

## ADMINISTRATIVE REPORT

<b>TO:</b> Shane Bourke, City Manager	<b>DATE:</b> May 27, 2025
<b>FROM:</b> Danielle Whiteway, Chief Financial Officer	<b>MEETING:</b> Investment and Strategy Committee
<b>REPORT WRITER:</b> Katie Biberdorf, Community Connections Director	
<b>SUBJECT:</b> Borstad Hill Electrical Infrastructure	

### RECOMMENDATIONS

That Committee recommend Council approve \$30,000 operational funding to support the 2025 Bear Creek Folk Festival fuel and generators, with \$25,000 coming from the 2018 Alberta Summer Games Legacy fund, and \$5,000 from arts development operating funding.

### PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

From the Council Committee of the Whole Budget Deliberations meeting held November 13-15, 2024:

*“Committee amend the Capital Budget to include the Infrastructure Upgrade at Borstad Hill – Electrical Scope 1, in the amount of up to \$250,000, to be funded from the Public Reserve”*

From the City Council meeting held March 11, 2024:

*“Council direct Administration to bring back a report, after consultation with the Bear Creek Folk Festival, about potential infrastructure upgrades at Borstad Hill and/or Ernie Radbourne Pavilion to enhance community events, including partnership opportunities”*

From the City Council meeting held April 7, 2025:

*“Council direct Administration to negotiate and enter into a sponsorship agreement with the Bear Creek Folk Music Festival Society for the 2025 Bear Creek Folk Festival, containing terms and conditions satisfactory to the City Manager and City Solicitor, and with the following specification: 1. Provide a cash sponsorship in the amount of \$50,000, to be funded from Council’s Corporate Sponsorship Fund.*

### BACKGROUND

Administration presented a report for information to the Financial & Administrative Services Committee on July 9, 2024 that outlined potential options for infrastructure upgrades at Borstad Hill. These potential options were developed through engagement with the organizers of the Bear Creek Folk Festival, and this group identified the Electrical Scope 1 option of the installation of an ATCO

transformer and power kiosk/distribution cabinet located at the bottom of Borstad Hill as their top priority.

Based on the information provided at that time, Council referred the matter to 2024 budget deliberations and subsequently approved \$250,000 in the 2025 Capital Budget.

In addition to the capital allocation, Council also approved a \$50,000 sponsorship for the 2025 Bear Creek Folk Festival from the Corporate Sponsorship Fund.

ANALYSIS

The initial stages of this project have been completed including engaging ATCO Electric for a proposal for the purchase and installation of the transformer, and contracting an engineering firm to support the design of the distribution cabinet required. The design phase has also been completed with significant input from City Administration, professional services, and representatives from the Bear Creek Folk Festival to identify the appropriate location for infrastructure placement, and to confirm the design requirements for the infrastructure itself.

The construction tender for this project recently closed on May 6. There are significant lead times anticipated for the procurement of necessary materials (i.e. enclosure kiosk, automatic transfer switch, surge protection device) and the project will not be completed in time for the 2025 Bear Creek Folk Festival. To support the 2025 Festival, administration has identified funding sources for the cost of generators and fuel.

**Relationship to City Council's Areas of Focus / Strategic Priorities**  
Infrastructure enhancement at Borstad Hill aligns with Council’s Strategic Priorities of Quality of Life, Innovative Efficiencies & Economic Readiness, & Engaging Relationships.

**Environmental Impact**

Due to the location of the proposed upgrades being within the Bear Creek “no development” and “restricted development” zones, environmental, geotechnical, and slope assessments have been conducted to ensure the project meets necessary environmental considerations. These enhancements will also help to reduce the environmental impact of large-scale events in this location by reducing the number of generators and additional infrastructure that needs to be transported into the park.

**Economic Impact**

The infrastructure enhancements will provide a reduction in the operating budget for the Bear Creek Folk Festival allowing them to re-allocate funds to other areas in hopes of continuing to expand their event. These enhancements will also provide the opportunity for the City, or other community partners, to utilize this space for the hosting of events that can provide a positive economic impact in the community.

**Social Impact**

Events provide an opportunity for local entertainment, volunteers, vendors, community organizations, and cultural groups to connect within their community and share experiences. This creates a socially inclusive environment that fosters community connections, celebrates the diversity of culture within the community, and enhances residents’ Quality of Life.

## **Relevant Statutes / Master Plans / City Documents**

Dam Safety Review (2018)

City Events Strategy (2023)

[Recreation and Culture Strategy](#) (2024)

Bear River Corridor Study (2024)

[Procedure 313-1](#)

## **Risk**

Insufficient funding would lead to a financial impact on the 2025 festival.

## **STAKEHOLDER ENGAGEMENT**

Administration has worked with the organizers of the Bear Creek Folk Festival to ensure that they have had the opportunity to provide feedback on the location and design aspects of the project. They have been included in all necessary meetings with the engineering firm leading the project and have been made aware of the delay of the project.

## **BUDGET / FINANCIAL IMPLICATIONS**

The current allocated Capital Budget amount for this project is \$250,000, with actual costs after tendering plus contingency identified at \$275,000. Under Procedure 313-1, the Chief Administrative Officer has the authority to transfer capital dollars between approved capital projects up to 10% of the cost of the project. Council approval is not required to proceed with transferring funds for the project under this procedure.

As part of the overall funding strategy for the 2025 Bear Creek Folk Festival, Council previously approved a \$50,000 sponsorship from the Corporate Sponsorship Fund. In addition, Administration has identified funding sources within existing budget to provide additional funding of \$30,000 to the 2025 Bear Creek Folk Festival to support the cost of diesel fuel and generator rental costs. Funding sources include remaining legacy funds from the 2018 Alberta Summer Games in the amount of \$25,000, as well as \$5,000 from arts development operational funding that was not allocated during the application process.

## **SUMMARY / CONCLUSION**

Administration has completed the construction tender for the Electrical Infrastructure upgrade at Borstad Hill and are preparing to proceed with awarding the contract to a potential contractor. Based on the current project cost estimates, additional funding is needed to ensure the completion of the project, as well as to support the 2025 festival, and administration has identified appropriate funding sources to proceed with the project.

## **ATTACHMENTS**

None.