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Date February 28, 2023 **Report No.** 2023-170

To Mayor and Members of Council

From Inderjit Hans, P. Eng., PMP
General Manager, Public Works Commission

1.0 Type of Report

Consent Item ☐
Item For Consideration ☒

2.0 Topic Southwest Community Centre Project – Update to Letter of Intent [Financial Impact: None]

3.0 Recommendation

- A. THAT Staff Report 2023-170, Southwest Community Centre Project – Update to Letter of Intent, BE RECEIVED; and
- B. THAT City Staff BE AUTHORIZED to sign an update letter to the original letter of intent jointly with the Library to the Grand Erie District School Board to indicate changes required and to confirm the intent to continue to pursue a shared facility in the southwest.

4.0 Executive Summary

This report provides Council with an opportunity for an update to the original Letter of Intent dated December 21, 2021, which was jointly signed by the Brantford Public Library (Library) and the City of Brantford (City) to the Grand Erie District School Board (GEDSB). This opportunity to expand the space

allows the City to increase programming and be able to host sport tournaments creating a facility that will be the centre of community building and offer a full range of well-supported sports, recreation and cultural programming in the southwest of the City. The facility will promote the well-being of residents and be accessible to all citizens and provide programming space for youth activities and cultural enrichment to keep residents active and engaged in the community.

The update to the original Letter of Intent provides the ability to modify the space requirements for the City and the Library portions of the facility that will ultimately increase the overall size of the facility. The dedicated gymnasium will help to reduce the pressure on Woodman Park Community Centre and Doug Snooks Eagle Place Community Centre from the expanding pickleball community and allow for enhanced seniors programming for 55+ as well as families with pre-school children. Evening and weekend programming would allow for a multitude of programming opportunities at any given time as well as dedicated space for children and youth to engage in quality programming opportunities while socializing with peers and forming new friendships.

The GEDSB needs to submit this update in the overall size of the facility to the Ministry of Education for approval in order to maintain their funding request for the school portion of the joint build project. This information update has been brought directly to Council in order to not affect the critical milestones of the project schedule that could potentially delay the opening of the school as detailed in the letter provided by GEDSB in Appendix D. It is therefore recommended that City staff be authorized to sign the update to the Letter of Intent jointly with the Library to the Grand Erie District School Board. The increase in size of the facility is detailed in Section 9.3 below.

5.0 Purpose and Overview

To provide Council with information on and seek approval to update the Letter of Intent that will be signed jointly by the Library and the City to the Grand Erie District School Board with details of the project scope modifications to the space requirements for the City and Library and to confirm the intent to continue the design and construction of the shared facility in the southwest of the City.

6.0 Background

At the Council meeting of December 21, 2021, the Southwest Community Centre Project – Letter of Intent, Report 2021-695 was received and approved.

The Report 2021-695 along with the original Letter of Intent are attached as **Appendix A**

7.0 Corporate Policy Context

7.1 2021-2022 Council Priorities

The pursuit of a shared facility in the southwest of the City aligns with the following Council Priorities:

- Council Priority #1: All neighbourhoods in the City are safe, vibrant, attractive, and inclusive.
- Tier 2: i) Complete new Community Centre in partnership with School Board

7.2 Municipal Sport Tourism Strategy (2019)

The opportunities outlined in this report are supported by the City of Brantford's Municipal Sport Tourism Strategy (2019) Strategic Priorities, specifically:

- Financial: Brantford will establish a revenue model that support sport tourism as a market segment with dedicated professional resources, enabling both homegrown and attracted events to be hosted in a financially responsible manner.
- Operational: Brantford will make informed decisions and build operational excellence through responsible governance and policies that leverage existing sport hosting assets that drive economic, social and sustainability.
- Partnering: Brantford will foster a hub of shared purpose that supports the future success of sport tourism and engages all residents of the community.
- Infrastructure: Brantford will invest in the continued maintenance, development and supports required for its sport tourism infrastructure so that the City and local sport organizations can host events with confidence.

7.3 Sport Bid, Hosting & Servicing Policy (Corporate-032)

The Sport Bid, Hosting and Servicing Policy ensures that the municipality provides a collaborative approach to bidding and hosting responsibilities to advance these opportunities in partnership with local stakeholders, groups, and organizations.

8.0 Input From Other Sources

Staff consulted with Brantford Library staff in preparing this report.

City staff from various Departments including Community Recreation & Events, Economic Development, Tourism and Cultural Initiatives, Legal Services and Finance offered information which is included in this report.

9.0 Analysis

This opportunity to update the original Letter of Intent dated December 21, 2021, will identify project scope modifications to the space requirements for the City and the Library portions of the facility that will ultimately increase the overall size of the facility. These modifications will ultimately provide the City a facility to host various events and sport tournaments that the City does not currently allow and provide the space the Library requires to deliver its services to the community.

9.1 Gymnasium

The recommended increase in space requirements for the gymnasium is based on continuous discussions with project stakeholders which include Community Recreation and Economic Development, Tourism and Cultural Initiatives and with interest shown by Local Sport Organizations (LSOs). Input from the Sport Tourism Coordinator for the City, in consultation with LSOs, is provided in the attached **Appendix B**.

It was determined that the City would benefit from an enhanced gymnasium that would be sized appropriately and provide the amenities necessary to be able to host sanctioned sport tournaments at the facility. These sport tournaments could include Ontario Basketball, Ontario Volleyball, Badminton Ontario and Pickleball Ontario sanctioned tournaments. Currently there are no City recreation facilities that are capable of hosting these sanctioned tournaments.

9.1.1 Basketball

The enhanced gymnasium will meet floor size dimensions for two (2) senior (U15-U19) basketball courts. If additional seating would be

required by the tournament, portable bleachers could be rented. Four (4) junior (U10-U14) basketball courts are proposed, however the design presented does not meet tournament standards due to a shortened main court and surrounding boundary lane.

9.1.2 Volleyball

The enhanced gymnasium will provide the opportunity to be configured for four (4) competition volleyball courts as well as two (2) competition size volleyball courts based on Provincial Standards. As with Basketball, if additional seating would be required by the tournament, portable bleachers could be rented

9.1.3 Racquet Sports

This enhanced gymnasium will provide the City the opportunity to potentially host wheelchair compliant racquet sport tournaments, this includes three (3) courts per gymnasium. Able bodied compliant racquet sport tournaments would allow for four (4) courts per gymnasium. Ultimately this could reduce the overall number of courts as opposed to able bodied compliant racquet sport tournaments, however there is an opportunity to split the allowances to include wheelchair compliant racquet tournament courts on the GEDSB gymnasium floor and able bodied compliant tournament courts on the City gymnasium floor. This will be further defined during detailed design.

The City is recommending an enhanced gymnasium that will see the overall size increase by approximately 5,000 square feet for the combined City and school gym. This increase along with an area gross-up factor allowance to account for all required amenities will see the total space requirement for the City portion of the facility increase to approximately 26,000 square feet.

9.2 Library

The increase in space for the Library is based on the desire to maintain an approximate 13,500 square foot overall Library size at the facility.

The Library space requirement will increase to approximately 11,000 from the originally identified 10,000 square feet of the approximate 13,500 square foot overall Library space. This increase in space is the result of the GEDSB portion of the overall Library space that is approved by the Ministry is 2,500 square feet of the overall Library space, where it was originally identified as up to 3,500 square feet.

9.3 Space Summary

Table 1 below summarizes the size requirements from the original Letter of Intent and the increase in space being requested.

Agency	Space Requirement (Original LOI)	Additional Space Requirement Being Requested	Total Space
City	Approx. 15,600 sqft	Approx. 10,400 sqft (5,000 Gym + 5,400 Gross-up)	Approx. 26,000 sqft
Library	Approx. 10,000 sqft of the total 13,500 sqft	Approx. 1,000 sqft	Approx. 11,000 sqft of the total 13,500 sqft

Table 1 - Space Requirements

The Brantford Library Board has been informed of the modification to the space requirements for the Library at their Board meeting on February 16, 2023 and have endorsed this modification.

The Grand Erie District School Board requires an update to the Letter of Intent (attached as **Appendix C**) from the City and the Brantford Library with details of the project scope modifications to the space requirements and to confirm their commitment to pursue a shared facility in the southwest of the City. The updated letter is critical to the GEDSB as they are required to resubmit space requirement changes to the Ministry of Education for approval in order to maintain their funding request for the school portion of the joint build project. This requires urgent attention in order to not affect the critical milestones of the project schedule that could potentially delay the opening of the school. Refer to letter from the Grand Erie District School Board attached as **Appendix D**

10.0 Financial Implications

The costs associated with the increased space requirements (including the increase to the combined recreational centre and school gym size) will be the responsibility of the City and Library for their respective areas.

The City capital budget allocation in the original Letter of Intent was previously identified as approximately \$10.9 Million (includes design and construction

costs) but will need to increase due to the increased space allocation requirements as outlined Table 1.

The Library capital budget allocation in the original Letter of Intent was previously identified as approximately \$6.7 Million (includes design and construction costs) but will need to increase due to the increased space allocation requirements as outlined in Table 1.

Current estimates for the increased space allocation is approximated at \$4,000,000. This project has been identified as 100% Development Charge funded. The exact amount of budget allocation required for the project will be determined by the project team's Cost Consultant through the construction cost estimating process and will be brought forward during the 2024 Capital Budget process.

Please note that staff are currently constructing a revised, growth-related funding strategy for all phases of the Southwest Community Centre and Park. A report will be brought forward to a Committee of the Whole – Operations meeting in Q2 of 2023.

11.0 Climate and Environmental Implications

Climate and Environmental impacts of the proposed joint build project will be analyzed as part of the detailed design process once this phase of the project is initiated.

12.0 Conclusion

The Southwest Community Centre and School joint build project in partnership with the Grand Erie District School Board requires an update to the original Letter of Intent to be signed. This update provides the City an opportunity to modify the scope and space requirements for the City and the Library portions of the facility. This report provides information on the modifications to the space requirements for the City and the Library portions of the facility that will ultimately increase the overall size of the facility.

The City will benefit from an enhanced gymnasium that would be sized appropriately and provide the amenities necessary to be able to host sanctioned sport tournaments at the facility. The Library desires to maintain the overall Library size of 13,500 square feet by increasing the size of their portion of the facility to be able to deliver their services to the community.

As the GEDSB needs to submit this update in the overall size of the facility to the Ministry of Education for approval in order to maintain their funding request for the school portion of the joint build project, staff recommend authorization to sign the attached Updated Letter. This requires urgent attention in order to not affect the critical milestones of the project schedule that could potentially delay the opening of the school and therefore being urgently brought before Council.



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General Manager, Public Works Commission

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Attachments:

Appendix A – The Southwest Community Centre Project – Letter of Intent Report – 2021-695

Appendix B – Sport Tourism Input to Southwest Community Centre Project

Appendix C – Update to Letter of Intent

Appendix D – Letter from Grand Erie District School Board

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required ☐ yes ☒ no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk ☐ yes ☒ no

Is the necessary by-law or agreement being sent concurrently to Council? ☐ yes ☒ no