



TOWN OF LAKE COWICHAN

Parks, Recreation and Culture Committee

Tuesday, March 17th, 2020 at 7:00 p.m. – Council Chambers

AGENDA

1. CALL TO ORDER

Page #

INTRODUCTION OF LATE ITEMS (if applicable)

2. APPROVAL OF AGENDA

3. BUSINESS ARISING AND UNFINISHED BUSINESS

(a) Ongoing Items Still Being Addressed:

- (i) Trans Canada Trail Signage at Hammond Road.
- (ii) Riverfront Walkway and Trail Connections – Update.
- (iii) Pickleball Request.

4. DELEGATIONS AND REPRESENTATIONS

5. CORRESPONDENCE

6. VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA– (maximum 3 minutes per speaker and maximum time allotted 15 minutes).

7. REPORTS

- (a)** Superintendent, Public Works and Engineering Services re: Summary Report for Feb/March 2020.
- (b)** Superintendent, Public Works and Engineering Services re: River's Edge Memorial Park.
- (c)** Superintendent, Public Works and Engineering Services re: Centennial Park-Projects 2020.

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8. NEW BUSINESS

None.

9. NOTICES OF MOTION

10. PUBLIC RELATIONS ITEMS

11. QUESTION PERIOD (maximum 3 minutes per speaker and maximum time allotted 15 minutes)
- Limited to items on the agenda

12. ADJOURNMENT

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Memo



TO: Chief Administrative Officer

SUBJECT: Summary Report for Parks and Recreation - Feb 2020 / Mar 2020

DATE: March 13, 2020

FROM: Superintendent, Public Works and Engineering Services

Capital

- Centennial Park Parking Lot
 - 50% Drawings submitted
 - See Centennial Park Memo
- River's Edge Memorial Garden
 - See River's Edge Memorial Garden Memo
- Concept plan submitted by Consultant for Kasapi Park.
 - See Appendix A for drawing.
 - Considered for 2021 budget.
- Duck Pond Washroom scoped and priced.

Maintenance

- Contractor at Centennial Park to fertilize Centennial Park field.
- Annual tree trimming and park maintenance starting for the season.

Operations

- New banners are being designed for display on light poles.
- High school students will be supplying the rest of the banners.

A handwritten signature in black ink, appearing to read 'Kam So', written over a horizontal line.

Kam So, P.Eng, MBA (Candidate)
Superintendent, Public Works and Engineering Services

Memo



TO: Chief Administrative Officer
SUBJECT: River's Edge Memorial Park
DATE: March 13, 2020
FROM: Superintendent, Public Works and Engineering Services

Background

The development of the River's Edge Memorial park is in the planning process. The concept plan was presented at the last Parks and Recreation Committee.

Current Status

1. New plants are being sourced.
2. Design of viewing platform has been initiated.
3. Entrance sign has been scoped and priced.

Options for Sign

Lt. barre grey granite (domestic):

1. 96" x 6" x 60", polished face, sawn back, rustic sides: **\$10,200.00**
2. 96" x 8" x 60", pol. face, sawn back, rustic sides: **\$11,950.00**
3. 96" x 16"/5" x 60", pol. face, rough cut back, rustic sides: **\$19,920.00**

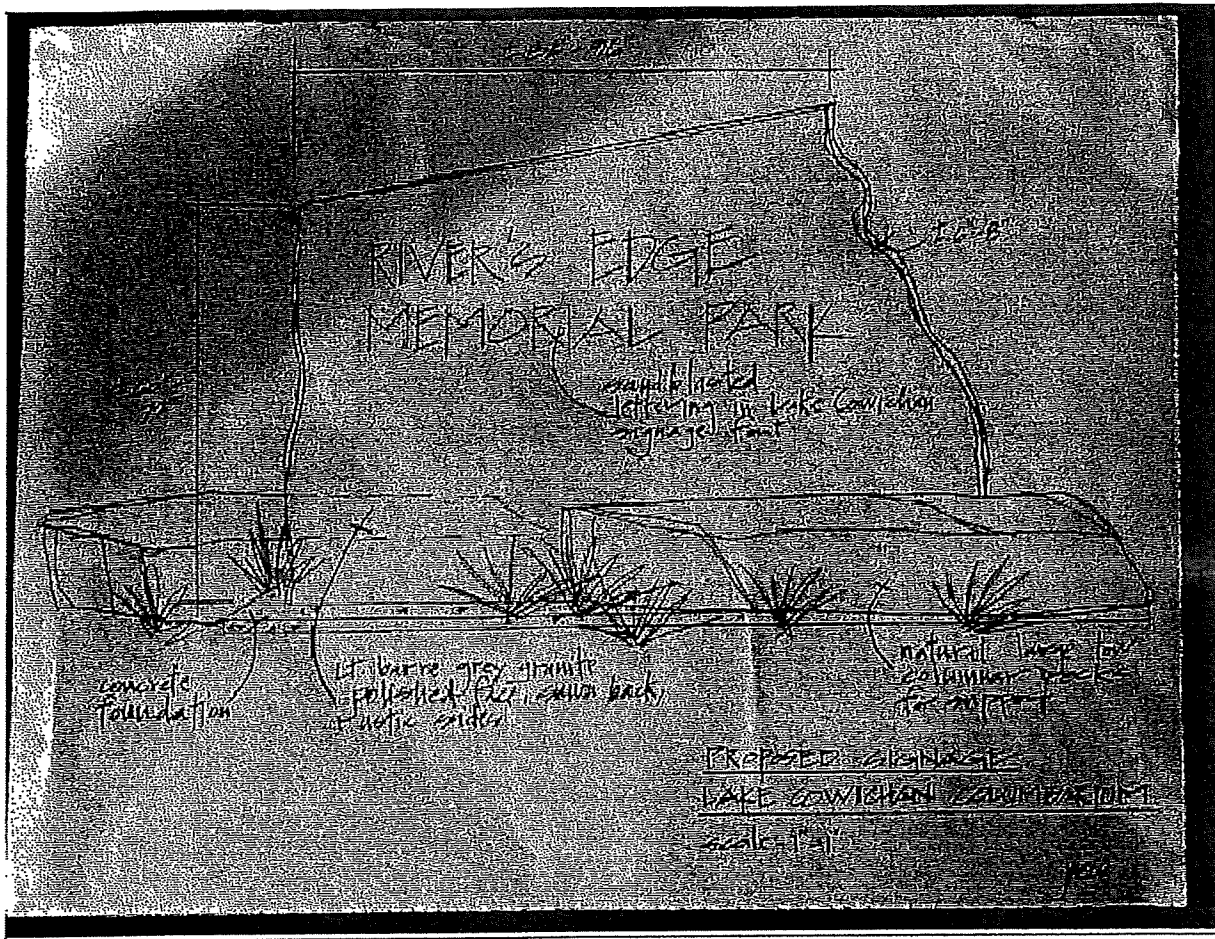
China grey granite (imported):

1. **\$9,450.00**
2. **\$10,400.00**
3. **\$15,700.00**

Above prices includes all sandblasted lettering and delivery. Taxes are extra.

Installation of foundation will be required for PWS to source.

The estimated shipping time for the domestic boulders is 3 months. The estimated shipping time for the China boulder could be 5 months.



Recommendation

1. Approve layout of proposed entrance sign.
2. Source granite from a domestic source, preferably in BC.
3. Choose 96" x 6" x 60", polished face, sawn back, rustic sides: \$10,200.00
4. Final pricing and installation still to be determined.

Kam So, P.Eng, MBA (Candidate)
Superintendent, Public Works and Engineering Services

Memo



TO: Chief Administrative Officer

SUBJECT: Centennial Park – Projects 2020

DATE: March 13, 2020

FROM: Superintendent, Public Works and Engineering Services

Background

There are three projects at Centennial Park:

1. Construction of a new 60 space parking lot.
2. New construction and repurposing of the existing washroom.
3. Clearing brush behind the ball diamonds on Point Ideal Road.

Construction of a new 60 space parking lot

Purpose

1. Improve drainage in area.
2. Allow for cars to be parked in a logical order and allow for more cars to be parked.
3. Allow for logical progression of cars entering and leaving facility.
4. Allow for cars to not block roads or use other parking facilities.
5. Allow for a more pleasant experience for park users.

Status

1. Preliminary site 50% site plan has been submitted to PWS for review and comment. (See appendix A)

Construction and repurposing of the washroom

Purpose

1. Existing washroom is in need of major rehabilitation and upgrading.
2. The cost to build a new washroom facility will be less expensive.
3. The current location of existing facility is not convenient to park users.
4. The new washroom facility will be more usable and accessible.
5. The old washroom can be repurposed as a storage facility.
6. The washroom will have benches to allow for clothes changing.

Status

1. Preliminary floor plan has been submitted to PWS for review and comment (See appendix B)

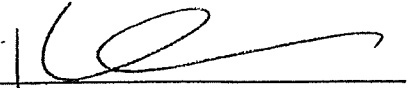
Brush clearing

Purpose

1. Areas around the Centennial Park have become overgrown with invasive species and the brush has become unsightly.
2. Removing the brush will create a more pleasant experience for the park users.
3. Building berms will reduce the risk of Point Ideal Road to be flooded.
4. Areas that need the most addressing are the areas along Point Ideal Road and the fenced area on south shore road.

In conclusion

These projects will create a more pleasant experience for park users.



Kam So, P.Eng, MBA (Candidate)
Superintendent, Public Works and Engineering Services

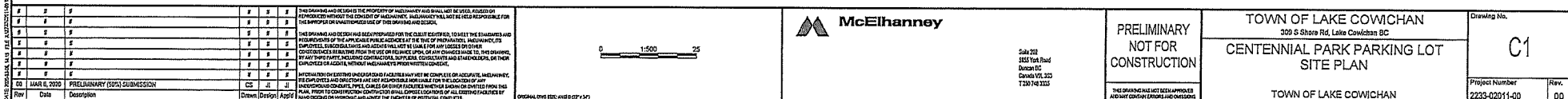
STATUS

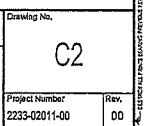
PRELIMINARY (50%) SUBMISSION



1. HYDROSEED TO CONTAIN SEED, FERTILIZER AND MULCHIFIER; CONTRACTOR TO SUPPLY PROPOSED PRODUCT AND APPLICATION METHOD TO ENGINEER FOR APPROVAL.

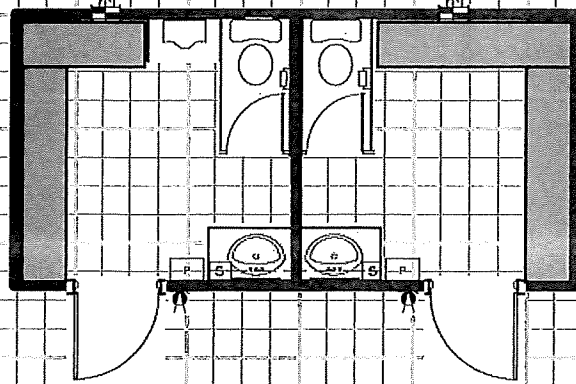
DRAWING LIST						
SHEET #	SHEET TITLE	REVISIONS				
		NO	01	02		
	COVER SHEETKEY PLAN	X				
C1	SITE PLAN	X				
C2	SITE GRADING PLAN	X				
C3	UTILITIES PLAN	X				
	LANDSCAPING PLAN					
	DETAILS & SECTIONS					





0 4 8 12 16 20 24 28 32 36 40 44 48

10x20 Change Room - Lake Cowichan



General Specifications:

Exterior Siding:	Metal siding & metal fascia	Ceiling:	Vinyl-clad gyproc (white)
Interior Walls:	FRP (fibre reinforced plastic) paneling (white)	Roof:	EPDM (rubber) roofing
Windows:	n/a	Heating/Cooling:	Electric forced-air heaters (240V) & baseboard
Exterior Doors:	Solid-core door with 'D' pull handle, deadbolt, door closer	Lighting:	LED lights, surface mounted; Exterior LED lights
Interior Doors:	solid-core door, painted wood with passage set (if applicable)	Electrical:	120/240 volt single phase, mast & weatherhead, Amperage TBD by design. Electrical panel.
Floor:	Sheet vinyl flooring w/ u-lay (commercial grade). Rubber moulding	Plumbing:	Mens: see layout (no HWT) Womens: see layout (no HWT) Surface mounted water lines (run hot & cold lines. Hot for future) Underside plumbing drops. Site manifolding by others.
Other:	Walls: 2x4 studs. R12 batt ins. Roof: R20 batt insulation Floor: R20 batt insulation H&W Brackets	Notes:	Factory installed benches (orange)

