City of Courtenay

Florence Filberg Centre Needs Assessment & Feasibility Study

Concept Options Review

August 13 2026

Agenda

1.0 Project Overview

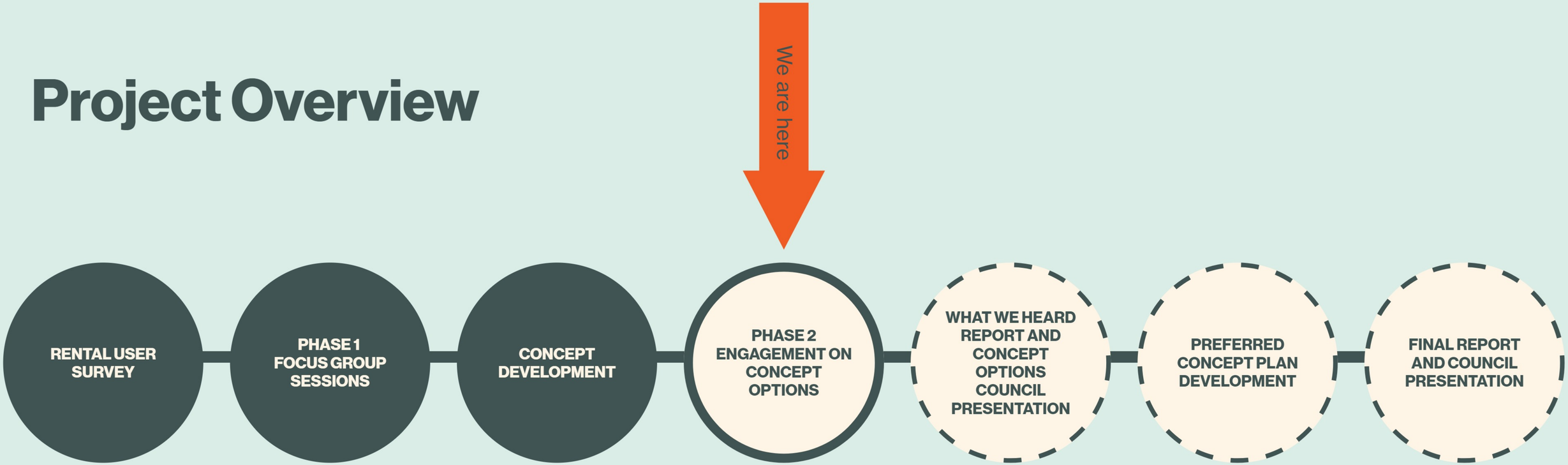
2.0 What We Heard - key findings

3.0 Vision and Guiding Principles

4.0 Concept Options

5.0 Q&A / Discussion

Project Overview



Needs Assessment | Building Condition Assessment

Building Condition Assessment | Key Findings

General

- Building is in fair condition but is showing its age
- Some of the mechanical and electrical systems are nearing end of life and are in need of replacement
- Building structure are not designed to current BC Building code, but have passed the test of time.

Structural

- existing structure is in adequate condition
- observed there are no concrete pavers on the balcony area, and recommend further investigation of existing framing at balcony area to determine if there is adequate capacity to accommodate additional loading.

Mechanical

- Packaged rooftop unit system lacks in zone control.
- Kitchen roof top exhaust fans are at end of life
- No dedicated make up air in lower and upper kitchen and no active cooling
- Electric hot water heater for building washrooms are at end of life

Electrical

- Transformer reaching end of anticipated service life
- Most electrical panels are nearing end of service life
- fluorescent lighting outdated. Replacing fixtures to LED will provide power savings and better control.
- Fire alarm system is recommended for full replacement

Interest Holder Engagement

Who We Heard From

Evergreen Board & Staff

City Staff

Rental Groups (x20)

Summary - Opportunities for Improvement

Accessibility improvements	**Kitchen upgrades**	**Aesthetic/acoustic upgrades**	**Stage upgrades**
AV Improvements	**Outdoor space / patio**	**Improved booking system**	**Increased storage space**

Evergreen Club | What We Heard

VISIONING EXERCISE (Place words)

THIS PLACE IS...

- Welcoming
- Unique
- Supportive
- Connected
- Multifaceted
- Secure
- Comforting
- Inclusive
- Inspirational
- Inviting
- Fun

OPPORTUNITIES / WHAT NEEDS IMPROVEMENT (Key themes)

Storage

- More storage space

Relationship with City

- City's need to accommodate private rentals may make it harder to accommodate the Evergreen Club's needs

Parking & Transportation Access

- Expanded parking
- More accessible stalls

Kitchen

- Upgraded equipment
- Improved layout
- Improved HVAC and A/C

Patio

- Outdoor patio at rear of building that could be used for rentals

Accessibility

- Universal washrooms
- Lift for stage
- Electric controller for curtains
- Push button for doors
- Handrails
- Grab bars for toilets
- Design for those with visual impairments
- Additional accessible parking where possible

Staff Workshop | What We Heard

Main Themes from 'Headlines of Tomorrow'

- The centre as **inclusive** of all users
- An atmosphere that is **warm** and **vibrant**
- Kitchen and **food services** that can serve the wider community
- A **welcoming** and enhanced user experience
- Spaces that provide opportunities to **gather**
- **Energy efficient** building and **innovative,** creative use of space
- **Expanded** spaces for programming
- **Multi-generational** community gathering space
- “Make this space your **special** place” (programmed around community interests)

Opportunities / What Needs Improvement

Flexible Space (Conference Hall & Kitchen)

- Future AV needs
- Expanded parking capacity and layout

Programming Partnership + Community Use

- More City programming
- Find synergies and sharing opportunities with City Recreation

Operations and Facility Function

- Expanded storage space
- Staffing capacity
- Accessibility improvements
- Kitchen upgrade + HVAC
- Outdoor spaces

Rental Groups Survey | what we heard - hopes for the Florence Filberg Centre

Your hopes for the future of Florence Filberg Centre

- Continues to be a **community hub and gathering place** in the Comox Valley
- **Affordable rental spaces** for all groups
- Improved **flow and experience** of sharing spaces with other FFC user groups
- **Inclusive space** for all genders and abilities
- **Connections to the surrounding community** such as the Sid Williams Theatre and Native Sons Hall, and the waterfront walkway
- **Improved space** to host events such as concerts, galas, and conferences, including lighting, airflow, technology and guest experience

Opportunities / What Needs Improvement

Operations

- Booking & Approvals
- Hours of Operation
- Maintenance
- Affordability
- Direct User Access to Cleaning Supplies

Program / Spatial

- Aesthetics
- Acoustics
- Indoor-Outdoor connection
- Room capacity
- Accessibility
- Parking
- Stage
- Storage
- Equipment/Audio/Internet Connection
- Kitchen Upgrade

Visioning + Guiding Principles

Vision Statement

Florence Filberg Centre is the **welcoming heart** of the Comox Valley - a vibrant community gathering place where people of all ages come together to celebrate, connect and enrich community life now and for generations to come.

Guiding Principles

Foster Belonging

Create a welcoming, inclusive place where people of all ages, backgrounds, and abilities feel connected, valued, and inspired to participate.

Celebrate Community Life with Arts, Culture, Recreation and Events

Strengthen Florence Filberg as one of Comox Valley's primary community gathering and event spaces that support diverse activities and celebrations, as well as leisure and recreation.

Design for Accessibility and Flexibility

Create adaptable spaces that are accessible, comfortable, and functional for diverse users and activities. Modernize building systems, technology and amenities to enhance user experience.

Strengthen Partnerships to reflect diversity of Community

Maximize community benefit by building on strong partnerships. Encourage collaboration, shared use, and coordinated programming, and maintain affordable and equitable access for community users.

Florence Filberg Centre | existing site considerations

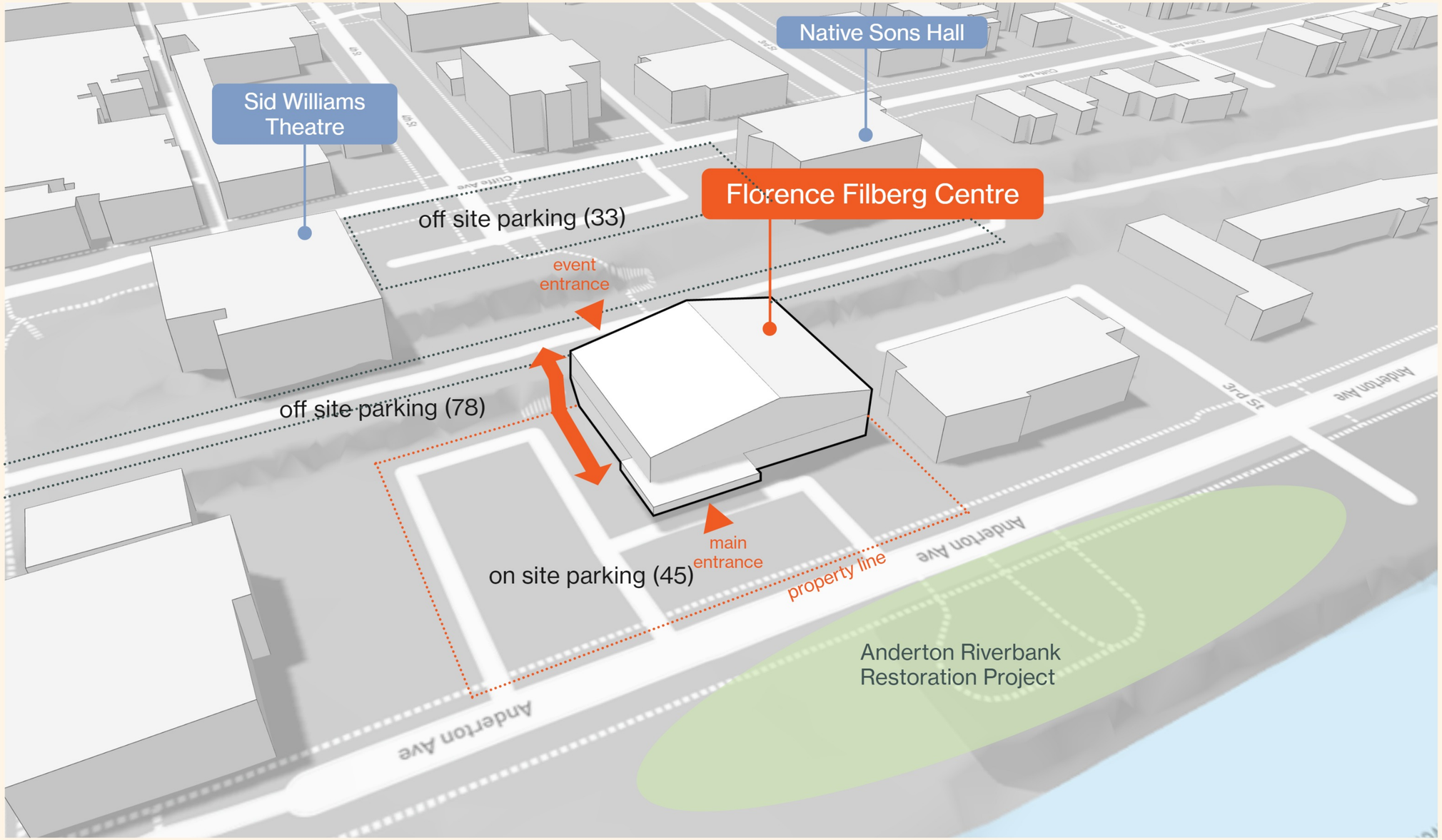
Gross Building Area

L1	11,058 sf
L2	10,618 sf
Total	21,686 sf

Parking Stalls

On site	45 stalls (2 accessible)
Off site	111 stalls (6 accessible)

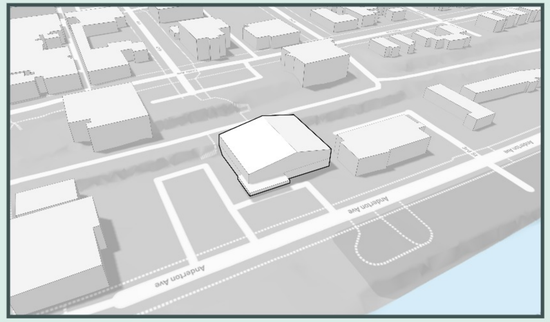
- Two main entrances
- Steep slope prevents easy access between the two entrances
- Limited site area for expansion
- Future consideration - Anderton Riverbank Restoration project



Concept Options

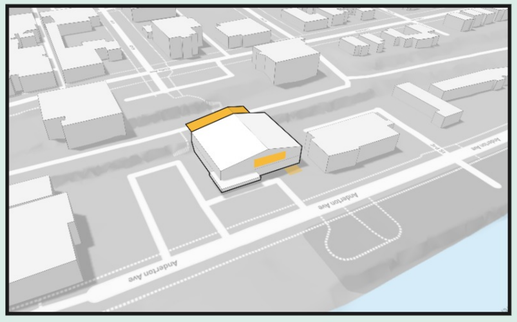
Florence Filberg Centre Needs Assessment + Feasibility Study | Concept Options Overview

Concept Option 1: Basic Renovation



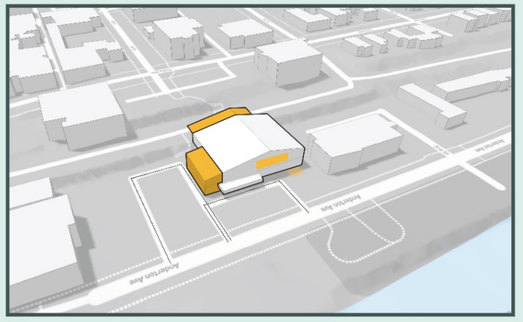
Objectives
Improve the function of existing amenities by addressing deficiencies

Concept Option 2A: Minor Addition + Renovation



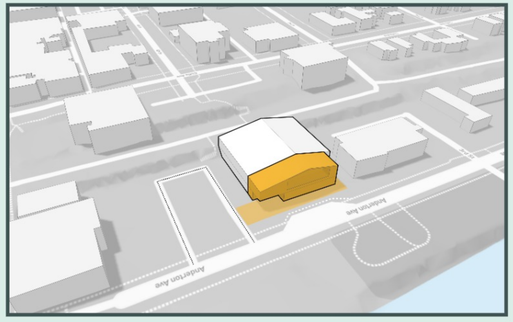
Objectives
Improve the quality of patron experience and staff operations

Concept Option 2B: Medium Addition + Renovation



Objectives
Improve the quality of patron experience and staff operations, and provides new multipurpose space for shared use.

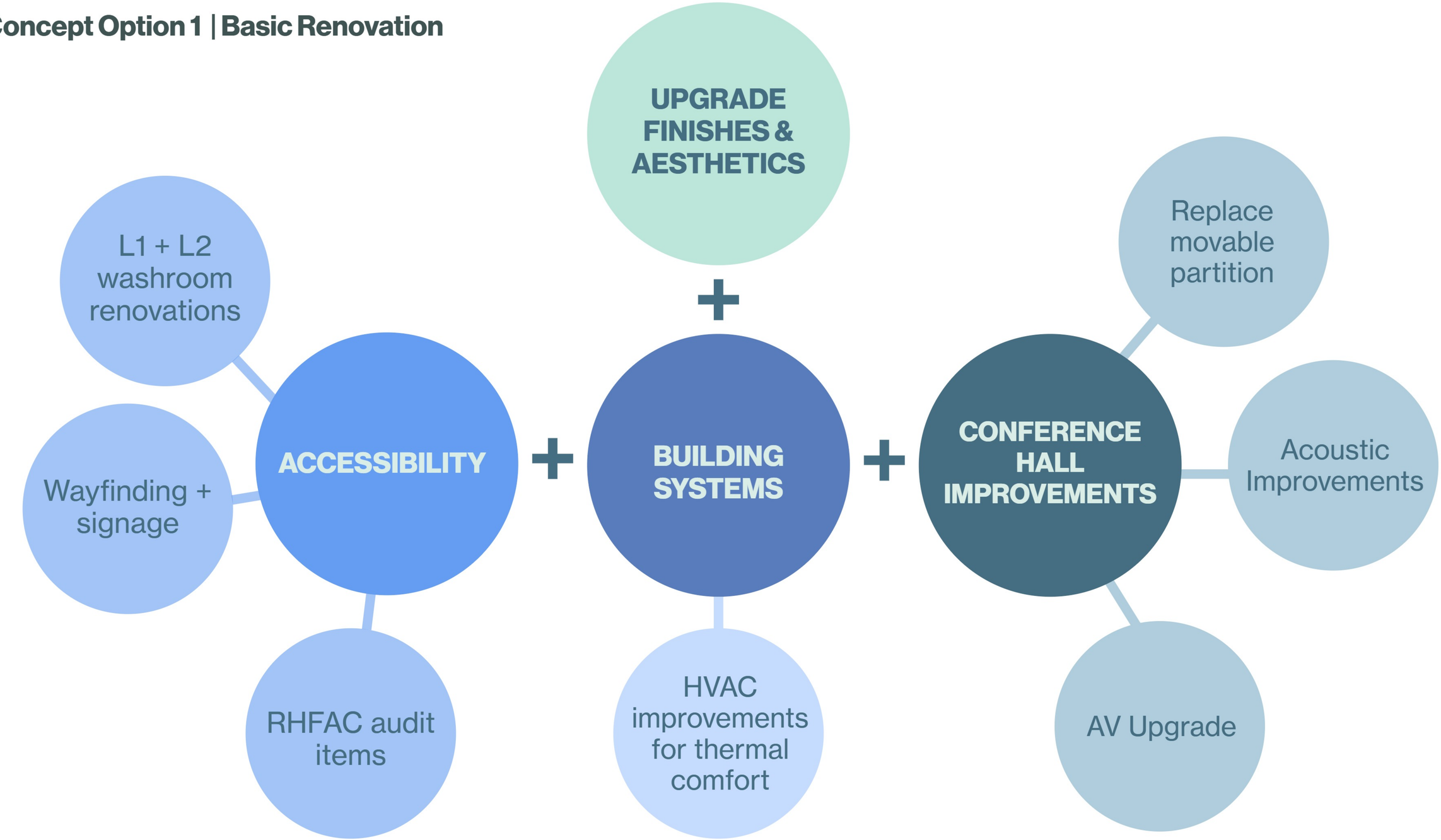
Concept Option 3: Major Addition + Renovation



Objectives
Provide new front face to the centre with expanded indoor and outdoor space for shared use

Concept Option 1 | Basic Renovation

Concept Option 1 | Basic Renovation



Concept Option 1 | Basic Renovation

RHFAC Rating Feedback (from previous study)

- **Vehicle Access**
  - Transit stop
- **Exterior approach and entrance**
  - Metal stairs slippery
  - Concrete steps are damaged and have faded paint on nosings
- **Interior Circulation**
  - Multiple doors have twisted door handles
  - Poor contrast
  - Handrails on stairs are improperly terminated
- **Interior Services**
  - Reception desk has a lowered portion but is obstructed with pamphlets
- **Sanitary Facilities**
  - Mounting heights of toilet accessories
  - Plumbing under counters unprotected
- **Wayfinding, Signage and Information**
  - Lacking directional signage to common facilities in building

Concept Option 2A | Minor Addition + Renovation

Concept Option 2A | Minor Addition + Renovation



1st FLOOR

Dedicate more storage for kitchen

Provide more storage area within existing storage building for more pantry.

L1 Kitchen Renovation

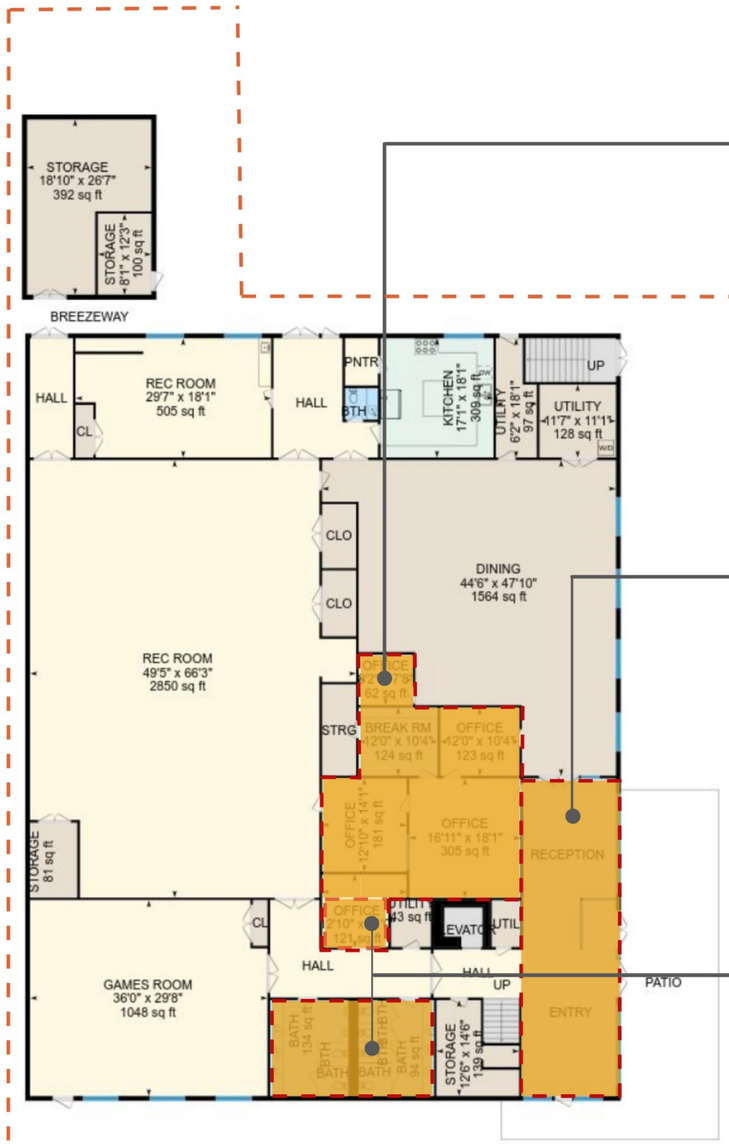
Renovate kitchen to optimize layout and increase area for wall ovens and prep space

Outdoor Patio

Provide door access to new outdoor patio

Approximate Property line

Concept Option 2A | Minor Addition + Renovation



1st FLOOR

Improve separation between reception and offices

Improve separation between reception desk and administration for better acoustics. Separate printer area and break room

Renovate reception area

Create a better entry condition to improve weather protection at the vestibule

L1 Washroom Renovation

Renovate washrooms with update fixtures and finishes. Provide new Universal washroom.

Approximate Property line

Concept Option 2A | Minor Addition + Renovation



2nd FLOOR

New Performance Stage

Provide new accessible performance stage with side stages, stage curtain, and ready room. Relocate loading and exit door. Addition of ~900sf new building area.

Views to Anderton Riverbank and Puntledge River

Provide new windows and strengthen the conference hall's overlook to the river + bridge

L2 Washroom Renovation

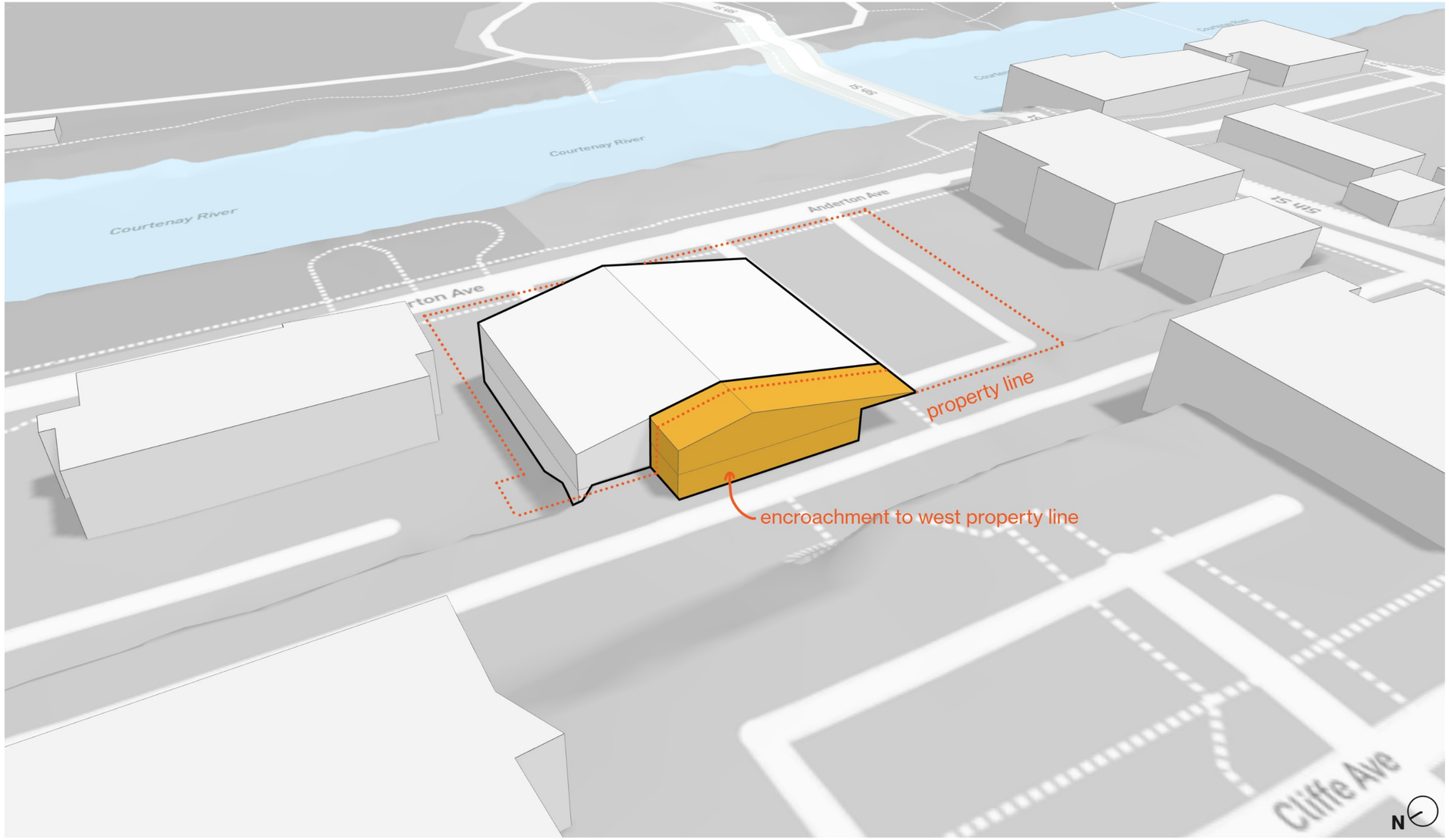
Provide new universal washroom and renovate existing washrooms

Approximate Property line

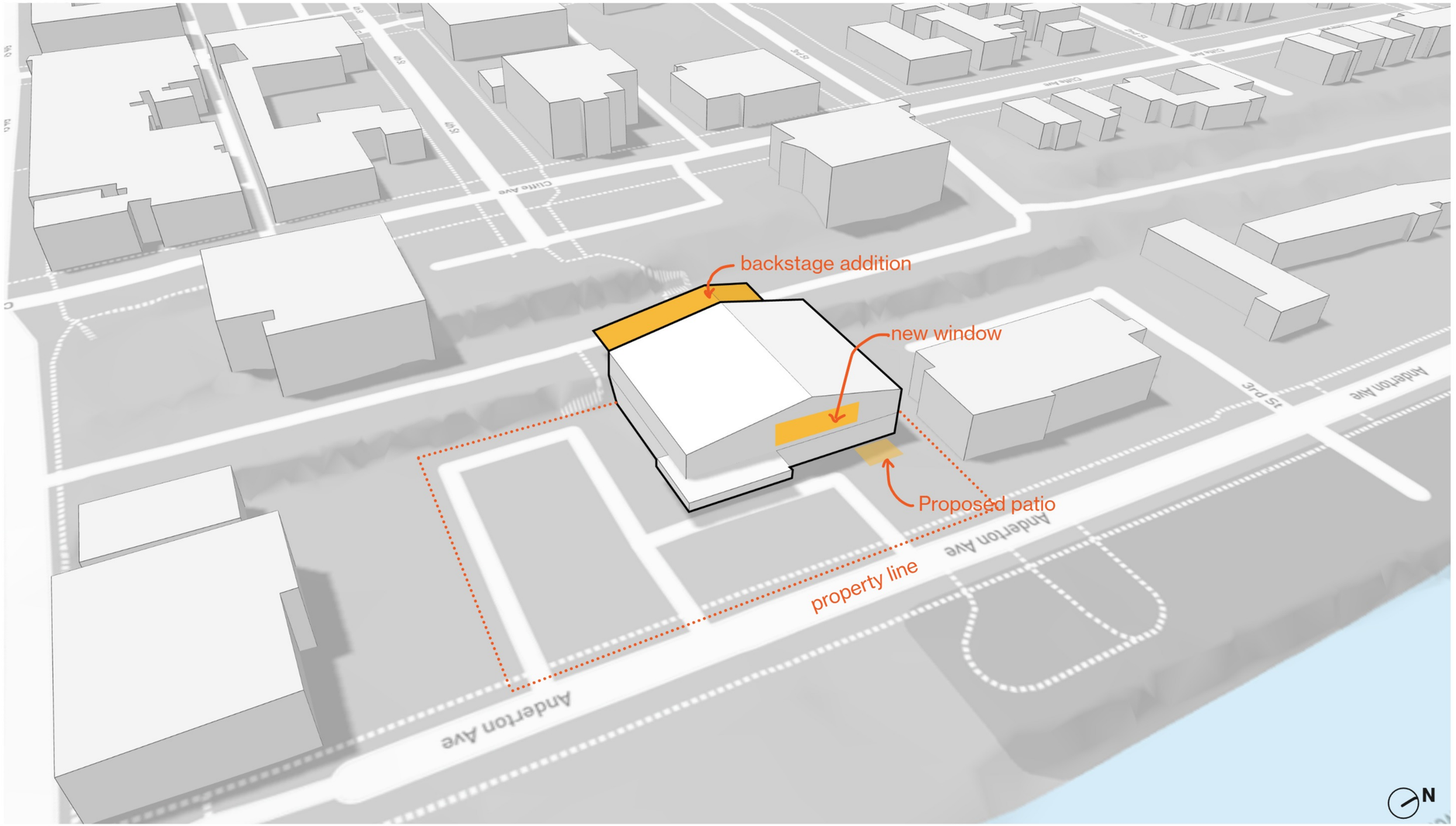
Concept Option 2A | Minor Addition + Renovation

Performance Stage Addition

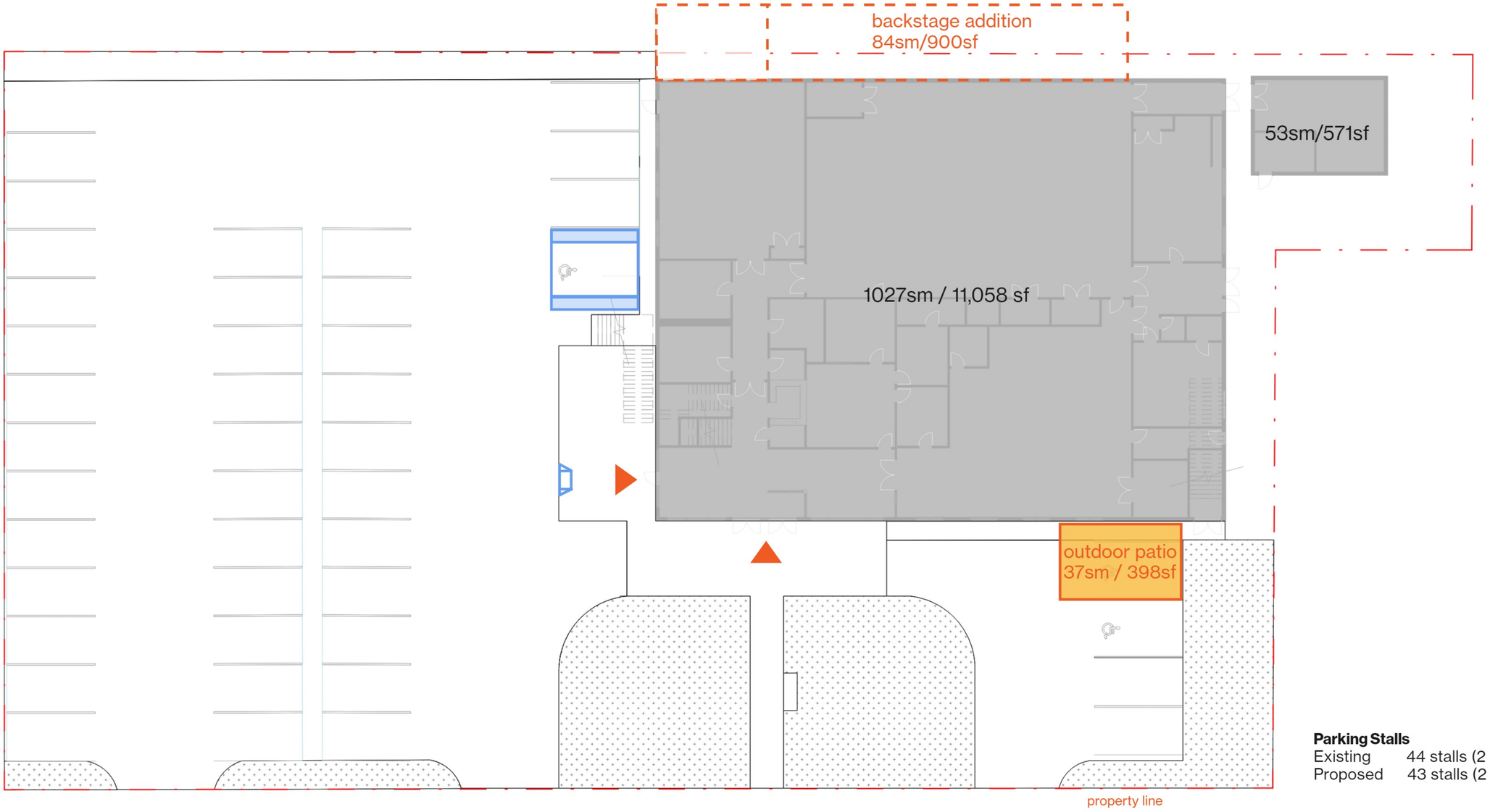
- Addition will encroach on existing west property line. The viability of this option will need to be discussed with the City.
- Approximately 900sf of additional L2 area.



Concept Option 2A | Minor Addition + Renovation



Concept Option 2A | Minor Addition + Renovation

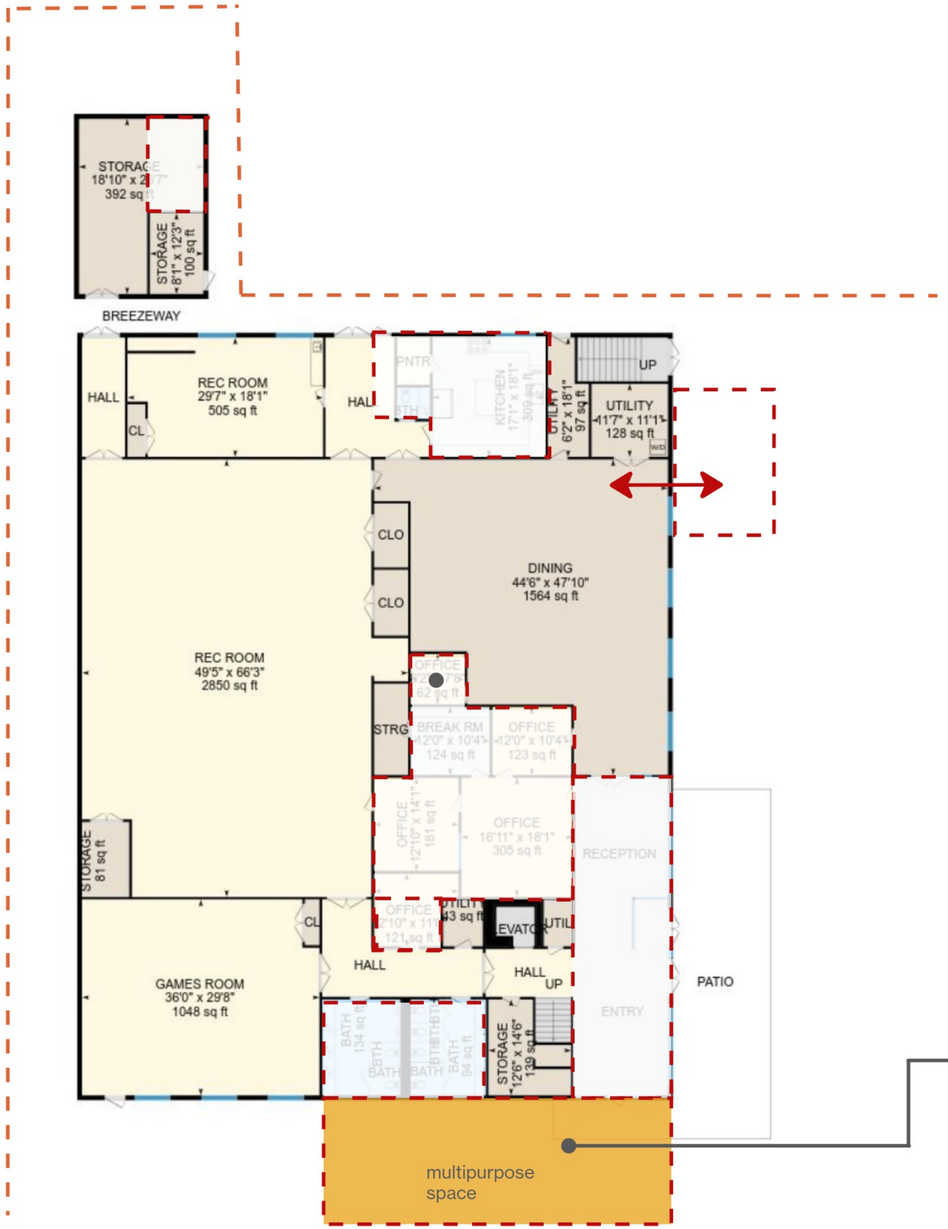


Parking Stalls

Existing	44 stalls (2 accessible)
Proposed	43 stalls (2 accessible)

Concept Option 2B | Medium Addition + Renovation

Concept Option 2B | Medium Addition + Renovation



LEGEND

- approx. property line
- concept 2A

1st FLOOR

New 750sf multipurpose space

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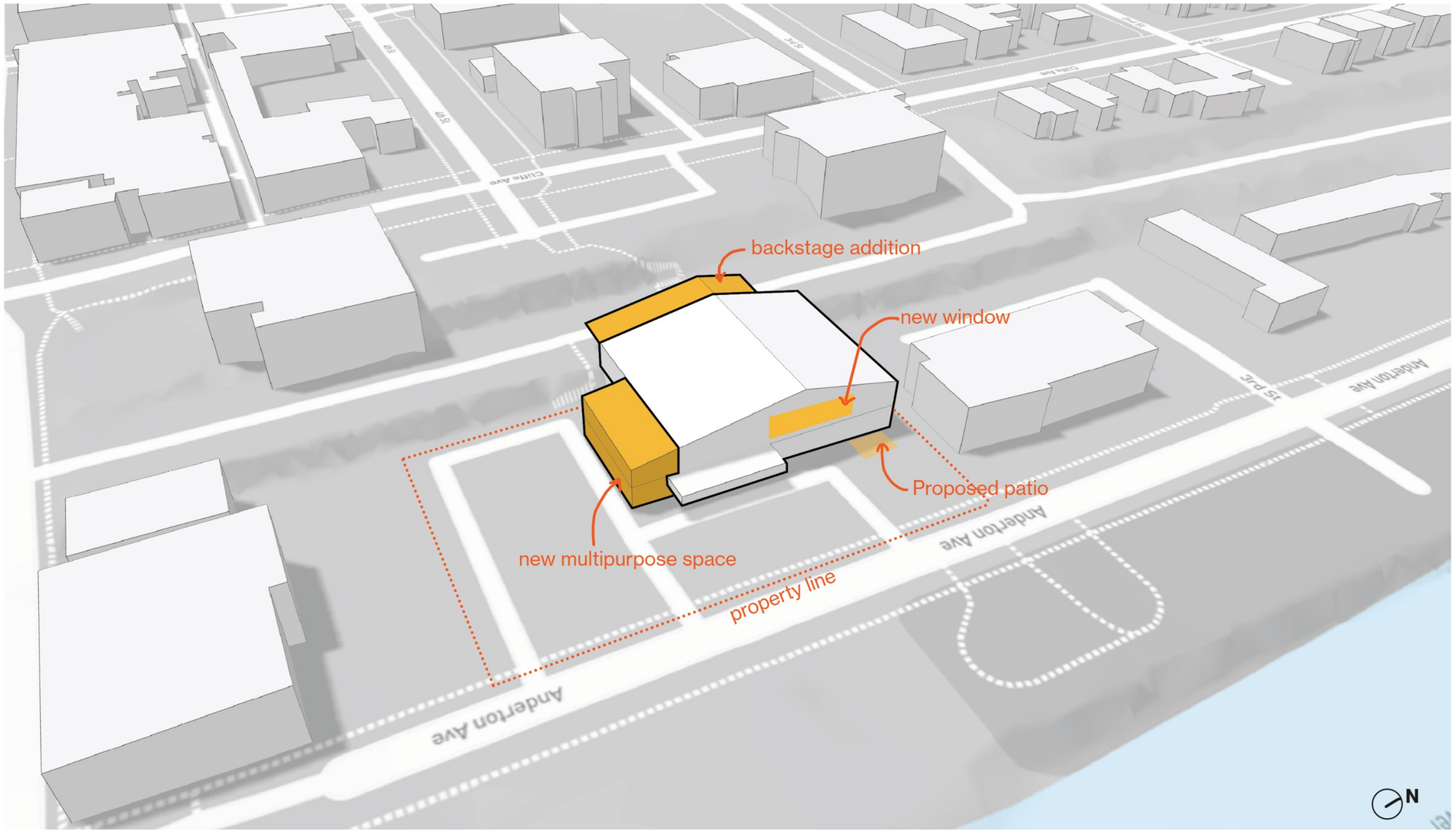
Concept Option 2B | Medium Addition + Renovation

New Multipurpose Space

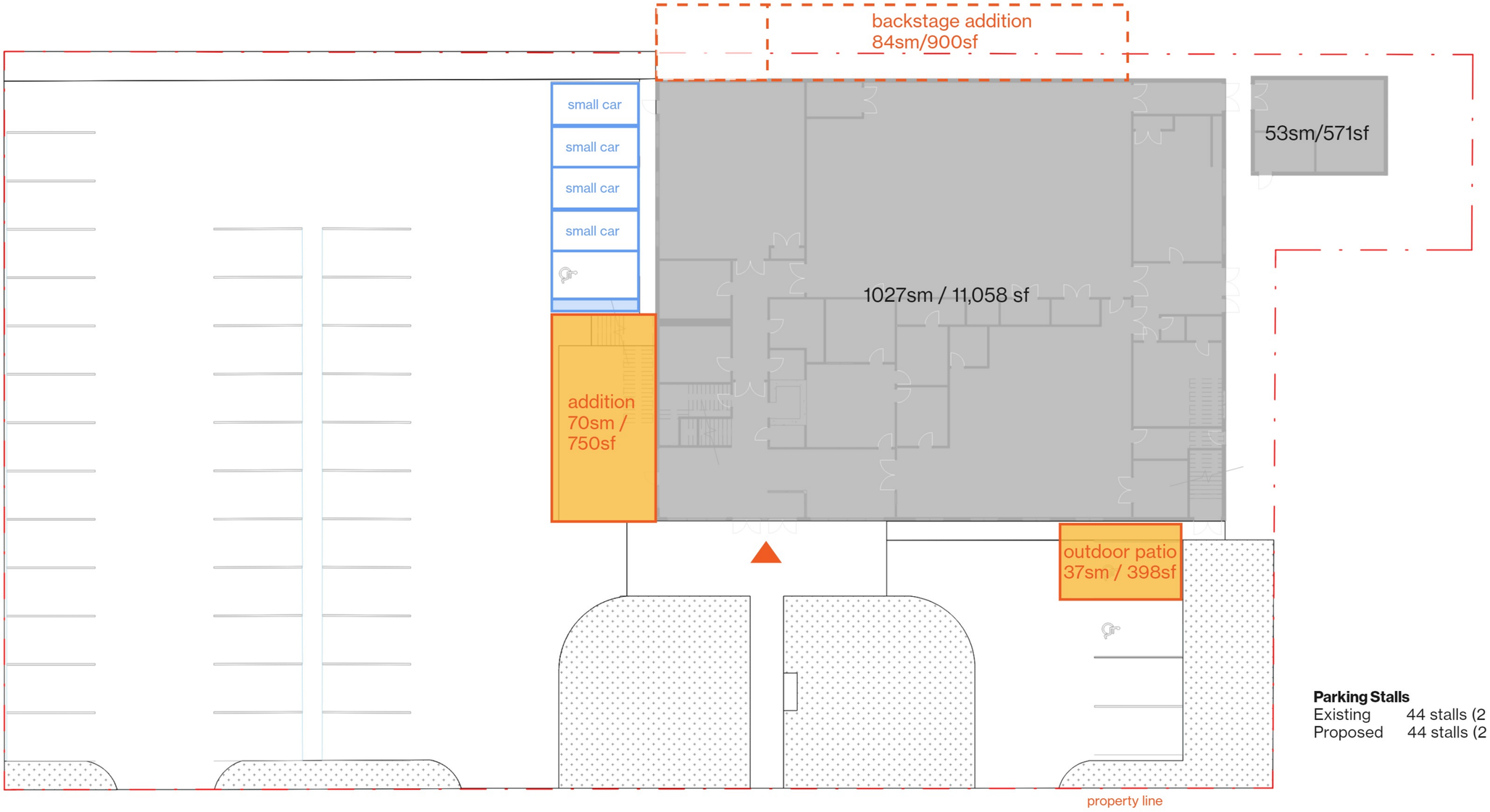
- 750sf main floor addition

Site considerations:
- Balcony stairs to be located to exit east to green space

Location of addition is away from Evergreen Club - minimize disruption



Concept Option 2B | Minor Addition + Renovation

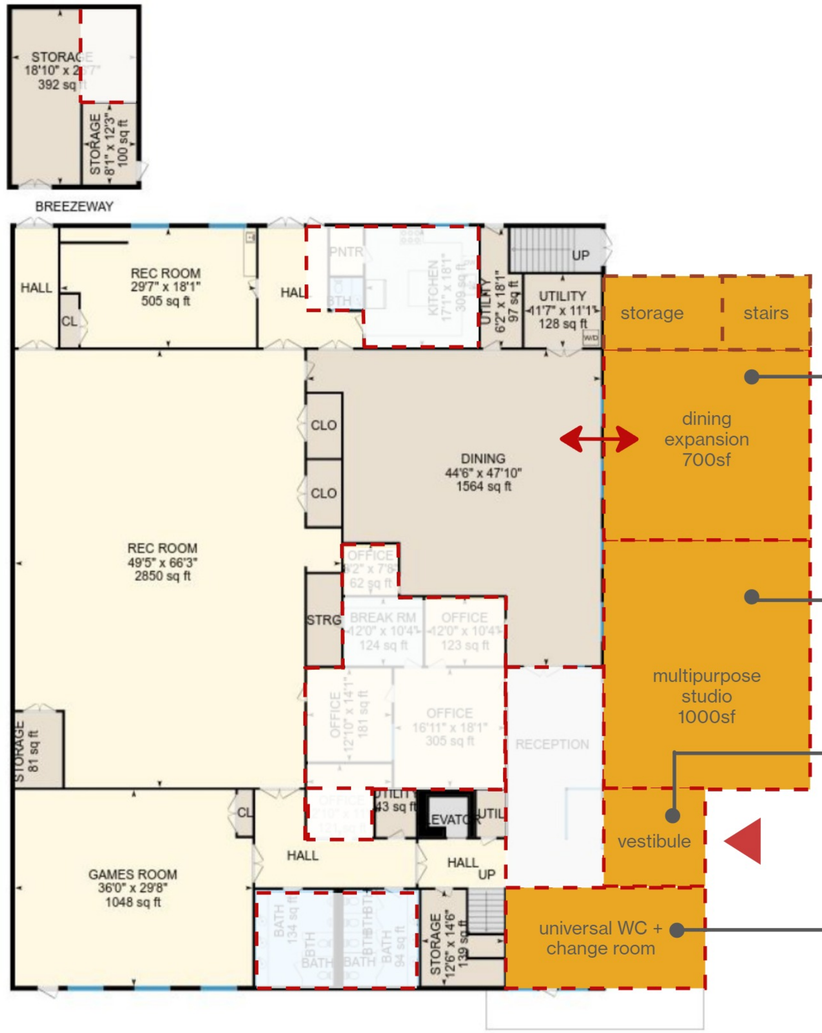


Parking Stalls

Existing	44 stalls (2 accessible)
Proposed	44 stalls (2 accessible)

Concept Option 3 | Major Addition + Renovation

Concept Option 3 | Major Addition + Renovation



1st FLOOR

LEGEND

concept 2A

Dining expansion

Expanded dining room with added storage

New multipurpose studio

New multipurpose studio with movable partition to dining expansion for larger events

New entry vestibule

New Universal Washroom and Change Room

Universal washrooms and change rooms to support multipurpose studio

Concept Option 3 | Major Addition + Renovation

LEGEND

concept 2A

2nd FLOOR



Expanded storage

New performance stage

New accessible performance stage with side stages and stage curtain

New curtain wall to provide views out

New outdoor patio

New weather protected outdoor patio with equitable access

New Staff Break Room

New Boardroom

New Meeting Room/Ready Room

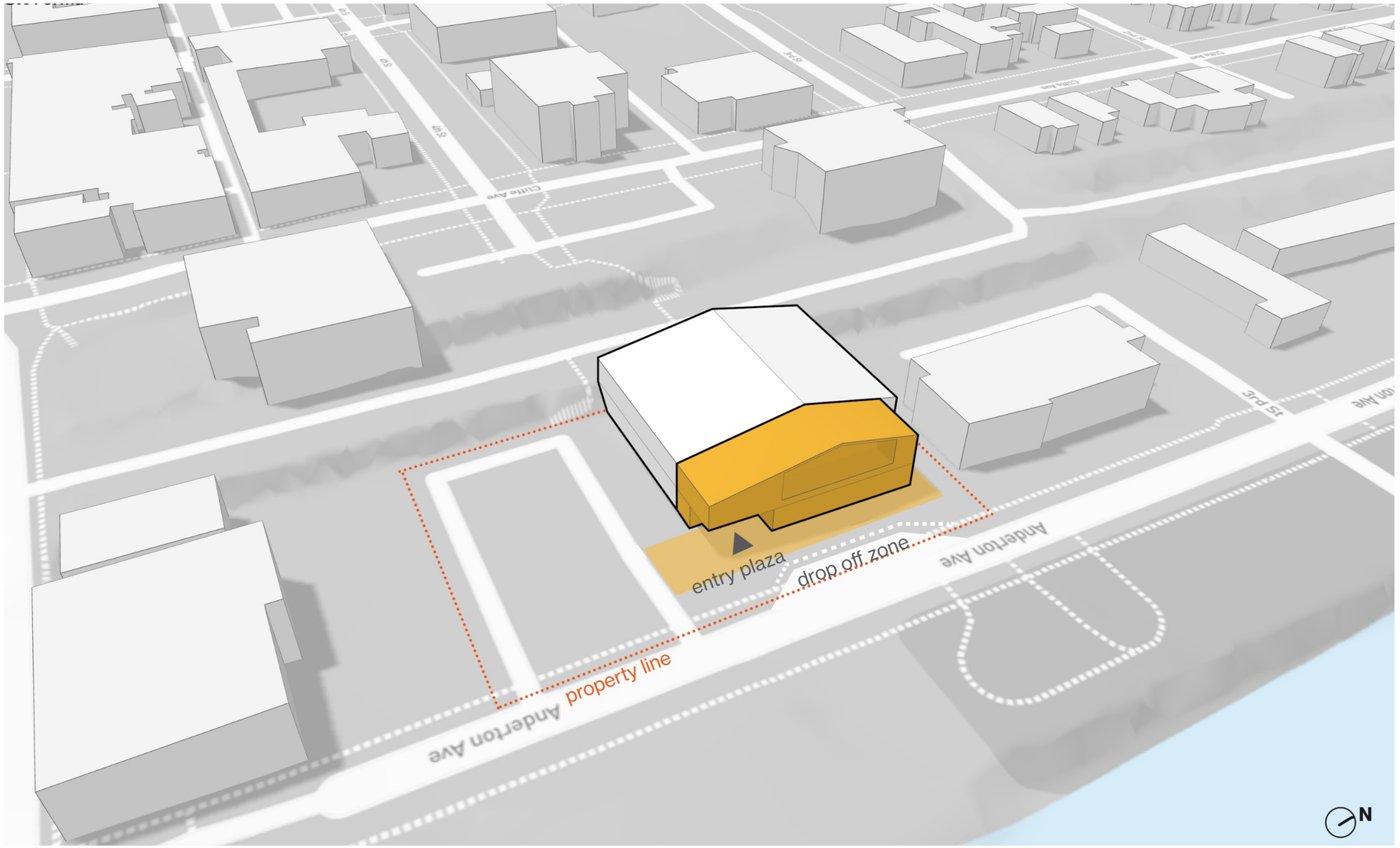
New Universal Washrooms

Concept Option 3 | Major Addition + Renovation

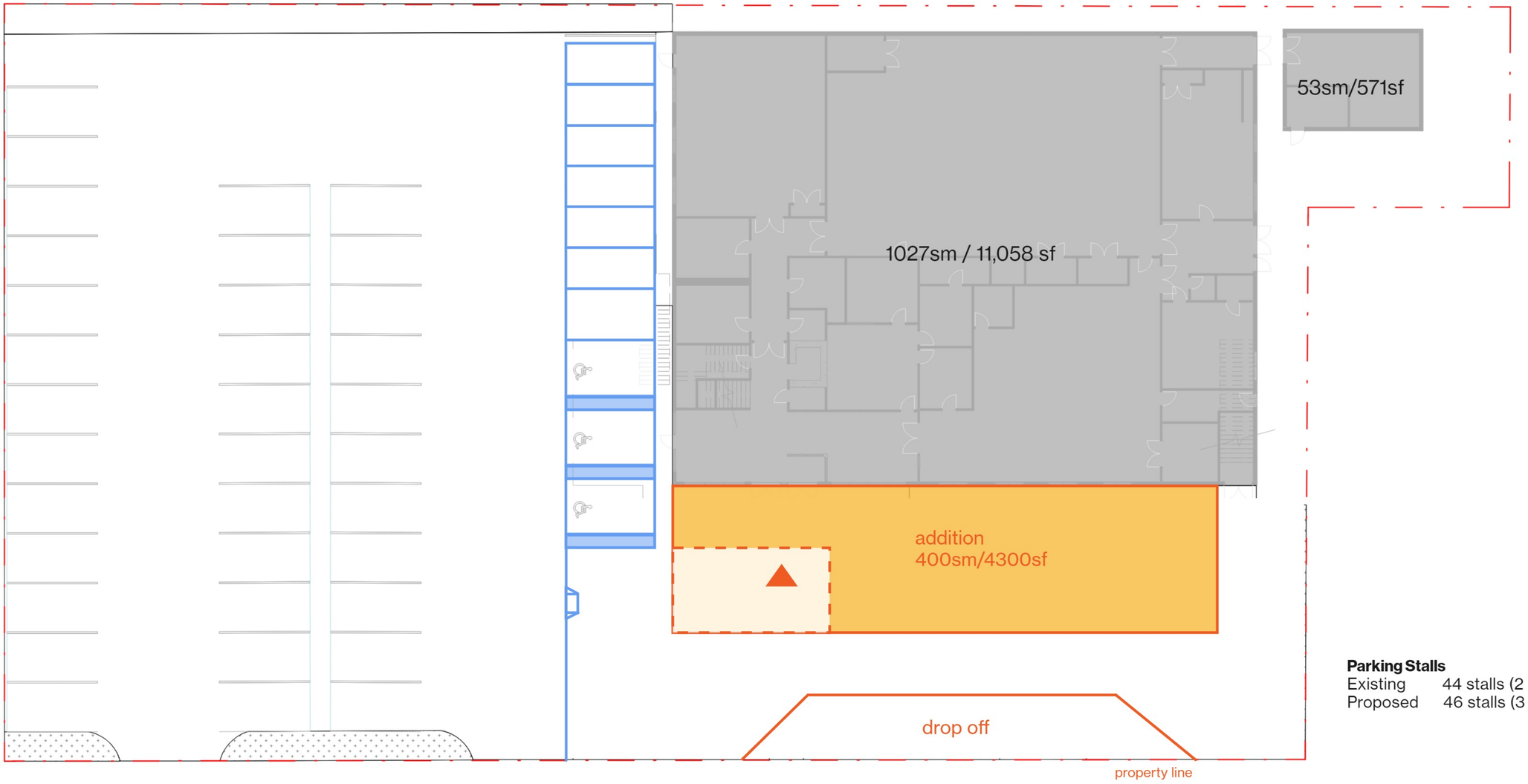
New front volume to existing FFC

Replace porte cochere with drop off and front entry plaza

Replace loss of parking stalls at NE corner to main parking lot



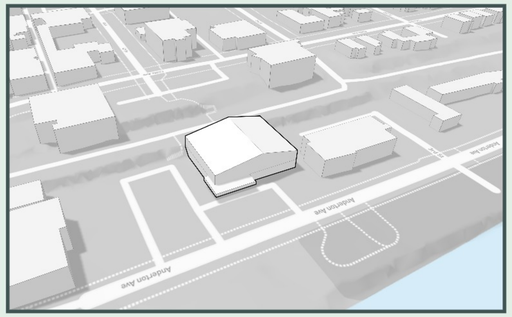
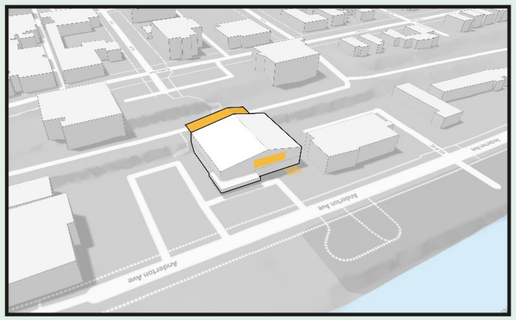
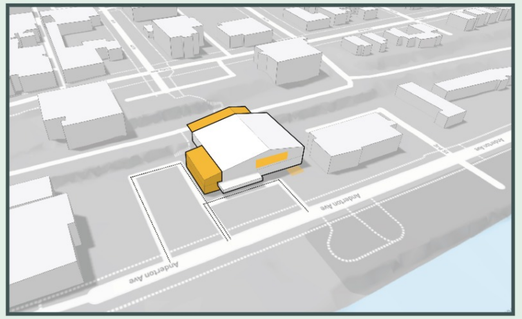
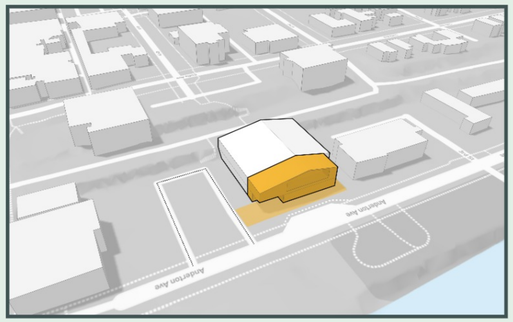
Concept Option 3 | Major Addition + Renovation



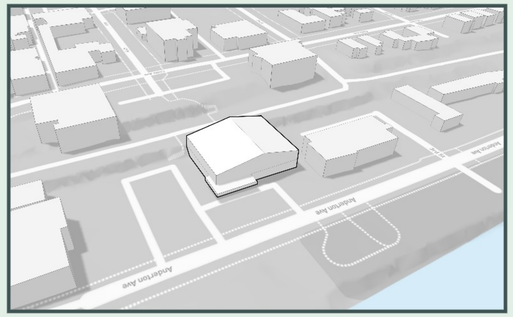
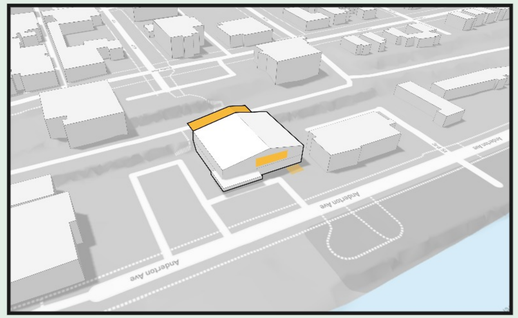
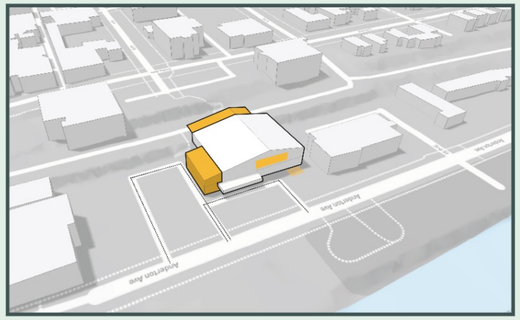
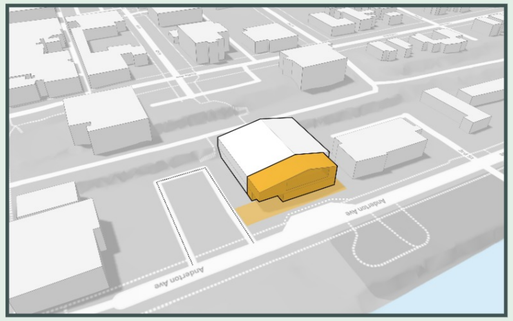
Parking Stalls

Existing	44 stalls (2 accessible)
Proposed	46 stalls (3 accessible)

Florence Filberg Centre Needs Assessment + Feasibility Study | Concept Options Summary

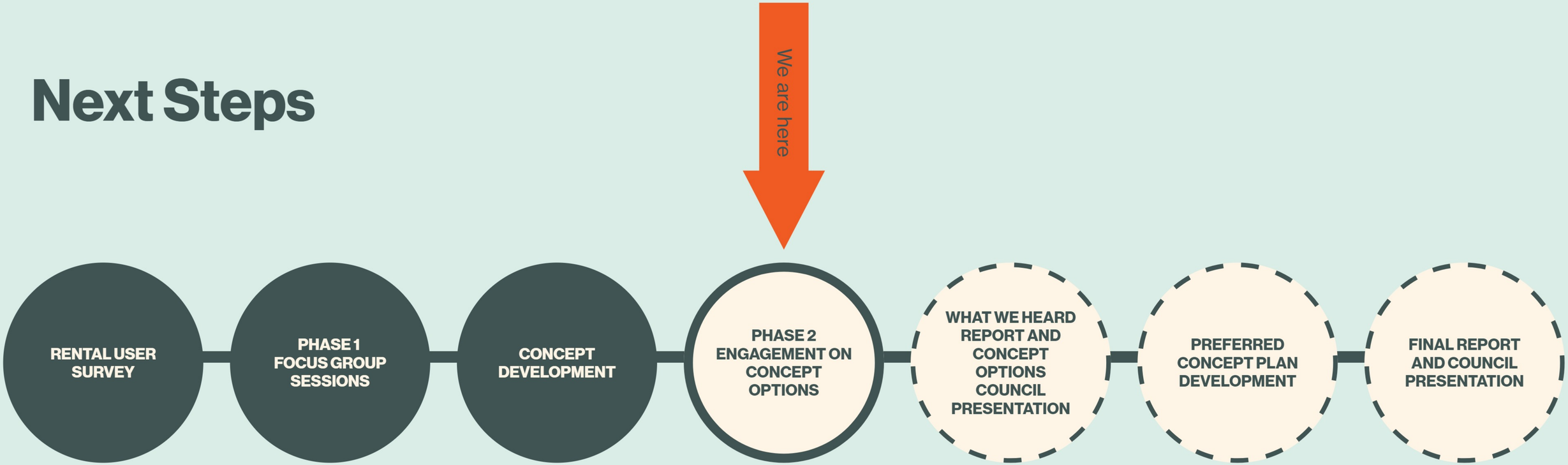
CONCEPT OPTIONS	Concept Option 1 - Basic Renovation	Concept Option 2A - Minor Addition + Renovation	Concept Option 2B Medium Addition + Renovation	Concept Option 3 - Major Addition + Renovation
				
Area	3500sf renovation	3500sf renovation + 900sf addition	3500sf renovation + 900sf addition+ 850sf addition	3500sf renovation + 4,300sf addition
Cost Magnitude	$	$+	$$	$$$
Construction Duration	9-12 months	12-15 months	18-22 months	22-28 months
Parking Stalls	no impact	reconfiguration of loading & drop off lose 1 stall	existing parking stall count retained	Reconfiguration of drop-off gain 2 stalls (including 1 additional accessible stall)
Impact to existing operations	• Timelines for renovation can run longer because interior work often need to be phased or scheduled after hours to maintain operations	• A portion of the conference hall can remain operational while the performance addition is under construction.	• These additions can be isolated from existing building to allow continuity of operations	• Most disruptive option for continuity of operations. May consider separating out renovation scope from construction of addition it operations needs to be maintained.
Impact to patron experience	• Depending on whether building needs to remain operational during renovations.	• Operation of conference hall will be impacted	• Impact to availability of on site parking	• Entry into building will need to be accessed from event entrance.

Florence Filberg Centre Needs Assessment + Feasibility Study | Concept Options Summary

CONCEPT OPTIONS	Concept Option 1 - Basic Renovation	Concept Option 2A - Minor Addition + Renovation	Concept Option 2B - Medium Addition + Renovation	Concept Option 3 - Major Addition + Renovation
				
Renovation extents	• Improve general accessibility • L1 and L2 washroom renovation • Improve wayfinding and signage • HVAC improvements • Conference hall AV upgrade, acoustic improvements and movable partition replacement	• Expanded kitchen • Staff offices renovation • L1 Reception and lobby renovation • L1 and L2 washroom renovation • HVAC improvements • **+ Concept Option 1 items**	• Expanded kitchen • Staff offices renovation • L1 Reception and lobby renovation • L1 and L2 washroom renovation • HVAC improvements • **+ Concept Option 1 items**	• Expanded kitchen • Staff offices renovation • L1 Reception and lobby renovation • L1 and L2 washroom renovation • HVAC improvements • **+ Concept Option 1 items**
New Spaces	n/a	• New performance stage • New universal WC - L1 and L2 • New outdoor space for Evergreen Club	• New multipurpose room • **+ Concept Option 2 items**	• New performance stage • New universal WC - L1 + L2 • New multipurpose studio • Change room • Expanded dining hall • More storage • Boardroom • Meeting room / ready room • Staff breakroom • Outdoor patio • Entry plaza
Revenue Generating Potential	no change	improves capacity of event hall to host a larger diversity of performances	• improves capacity of event hall to host a larger diversity of performances • provides new multipurpose space to accommodate 70 persons	• increases capacity of event hall for 100 persons • increases capacity of dining hall for 65 persons • provides new multipurpose studio to accommodate 95 persons

Discussion

Next Steps


We are here
RENTAL USER SURVEY
PHASE 1 FOCUS GROUP SESSIONS
CONCEPT DEVELOPMENT
PHASE 2 ENGAGEMENT ON CONCEPT OPTIONS
WHAT WE HEARD REPORT AND CONCEPT OPTIONS COUNCIL PRESENTATION
PREFERRED CONCEPT PLAN DEVELOPMENT
FINAL REPORT AND COUNCIL PRESENTATION