

## CAPITAL PROJECT CHARTER

<b>YEAR:</b>	2020-2022
<b>CHARTER NUMBER:</b>	ENGS-079
<b>CHARTER NAME:</b>	RR260 – Community Amenities & Lakeview Business District Servicing
<b>LEAD DEPARTMENT:</b>	Engineering Services

<b>TYPE:</b>	<input type="radio"/> RMR <input checked="" type="radio"/> GROWTH	
	This is new infrastructure that will bring sanitary, water, stormwater services and road infrastructure to the proposed Community Amenities site at the western corner of Ray Gibbon Drive and Villeneuve Road, as well as the Lakeview Business District.	
<b>ASSET CATEGORY:</b>	<input type="radio"/> Civic Facilities <input type="radio"/> Master Plan, Studies, & Other <input checked="" type="radio"/> Roads & Other Engineered Structures <input type="radio"/> Historical/ Cultural	<input type="radio"/> Parks & Trails <input type="radio"/> Mobile & Other Equipment <input type="radio"/> Land & Land Improvements
<b>SCOPE STATEMENT:</b>	Provide municipal utility infrastructure (water, sanitary and stormwater) necessary to service the Community Amenities site. The required infrastructure will also provide the key infrastructure necessary for development of the Lakeview Business District. The scope also includes road infrastructure access to the community amenities site from Villeneuve Road.	

<b>PROJECT CHARTER JUSTIFICATION:</b>	<p>On January 20, 2020, Council passed motion AR-19-491 – Community Amenities which included the following:</p> <p><i>That the Chief Administrative Officer be directed to proceed with a conditional offer and financing options to acquire the lands necessary for a community amenities site of at least 25 contiguous acres within the Range Road 260 Area Structure Plan, subject to Council approval.</i></p> <p>On March 23, 2020, Council passed motion AR-20-01-02, Capital Projects 2020 which included the following:</p> <p><i>That Administration prioritize accelerating the process of pre design and design for servicing the Range Road 260 lands that Council has approved as the site of a community recreation facility, and that Administration present for Councils consideration on April 6 or as soon as possible thereafter any additional or ancillary approvals needed to advance that initiative, including a borrowing bylaw, if needed, and a project charter.</i></p>
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	<p><b>Current State -</b></p> <p>The City and Rohit, as the landowner of the proposed Community Amenities Site, have tentatively agreed to terms on a Memorandum of Understanding which is yet to be signed, regarding the land transfer of the Community Amenities site, as well as the adjacent parcel (Recreational Lands) and are currently finalizing terms of a Land Transfer Agreement which would include the City's obligation. This land transfer agreement is expected to be presented to Council for consideration prior to end of 2020 with a borrowing bylaw expected to be presented in November 2020. Rohit's Engineer has completed the servicing design. The underground servicing is, at this time, contemplated to be delivered by the City under two construction contracts. The first contract is expected to include the extension of the North Interceptor Trunk sewer (Phase 1A), already identified as Sanitary Off-Site Levy Project #8 in the Off-Site Levy Bylaw. The second contract (Phase 1B and 2) is expected to include all of the remaining infrastructure required to service the Community Amenities site including 2 waterlines installed across Ray Gibbon Drive, and additional sanitary sewer and stormwater infrastructure along RR260.</p> <p>The third phase includes the road infrastructure leading south from Villeneuve Road to the community amenities site. Preliminary estimated costs for 200m of roadway and intersection improvements are included within this project charter. Construction of this phase is not anticipated to occur before 2023.</p> <p>Any land interest costs required to support the construction of this infrastructure are also accounted as an estimated cost in this charter. In addition, any incidental professional fees such as from an accounting or law firm to support the land transfer agreement are also included in the estimated project cost.</p> <p><b>Issue -</b> The servicing of the Community Amenities site is expected to require, in addition to the MSP (Municipal Stimulus Funds 2020) funding, capital from other sources. The City will likely require a debenture for the remainder. While large portions of the construction costs will be eligible for reimbursement back to the City, through either Off-site Levy Reimbursement or typical cost-recovery agreements, a portion may not be recoverable, and many recoveries could take a significant time (e.g. decades). It is currently anticipated that the costs for debt servicing and repayment will be through the Off-Site Levy Recovery Fund.</p> <p><b>Opportunities -</b> The City has applied to use a large portion (\$5 million) of its allocation of the province's MSP funds (maximum \$7.855 million) to construct portions of municipal utility infrastructure to service the Community Amenities Site prior to December 2021 (one of the requirements of the MSP grants). Installation of the deep sanitary infrastructure and watermains across Ray Gibbon Drive, which are required to service the Community Amenities site, will allow for development of residential areas (RR260) and commercial areas (Lakeview Business District).</p> <p><b>Risks -</b> If this Charter is not approved in scope, there is the potential for a significant portion of the City's MSP allocation to go unused as it will be difficult to complete construction by the timelines indicated by the grant. Negotiations with Rohit for the Community Amenities</p>
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	and adjacent Recreation Lands are ongoing but are proceeding on the basis of the City constructing the necessary servicing infrastructure and having Rohit's design engineer continue as the engineer of record through the construction phase; failure to approve this charter will require revisiting these negotiations, which could result in additional delays to the Land Transfer Agreement.											
<b>STRATEGIC PLAN &amp; CORPORATE BUSINESS PLAN ALIGNMENT:</b>	<p>Council Priority: 4. Infrastructure Investment</p> <p>Activity: 4.6 Identify feasible strategies for near term development horizons for community facilities inclusive of land, financing, and partnership opportunities.</p> <p>Administrative Priority: Secure ownership of RR260 lands for a future community amenities site subject to Council approval.</p>											
<b>STAKEHOLDER IDENTIFICATION:</b>	<p>Internal- Utilities, Recreation and Parks, Planning and Development, Finance, Economic Development</p> <p>External – Development Community; landowners</p>											
<b>TIMELINE:</b>	<p>Finalized Land Transfer Agreement for the Community amenities site and borrowing bylaw for Council's consideration, Q4, 2020. Tendering of Phase 1 and 2 by mid Q4, 2020. Construction start Q1 2021. Construction completion by Q4 2021 of MSP funded portion, the remaining before the end of 2022.</p> <p>Phase 3 is anticipated for design and construction by 2023.</p>											
<b>FINANCIAL INFORMATION:</b>	<table border="1"> <thead> <tr> <th>Investment Year</th><th>2020</th></tr> </thead> <tbody> <tr> <td>2021</td><td>\$ 22,342,900</td></tr> <tr> <td>2022</td><td>\$ -</td></tr> <tr> <td>2023</td><td>\$ 2,760,000</td></tr> <tr> <td><b>Total</b></td><td><b>\$ 25,102,900</b></td></tr> </tbody> </table>	Investment Year	2020	2021	\$ 22,342,900	2022	\$ -	2023	\$ 2,760,000	<b>Total</b>	<b>\$ 25,102,900</b>	
Investment Year	2020											
2021	\$ 22,342,900											
2022	\$ -											
2023	\$ 2,760,000											
<b>Total</b>	<b>\$ 25,102,900</b>											
Total Costs are inclusive of MSP Funding (\$5,000,000) and include a 20% Contingency.												
<b>OPERATIONAL IMPACTS:</b>		<input checked="" type="radio"/> Yes <input type="radio"/> No  If yes, refer to Operating Impacts Worksheet for details.										
<b>ASSOCIATED OPERATING BUSINESS CASE:</b>												

## APPROVAL

Author:

Tanya Hynes	October 15, 2020
Project Charter Developer	Date
Dawny George	October 21, 2020

Director:		
	Director	Date
DCAO/CPO:		
	Deputy Chief Administrative Officer	Date

## CAPITAL PROJECT WORKSHEET

PROJECT COMPONENT	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Road Infrastructure			2,300,000							
Concept Planning										
Detailed Planning and Design										
Servicing	18,619,100									
Building Construction										
Landscaping										
Construction Management										
Commissioning and QA/QC										
Contingency	3,723,800		460,000							
Public Participation Activities										
Equipment										
<b>TOTAL</b>	<b>22,342,900</b>	<b>-</b>	<b>2,760,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Please note Public Art is budgeted separately on the Ten-Year Capital Plan.

### Comments:

This project charter may require revisions once the land transfer agreement is finalized with Rohit. The design cost is included as 15% of the construction cost estimate.

# OPERATING IMPACTS WORKSHEET

<input type="radio"/> One Time  <input checked="" type="radio"/> Ongoing	The details of operational impact will be provided in the subsequent updates of the charter as it is expected to impact the organization in 2024.
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OPERATING IMPACTS	2021	2022	2023
TOTAL	-	-	-