



Operations Yard Upgrades

Executive Project Report – Validation

October 08, 2026

Project Overview

The Village of Anmore has identified the need to advance the Operations Yard Upgrade to address operational limitations at its existing facility and to deliver upgraded infrastructure that supports Village maintenance and public works operations. The project includes reorganizing storage and laydown areas, site regrading, new servicing, electrical, natural gas and water, and construction of a new public works building to support municipal service delivery and accommodate continued growth.

The Operations Yard Upgrade is a strategic capital investment intended to provide durable, functional infrastructure aligned with the Village's operational requirements and long-term service objectives. It supports the Village's corporate objective to maintain and enhance service levels as demands on municipal operations continue to evolve.

The project is being delivered using an Integrated Project Delivery (IPD) methodology under a multi-party CCDC 30 framework. This approach enables early collaboration among the owner, consultant and contractor, transparent cost development, and a structured validation stage before the Village commits to full construction.

Project background

The existing Village operations centre at 100 Buntzen Creek Road no longer meets the needs of Village operations. There is a need for space to house the current fleet, and to equip the facility with workspace to allow for future expansion while matching the service level provided in adjacent municipalities.

Notable issues in the current operations center configuration include:

- Insufficient covered area for secure fleet storage or maintenance.
- Vehicles have trouble starting in emergencies due to being parked outside in the elements and cold weather.
- Lack of dedicated workspace to support waterworks, roadworks, signage fabrication, and parks activities.
- Unseparated space shared with the local Scouts group who have requested a storage area.
- Poor circulation for loading, equipping, and parking the existing vehicles.
- Lack of equipment to mount and switch between seasonal operations such as snow plowing and salting.

To respond to these constraints, the Village and its project team completed a feasibility review in early 2026 that confirmed the technical requirements for the upgrade and established an initial Class D cost estimate. Council was first informed of a funding allocation for the facility through a staff report dated October 31, 2025. On the strength of the feasibility work, the Village elected to advance the project under the IPD and CCDC 30 delivery model and to proceed into a validation stage, during which scope, schedule and cost are confirmed before further commitments are made.

Project Description

The site for the Anmore Operations Yard is located at the end of Buntzen Creek Road in the Village of Anmore. The proposed new building is to be 60' x 90' and is proposed to be a pre-engineered steel building on a site organized to meet the requirements of the Village of Anmore. The garage side of the new operations building is to have a clear height of 22 feet and also house other mechanical equipment. While, adjacent to the garage area is the office area on two floors. The work also includes civil works, regrading and improved site drainage.

The program areas for the Operations Yard are as follows:

- Building Footprint: 5,400 ft²
- Total Building Area: 6,452.8 ft²
 - Lower Floor: 5,400 ft²
 - Upper Floor: 1,052.8 ft²

See Figure 1, Preliminary Layout included on the text page.

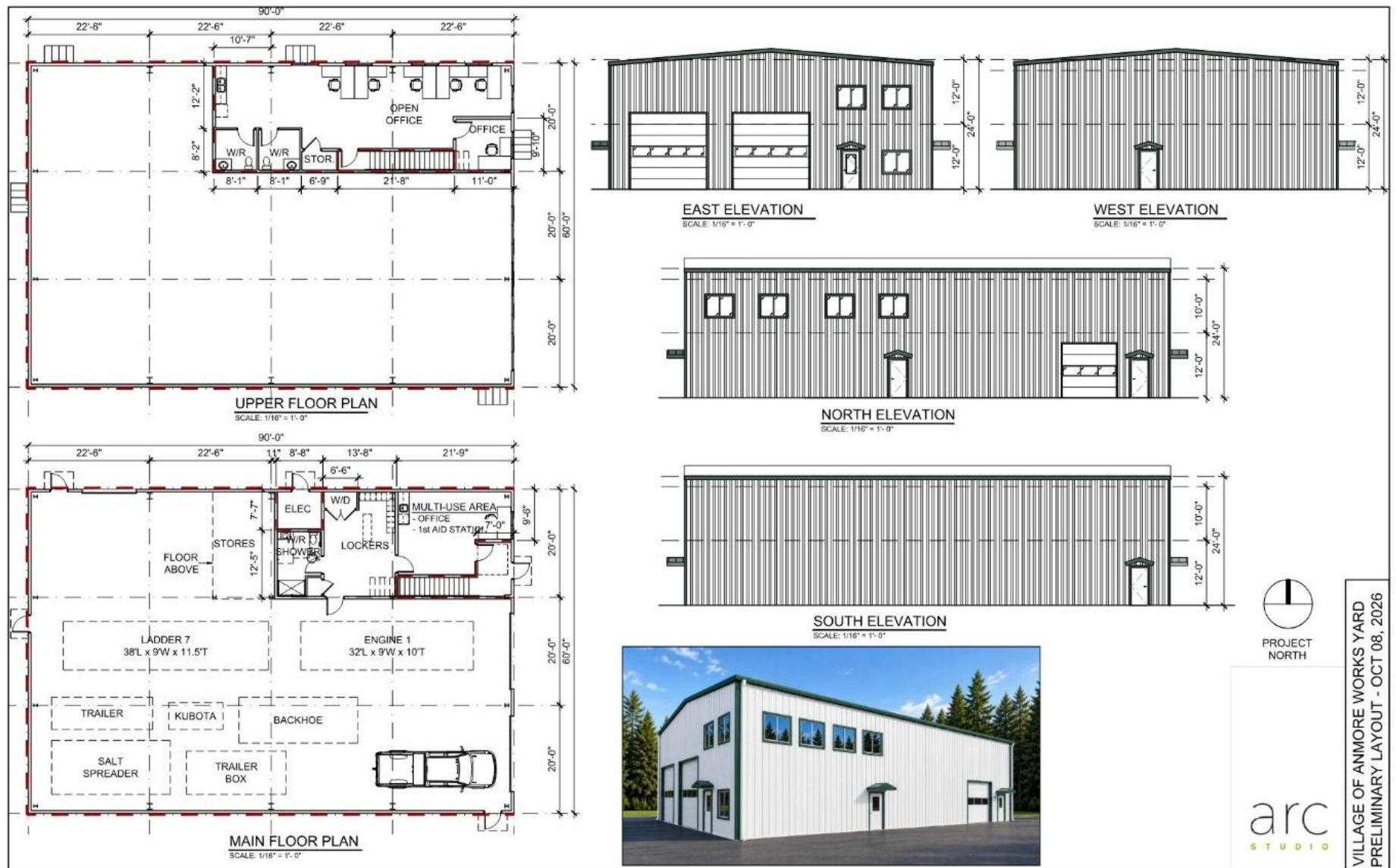


Figure 1: Preliminary Layout

Project Financing

In 2023, the Village was awarded \$1.73 million through the Province of British Columbia's Growing Communities Fund to support local infrastructure and community amenities, of which \$1.1 million was allocated to this project. Council was informed through the staff report dated October 31, 2025 that \$1,100,000 had been allocated within the Village's financial plan for the operations facility, inclusive of design and construction.

In May 2026, following the Class D cost estimate, the approved total project budget was increased to \$3,725,000, including contingency. The funding sources identified for the project are summarized in the table below.

Table 1: Project Funding Sources

Funding Source	Amount
Growing Communities Fund (allocated to project)	\$1,100,000
Capital Reserves	\$1,775,000
Community Works Fund Grant	\$217,000
Growing Community Grant Interest	\$108,898
Water Development Cost Charges (DCC) Fund	\$300,000

Project Cost

Table 2: Anticipated Project Cost

Category Description	Amount
Operations Building Scope of Construction	\$ 2,231,290.18
Works Yard Scope of Construction	\$ 387,164.00
Consultants and Subconsultants	\$ 572,206.58
Subtotal	\$ 3,190,660.76
Total	\$ 3,190,660.76

Project Schedule

Table 3: Summary of Preliminary Construction Schedule

Task Name	Duration	Start	Finish
Anmore Operations Yard – Preliminary Construction Schedule Summary	264 days	Tue 26-09-01	Fri 27-09-03
Project Kickoff	26 days	Thu 26-09-03	Thu 26-10-08
Commence Design	29 days	Wed 26-10-07	Mon 26-11-16
Pre-Engineered Building Supplier Award	1 day	Fri 26-10-09	Fri 26-10-09
CGI Mobilization - Site Set Up, Signage, Temp. WC, Fencing, Waste Bin	10 days	Wed 26-10-14	Tue 26-10-27
Site Preparation, Piling, Foundation, Slab Completion	72 days	Tue 26-10-27	Wed 27-02-03
Main Structure Construction	55 days	Mon 27-01-25	Fri 27-04-09
Interior Construction	65 days	Mon 27-04-12	Fri 27-07-09
Exterior Paving and Civil Works	20 days	Mon 27-07-19	Fri 27-08-13
Substantial Completion	1 day	Mon 27-08-16	Mon 27-08-16
Municipal Final Inspection	0 days	Fri 27-08-20	Fri 27-08-20
Closeout Documents and Deficiency Completion	15 days	Mon 27-08-16	Fri 27-09-03

See Figure 2, Preliminary Construction Schedule included on the next page.

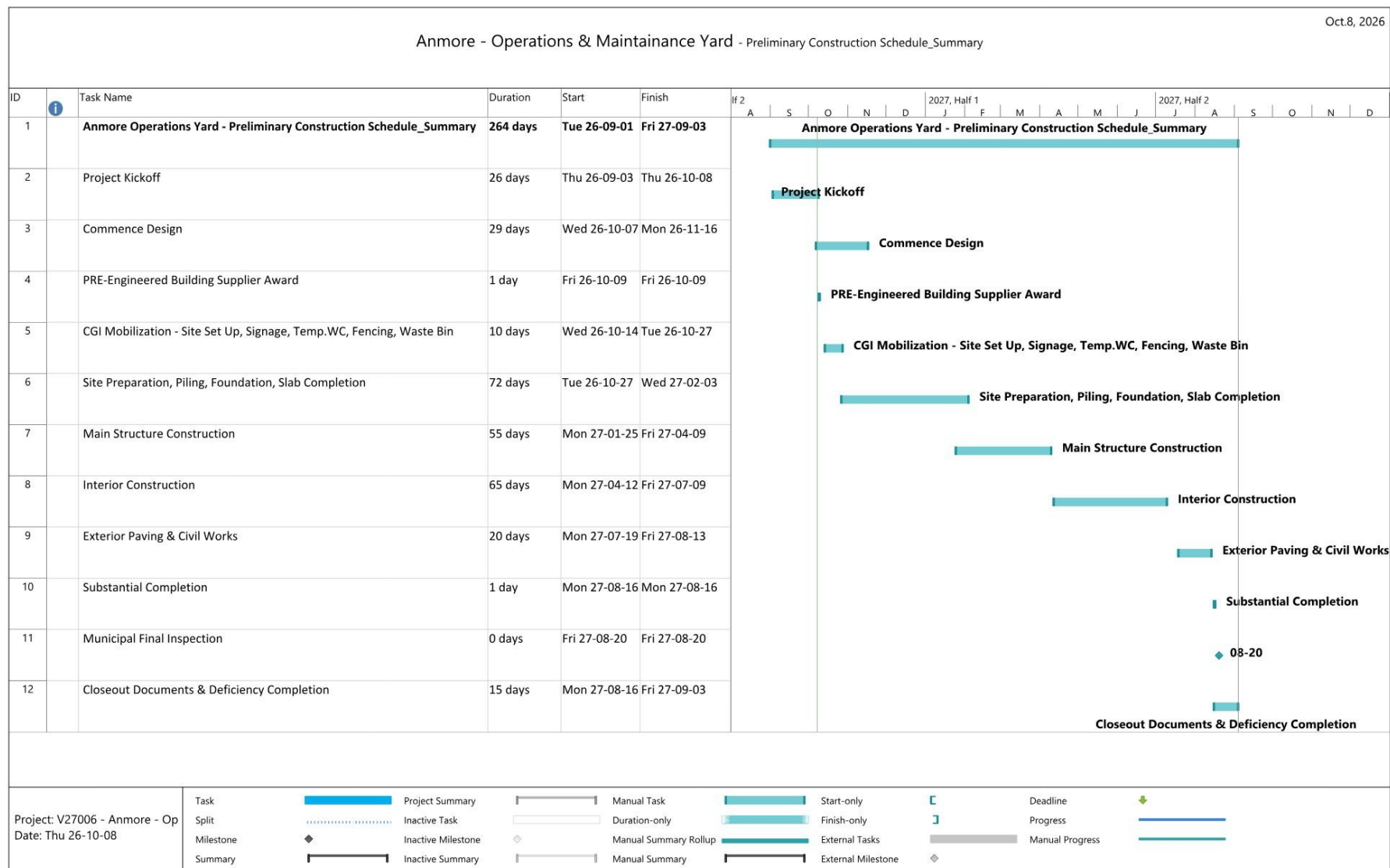


Figure 2: Preliminary Construction Schedule

Recommendation and Next Steps

The Operations Yard Upgrade is a critical investment in the Village's ability to deliver core municipal services. It addresses operational limitations at the existing facility and provides upgraded, durable infrastructure to support Village maintenance, fleet storage, and public works operations. It is recommended to proceed with the design and procurement of major equipment and building systems to avoid upcoming tariffs and supply chain issues.

Our Commitment



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A handwritten signature in black ink, appearing to read "C. G. I.", positioned above a horizontal line.



A handwritten signature in blue ink, appearing to read "A. Robinson", positioned above a horizontal line.

Aura Robinson

We, the IPD Team; ISL Engineering and Land Services together with CGI Constructors, commit to delivering the Village of Anmore Operations Yard Upgrades project within a Total Project Cost of \$3,190,660.76 CAD on schedule, and to the quality standards defined herein, holding all three as non-negotiable and interdependent obligations, as prescribed.