



Making a difference...together

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION

Notice of a Special Meeting on **Monday, April 27, 2020 at 3:00 PM**

****Electronic Meeting held by Telephone Conference**

Creekside Meeting Room 108 121 McPhillips Ave, Salt Spring Island, BC

Gary Holman

Brian Webster

Jacky Cooper

John Gauld

Sonja Collombin

Brew Bodaly

Jason Sperling

Colin Walde

(r) = Regrets

** permission granted by CRD Board Chair, Colin Plant

ADDENDUM to the AGENDA

4 pages total

6. New Business

6.1 Rainbow Road Aquatic Centre-Property Electrical Condition Assessment

STAFF REPORT and NEW Proposed Motion

That the Salt Spring Island Parks and Recreation Commission recommends that the Capital Regional District Board amend the Salt Spring Island Parks and Recreation Service Five Year Financial Plan to include a capital project for Rainbow Road Aquatic Center Electrical System Repair with the total budget of \$276,500 funded from Community Work Fund (CWF) and pool Capital Reserve Fund (CRF) based on the recommendations made in the April 6, 2020 Rainbow Road Aquatic Centre Property Electrical Condition Assessment.

To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.



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REPORT TO SALT SPRING ISLAND PARKS AND RECREATION COMMISSION MEETING OF MONDAY, APRIL 27, 2020

SUBJECT **Salt Spring Island Parks and Recreation Service – Rainbow Road Aquatic Center Electrical System Repair Capital Project Budget**

ISSUE SUMMARY

To seek the approval for amending 2020 the capital plan to add a capital project of Rainbow Road Aquatic Center Electrical System Repair based on the recommendations made in Rainbow Road Aquatic Centre Property Electrical Condition Assessment Report.

BACKGROUND

During a site investigation for utility and electrical hookups for the new modular classroom, excessive corrosion was found on the electrical panels. An electrical engineer was retained to complete the assessment of the damage to the electrical system and make recommendations for repairs and/or remediation.

Based on the findings of the condition assessment, significant electrical deficiencies requiring immediate attention were observed (Appendix A).

Immediate Replacement:

- Replacement of switchboard along with the service entry, current transformer (CT) and distribution sections
- Replacement of all major Central Distribution Panels
- Replacement of all local disconnects in the mechanical room and pool area
- Replacement of two distribution panel boards
- Megger testing, cables and raceways replacement
- Replacement of emergency backup power system
- Perform Arc flash and coordination study during design of new systems

Scheduled Replacement:

- Replacement of main Motor Control Centre
- Replacement of 150kVA transformer
- Replacement of one panel board
- Repair of raceways and pull boxes as and when needed

Additional recommendations not directly related to the electrical assessment were also made including:

- Separate existing chemical room from the remaining mechanical and electrical and provide proper ventilation for the space
- Separate the electrical room and provide heat, fresh air and exhaust to prevent further equipment damage

- Repair and/or replace head end unit for intrusion alarm and fire alarm panel
- Re-terminate all backbone cabling to the BIX blocks in the electrical room.
- Ground System test and system upgrade (Attachment A, pg. 6)

The separation and ventilation of the existing chemical room as well as the separation, heating and exhausting of the electrical room should be done ahead of any electrical repairs to prevent equipment damage

ALTERNATIVES

Alternative 1

That the Salt Spring Island Parks and Recreation Commission recommends that the Capital Regional District Board amend the Salt Spring Island Parks and Recreation Service Five Year Financial Plan to include a capital project for Rainbow Road Aquatic Center Electrical System Repair with the total budget of \$276,500 funded from Community Work Fund (CWF) and pool Capital Reserve Fund (CRF) based on the recommendations made in the April 6, 2020 Rainbow Road Aquatic Centre Property Electrical Condition Assessment.

Alternative 2

This report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

The following tables outline the estimated project cost for year 2020 and 2025 based on the recommendations in the condition assessment report and funding sources to fund the project.

2020 Recommendations		
Recommendation	Funding Source	Costs
Immediate replacement (Pg. 26)	CWF (\$254,500) CRF (\$100,000)	\$354,500
*Emergency generator	CWF	(-\$110,000)
Additional recommendations (Pg. iv)	CWF	\$20,000
Ground system test and upgrade (Pg. 6)	CWF	\$12,000
	TOTAL	\$276,500

** The recommendation to purchase an emergency power generator for \$110,000 can be deferred as an alternative power source (portable generator) is on site to provide power to the sump pumps during a power outage.*

2025 Recommendations		
Recommendation	Funding Source	Costs
Scheduled replacement (Pg. 27)	2025 CRF	\$42,500
Main Metering cabinet replacement (Pg.6)	2025 CRF	\$3,000
	TOTAL	\$45,500

Currently, the pool Capital Reserve Fund (CRF) at the beginning of 2020 has the balance of \$294,023. The estimated CRF ending balance in 2020 will be \$139,023 with planned expenditures approved in 2020 capital plan. \$45,000 was planned for a pool site master plan in 2020 but will need to be deferred to a later year making the estimated CRF ending balance in 2020 \$184,023. Despite this deferral the CRF is not sufficient to fully fund this additional unplanned capital project.

The Salt Spring Island Electoral Area Director is in support of allocating \$176,500 from CWF in combination with \$100,000 from the pool CRF to fund this project in 2020.

The estimated ending balance of pool CRF will be \$84,023 in 2020 if this project is approved. The planned transfer to pool CRF in 2021 is \$166,000 bringing it back to a healthy balance.

CONCLUSION

Concerns with the corroded electrical system have been identified and a property electrical condition assessment was completed. Based on the findings of the condition assessment significant electrical deficiencies requiring immediate attention were observed and a number are recommended for immediate replacement or repairs. Additional funding is needed support this work.

RECOMMENDATION

That the Salt Spring Island Parks and Recreation Commission recommends that the Capital Regional District Board amend the Salt Spring Island Parks and Recreation Service Five Year Financial Plan to include a capital project for Rainbow Road Aquatic Center Electrical System Repair with the total budget of \$276,500 funded from Community Work Fund (CWF) and pool Capital Reserve Fund (CRF) based on the recommendations made in the April 6, 2020 Rainbow Road Aquatic Centre Property Electrical Condition Assessment.

Submitted by:	Dan Ovington, BBA, Manager, Salt Spring Island Parks and Recreation
Concurrence:	Karla Campbell, Senior Manager, Salt Spring Island Electoral Area
Concurrence:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Robert Lapham, Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Stantec, Rainbow Road Aquatic Centre Property Electrical Condition Assessment, April 6, 2020