 COBOURG	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	<b>COMMITTEE OF THE WHOLE</b> <b>Report</b>
To:	Mayor John Henderson and Members of Council
From:	Dean A. Hustwick, Director of Community Services
Date of Meeting:	June 24, 2019 Committee of the Whole Meeting
Title/Subject:	Waterfront Plan – Design and Engineering for East Pier & Campground
Report Date:	June 13, 2019 <span style="float: right;">File #</span>

1.0 STRATEGIC PLAN

The Town of Cobourg Strategic Plan Components (2019 – 2022) includes the following Strategic Actions:

- *Invest in programs, services and infrastructure to make Cobourg more accessible*
- *Repair and rejuvenate the East Pier*

2.0 PUBLIC ENGAGEMENT

The Waterfront User Needs Assessment and Detailed Design (Waterfront Plan) included extensive public engagement, including surveys with the following results related to the East Pier and the Campground.

**East Pier**

The most common issues raised during the public consultation pertaining to the East Pier included:

- The pier is an important destination for citizens to view the water;
- Vehicular access is important for those who cannot walk the length of the pier to enjoy its benefits;
- Unique feature of Cobourg's waterfront;
- Safety is an ongoing concern - structural integrity of pier needs to be addressed;
- Lack of barriers can be a safety concern, especially during special events;
- Access to light house is desired;
- Street racing is a problem during summer months; and,
- Potential as a deep-water dock not fully realized.

The report stated that:

*The pier has significant potential as a key attraction, not only on Cobourg's waterfront but along the shore of Lake Ontario. Its size, proximity to Victoria Park Beach, and ability to accommodate large vessels on the west side make it a unique asset with unrealized potential. However, the pier will require significant investment to make it a safe destination to continue and/or expand its use and revenue generating potential from a wide range of events and users.*

Nine initiatives pertaining to the East Pier were identified:

- 4.1 Structural repairs
- 4.2 Seating/lookouts
- 4.3 Pedestrian walkway
- 4.4 Infrastructure for charter boats and deep water docking
- 4.5 New Coast Guard building
- 4.6 Food concession / restaurant
- 4.7 Light house improvements
- 4.8 Seasonal closure to motorized vehicles
- 4.9 Electrical upgrades and pedestrian lighting

Survey results:

- 60% of respondents to the survey indicated that they use the East Pier.

### Resident Survey

East Pier (Q.11)	Cobourg Residents Only		All Respondents	
	%	#	%	#
Access to the end of the pier and lighthouse should be part of improvement plans.	64% Agree	752	63% Agree	975
The pier should be upgraded and developed into a feature space that is pedestrian and vehicle-friendly and can accommodate special events, entertainment, services for users, etc.	59% Agree	700	59% Agree	907
With the exception of access for emergency vehicles and those needed for special events and to facilitate accessibility, the pier should be a pedestrian-only space.	44% Agree	520	43% Agree	663
No changes should be made to the east pier.	44% Disagree	503	42% Disagree	621

### Business Survey

East Pier (Q.28)	Businesses	
	%	#
Access to the end of the pier and lighthouse should be part of improvement plans.	69% Agree	44
The pier should be upgraded and developed into a feature space that is pedestrian and vehicle-friendly and can accommodate special events, entertainment, services for users, etc.	53% Disagree	34
No changes should be made to the east pier.	49% Agree	30
With the exception of access for emergency vehicles and those needed for special events and to facilitate accessibility, the pier should be a pedestrian-only space.	45% Agree	29
Capitalize on the sports fishing industry by providing infrastructure necessary to support a charter fishing/tour boat base of operations along the east pier	40% Agree	25

### Campground

### Resident Survey

Campground (Q.09)	Cobourg Residents Only		All Respondents	
	%	#	%	#
Land should be made available for development of a waterfront hotel	81% Disagree	948	80% Disagree	1,345
Make the property available in future for needed community facilities (e.g., cultural centre, art gallery, etc.).	65% Disagree	759	64% Disagree	1,075
The space should be converted to a day use/picnic area and special event space to alleviate the pressure on Victoria Park.	63% Disagree	731	62% Disagree	1,035
Consideration should be given to extending the campground's season by providing rental cabins.	61% Disagree	709	57% Disagree	953
The campground should remain in its present use as a trailer park with capital upgrades (e.g., electrical supply, services building, aesthetic improvements, etc.)	56% Agree	658	58% Agree	980

## Business Survey

Campground (Q.26)	Businesses	
	%	%
Land should be made available for development of a waterfront hotel.	71% Disagree	49
The space should be converted to a day use/picnic area and special event space to alleviate the pressure on Victoria Park.	68% Disagree	47
Make the property available in future for needed community facilities (e.g., cultural centre, art gallery, etc.).	64% Disagree	44
The campground should remain in its present use as a trailer park with capital upgrades (e.g., electrical supply, services building, aesthetic improvements, etc.).	52% Agree	37
Consideration should be given to extending the campground's season by providing rental cabins.	51% Disagree	35

### 3.0 RECOMMENDATION

THAT Council receive the staff memo from the Director of Community Services for information purposes; and

FURTHER THAT Council authorize *thinc design* to be engaged for an amount of \$45,000 (plus HST) to conduct public engagement on design options for the East Pier and Campground with the initial costs for this work to be taken from the \$155,000 allocated in the 2019 Capital Budget for design and engineering work for the East Pier, Campground and West Harbour/West Headland/West Beach; and

FURTHER THAT Council direct staff to begin the procurement process for engineering services to develop drawings, costs and tender documents for construction for the East Pier and Campground repairs and improvements based on the preferred designs, and any subsequent additional direction from Council, at the end of the public engagement process; and

FURTHER THAT the additional estimated engineering and construction costs be submitted through the 2020 Budget process.

## 4.0 ORIGIN

### **Campground**

The Victoria Park Campground is a 3.8-acre parcel of land on Cobourg's central waterfront and consists of 71 serviced R/V sites and 5 unserviced tent sites. There is an on-site sanitary disposal station.

The 2015 Tourism Asset Feasibility Study, which originated from the 2013 Downtown Vitalization Action Plan, was intended to: *Identify current cultural assets and consider potential new cultural assets/activities that will enhance downtown as a multi-day destination.* Emphasis was placed upon identifying the impact of a four-season destination product for downtown Cobourg with a goal of increasing overnight visitation and spending in the downtown.

The report concluded that using the Victoria Park Campground site for a Waterfront Inn and Restaurant was by far the best 'match' between the sites and the list of tourism investment opportunities being considered.

However, during the consultations for the Waterfront Plan, it was determined that there was strong support for the campground to remain in operation in its current location due to both the amenity and revenue it provides. Nevertheless, it was determined that there was also strong opposition by those who feel it is an eyesore. The Waterfront Plan concluded that while there is very little support to use the land for a waterfront hotel, as was proposed in the Tourism Asset Feasibility Study, many people support the idea of phasing out the campground and integrating it with the larger waterfront.

Nevertheless, the recommendation of the Waterfront Plan is to leave the campground, which turns a healthy profit each year, in its current location, and make a number of improvements to help reduce its visual and operational impact on the waterfront. Eight initiatives related to the campground were identified:

- 6.1 Service upgrades at campground (water, sanitary and electrical)
- 6.2 Beach/campground interface improvements
- 6.3 Extend/expand use
- 6.4 Service building upgrades
- 6.5 Registration system upgrades (online) (in process)
- 6.6 Increase rates and revise policies
- 6.7 General landscape improvements
- 6.8 Provide multi-use trail connection around campground perimeter

### **East Pier**

The East Pier dates back more than 180 years and had not been structurally assessed since 2011. On February 15, 2018, the Town announced that the East Pier would undergo a condition assessment and would remain closed to community events and vehicular access until further notice due to:

- age;
- regular appearance of voids in the asphalt surface that require various repairs; and
- extremely high water level of Lake Ontario in 2017 that caused damage to other shoreline structures.

On June 25, 2018, the Town of Cobourg Council awarded a contract to Shoreplan Engineering to conduct an extensive condition assessment on the East Pier.

*WHEREAS the Committee of the Whole has considered a report from the Director of Public Works, regarding approval of the re-allocation of funds and award of the East Pier Condition Assessment;*

*NOW THEREFORE BE IT RESOLVED THAT Council approve the East Pier Condition Assessment to be awarded to Shoreplan Engineering Ltd. to be funded by the re-allocation of funds in the amount of \$48,793.92 including non-refundable HST from the approved 2018 Public Works Capital Parks Walkway Paver Stone replacement Budget in the amount of \$25,000; and*

*FURTHER THAT the remaining amount be funded from the 2017 East Pier Sink Hole Repair Budget in the amount of \$19,000 and the Waterfront Master Plan surplus funds from the 2018 Parks Capital Budget in the amount of \$4,793.92.*

On July 03, 2018, Town of Cobourg Council adopted the Waterfront User Needs Assessment and Detailed Design Plan (Waterfront Plan) and required major projects to undergo additional public consultation and to be brought back to Council for further consideration:

*WHEREAS the Committee of the Whole has received a report from the Director of Recreation and Culture and from consulting firm thinc design the Waterfront User Needs Assessment and Detailed Design Plan and presentation; and*

*WHEREAS the Parks and Recreation Advisory Committee supports the Waterfront User Needs Assessment and Detailed Design Plan as a framework for further planning and decision-making by Council and staff and recommends that the Waterfront User Needs Assessment and Detailed Design Plan be adopted by Council;*

*NOW THEREFORE BE IT RESOLVED THAT Council adopt the Waterfront User Needs Assessment and Detailed Design Plan; and*

*FURTHER THAT Municipal Staff consider the Waterfront User Needs Assessment and Detailed Design Plan and bring major recommended projects forward to Municipal Council and public consultation for final determination prior to implementation.*

In December 2018, Shoreplan provided the Town with its final East Pier Condition Assessment Report. In January 2019, the Council Coordinator for Parks and Recreation was briefed on the Shoreplan Report and on February 25, 2019, all members of Council received the Report.

### **Budget Process**

On March 12, 2019, four detailed staff memos from the Community Services Division were emailed to Council members on proposed Budget items, including on the following subjects:

- Preliminary Planning for Boat Handling and Storage Services; and
- East Pier Repairs and Enhancements - Design and Tendering.

On March 13, the memos were published on CivicWeb.

On March 14, the Community Services Division Budget proposals for 2019 (as outlined in the previously distributed and published draft municipal Budget documents), were reviewed with Council, including four waterfront capital proposals:

- \$20,000 for a detailed engineering design for a travel lift well;
- \$25,000 for detailed engineering designs for the West Harbour, West Headland and West Beach (pedestrian paths/walkways, naturalization, storage compounds, parking, etc.);
- \$100,000 for design and tender preparation for East Pier repairs and enhancements; and
- \$30,000 for the investigation and design of service (water, sanitary and electrical) improvements and building upgrades.

On April 08, Council approved the following 2019 capital projects with the proviso that they all undergo additional public engagement:

- \$25,000 for detailed engineering designs for the West Harbour, West Harbour and West Headland (pedestrian paths/walkways, naturalization, storage compounds, parking, etc.);
- \$100,000 for engineering and tender preparation for East Pier repairs and enhancements; and
- \$30,000 for the investigation and design of Campground service (water, sanitary and electrical) improvements and building upgrades.

Council had removed the \$20,000 for the travel lift well engineering but stated that the Division could bring the funding request back to Council if it too undergoes additional public consultation.

## 5.0 BACKGROUND

### **Campground**

The Campground is an important economic pillar for the community that attracts thousands of visitors each year and hundreds of thousands of dollars in economic benefits. However, the campground has not undergone any major improvements for years and with the popularity of large R/Vs, the campground's services are being stretched to the breaking point. For example, during a long weekend in 2018, the electrical system reached its capacity and temporarily left customers without power.

Furthermore, the Waterfront Plan recommends a reconfiguration of the boardwalk in front of the Campground in order to create a buffer between the Campground operations and other beach and waterfront users. The Canadian Coast Guard is also in the process of designing its property for a new facility that aligns with the Waterfront Plan, particularly redesigned pathways.

### **East Pier**

Shoreplan Engineering Limited (Shoreplan) was retained by the town of Cobourg to investigate the condition of the East Pier and delivered its report in December 2018.

Specific deficiencies were noted to be responsible for the sink holes in the deck. The pier was determined to be beyond its design life and the factors contributing to the settlement issues are related to the age of the structure and modifications to the pier that have been completed over the decades.

Shoreplan concluded that if left as is there will be additional deterioration and settlement as time goes on and offered four options intended to mitigate the settlement issues. The report stated that a full replacement of the pier designed to today's standards would be the only way of ensuring an as-new function, but this option was not considered due to the exorbitant costs.

In considering options for repair and remediation of the East Pier, Shoreplan considered intended use as a driving force. Shoreplan recognized that past use included pedestrian and vehicle access for residents and visitors as well as boat lifting for the marina and a Midway for Waterfront Festival.

Shoreplan presented four alternatives for retaining all or some of these functions.

#### ***Option 1 - Closed to Traffic and Naturalization***

*This option considers naturalization of the pier for use as a park space. This option closes the pier to any vehicular traffic. In choosing this option the only permitted use would be pedestrian traffic. You would lose any ability to use the pier for removal and launching of boats in the marina or for operating carnival rides for the local fair.*



Naturalization would include removal of the asphalt topping and supporting material down 0.5m and replacement with fill material topped with grass and an asphalt pedestrian path. Natural settlement would still occur as this option does not repair any of the deficiencies discussed in this report. Regular maintenance would be required to address this settlement. However, the settlement would not lead to any serious or safety related consequences. Repairs could likely be carried out by Town's owned forces and part of typical park maintenance.

### **Option 2 - Replace Top Fill Material**

This option retains the current look of the pier while addressing the settlement issues associated [with] poor fill material and poor compaction and attempts to minimize backfill penetration into the lower parts of the pier. It replaces the top 1m of existing fill with proper granular fill material, compacting it to accepted standards. This then allows for repaving of the surface. A geotextile would be used under and around the placed backfill fill and geogrid reinforcing mesh would be incorporated under the paved surface areas for added reinforcement.

This option will mitigate the settlement issues but will probably not eliminate them entirely. Maintenance will be required for occasional settlement however this option will reduce the likelihood of it occurring. As complete stability of the surface cannot be guaranteed it is recommended that access be restricted to pedestrians and small vehicles travelling at low speeds.

Any lifting operations or carnival rides would be prohibited. The one exception would be if localized installation of concrete pads, described under Option 3 below, were adopted. These pads could be specifically designed for their intended use to ensure stability over the long term.

### **Option 3- Piled Deck**

This option leaves the current pier in place but creates a stable concrete deck using a steel piled foundation within its footprint. The concrete deck could span any portion of the pier or the entire pier. In this option we describe a span of 10m in width and the entire length of the existing pier. It could be placed to line with the west side of the existing pier to allow movement of boats in and out of the marina. As it would be supported by a piled foundation it would not be affected by any settlement of the existing structure. As such there would be no restriction for use of this deck.

The remaining foot print of the pier could be naturalized for pedestrian access, as described under Option 1 above. Assuming the 10m wide concrete deck is aligned to the west part of the pier, this would create an approximately 10 to 20m wide area to the east for park space. This area would be subjected to settlement as the removal of asphalt and placement of grass would not repair the deficiencies. Regular maintenance would be required to address future settlement. Option 2 could be also implemented in this area.

#### **Option 4 – Light Vehicle and Naturalization**

*This option considers a combination of Option 1 and Option 2. It includes a 10m wide paved area on the west side of the pier as described in Option 2 and the naturalization of the remaining area to the east as described in Option 1.*

*This option allows for light vehicle use on the west, paved area and pedestrian only traffic on the east park space. The park space would include a paved pedestrian pathway.*

## 6.0 ANALYSIS

Some members of Council have expressed their individual preferences that the Town proceeds quickly with a plan to re-open the East Pier. In order to do this most efficiently, within existing budgets and still being able to engage the public in a meaningful consultation process, it is necessary to limit the scope of the project to two waterfront initiatives instead of the original four as presented during Budget deliberations.

Because the Campground, Division Street alterations, waterfront walkway, Coast Guard Station and East Pier are all physically adjacent to each other and interconnected by vehicle, pedestrian and bicycle pathways, as outlined in the Waterfront Plan, it is important to engage the public and design this entire area at the same time. To do otherwise, could result in a less coherent waterfront with future design challenges, and potentially higher costs.

### **Campground**

There are a number of design issues related to the Campground that could impact other parts of the waterfront including the East Pier, such as the re-aligned beachfront walkway, washroom facility and others.

### **East Pier**

The East Pier is a critical and popular part of Cobourg's Waterfront District. Repairs and enhancements are required to beautify the waterfront, allow vehicle access and to enhance the pedestrian experience.

The Waterfront Plan, based on extensive public engagement, recommends mixed pedestrian and vehicle use (pedestrian only during the peak season). This would exclude Shoreplan's Option 1 (pedestrian only) and Option 2 (predominantly vehicle-focused). Option 3 would cost almost \$4 million and only allow heavy use on a small portion of the East Pier (mainly for boat lifting by a crane). Therefore, Option 4 is the logical choice to match the recommendations of the Waterfront Plan. Nevertheless, as part of the new public engagement process, these options will be presented to the public visually through the design process.

While Shoreplan's options only deal with structural repairs to the East Pier, the Waterfront Plan outlines recommendations to enhance the aesthetic and functional use of the Pier (e.g., landscaping, lighting, railings, seating, etc.).

The public engagement and design work proposed for 2019 will allow staff to bring back a report with recommended designs and revised engineering and construction cost estimates for the 2020 Budget deliberations for both Phase 1 (infrastructure repairs to re-open the East Pier) and Phase 2 (aesthetic and functional enhancements outlined in the Waterfront Plan). Implementation of the construction phases could be spread over a number of years and would be subject to future Budget decisions.

## 7.0 FINANCIAL IMPLICATIONS/BUDGET IMPACT

### **2019 Budget:**

West Harbour/West Headland/West Beach (Capital Budget page 76 – from debenture)	\$25,000
East Pier (Capital Budget page 77 – from debenture)	\$100,000
Campground (Capital Budget page 78 – from Campground Reserve)	\$30,000
Bang the Table (Operating Budget page 13 – Citizen Engagement)	\$10,000
<b>Total</b>	<b><u>\$165,000</u></b>

### **Estimated Project Costs:**

Design & Public Engagement Facilitation:	\$45,000
Bang the Table:	\$10,000
Engineering Services (initial estimates):	
Campground:	\$92,000
East Pier Repairs:	\$105,000*
East Pier Enhancements:	\$104,000*
Contingency:	\$35,000
<b>Total</b>	<b><u>\$391,000</u></b>

**Estimated Amount Required from 2020 Budget: \$226,000**

\*Engineering costs for the East Pier could be lower if done at the same time.

### **Campground**

Based on the Waterfront Plan recommendations, Campground improvements were estimated to cost \$911,000 plus \$92,000 in planning and engineering costs:

6.1	Service upgrades at campground (water, sanitary and electrical)	\$200,000
6.2	Beach/campground interface improvements	\$435,000
6.3	All season: extend camping season, introduce all season cottages and host special events	\$150,000
6.4	Washroom building upgrades at campground	\$50,000

6.5	Registration system upgrades (online) for campground	-
6.6	Increase campground rates and revise policies	-
6.7	General landscape improvements at campground	\$25,000
6.8	Provide multi-use trail connection around campground	\$51,000

### East Pier - Repairs

Future repair cost estimates were developed by Shoreplan for each option and are summarized below. These estimates exclude design fees and taxes.

#### Construction Cost Summary

<b>Option 1</b>	Naturalization – Pedestrian Only	\$440,220	Cost/m2 \$ 70.00
<b>Option 2</b>	Asphalt & Fill – Light Vehicle	\$1,091,420	Cost/m2 \$ 173.00
<b>Option 3</b>	Piled Deck & Naturalization (only 10m for Heavy Use)	\$3,795,660	Cost/m2 \$ 602.00
<b>Option 4</b>	Naturalization & Light Vehicle	\$719,180	Cost/m2 \$ 114.00

Shoreplan's estimates are only for infrastructure improvements and some naturalization and are very similar to the estimates provided by *thinc design* in its Waterfront Plan of \$700,000, as outlined below, plus \$105,000 in planning and engineering costs.

4.1	Structural repairs to the East Pier (phase 1)	\$500,000
4.1	Structural repairs to East Pier (phase 2)	\$200,000

\*Further work needs to be completed, both during the design and engineering processes, to assess needs and costs related to potential improvements and extensions of utilities to the East Pier.

### East Pier – Enhancements

The Waterfront Plan also outlines estimated costs for East Pier enhancements, beyond the structural repairs, of \$1,031,000, as outlined below, plus \$104,000 in planning and engineering costs.

4.2	Seating/lookouts	\$145,000
4.4	Charter boat and deep water docking	\$130,000
4.3	Pedestrian walkway	\$380,000
4.6	Food concession/restaurant	\$20,000
4.8	Seasonal closure of pier to motorized vehicles (signage)	\$1,000
4.9	Electrical upgrades and pedestrian lighting	\$250,000
5.4	Accessibility enhancements (from East Pier to Victoria Beach)	\$105,000

## 8.0 CONCLUSION

During Budget deliberations, four components of the Waterfront Plan were put forward by staff to begin implementing the recommendations: East Pier, Campground, Boat Handling Equipment and the West Harbour/West Headland/West Beach. The latter two components are very much integrated because of boat storage, water access, path systems and parking.

Council directed staff to carry out additional public engagement before implementing those initiatives. Since then, staff have been working across divisions and with *thinc design*, the consulting company that led the development of the Waterfront Plan, to develop a public engagement plan for these components and an overall project timeline for completing these initiatives.

Because of the amount of time required both to develop design options to facilitate a meaningful public engagement process and to carry out that process, along with the added costs, it is recommended that the Town proceed at this time with only two of the original Waterfront Plan budget components (East Pier and Campground) in order to be ready to proceed with construction of at least the East Pier in 2020, subject to funding in the 2020 Budget.

Public engagement, design and engineering for boat handling and the West Headland/West Beach can be considered for the 2020 Budget. At that time, we will likely recommend hiring a third-party, independent facilitator experienced in dealing with more challenging and controversial public issues in a fair and transparent manner.

### **Public Engagement**

In order to proceed immediately with public engagement, and thereby have a reasonable probability of being ready for possible construction in 2020, it will be necessary to bring back *thinc design* to develop design options that can be used for both on-line and in-person public engagement. The company conducted the previous public engagement and wrote the Waterfront Plan and, therefore, is intimately familiar with local issues, stakeholders and design issues. Without *thinc design*, the timeline (Appendix A) would need to be extended by at least two months.

The public engagement process will include the following milestones:

- Develop design options for the Campground and East Pier
- Open House #1
- Develop preferred design options for both assets
- Open House #2
- Prepare final designs and write final Engagement Report
- Present Report to Council

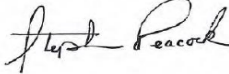
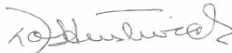
Supplementing this approach, will be the first use of *Bang the Table*, an online community engagement platform that provides the opportunity to give more people access to information and to enable them to have their say on public issues. It helps to drive inclusive, transparent and measurable community engagement processes that empower collaborative learning, discussion, and debate. As part of a broad engagement approach, *Bang the Table* will help to forge constructive relationships between the citizens of Cobourg and their municipal government.

9.0 POLICIES AFFECTING THE PROPOSAL

- Public Engagement Policy
- Purchasing Policy

10.0 COMMUNICATION RESULTS

The public engagement process will focus on repair and enhancements options for the East Pier and the Campground and deliver to Council a final report with preferred design options and revised cost estimates for the next step of engineering and tendering.

Title:	Signing Official:	Signature:
Chief Administrative Officer	Stephen Peacock	
Director, Community Services	Dean Hustwick	

## Appendix A

### Waterfront Plan – Design and Engineering for East Pier & Campground Preliminary Project Timeline June 13, 2019

#### Step 1a – Develop Design Options (June – September)

- Develop Public Engagement Plan & Stakeholder Map
- Develop on-line interactive platform (Bang the Table)
- Develop Design Options for the following:

- East Pier:
  - Drawings of each of the four “repair” options:

<b>Option 1</b>	Pedestrian Only (no vehicle use)
<b>Option 2</b>	Light Vehicle Use Only (very limited pedestrian)
<b>Option 3</b>	Pedestrian & Limited Heavy Vehicle Use
<b>Option 4</b>	Pedestrian and Limited Light Vehicle Use

- Three Design Options for “enhancements” (pedestrian/bicycle paths, roadway, parking, lighting, seating, etc. – incorporate proposed changes to Coast Guard building/property)
- Campground
  - Three Design Options for repairs and enhancements (boardwalk/pathway reconfiguration, campsite reconfiguration, new administration office, washrooms, utility/services upgrades, etc.)

#### Step 2 – Open House #1 – Present design options for public feedback (early September) –

- Online Feedback (Bang the Table) – available for two weeks following Open House #1

#### Step 3 – Draft Preferred Options (October)

- Develop Preferred option for each project based on public feedback

#### Step 4 – Open House #2 - Present preferred option for each project (early October)

- Online Feedback (Bang the Table) – available for two weeks following Open House #2

#### Step 5 – Final Engagement Report, Preferred Option Concept Plan and Preliminary Estimates Presented to Council (November)

**Step 6 – Budget Deliberations (November – January 2020)**

**Step 7 – Procure Engineering Services (November – January 2020)**

- Develop Terms of Reference for separate Request For Proposals (RFP) (November) based on preferred solutions for East Pier and Campground – Shoreplan will be required to assist, possibly others (depends on whether we tender for just the East Pier or also for the Campground)
- Issue RFP(s) (December)
- Evaluate RFP submissions and report to Council (January 2020)

**Step 8 – Preliminary Engineering Drawings & Costs (February – May)**

- Costs of engineering and inspection of works depends on the requirements of the preferred concept. Typically, 10% of the construction costs are required to cover this work.

**Step 9 – Final Engineering Drawings, Costs and Tender Documents (May – July)**

**Step 10 – Tender Construction Project (August – September)**

**Step 11 – Project Start-up and Construction (September – May 2021 – depends on complexity of final design, weather, permits, fisheries requirements)**