

<p>1. RECREATION FACILITY INFRASTRUCTURE STANDARDS</p> <p>NORMES DE L'INFRASTRUCTURE DES INSTALLATIONS RÉCRÉATIVES</p>

COMMITTEE RECOMMENDATIONS

That Council:

- 1. Approve the Recreation Facility Infrastructure Standards, as described in this report and attached as Document 1; and**
- 2. Delegate authority to the General Manager, Recreation, Cultural and Facility Services Department to approve minor amendments to the Standards, as required.**

RECOMMANDATIONS DU COMITÉ

Que le Conseil :

- 1. approuve les Normes de l'infrastructure des installations récréatives, décrit dans le présent rapport et joint en tant que document 1;**
- 2. délègue au directeur général des loisirs, de la culture et des installations le pouvoir d'approuver des modifications mineures aux Normes, au besoin.**

DIRECTION TO STAFF

Staff to provide a memo on potential options for facilities renovations and the funding of that rehabilitation for the Nepean Sportsplex

INSTRUCTION AU PERSONNEL

Que le personnel prépare une note de service sur les différentes rénovations possibles des installations et sur le financement de la réfection du Sportsplex de Nepean.

DOCUMENTATION/DOCUMENTATION

1. Manager's report, Parks and Facilities Planning, Recreation, Cultural and Facility Services Department dated 5 September 2019 (ACS2019-RCF-GEN-0013).

Rapport du Gestionnaire, Direction de la planification des parcs et des installations, Direction générale des loisirs, de la culture et des installations, daté le 5 septembre 2019 (ACS2019-RCF-GEN-0013)

2. Extract of draft Minutes, Community and Protective Services Committee, 19 September 2019.

Extrait de l'ébauche du procès-verbal, Comité des services communautaires et de protection, le 19 septembre 2019.

**COMMUNITY AND PROTECTIVE
SERVICES COMMITTEE
REPORT 6
25 SEPTEMBER 2019**

3

**COMITÉ DES SERVICES
COMMUNAUTAIRES ET DE
PROTECTION RAPPORT 6
LE 25 SEPTEMBRE 2019**

**Report to
Rapport au:**

**Community and Protective Services Committee
Comité des services communautaires et de protection
19 September 2019 / 19 septembre 2019**

**and Council
et au Conseil
25 September 2019 / 25 septembre 2019**

**Submitted on September 5, 2019
Soumis le 5 septembre 2019**

**Submitted by
Soumis par:**

**Kevin Wherry, Manager / Gestionnaire, Parks and Facilities Planning / Direction
de la planification des parcs et des installations, Recreation, Cultural and Facility
Services Department / Direction général des loisirs, de la culture et des
installations**

**Contact Person
Personne ressource:**

**Deanna Schofield, Strategic Initiatives Project Officer/Agent projet, Initiatives
strategie, Business and Technical Support Services/Services soutien technique
et aux activités, Recreation, Cultural and Facility Services Department / Direction
général des loisirs, de la culture et des installations
613-580-2424, ext. / poste 27366, Deanna.Schofield@ottawa.ca**

Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2019-RCF-GEN-0013

SUBJECT: Recreation Facility Infrastructure Standards

OBJET: Normes de l'infrastructure des installations récréatives

REPORT RECOMMENDATIONS

That Community and Protective Services Committee recommend Council:

- 1. Approve the Recreation Facility Infrastructure Standards, as described in this report and attached as Document 1; and**
- 2. Delegate authority to the General Manager, Recreation, Cultural and Facility Services Department to approve minor amendments to the Standards, as required.**

RECOMMANDATIONS DU RAPPORT

Que le Comité des services communautaires et de protection recommande au Conseil :

- 1. d'approuver les Normes de l'infrastructure des installations récréatives, décrit dans le présent rapport et joint en tant que document 1;**
- 2. de déléguer au directeur général des loisirs, de la culture et des installations le pouvoir d'approuver des modifications mineures aux Normes, au besoin.**

BACKGROUND

This is City of Ottawa's first edition of Recreation Facility Infrastructure Standards that will provide a comprehensive set of design standards to guide staff in the development or redevelopment of municipal recreation facilities.

A new set of minimum standards are recommended for City sports fields and courts, recreation centres, aquatic facilities, ice facilities, and outdoor recreation amenities. They include a physical description and minimum design specifications for distinct recreation building elements and outdoor amenities and incorporate accessibility and best practice enhancements while allowing for design and technological innovation. The standards create the platform on which the subsequent 10-year recreation infrastructure strategy will be built and costed.

The standards recommended in this report are the result of 18 months of background study, consultations, workshops, and multi-Departmental technical working group

meetings. The Table of Contents and Introduction are available in both official Languages, while the rest of the Recreation Facility Infrastructure Standards is written in English only, due to its technical nature.

DISCUSSION

The Recreation Facility Infrastructure Standards (RFIS) captures lessons learned from prior construction projects, staff experience from programming and facility operations, and user experiences. The standards also reflect up to date requirements from building, accessibility, fire and other guiding regulations. A detailed review of industry best practices was also conducted and incorporated into the document.

By adopting these standards as minimum requirements for recreation projects, the City is ensuring the establishment of an efficient base on which to plan and assign financial costs to its future capital project. These standards will provide a common definition of amenities for planning purposes, foster quality of design and reduce the time and effort required to develop designs and accurate project costs. Each standard for each facility type identifies the highest or best use that can be achieved for that element (i.e. suitable for Regulation Baseball per Baseball Ontario). The standards are written with high-level detail to allow for design, technology, emerging trends or material changes and innovation.

The RFIS set minimum design requirements for recreation facilities and the specific requirements for each defined amenity. They provide a blueprint for new facilities and for the renovation of existing facilities. They will inform design development from concept through tender drawings and construction and will greatly assist staff and community stakeholders to gain a realistic understanding of project costs, based on minimum requirements. As such, the information provided by the RFIS will be invaluable when establishing budget requirements for future projects.

The standards set forth in the RFIS should be interpreted as the minimum requirements when planning a project and used as a tool to establish base costs. It is understood and expected that there will be the desire and at times the need to exceed minimum standards to address community needs. RFIS is not intended to limit building and construction. RFIS states a level standard that each project may improve upon as required, and with the related need to identify incremental costs and sources of funding.

Some examples of City recreation facility types include multi-sport complexes, community centres, field houses, swimming pools and arenas. Within these facility types, there are individual elements that may be included at these sites. For example, an element may be a parking area, pool, fitness facility, storage, canteen, arena, gymnasium, or multi-purpose room.

For each facility type, the following provides brief highlights of the standards being recommended:

Arenas:

City standard is a twin pad facility with two (2) NHL size boarded refrigerated ice surfaces. More ice surfaces may be added depending on demand and budget approval. An option may include substituting one NHL size ice surface with one International size boarded ice surface to permit short track speed skating and figure skating competitive programming.

Exterior boarded rink facilities generally consist of an ice surface and rink bunker. Some rinks have a skate change trailer or indoor space. Boarded rinks can have permanent or removable boards and a multi court surface for off-season use.

Aquatics:

The City minimum standard for indoor aquatic facilities is a 25M lap pool with 6-lanes and a secondary Leisure Pool. Where programming demand warrants, and sufficient budgets exist, an 8-lane lap pool will be considered.

The City standard for a 50M lap pool is 8-lanes. Where programming demand warrants, and sufficient budgets exist, a 10-lane lap pool will be considered. Preference will be given to collocating 50M pools with an indoor Aquatic Facility as described above.

The standard for outdoor lap pools is a 6-lane, heated, 25M concrete pool basin with a diving board and an accessible entry ramp in the shallow end. The outdoor lap pool is always paired with a Seasonal Change Building.

Community Recreation Facilities:

Recreation Complex: A large-scale, (~10,000 m²) multi-purpose recreation building,

composed of a Community Centre and one or more of the following recreation facilities: Aquatic Facility, Multi-Pad Arena and 2 or more Gymnasiums.

A Community Centre: A single storey, (~2,000 m²) multi-purpose community building. All program and support spaces are preferred to be located on one level when land permits, but multi-level facilities are acceptable in denser areas. Program spaces include Customer Service/Reception, Gymnasium, Fitness-Cardio and Weight, Multi-Purpose Room(s), Meeting Room(s) and Kitchenette.

Option for a community kitchen designed and equipped for a full range of food preparation and for the teaching of food preparation skills. Community kitchens may be in Recreation Complexes and Community Centres. A recreation complex or community center may be designated as a potential emergency center.

Assembly Hall (~300 m²) are large multi-purpose spaces intended to hold public gatherings, events, programs and performances. An assembly hall can be in Recreation Complexes, Community Centres and Aquatic Facilities. Assembly Halls support social, cultural, recreation and fitness activities and programs.

Community Building (~300 m²) is a small single storey multi-purpose building intended to serve as a small community centre and to support the facilities in the park in which it is located. Meeting Room may double as community association office. Consideration should be given for a single bathroom accessed externally.

Fieldhouse (~160 m²) is a small single-story all-season building to support the recreational facilities in the park in which it is located. A Fieldhouse is generally composed of a single open room, a small Multi-Purpose Room with kitchenette and one or two universal washrooms.

Comfort Station (~15 m²) is small seasonal building housing a universal toilet room to serve parks with wading pool facilities. A comfort Station may also include operational and program storage for a wading pool. May be alongside Fieldhouse or seasonal change building.

Sports Fields and Courts:

Sixteen types included: Baseball, Basketball, Cricket, Football, Rugby, Soccer, Softball,

Sports Dome, T-Ball, Tennis, Pickleball, Ultimate, Lawn Bowling, Horse Shoe Pit, Beach Volleyball and Field Hockey. Each standard includes options for multipurpose or alternative use.

Outdoor Facilities:

Off leash dog facilities vary in size but in general are fully enclosed and gated with an entry/exit vestibule area also gated. In general, smaller facilities should have specialized surfacing and larger facilities can have grass surface. Off leash dog parks are intended to serve the wider community.

A Skateboard or BMX Park is an outdoor area having structures and surfaces for skateboarding and inline skating or looped pump track circuit (BMX). Designs vary; they usually range in size from 0.1 to 2 ha in size.

The RFIS include best practices and lessons learned from a wide variety of internal and external stakeholders. Consultation over one year included City staff, City Councillors, facility user groups (ex. recreation, sport, culture and community users), Community Associations and residents. Stakeholders were asked to add their lessons learned that reflected both the positive and negative experiences of previous construction projects or knowledge accumulated during their use, operation or programming within existing facilities. A mixed technique, combining online and in-person methods of engagement were used.

When there was differing feedback on a building element or amenity, the feedback was prioritized in the following order 1) directly related to legislation, by-law etc. 2) represented an Industry, government, academic, private institution best practices or 3) expert opinion without an explicit benchmark.

The RFIS is designed for use by City staff, consultants and agencies involved with design and construction of new municipal recreation facilities. When renovating or expanding existing city facilities, or entering into P3 partnerships or leases, best efforts to incorporate these standards will be made. There may be instances where some of the standards may not be achieved due to budget or site-specific conditions.

This document does not replace current National, Provincial, City building codes and accessibility standards. Where possible the standard references applicable legislation to

remain valid as regulations are adopted or amended. This document will continue to be refreshed as major recreation facility projects are completed and new information from stakeholders is gathered (minimum of every five (5) years). Delegated authority to make minor amendments to the standards is recommended as part of this report in order to keep the standards current and reflective of City needs.

RURAL IMPLICATIONS

The RFIS apply to future major renovations or development of new recreation facilities in all areas of the City of Ottawa including rural areas.

CONSULTATION

The Recreation, Cultural and Facility Services Department, Parks and Facilities Planning Unit drafted initial standards for review. An internal cross-departmental working group with representation from all departments impacted by the standards met starting in February 2018 over the next year to incorporate their combined knowledge with planning, construction, maintenance, programming and operation. The City's Accessibility Advisory Committee and Arts, Culture and Recreation Advisory Committees were consulted, and their feedback incorporated. The final draft was then circulated to Councillors, staff, facility user groups, community associations, and residents via a mix of in person workshops, small group sessions, webinars, direct feedback by email or phone and by using the two-way discussion forum tools on Engage Ottawa (online consultation tool). Residents and staff have been actively involved in the development and refining of the standards.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a city-wide report.

ADVISORY COMMITTEE(S) COMMENTS

March 20, 2018 at Accessibility Advisory Committee and June 25, 2019 Arts, Culture and Recreation Advisory Committees received standards presentation. Questions and comments were received and incorporated in the standards.

LEGAL IMPLICATIONS

There are no legal impediments to approving the recommendations in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk implications associated with this report.

ASSET MANAGEMENT IMPLICATIONS

The recommendations, as outlined in this report, align with the [Comprehensive Asset Management Program](#), by committing to providing a continued level of service in the most effective and efficient way.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the recommendations within this report.

ACCESSIBILITY IMPACTS

The standards indicate that all new major renovation or new recreation facility construction must conform with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the latest version of the City of Ottawa Accessibility Design Standards. Staff and recreation users have suggested additional recommendations to improve use of recreation facilities by people with disabilities and/or seniors. These recommendations have been incorporated into the standards where possible.

ENVIRONMENTAL IMPLICATIONS

The standards are in addition to compliance with municipal, provincial and federal environmental policies, standards, regulation and legislation.

TERM OF COUNCIL PRIORITIES

The Recreation Facility Infrastructure Standards supports the Strategic Priority “Healthy and Caring Communities” by establishing recreation facility infrastructure standards for renovations or new municipal recreation facilities while recognizing opportunities for upgrades to competitive standards where budget, community need, and site can

accommodate (initiative number 33: Modernization of Recreation Services). These standards will serve to inform the ten-year Recreation Infrastructure Strategy anticipated in 2020/2021. The standards achieve the S1 action in the Space to Play Priority in the Municipal Sport Strategy, (ACS2017-RCF-GEN-0003) approved at CPSC on June 15, 2017.

SUPPORTING DOCUMENTATION *(Held on file with the City Clerk)*

Document 1 - RFIS Introduction and Table of Contents

Document 2 - RFIS Aquatics

Document 3 - RFIS Ice

Document 4 - RFIS Outdoor Facilities

Document 5 - RFIS Recreation Centers

Document 6 - RFIS Sports Fields and Courts

DISPOSITION

The Recreation, Cultural and Facility Services Department will implement the recommendations as described within the report.