



City of Port Moody

Closed Report/Recommendation to Council

Date: September 24, 2024
Submitted by: Engineering and Operations Department – Project Delivery Services Division
Subject: Short-Term Works Yard and Satellite Yard Improvements

Purpose

To inform Council on needs assessment updates for Parks and Operations relating to City Works Yard facility and various satellite facilities, and to confirm the approval of funding for needs assessment study and investment in interim functional improvements at 3016 Murray Street and defer costs for more substantial short-term changes to the main Works Yard facility.

Recommended Resolution(s)

THAT funding for interim improvements to facilities at 3016 Murray Street be included in the 2025 Capital Plan as recommended in the report dated September 24, 2024, from Engineering and Operations Department – Project Delivery Services Division regarding Short-Term Works Yard and Satellite Yard Improvements;

AND THAT staff be directed to incorporate staff space considerations into the Inlet Park Fieldhouse on an interim basis following construction completion;

AND THAT funding for a Carpenters Shop Needs Assessment report be included in the 2025 Capital Plan;

AND THAT this report and the resulting resolutions be publicly released on an upcoming Regular Council agenda.

Rationale for Closed Discussion

This report is confidential as it relates to a new use of City property and falls under section 90(1)(e), the acquisition, disposition, or expropriation of land or improvements, of the *Community Charter*.

Release of Resolution(s)

If the recommended resolutions are approved by Council, this report and the resulting resolutions should be released on an upcoming Regular Council agenda.

Background

The City Works Yard at 3250 Murray Street is aging and no longer has the capacity or functionality necessary to effectively serve the City's current and future Engineering and Operations and Parks and Environment operational needs. The long-term plan for the facility is to relocate it to the Barnet Landfill Site on Barnet Highway, which was closed several years ago.

As part of planning for this future Works Yard location, investigations and reporting were completed in 2020 on an overview Operations Centre Needs Assessment Report, which included a series of proposed layouts and design concepts for Operations works yard activities as well as Parks and Environment operational and staff requirements based on a needs assessment review and consultation with staff. Investigations at that point also included a Works Yard Space Planning Study, which discussed options for a satellite yard facility. Staff also proceeded with a condition assessment of the 3016 Murray Street property and planning for potential temporary use options at the site.

As part of long-term planning for Rocky Point Park, it is anticipated that there will be a need to relocate the Carpenters Shop facility. Currently the building located at 2902-2904 Murray Street houses Facilities space for City carpentry, plumbing, and electrical staff. The current building layout includes workshop spaces, equipment, storage, and office space.

Discussion

The City Works Yard at 3250 Murray Street is aging and no longer has the capacity or functionality necessary to effectively serve the City's current and future Engineering and Operations and Parks and Environment operational needs. A new Works Yard will be needed, planned to be located at the Barnet Landfill Site in the medium term.

Following the completion of the aforementioned investigations and reporting in 2020 and 2021, and some reorganization and reallocation of space at the current Works Yard facility at 3250 Murray Street, some staff and functions were moved to the temporary facility at 3016 Murray Street as a Parks works yard to provide interim capacity. A brief summary of current uses and facility status is included below.

Short-Term Plan for 3250 Murray Street as Main Works Yard

Roof repairs were completed for the Works Yard main building and vehicle shed in 2024 to extend the life and serviceability of the building. Functional improvements, such as temporary covered workspaces, covered storage, a vehicle wash platform, and a brine plan have been added in recent years – care has been taken to select structures and equipment that can be relocated to a future site.

Staff have investigated the scope and costs to continue to provide effective service at 3250 Murray Street in the coming years:

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Years from 2024	Improvement Requirement	Cost	Alternate
1-3	Office space expansion	\$850,000	Upgrade 3016 Murray/utilize Inlet Fieldhouse
	Vehicle shed structural reinforcement	\$107,000	none
	Hard surface repairs and maintenance	\$90,000	none
	Additional temporary fleet shop bay	\$175,000	May be able to defer until transition to new Works Yard
3-5	EV Charging Expansion/electrical – light fleet	\$587,500	none
5-8+	Replace hot water heater with CO2 Heat Pump (GHG reduction)	\$18,000	Defer until transition to new Works Yard
	Retrofit lighting with LED (GHG reduction)	\$12,500	Defer until transition to new Works Yard
	Replace roof top unit with air source heat pump (GHG reduction)	\$330,000	Defer until transition to new Works Yard
	EV Charging Expansion – heavy fleet	\$900,000	Transition to new Works Yard
	Perimeter fence and new internal gate	\$350,000	Transition to new Works Yard
	Rehabilitation of all existing paved areas	\$400,000	Transition to new Works Yard
	Yard drainage system and paving	\$750,000	Transition to new Works Yard

As per above, significant costs are expected to be required at the 3250 Murray Street facility to continue to provide service, capacity for operational needs, and to meet our climate action goals. Of the currently forecasted \$4.5M+ in upcoming costs, it is anticipated that:

- \$850k can be avoided if some upgrades are made at 3016 Murray Street and a portion of the Inlet Park Fieldhouse is used for staff spaces as outlined in the sections below.
- Almost \$3M can be avoided if the Works Yard is moved in 5-8 years.

Work on design of the new Works Yard at the Barnet Landfill will be submitted in the 2025 Capital Plan which will help inform feasible timing; however, based on the above a target construction completion date of 2029 to 2032 is recommended.

Use of 3016 Murray Street as a Parks Satellite Facility

Previous high level needs assessment investigations for Parks functions took place from 2018 to 2020, when the program developed at that time reflected the required staff workspaces and related space allocations. Since investigations in 2020, adjustments have been made to allow for the temporary use of the 3016 Murray space as a satellite Parks works yard, which currently houses a number of Parks Horticulture staff, Parks Construction and Maintenance staff and Parks management, provides storage of equipment and materials, serves as a Parks staging area and accommodates staff parking.

The current Works Yard site at 3250 Murray Street is a shared facility between Operations and Parks. As Parks has outgrown the shared works yard site, the space at 3016 Murray Street has been allocated exclusively for Parks functions. Currently, just over half of Parks staff report to the 3016 Murray Street facility on a daily basis. It is a relatively small yard which has quickly reached its capacity. Below is a brief summary of the current uses at 3016 Murray Street:

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Staff:

- 15 (total staff fluctuates seasonally)

Office space:

- 1 office on main floor – doubles as First Aid treatment room
- 1 office on upper floor – Manager of Parks
- 3 open workstations on upper floor
- Small kitchen on main floor
- Single men's change room on main floor
- Small, converted storage / electrical room serves as women's change room on second floor
- Small single-stall washroom on each floor

Function:

- Supports 50-60% of Parks staff – horticulture, trails and share of arboriculture:
 - Staff report to and work from this yard
 - Includes staff parking
- Supports parking of approximately 8-10 City vehicles, plus various pieces of equipment:
 - Includes two wall mounted charging units for EVs
 - Trailers, mini-excavator, Kubota, snowplows, salt hoppers, dump trucks
- Provides indoor and outdoor storage of Parks small equipment, and materials:
 - Bulk storage of soils, sand, mulch, fertilizer, fuel, lumber, etc.
 - Small to medium power equipment storage
 - All hand tools
- Covered workshop for Parks trails (rough carpentry)
- Three covered vehicle bays:
 - EV storage, high value equipment storage
 - One vehicle bay serves as a makeshift lunchroom for staff

3016 Murray Street Required Improvements

The space planning study completed in 2021 estimated that a full renovation of the building, which includes an extension of the mezzanine floor to provide additional office space, would cost about \$2.64 million (2021 dollars).

However, as an interim improvement staff recommend approval of funding of \$500,000 for improvements at the 3016 Murray Street facility that are required in the coming years to continue to meet service requirements. Previous space planning studies can be updated to better reflect current needs and to also reflect the interim nature of the proposed improvements. Some short-term improvements that can be investigated further or refined for inclusion in the 3016 Murray Street program include:

- Improvements to indoor washroom facilities;
- Expansion and improvement of changeroom spaces;
- Reconfiguration of current office spaces;
- Renovations to improve space efficiency for indoor storage;
- Improvements to lunchroom and break room facilities;
- Additional outdoor covered storage;

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- Space planning to improve function of Horticulture activities;
- Minor resurfacing work to improve safety and vehicle accessibility.

Inlet Park Fieldhouse Staff Space

As part of the design for the Inlet Park Fieldhouse facility at 3024 Murray Street, the preferred layout for the indoor space on the third floor of the building has been designed to allow for flexibility. Currently, the indoor space is configured for several offices and meeting rooms, which offers the potential for staff workspace and meetings. It is anticipated that with the current design layout, this space will allow for 8-10 staff workstations and/or office spaces. Also, the current plan includes two meeting rooms that can house internal staff meetings and meetings for external groups. The overall area is flexible and could be reprogrammed in the future for different uses, depending on prevailing needs.

At this point, it has been noted that there is a need for more Parks staff space on an interim basis to meet service requirements. As the 3016 Murray space serves as a satellite Parks works yard on a temporary basis, investment in facility upgrades should only be as necessary. To significantly reduce necessary capital expenditure at 3016 Murray Street, staff propose to use the Inlet Park Fieldhouse third floor space as a suitable candidate location to accommodate Parks and Environment staff with mostly office-based responsibilities. It is recommended that staff space planning include an allocation at this location to coincide with the anticipated completion of the Fieldhouse construction in 2026. Staff can be relocated out of the Fieldhouse once future plans for the new Works Yard and/or Satellite Yard facilities are confirmed and these facilities built, at which point the third floor Fieldhouse space can be repurposed.

Carpenters Shop

The Carpenters Shop facility located at 2902-2904 Murray Street has been identified to be relocated as part of long-term planning for Rocky Point Park to facilitate additional space for the park's future needs. To date, the function and operational needs of the Carpenters Shop facility have not been investigated in detail. Uses at this trades facility include shop space and equipment for carpenter, plumbers and electrical Operations staff. In order to ensure that these functions are accommodated in future planning, it is recommended that funding be approved as part of the 2025 Capital Plan to carry out a Carpenters Shop Needs Assessment Study. Areas to be considered as part of a Needs Assessment Study include the current building, the outdoor storage yard and dedicated vehicle parking areas. It is anticipated that a future facility will include improvements to the current layout and overall operational efficiency.

With Council approval, staff will engage a consultant team to conduct a Needs Assessment of the Carpenters Shop facility where the findings can be incorporated into future planning for the City Works Yard project and consideration for potential needs for Satellite Yard facilities.

Summary

Rather than spend significant budget amounts to address issues at the 3250 Murray Street main Works Yard as described above, the recommendation is to upgrade the 3016 Murray Street facility at the estimated cost of \$500,000 and to utilize Inlet Park Fieldhouse space as an interim measure until a new Works Yard site can be built on the former Barnet Landfill site.

Other Option(s)

THAT Council direct staff to review further alternatives for improvements and staff space to accommodate current Parks operational needs.

Financial Implications

Improvements necessary for the continued function of the Parks department operations at 3016 Murray Street are estimated at \$500,000. It is proposed that this funding is covered in the 2025 Capital budget.

As the Inlet Park Fieldhouse design has anticipated the need for flexibility and potential accommodation of staff space, there are no financial implications associated with this recommendation. Should Council decide not to allocate Parks staff to the Fieldhouse third floor space, the required capital improvements at 3016 Murray Street to sustain operations will be significantly higher than \$500,000 and/or improvements at 3250 Murray Street estimated at \$850,000 will be required to make up the capacity.

If approved by Council, staff estimates that \$15,000 will be required to complete the Carpenters Shop Needs Assessment Study. It is proposed that this funding is covered in the 2025 Capital budget.

Communications and Public Engagement Initiatives

There are no communications or public engagement initiatives associated with the recommendations in this report.

Council Strategic Plan Goals

The recommendations in this report align with the following Council Strategic Plan Goal(s):

- Strategic Goal 1.1 – Prioritize core services – support emergency preparedness and plan for business continuity;
- Strategic Goal 1.2 – Ensure financial sustainability – Develop a strategy for future uses of City lands; plan for asset lifecycle and renewal costs; and
- Strategic Goal 4.3 – Leverage public spaces – Determine strategic direction for existing and future civic facilities; determine direction for underutilized City lands.

Report Author

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Report Approval Details

Document Title:	Short-Term Works Yard and Satellite Yard Improvements.docx
Attachments:	
Final Approval Date:	Sep 18, 2024

This report and all of its attachments were approved and signed as outlined below:

Wayne Maskall, Manager of Parks - Sep 12, 2024

Julie Pavey-Tomlinson, General Manager of Community Services - Sep 13, 2024

Stephanie Lam, City Clerk and Manager of Legislative Services - Sep 16, 2024

Lindsay Todd, Manager of Communications and Engagement - Sep 16, 2024

Paul Rockwood, General Manager of Finance and Technology - Sep 17, 2024

Anna Mathewson, City Manager - Sep 18, 2024