

City of Warman Facility Portfolio Plan

The City of Warman has experienced significant growth in the community impacting the capacity of the current facility portfolio to meet the needs of both administrative and operations-based service delivery. The Facility Portfolio Plan report provides an assessment of the City's staffing and operational needs for the following facilities:

- City Hall
- Public Works
- Administrative Offices (Legends Centre)
- RCMP Building

In order to accomplish this, the report identifies priorities based on evaluation criteria and provides a recommendations regarding the provision of facilities and services to meet the needs of current and future administrations as it relates to municipal service delivery and operations based on the findings in the report.

A summary of the overall findings is as follows.

Facility Inventory and Needs Assessment

The following provides a summary of the civic facility needs assessments for the Facility Portfolio Plan.

City Hall

As a result of rapid community growth and corresponding growth in administration City Hall is utilizing 95% of its capacity. The facility needs identified in the report include additional office space to accommodate any additional staffing and a larger council chamber.

In the short-term, modifications such as adding cubicle space, sharing additional office spaces or the potential for one or two temporary offices to accommodate any additional staffing needs on a short-term basis may be feasible; however, over the long-term horizon City Hall does not have sufficient space to accommodate the customer service requirements or maintain the municipal service needs for a growing community.

Public Works

Maintaining the level-of-service provided to the community is becoming challenging due to limitations related to the current facility. As the City has experienced rapid growth the infrastructure to support development has added miles of new transportation, stormwater, water, and wastewater infrastructure which requires annual maintenance to maintain.

While the City population tripled over the last 15 years Public Works staff has only doubled to 12 staff from 6 and remains operating out of the same space as it has for many years. As city infrastructure ages and requires regular maintenance, Public Works will require more staff and equipment to maintain at this level which will require additional heated storage and work areas for maintenance staff.

Parks and Recreation

The Legends Centre facility overall has sufficient office space to support the administration, customer service, and management requirements. Where space is constrained is the maintenance area building and compound located at the south side of the facility where the Parks and Recreation equipment storage is at capacity with limited space to accommodate any future storage or equipment needs.

Facility Location Assessment and Options

The following provides a summary of the general location and development opportunities for the Facility Portfolio Plan. The development patterns of the City suggest three key areas that support civic facilities and service delivery.

1. Community Hub (Centennial Boulevard / Clubhouse Boulevard)
2. Mainstreet Corridor (Central Street Business District)
3. South Industrial

Community Hub

A Community Hub is typically defined as a convenient location to access health, social, cultural, recreational, and other community resources within walking proximity. It has the general effect of increasing collaboration amongst community groups and agencies, reducing administrative duplication, improves service and is responsive to community needs.

The hub is a cluster of civic facilities and services designed to serve a wide variety of users who want convenient access to recreation, civic services, commercial services, and meeting space. According to the Official Community Plan, ‘Centennial Boulevard should accommodate a central commercial area linked to the Legends Centre to promote further local and service commercial development within the community’.

The Community Hub would be anchored by the Legends Centre which offers an ice surface, gymnasiums, multi-purpose rooms and boardrooms. At present, the Recreation and Community Services Department is in the Legends Centre for administration, registrations, and bookings. The Legends Centre also contains a few private businesses ranging from fitness studios to food service.

The formation of a Community Hub with the Legends Centre as an existing anchor is consistent with City policy. Although not purely a retail commercial use, Community Hubs are important destinations which draw people to the area and supports the continued growth of retail and retail services along Centennial Boulevard.

Main Street Corridor (Central Street)

Main streets are walkable commercial corridors that tend to contain a smaller footprint and unique businesses and services. Within the City’s Official Community Plan, ‘there is a need to maintain a concentrated commercial area for the mutual benefit of existing businesses and the community’.

While development opportunities for civic facility needs may be restricted due to projected facility space requirements and the corresponding available sites along Central Street, it is important in the discussion of the Facility Portfolio Plan to consider the visibility of civic investment in a ‘downtown area’ and main street corridor. Civic spaces and facilities act as anchors for further private investment and development in these areas.

While many towns and cities are striving to revive or revitalize their main streets, the City has benefitted from business investment within the Central Street corridor. Where other communities are working to revitalize their main streets over time the direction of investment concentrated on larger format stores and development that tends to locate on major arterial roadways. In these cases of unbalanced investment, it can result in vacancies along main streets which interrupt the storefront environment and are often difficult to absorb. The City will benefit from continuing to maintain this balance of investment along both the Central Street, and Centennial Boulevard corridors.

This is not to suggest that City Hall must be on Central Street, rather that where decisions to relocate City Hall and civic services exist it should be balanced with opportunities for Council and Administration to explore innovative ideas to maintain civic service delivery for those that live and work within a south Warman catchment area.

South Industrial

Overall, City policy seeks to avoid unacceptable levels of conflict and disruption with surrounding land uses. Specific to the Facility Portfolio Plan these policies direct future industrial development to the existing industrial and south industrial areas south of South Railway Street.

With the south industrial area there are several site locations suitable for a Public Works facility. The City may also consider the opportunity to investigate an Operations Centre that has the potential to address the needs of both Public Works and Parks and Recreation departments as the City grows to a population of 30,000.

Portfolio Plan Capital Cost Estimates and Implementation Plan

A phased approach will be required to accommodate the identified facilities into the 10-year capital plan. This phased approach is based on accommodating for the expansion requirements of the facility to the full build out required to support a population of 30,000 based on the report findings while maintaining fiscal responsibility of the facility portfolio.

The Table below outlines the capital cost estimate (excluding land costs), targeted year within the capital plan, the increase in size from the current civic facility and the proposed phased increase in facility size versus the facility size anticipated to support a population of 30,000 residents.

| Facility | Full Build Out (30,000 population) | 10-Year Capital Plan (2020 – 2030) | Increase in Facility Size from Current | Target Year in Capital Plan | Capital Cost Estimate (Average between low and high estimate) |
|--|--|--|--|-----------------------------------|---|
| | Total Sq.ft | Phased Sq.ft | Sq. ft. | | |
| City Hall | 20,000 | 10,500 | + 3,400 | 2025 | \$3,300,000 |
| Civic Operations Centre | 20,000 | 10,800 | + 5,320 | 2022 | \$3,750,000 |
| Public Works | 15,000 | | | | |
| Parks & Recreation | 2,400 | | | | |
| RCMP /Police | 10,500 | 10,500 | + 7,935 | 2030 | \$4,900,000 |
| Total Estimate of Phased Approach (2020 – 2030) | | | | | \$11,950,000 |
| Funded within Current Capital Plan | | | | | \$ 5,650,000 |
| Unfunded within Current Capital Plan | | | | | \$ 6,300,000 |

This phased approach is deemed appropriate as an initial investment in the facility needs identified for the City to a target population of 30,000. The proposed facility size for City Hall and the Civic Operations Centre is consistent with the facility size and usage of peer municipalities based on a similar current population.

Sizing the facility needs for the City of Warman based on peer municipalities based on comparable current populations reduces the unfunded capital costs while accommodating the facility space requirements based on identified needs. The increase in facility size in this phased approach largely represents a doubling of facility space which allows for incremental growth in facility size while also facilitating improved management of space and variability in growth scenarios.