



Corporate Report

NO: R270

COUNCIL DATE: DECEMBER 17, 2007

REGULAR COUNCIL

TO: Mayor & Council DATE: December 7, 2007
FROM: Laurie Cavan, General Manager FILE: 6140 – 20/KW
Parks, Recreation & Culture Department
SUBJECT: Former Camp Kwomais Site – Buildings and Planning Process

RECOMMENDATION

The Parks, Recreation and Culture Department recommends that Council:

1. Receive this report as information, which includes information about the intended demolition of some of the existing buildings on the former Camp Kwomais site; and
2. Approval a Terms of Reference for a park master planning process for the site as outlined in Appendix E.

BACKGROUND

The City recently acquired the former Camp Kwomais, which is 16.25 acre site in the 1300 block of 128th Street in the Ocean Park area of South Surrey. The land, purchased from the United Church, had been operating since approximately 1910 as a church camp. Many Surrey residents attended camp there or were involved in programs at this site. The site contains a number of buildings that have fallen into various states of disrepair. After purchasing the property, staff retained a consultant to undertake an evaluation of each of the buildings on the property and to provide recommendations regarding each building.

DISCUSSION

Building Assessment Overview

Wasser Consulting was retained to assess and report on the condition of each of the buildings located on the property. The Wasser Consulting Report evaluated the following buildings:

- Lodge

- Sanford Hall (further details will follow below)
- Cabins
- Manager's Residence

The Lodge – Dining Hall

The Lodge faces south-west on the site and appears to be one of the original buildings. The Lodge consists of an auditorium, kitchen and public washrooms. The basic construction elements include: concrete foundations, wood floor joists, heavy timber post and beam framing, updated vinyl siding over old wood siding, asphalt shingles (which are leaking) and single-glazed windows. The Wasser summary of this building includes:

- the need for significant roof repair and cleaning;
- floors that need to be replaced because they are worn through;
- wood-frame single-glazed windows are very energy inefficient;
- low insulation levels;
- moisture problems;
- wood burning fireplace does not meet current emissions requirements;
- wood rot; and
- crawl space issues.

Wasser Consulting concluded that to bring The Lodge – Dining Hall up to acceptable standard for public use would cost in excess of \$250,000.00. Attached as Appendix “A” is a copy of the Wasser Consulting Report on The Lodge – Dining Hall.

Staff has concluded that the Lodge is not worth the value of the necessary upgrading to allow for public use of this building and will be proceeding to have it demolished. However, the stone Fire Place structure will be retained for inclusion in a future picnic shelter.

The Sanford Hall

The Sanford Hall consists of a large meeting room, storage facilities, and public washrooms. The basic construction elements include: concrete foundations, wood floor joists over a basement and crawl space, updated vinyl siding over old wood siding, asphalt shingles (wearing and leaks evident), double glazed aluminium frame windows and downspouts probably connected to a rock pit. The electrical service is a 60 Amp main breaker (likely but not confirmed), plumbing is provided for two public washrooms, and the heating is forced air. The floors are vinyl tile and laminate flooring. The Sanford Hall is considered to be worth upgrading to a standard acceptable for general public use. Facilities Maintenance staff reviewed the building and determined that the doors and hardware as well as all windows will need to be replaced. The roof needs cleaning and minor repairs. The following is an estimate for repairs to the Sanford Hall:

a) Roof Repairs and Maintenance	4,000.00
b) Interior Maintenance	2,000.00
c) Window Replacement	4,000.00
d) Hardware & Doors Replacement	<u>3,000.00</u>
Total	<u>\$13,000.00</u>

Wasser Consulting concluded that the Sanford Hall could be repaired for public use. Attached as Appendix "B" is a copy of the Wasser Consulting Report on Sanford Hall.

Staff intends to retain the Stanford Hall building and undertake the necessary minor capital work to allow for the continued use of the building. Resources are available for this work as part of the 2008 budget allocations.

Retaining and upgrading Sanford Hall on this site would make the park ideal for a number of parks and recreation-related programs as well as serve as a site to accommodate the high demand for community space for local organizations such as the Ocean Park Community Association and other community groups currently using the Sanford Hall and the lodge for meeting and programming. The Ocean Park Association is interested in space at Sanford Hall to compliment programs at the Ocean Park Hall located on the same street, which is fully booked. Community and Leisure Services staff would meet with the Association and the community groups to organize community allocation for Sanford Hall.

Presently, there are no City indoor recreational facilities in the Ocean Park area although some programming is provided on a rental basis out of the Ocean Park Community Hall. Retention of a programming site at Camp Kwomais would provide neighbourhood level recreation services to a growing community of young families. Parks, Recreation & Culture staff is aware of a number of youth issues in this area of Surrey as well at the Fun Fun Park and 1001 steps, which are only blocks away from the Camp Kwomais site. Programming for youth and promoting positive activities in this area would have an impact on the negative activities currently taking place.

Cabins

There are numerous cabins on this site, the majority of which are 12' x 16' in horizontal dimension; each contains 2 bunk beds sleeping a maximum of four. The basic construction elements include: foundations made of concrete piers and wood floor joists exposed from below, 2" x 4" stick wall framing, minimal insulation, vapour barrier and wood siding, asphalt shingles (wearing and leaks evident) and a mix of original single glazed wood frames windows and newer single glazed aluminium frame windows. The cabins contain minimal electrical service, have no plumbing (communal washrooms and showers located in nearby buildings) and have no heating. Wasser Consulting reported that some floors and walls are structurally unstable, the roofs need to be replaced; some wood rot was noted on fascias and soffits, there appears to be high moisture in the buildings based on odours that are present and insulation levels and moisture protection are not sufficient. Wasser Consulting concludes that upgrading would be expensive in comparison to the floor area of the buildings and recommends that they be demolished. Attached as Appendix "C" is a copy of the Wasser Consulting Report on the cabins.

Staff intends to proceed with having the cabins demolished and removed from the site.

Manager's Residence

The Manager's Residence is currently occupied and could be maintained for on-going use as a caretaker's residence on the site. Wasser Consulting have provided a report on the Manager's Residence, dated July 6 2007, which is attached as Appendix "D". The value of operating a caretaker's residence will be undertaken through the master plan process.

Outdoor Pool

The outdoor swimming pool was assessed on July 6th by City of Surrey Aquatic and Facilities Management staff to determine its suitability for inclusion in the City of Surrey Outdoor Pool operations. The assessment was undertaken with the goal of identifying the level of remedial work or renovation that would be required to operate this facility as a public outdoor pool.

The outdoor pool facility at Camp Kwomais was built in 1961. By comparison, all existing City Outdoor Pools were built between 1968 and 1972. The Camp Kwomais pool was operated as a part of a private camp facility under the United Church. The pool itself is approximately 25 yards in length and 10 yards in width, and varies in depth from 2 feet at the shallow end to 8 feet at the deep end.

The design of the pool gutter system is not similar to any public facilities in the lower mainland, and would present some significant challenges in converting this facility to public use.

- The overflow gutter trough extends upwards from the pool deck a distance of approximately 6 inches. This presents a significant trip hazard to participants. For public use the surface of the surrounding concrete deck would need to be raised to the level of the top of the overflow gutter. This would entail significant capital expense.
- The overflow gutter system only has skimmer drains on the north side of the pool. Section 36 of the British Columbia Health Act Swimming Pool, Spray Pool and Wading Pool regulations requires gutter drains to be provided "at intervals of not more than 15 feet". Additional gutters would need to be installed along the south, east and west sides of the pool to meet this requirement. This would entail significant additional capital expense.
- It is unknown at this time whether the main drain and skimmer drains are tied into a sanitary sewer or storm sewer system. If they were tied into the storm sewer system, they would need to be modified to tie into the sanitary sewer system to meet current requirements.
- The age of the facility would suggest that the underground piping might be nearing the end of its useful life. There was no evidence of water loss, however, given the need for recent below ground repairs at the Port Kells Pool and the Unwin Pool, and given the comparative age of these facilities, it could be expected that work on the underground piping at the Camp Kwomais pool will be required in the near future.

There is an out-building that is used to house the mechanical operations for the pool and provide limited storage. This wooden structure is quite aged and is unsuitable for its purpose in a public park environment. The flooring is a combination of wood and dirt areas. This building does not

provide adequate protection from environmental damage, nor does it provide adequate security. Given experiences at other existing City Outdoor Pool operations, this building would need to be replaced with a cinderblock structure with steel doors in order to provide reasonable service and meet security needs. This would entail a significant capital expense.

Process for the Development of a Park Master Plan

Attached to this report as Appendix 'E' is a draft Terms of Reference that will be used as the basis for developing a Master Plan for the Camp Kwomais site. If Council gives staff direction to proceed with such a planning process, it is expected that a draft master plan would be available for Council's consideration in the autumn of 2008.

SUMMARY

The acquisition of 16.25 acres park site formerly owned by the United Church of Canada and known as Camp Kwomais, presents an exciting opportunity to retain significant green space in the Ocean Park area. Parks, Recreation and Culture propose to undertake a park master planning process that will engage the community in the development of a long term plan for the Park and the potential for community programming.

The existing buildings on the site were assessed to determine whether they should be retained. In accordance with this independent assessment of the buildings and staff evaluation of the outdoor pool, it is recommended that the Manager's residence and the Sanford Hall be retained on site and that all other buildings on the site and the outdoor pool be demolished. The value of operating a caretaker's residence will be assessed through the master planning process.

Through the proposed park master planning process staff will meet with the community and community associations to discuss their interest in the space within Sanford Hall and the potential for community programming. The retention of Sanford Hall will enhance the potential for the park to meet some of the current community needs. An operating model for the facility will be developed which may include a partnership with a community non-profit group.

Laurie Cavan
General Manager
Parks, Recreation and Culture

LC/LW/lis

Attachments:

Appendix A: Wasser Consulting Report on The Lodge – Dining Hall

Appendix B: Wasser Consulting Report on Sanford Hall

Appendix C: Wasser Consulting Report on the cabins

Appendix D: Wasser Consulting Report on Manager's Residence

APPENDIX A

WASSER Consulting

5660 Woodward Road Richmond, B.C. V7E 1H1

Tel: 604-306-5665 Fax: 604-277-4946 E-mail: ernest4946@shaw.ca

Camp Kwomais

Building Assessment Follow-up

Dining Hall

**Located: 1367 - 128 Street
Surrey, BC**

Submitted: November 7, 2007

Created for: City of Surrey – Realty Services Division

Prepared by: Wasser Consulting

BUILDING ASSESSMENT

Project: Camp Kwomais
Location: 1367 – 128 Street, Surrey BC
Built: estimated at approximately 1956

Basic Information

Assessed: July 6, 2007
By: Ernest Roth
Follow-up review:
October 23, 2007

1) Lodge

The Lodge consists of a large gathering / dining room, an adjacent kitchen and storage facilities. It appears to be one of the original buildings.



* facing south-west

Basic Construction Elements:

Foundation: Concrete; wood floor joists over crawl space
Walls: Heavy-timber post-and-beam framing; 2x4 stick wall framing infill;
existence of insulation and vapour barrier assumed minimal but not confirmed
Siding: Updated vinyl siding over old wood siding
Roofing: Asphalt shingles – wearing and leaks evident
Windows: Single glazed- wood frame
Drainage: Downspouts probably connected to rock pit

Electrical: 100 Amp main breaker likely (not confirmed)
Plumbing: Service for two public H/C washrooms and commercial-grade kitchen
Heating: Forced air, floor grilles; gas-fired hot-water-tank and furnace

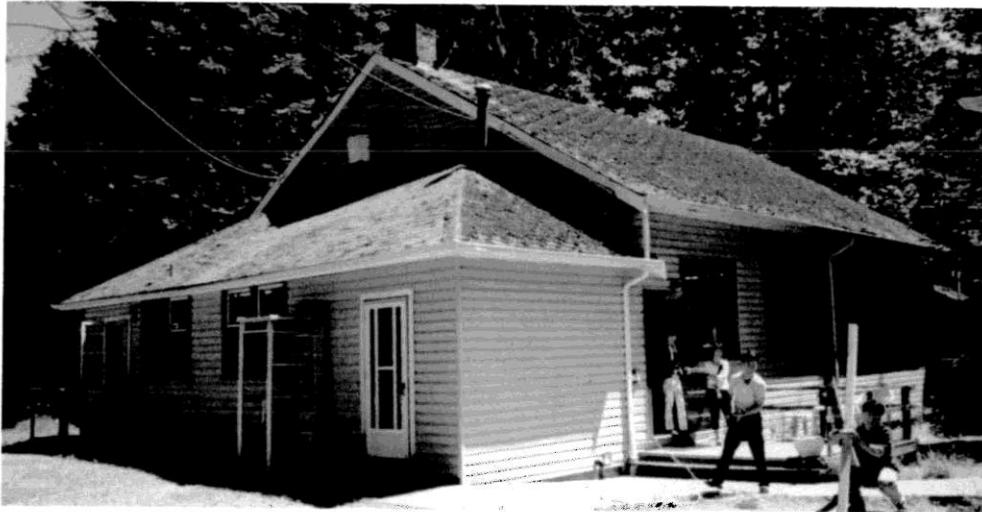
Floors: Bare T&G wood on joists
Finishes: Ceilings - painted masonite; walls – panelling

Created for: City of Surrey – Realty Services Division

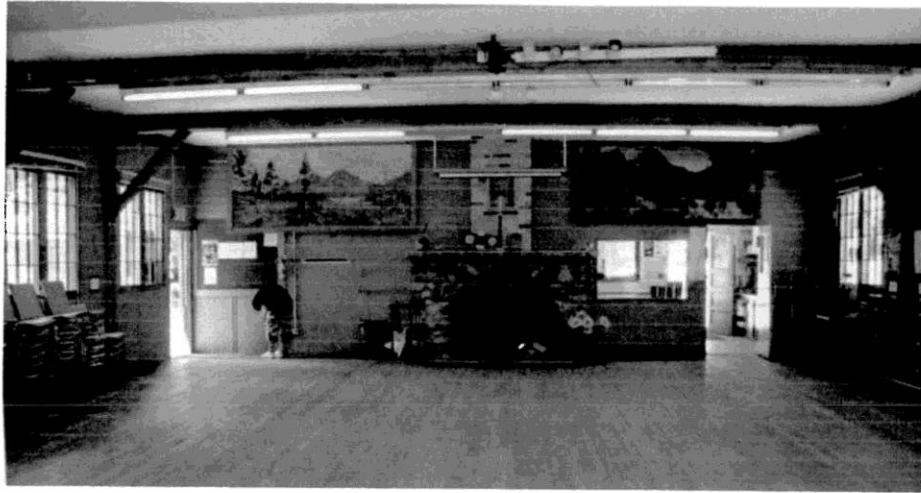
Prepared by: Wasser Consulting

Commentary:

- * roofing needs cleaning
- * strong smell of mustiness from wood exposed continually to moisture, probably from crawl space
- * original wood T&G floor boards wearing through
- * original wood-burning fireplace no longer "emissions acceptable"
- * original wood frame, single-glazed windows no longer up to energy requirements
- * insulation levels & moisture protection not up to Code



Exterior * facing south-east



Interior: * facing north, from washroom area towards kitchen

Preliminary Conclusions:

This building, though utilized by the Owners in its current state, is not acceptable for general public use without extensive repairs and very expensive upgrades to meet all necessary Codes and Standards.

In my opinion, this building is not worth retaining any longer. It is past its age of usefulness. Perhaps, however, some of the larger timbers could be re-cycled and re-used.

End of first Assessment

Follow-up Commentary:

The additional comments that follow will include elements regarding Fire and Safety issues taken from the BC Building Code (both Parts 3 & 9), and other technical concerns expected from a BP application; suggestions of a common sense nature dealing with usage; & cost estimates of work that I recommend be done. It is ultimately up to the Owner as to whether any or all of the recommendations are to be followed.

- Assumptions:
- * that the building will be used by the General Public
 - * that the Owner would like the building to have a pleasant appearance
 - * that options of use not be unnecessarily restricted
 - * that the building should have the ability to be used throughout the year
 - * that this proposed renovation will be classed as substantial, and so a rain-screen building envelope will be required
 - * that no significant additions to the building layout are included

The Dining Hall is currently wheelchair accessible, but does not, however, have any washrooms, accessible or otherwise. I expect that when this Dining Hall is in use, the washrooms located in the adjacent Sanford Hall would be made available at the same time, and so no new washroom facilities would be added to the Dining Hall itself.

The following aspects of construction have been considered in this review.

Roof

Most of the roof has a heavy layer of moss growth, and the quality of the shingles beneath is unknown at present. However, many of the shingles where the edge condition can be ascertained are curling and clearly stressed. The ceiling inside has many areas of water staining, obviously from roof leaks, so I will assume that a re-roofing is in order. I think that asphalt shingles are of acceptable quality. I would also expect to encounter some areas of rotten sheathing, which would need repairing. I would not expect to encounter any serious damage to the rafters or trusses. Include new flashing and fascias.

I suggest a budget of \$35,000.

Ceiling / Attic

The existing ceiling has been damaged by exposure to water penetrating from the roof, and should be removed, then replaced. The attic space will benefit from added insulation, vapour barrier, perimeter (soffit) and ridge or gable venting.

I suggest a budget of \$30,000.

Windows

Although currently boarded up, the existing windows are single-glazed, with wood frames and mullions, and generally they all exhibit water staining, whether from leaks or condensation. I assume that all windows will be replaced. Two of the more inexpensive windows are constructed with either vinyl or aluminum thermally-broken frames and double glazing. Given the interior rustic theme of this building, wood-framed windows should be considered even though more expensive.

Assume supply of stock sizes and installation into existing rough openings.

Set budget at \$35,000.

Walls

The existing wall framing is generally in good shape, except at some areas around windows and door frames. The walls will have to be stripped of interior drywall and exterior siding to accommodate the new windows, and then the sheathing and studs checked and repaired. New insulation, vapour and air barriers will be added, as will new interior drywall and new exterior siding. I would prefer a Hardie-board type of product, but the final choice remains the Owner's. Include new or refurbished exterior doors.
Set budget at \$50,000.

Floor

The existing floor boards have been removed, revealing a plywood sub-floor over wood floor joists. I expect that a finished flooring of some kind will be applied, and that a leveling preparation will also be needed. I assume that vinyl sheet flooring and cove base is the most likely choice.
Budget \$20,000.

Crawl Space

The floor joists are supported by perimeter concrete foundation walls. The crawl space is vented but not heated or insulated. To use the Dining Hall during the colder parts of the year, retain the vented, un-heated crawl space, but the floor joists should then be insulated and protected by a vapour barrier. The seismic structural integrity of the wood post / joist horizontal connections (diaphragm) is questionable. I recommend that a structural engineer check this item as well as the perimeter bolting for Code compliance. There are mounds of dirt in the crawl space. This should be leveled and a concrete skim coat over a vapour barrier should be installed. A lot of work in very cramped quarters will increase the expense.
Budget \$40,000.

Interior Finishing

Painting; interior doors; door and window trim; hardware; blinds.
Budget \$15,000.

Services

Gas is disconnected, and probably no longer required by the proposed use.
Water and sewer would no longer be necessary if no washrooms are added.
The electrical service is probably adequate, given the power demands of the existing kitchen. New distribution wiring, however, is likely required. I also suggest the addition of baseboard heating at this time.
Telephone service and outlets will be added.
Fire alarms, emergency lighting, exit signage, will be necessary to some extent.
Security, computer, cable TV, and CCTV systems are not included.
Budget \$30,000.

Fireplace

This is a very unique feature and focal point of this building. I do not know whether future use is contemplated. If so, the flue should be cleaned. The structural integrity of the masonry and foundation should be reviewed by the Structural Engineer.

Conclusions

Other than the basic structure of the Dining Hall, most building components have to be added to make the building usable.

The budget amounts noted above total \$255,000. For a building listed as being 2,466 sq ft in size, the estimated costs translate into a bit over \$100/sq ft, which is well below comparable renovations.

End this follow-up Assessment.



Ernest Roth, B.Sc. B.Arch.
Per *Wasser Consulting*

APPENDIX B

WASSER Consulting

5660 Woodward's Road Richmond, B.C. V7E 1H1

Tel: 604-306-5665 Fax: 604-277-4946 E-mail: ernest4946@sfiaw.ca

Camp Kwomais

Building Assessment Follow-up

Sanford Hall

**Located: 1367 - 128 Street
Surrey, BC**

Submitted: November 7, 2007

Created for: City of Surrey – Realty Services Division

Prepared by: Wasser Consulting

BUILDING ASSESSMENT

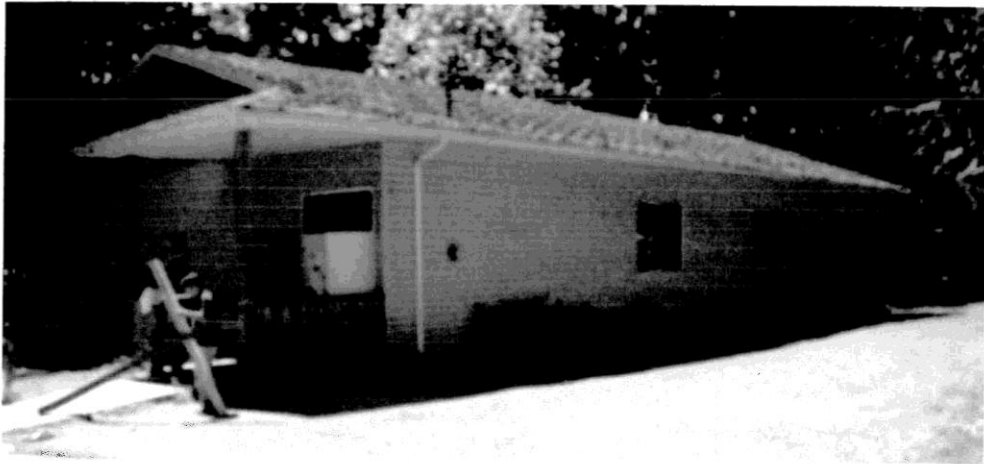
Project: Camp Kwomais
Location: 1367 – 128 Street, Surrey BC
Built: estimated at approximately 1940;
re-located to this site in 1989

Basic Information

Assessed: July 6, 2007
By: Ernest Roth
Follow-up review:
October 23, 2007

2) Sanford Hall

Sanford Hall consists of a large meeting room, storage facilities, and public washrooms on the main floor. A partial basement and crawl space was constructed at the time of building re-location.



* facing south-west

Basic Construction Elements:

Foundation: Concrete; wood floor joists over basement and crawl space
Walls: 2x4 stick wall framing; existence of insulation and vapour barrier assumed minimal but not confirmed
Siding: Updated vinyl siding over old wood siding
Roofing: Asphalt shingles – wearing and leaks not evident
Windows: Double glazed - aluminum frame
Drainage: Downspouts probably connected to rock pit

Electrical: 60 Amp main breaker likely (not confirmed)
Plumbing: Service for two public H/C washrooms
Heating: Forced air, floor grilles; gas-fired hot-water-tank and furnace

Floors: Vinyl tile and laminate flooring on plywood sub-floor
Finishes: Painted panelling and drywall

Created for: City of Surrey – Realty Services Division

Prepared by: Wasser Consulting

Commentary:

- * roofing needs cleaning
- * basement storage is dry
- * hall is usable

Preliminary Conclusions:

This building, utilized by the Owners in its current state, could be made acceptable for general public use with some upgrades to meet all necessary Codes and Standards, as long as its future use is acceptable and compatible with the final planning of the site.

End of first Assessment

Follow-up Commentary:

- Assumptions:
- * that the building will be used by the General Public
 - * that the Owner would like the building to have a pleasant appearance
 - * that options of use not be unnecessarily restricted
 - * that the building has the ability to be used throughout the year
 - * that no substantial renovations are proposed, and so no building envelope upgrade will be required
 - *that no significant additions are included

Sanford Hall is currently wheelchair accessible, and has two washrooms, also accessible.

The following aspects of construction have been considered for this review.

Roof

Most of the roof has a heavy layer of moss growth, and the quality of the shingles beneath is not entirely clear at this time. However, only a few of the shingles appear distressed. So the roofing should be cleaned, and if fewer than 10% of the shingles are damaged, they should be replaced. If damage is more extensive, a further review is necessary.

Budget \$4,000.

The ceiling inside has no apparent areas of water staining.

The windows appear in good working order, and not leaking.

The walls exhibit no signs of leaks.

The flooring is functional.

The basement portion is warm and dry, and functions well as a storage area; the crawl space portion appears fine as well.

The interior finishing could use a cleaning and some touch-ups, but nothing major, and nothing to prevent this facility from being used as is.
Budget \$2,000.

The emergency signage and lighting appear adequate.

Conclusions

Sanford Hall appears currently usable as is.

End this follow-up Assessment.

A handwritten signature in black ink, appearing to read 'Ernest Roth', with a long horizontal line extending to the right.

Ernest Roth, B.Sc. B.Arch.
Per *Wasser Consulting*

BUILDING ASSESSMENT

Project: Camp Kwomais
Location: 1367 - 128 Street, Surrey BC
Built: estimated at approximately 1956

Basic Information APPENDIX C
Assessed: July 6, 2007
By: Ernest Roth

3) Cabins

There are numerous cabins of varying sizes (even a mobile home) scattered throughout the site. The majority of cabins (16) are 12' x 16', capable of holding two bunk-beds each, sleeping four.



Basic Construction Elements:

Foundation: Concrete piers; wood floor joists exposed from below
Walls: 2x4 stick wall framing; existence of minimal insulation and vapour barrier
Siding: Wood - board & batten
Roofing: Asphalt shingles - wearing and leaks evident (some re-roofed with metal)
Windows: Mix of original single glazed-wood frame and newer single glazed-aluminum frame
Drainage: None

Electrical: Minimal outlets
Plumbing: None; communal washrooms and showers in nearby buildings
Heating: None; plug-in space heaters being used

Floors: Bare T&G wood
Finishes: Ceilings - painted masonite; walls - panelling



The activity building called the "Bunn-galow" had been upgraded in 1986 with the installation of a handicapped-accessible washroom, but does not appear to be used very often. The air is stale and excessively musty; poor air quality. The smell caused by rotting lumber in the floor and walls is very heavy and disagreeable.

Commentary:

- * some floors and walls structurally unstable
- * remaining asphalt roofs need to be re-roofed; some rot noted at fascias and soffits
- * strong smell of mustiness from wood exposed continually to moisture, probably from floor joists
- * original and newer single-glazed windows no longer up to energy requirements
- * insulation levels & moisture protection not up to Code

Conclusions:

The cabins cannot be left as is. Upgrading is needlessly expensive. The buildings are not compatible with intended use. Removal is the only viable option.

BUILDING ASSESSMENT

Project: Camp Kwomais
Location: 1367 – 128 Street, Surrey BC
Built: estimated at approximately 1956

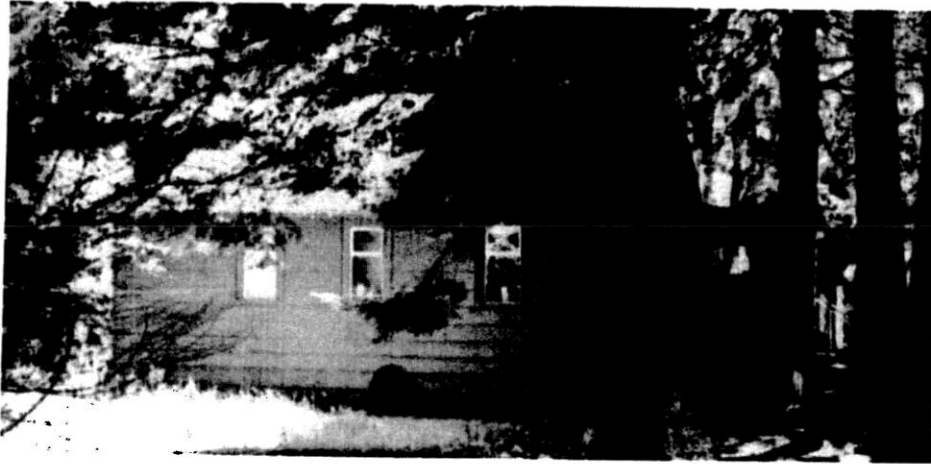
Basic Information

Assessed: July 6, 2007
By: Ernest Roth

APPENDIX D

4) Manager's Residence

The Manager's residence is located near the main entrance to the site. It has been adequately repaired and maintained over the years, and is currently quite liveable.



Basic Construction Elements:

Foundation: Concrete; wood floor joists over basement
Walls: 2x4 stick wall framing infill; existence of adequate insulation and vapour barrier assumed but not confirmed
Siding: 1" x 12" cedar siding, painted
Roofing: Asphalt shingles – wearing and leaks evident
Windows: Most are single glazed – mix of wood and aluminum frame
Drainage: Downspouts probably connected to rock pit

Electrical: 60 Amp main breaker likely (not confirmed)
Plumbing: Full bathroom; newer-model gas-fired hot-water-tank
Heating: Forced air, floor grilles; gas-fired furnace

Floors: Updated vinyl tile and laminate flooring on plywood sub-floor
Finishes: Painted panelling and drywall

Prepared for: City of Surrey – Realty Services Division

Prepared by: Wasser Consulting



Commentary:

- * roofing needs cleaning
- * balcony membranes still in good shape
- * single-glazed windows could use upgrading to double-glazed

Conclusions:

A Manager's Residence is very useful in establishing a security presence on this property. This building can continue to function in this capacity for the foreseeable future.

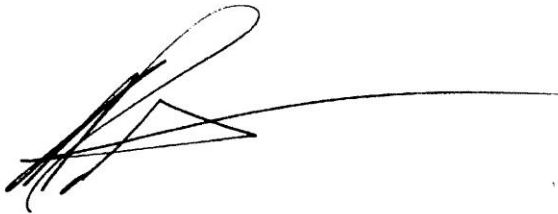
SUMMARY

The buildings at Camp Kwomais are old, nearing the end of their usefulness. Most are not worth repairing or upgrading, regardless of continued or future use. Demolition and removal seems to be the only reasonable alternative and logical conclusion. This became very obvious early into the inspection and assessment process.

For this reason, the assessment report did not go into too much unnecessary detail.

If this camp does become a public park, only the Manager's Residence and Sanford Hall have enough redeeming features to consider continued use, depending on the final, approved plans for the site.

Leaving the Manager's Residence seems to make sense.
Leaving Sanford Hall is a bit more difficult to justify.



Ernest Roth, B.Sc. B.Arch.
Per *Wasser Consulting*

Appendix 'E'

Former Camp Kwomais Park Site – Outline of Proposed Park Planning Process

Phase 1 – Research and Analysis (Jan 2008 – April 2008)

- 1.1 Survey Existing Site Conditions
- 1.2 Site Analysis
- 1.3 Environmental Assessment
- 1.4 Steering Committee Formation
- 1.5 Data Collection and Historical Research
- 1.6 Stakeholders' Meetings
- 1.7 Public Open House #1 for Site Analysis, Needs Assessment and Park Naming Ideas

Phase 2 – Concept Development (April 2008 – June 2008)

- 2.1 Develop Design Strategy and Guiding Principles
- 2.2 Produce Design Concepts and Initial Costing
- 2.3 Stakeholder Meetings for Design Feedback
- 2.4 Public Open House #2 for Design Feedback and Park Naming Feedback
- 2.5 PCS Presentation on Design Development and Park Naming Recommendation

Phase 3 – Design Development and Final Approvals (July 2008 – September 2008)

- 3.1 Refine Conceptual Design and Cost Estimate
- 3.2 Submit for Approvals from Internal and External Authorizing Bodies
- 3.3 Public Open House #3 – Final Concept Plan Presentation
- 3.4 Presentation to Parks and Community Services Committee
- 3.5 Presentation to Council
- 3.6 Final Approvals

Phase 4 – Detailed Design and Construction (Fall 2008 – Summer 2009)

- 4.1 Detailed Design
- 4.2 Cost estimating
- 4.3 Final Approvals from Internal External Authorities
- 4.4 Apply for Capital Funding
- 4.5 Construction

Detailed Breakdown of Phases

Phase 1 – Research and Analysis (Jan 2008 – April 2008)

It has been said that Kwomais Point has been a significant site for hundreds of years. One of the first steps in planning a new park at Kwomais Point is to survey all possible sources for historical information of the site. This involves identifying and meeting with stakeholder groups who will have information on the historical significance of the site and have them provide background on how the site has transformed through the years. It also involves surveying the public at large to discover their stories of the site and their impressions of what is important about Kwomais Point. This information can be combined with historical records and the physical information such as topography, environmental assessment, tree survey and building assessment to complete a picture of what currently exists at Kwomais Point. Due to the importance of Kwomais Point to

the community and the diverse array of groups who have an interest in the development of a park, the process would best be facilitated by a steering committee made up of staff and community members. The formation of a steering committee will ensure stakeholders' needs are addressed throughout the process and will simplify the reporting of stakeholder needs. Phase 1 of planning is the opportunity to survey the general public and stakeholder groups on how they think Kwomais Point can be shaped for the future.

Phase 2 – Concept Development (April 2008 – June 2008)

Following the gathering and analysis of existing information, goals and objectives for Kwomais Point will be articulated to create a Mission Statement for the shaping of the park. These goals and objectives will guide the programming and conceptual design of the parks amenities and will imbue the design with a Sense of Place unique to Kwomais Point. Several options will be generated that can be presented to stakeholders and the public for their feedback. This phase provides the opportunity to ensure that design is on track and is responding to the communities needs for park amenities while addressing environmental protection and respecting the sense of place at Kwomais Point. This phase of the process will be wrapped up with a report to the Parks and Community Services Committee to receive its input, update it on the progress of planning for the park and request approvals for the naming of the park.

Phase 3 – Design Development and Final Approvals (July 2008 – September 2008)

Through the summer of 2008, Parks Planning and the Steering Committee will develop a single concept plan for Kwomais Point that incorporates the feedback on the initial concepts from the public, stakeholder groups and PCS. This plan will have more detail and provide the resolution required to generate estimates of the costs for developing new park amenities and all site works in the park. It will also provide the necessary detail to receive preliminary approvals for development from internal or external authorities such as the Ministry of Environment. Once completed, the plan will be presented at an open house to ensure it satisfies the community's vision for Kwomais Point. The final plan will be presented to the Parks and Community Services Committee, and following that, to Council.

Phase 4 – Detailed Design and Construction (Fall 2008 – Summer 2009)

Once there is an approved Master Plan in place for Kwomais Point Park, Parks Planning and Parks Development will work together to generate detailed plans and costing for site works related to the development of the park. These final plans will also serve to receive final approvals from internal or external authorities. It is anticipated the development of Kwomais Point Park will be funded through the Parks Capital Program in 2009.