this is a multi-year project driven by the outcomes of each phase. Staff are recommending that Council review all documentation presented regarding the findings of the Background Report, Phase One over the next few weeks and Staff will report back on May 1, 2023 with recommendations for Council's consideration. The consultant will continue to work on Phase Two as directed.

Financial Impact:

The funds for Phase Two of this project are identified and approved in the 2023 Capital Budget.

Attachments:

Attachment 1. Working Draft Background Report Parks and Recreation Plan – Vision 2035

Attachment 2. Barry Bryan Associates (BBA) Updated review of Millbrook Arena Building Condition Assessment Report, June 2022

Attachment 3. Kirkland Engineering LTD. Electrical Site Condition Assessment Report September 6, 2019

Attachment 4. Kirkland Engineering LTD. Mechanical Site Condition Assessment Report September 3, 2019.

Respectfully submitted by,

Reviewed by,

Chris Allison
Parks and Facilities Manager

Yvette Hurley
Chief Administrative Officer