

DATE: October 2, 2024
TO: Joe Mitchell
CC: Jeremy Storvold
FROM: Scott Shepherd, Shasta McCoy
FILE: 0872.0089.02
SUBJECT: **Primer on “What to Expect with Construction” and Summary Key Messages**

This is a high-profile project in downtown Summerland and these types of “downtown revitalization” projects directly impact properties and businesses in a variety of ways. As a result, it is important that District staff and Council are not only kept aware of project progress and updates during construction to respond to inquiries, but also briefed in what to expect as construction is disruptive and access will be limited at times to businesses and to Memorial Park.

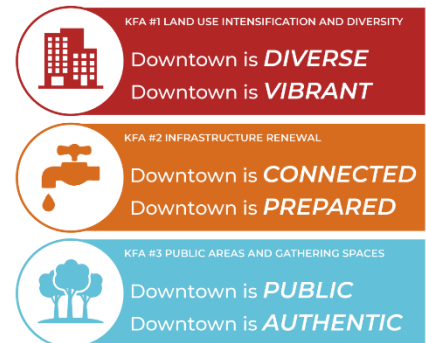


The following primer is intended to summarize the project scope and schedule, anticipated disruptions, the proposed communications strategy and the key messages to be shared with impacted businesses and residents.

PROJECT BACKGROUND AND SCOPE

The Downtown Neighborhood Action Plan was developed through extensive technical work and community input. The plan paves the way for a vibrant and revitalized downtown core, provides a list of implementable action items and policy recommendations and acts as a roadmap for future revitalization projects.

The first implementable action item is the Wharton Street Revitalization and Memorial Park Plaza project. This project requires significant capital investment and is anticipated to be funded through a combination of debt, reserves, development cost charges and unconditional grant funds in reserve.



The project includes the following key elements:

- Closure of Henry Ave between Main and Wharton to facilitate a public washroom, plaza area, misting fountain, boulder seating, bench seating, a busking stage, café-style seating areas with integrated planting and overhead centenary lighting
- Creation of the Memorial Park Plaza with unit pavers, upgraded cenotaph area, seating, power receptacles, lighting, flag poles and a raised crosswalk to connect to the Henry Ave plaza
- Upgrades to Wharton Street that include additional angle parking, street trees and site furnishings, streetlighting, new concrete sidewalk on the North and vehicle access maintained and a utility zone adjacent to private property, relocation of power lines to underground, including removal of the poles
- Conversion of Kelly Ave to two-way traffic to improve traffic flow, provide connections for future cycling network expansions, parallel parking and a new 2m wide sidewalk on the west side
- Stormwater management improvements to accommodate surface flows and future flows from development including leveraging green infrastructure where possible
- Undergrounding of overhead power lines and services (Prairie Valley Rd to laneway west of Victoria Rd)

TYPICAL DISRUPTIONS/COMPLAINTS

District staff and Council can expect to receive a significant number of inquiries regarding the project and the impacts to affected stakeholders. The anticipated disruptions include the following:

- Limited access to driveways and rear entryways to buildings
- Challenging access and timing of garbage pick-up and deliveries
- Increased construction traffic in the area
- Limited pedestrian walk by traffic
- Increased noise and dust
- Single lane alternating traffic during construction plus periodic daytime roadway closures

There are also several major special events that will be impacted and efforts will be made to accommodate where possible:

Date	Event	Location
April - Sept 2025	Hoseshoe Club Practice	Memorial Park
19-Apr-25	Easter Egg-Stravaganza	Memorial Park
April 21 - 26, 2025	Earth Week	Various Locations
22-Apr-25	Earth Week Community Planting	Memorial Park
April 27 - Sept 30, 2025	Tuesday District Market 2024	Memorial Park
TBA	SD 67 Ready Set Learn Community Fair	Memorial Park
19-May-25	Spring Fling Car Show	Memorial Park
June 3 - 9, 2024	Spring GoByBike Week	Various Locations
June 6, 7 & 8, 2025	Action Festival	Memorial Park
June 14 - 15, 2025	Horse Shoe Tournament	Memorial Park
June - Sept, 2025	Summerland Rotary Market - Sunday	Main Street
TBA	South Okanagan Big Band Concert	Memorial Park
1-Jul-25	Canada Day	Memorial Park
July 2 - Aug 27, 2025	Music In the Park - Wednesdays	Memorial Park
27-Jul-25	Ultraman Canada	Memorial Park
13-Sep-25	Endless Summer Car Show	Memorial Park
13-Sep-25	Fall Fair	Museum & Arts & Cultural Centre



It is expected that inquiries and complaints will be related to following areas:

- Structural foundation damage
- Cycling routes
- Speed
- Property restoration / driveway settlement
- Reduced profits / sales
- Timing/Costs of Electrical hook-ups

Electrical Service Connections

As part of the undergrounding of the overhead power lines and power pole removal component of the project, businesses and residents that have an overhead power service connection will be reserviced underground. This requires collaboration between the District and property owners.

Following the completion of the civil works, the Electric Utility will begin the underground high voltage electrical installation. This is a significant component of the electrical scope.

In parallel with this electrical work, property owners will need to complete electrical upgrades needed to accommodate new underground services. All costs associated with work on private property will be the responsibility of the property owner.

Electrical conduit will be stubbed to the property line for the property owner to connect to. Once all services are converted to underground the work to decommission and salvage the overhead power system can begin.

The schedule for this electrical servicing work will need to be flexible in order to accommodate individual customer needs.

3rd Party Communication lines (Rogers/Telus)

The infrastructure on the power poles includes third party communication lines. The District will be working with Rogers and Telus to bring these lines underground as well. The District has limited influence on the schedule for these third parties to complete their work. The pole cannot be removed until the 3rd parties have removed their assets from the poles.



COMMUNICATIONS PLAN

During the construction phase of the project, a robust communications plan will be developed to ensure as much information as possible can be shared with the community and impacted stakeholders. It is anticipated that the communication plan will include the following tactics listed below. Specifics will be identified through the communication plan.



- Frequently asked questions (FAQs) (public-facing and for staff)
- Briefing note for public-facing clerks and/or staff
- Website with regular updates on completed and planned activities
- Regular mapping updates to communicate traffic pattern changes or detours (potential for webmaps, if needed)
- District updates in local paper (editorial or ad-based) – Summerland Review
- Mail-outs, door-to-door pamphlets, regular construction newsletter (i.e., in utility billing or through monthly e-newsletters)
- Social Media (Facebook)
- Info sessions (public and local business community) or booths at public events or participating in other engagements being offered by the District (i.e., Summerland Transportation Plan) – something specific from them
- On-site signage (sandwich boards, digital signage)
- Contractor communication and service orientation
- Ribbon cutting ceremony: Summerland Light Up 2025 (proposed)
- Event organizers will be notified and provided regular project updates

KEY MESSAGES

To ensure a smooth and successful project, it is important that staff and council are relaying the same messages to the public and impacted stakeholders. A summary of draft key messages are outlined below:

Project overview

- The Downtown Neighborhood Action Plan aims to create a vibrant and revitalized downtown area.
- The first major project under this plan is the Wharton Street Revitalization and Memorial Park Plaza.
- The project team explored various site plans and options in consultation with local business owners and other stakeholders. Input gathered through the engagement was used to refine and update the site plans. The selected option is the most cost-effective, maintains future rear access and advances Council’s Downtown Plan priorities.
- The Downtown Neighborhood Action Plan recommends several actions for infrastructure renewal, both above and below ground. These improvements include:
 - Utility upgrades to service new density and growth;

- Roadway and pedestrian improvements;
 - All-season public washrooms;
 - Identification of cost-effective opportunities to replace overhead electrical wiring with underground service;
 - Trail of the Okanagan’s and other bicycle/pedestrian connections to neighbourhoods to increase alternative transportation routes and connections to the Downtown;
 - Beautification and public space upgrades; and
 - Parking improvements.
- Your support and patience are crucial during this time. Once the project is completed, our community will enjoy a vibrant, desirable and great public space that will attract more visitors to the downtown core. It will be worth the temporary mess and inconvenience!

Key elements of the project

- Closure of Henry Ave between Main and Wharton to develop public washrooms, a plaza area, misting fountain, boulder seating, bench seating, a busking stage, café-style seating areas with integrated planting, and overhead lighting.
- Creation of the Memorial Park Plaza with unit pavers, upgraded cenotaph area, seating, power receptacles, lighting, flag poles, and a raised crosswalk to connect to the Henry Ave plaza.
- Upgrades to Wharton Street including additional angle parking, street trees and site furnishings, streetlighting, new concrete sidewalk on the north, vehicle access maintained, and a utility zone adjacent to private property, relocation of power lines to underground, including removal of the poles.

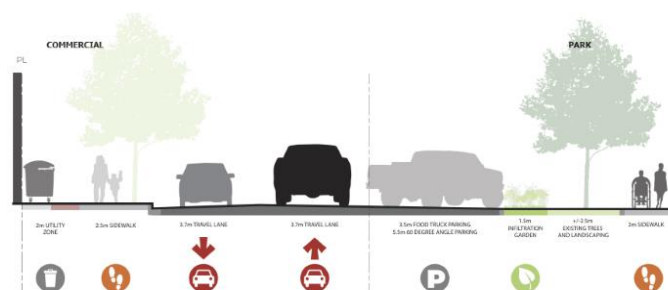


Figure 1. Plan for Wharton Street

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- Conversion of Kelly Ave to two-way traffic to improve traffic flow, provide connections for future cycling network expansions, parallel parking, and a new two metre wide sidewalk on the west side.
- Stormwater management improvements to accommodate surface and future development flows, utilizing green infrastructure where possible.
- Relocation of overhead power lines to underground to improve capacity and beautify the downtown area

Communications

- We are committed to keeping you informed throughout the project. Updated information related to the schedule and closures is available on our website: www.summerland.ca
- If you have any comments or concerns, please feel free to reach out to us through the contact listed on our website.

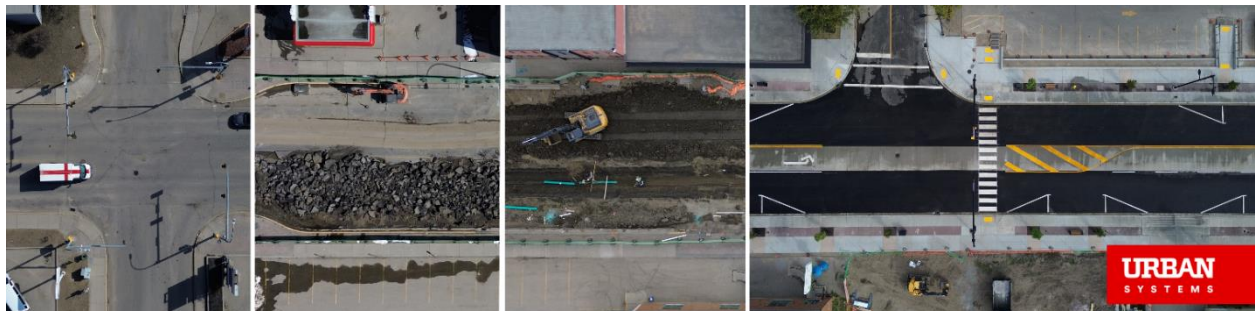
Funding

- The total cost of the project is approximately \$8 million. The project will be funded through various funding sources including DCC's, reserves, grants and debt.

What to expect during construction

- Construction duration is estimated to take one year, with completion expected in 2025.
- There will be some disruptions in the downtown area during construction. While we will work hard to ensure disruptions are minimal, residents and business owners can expect:
 - Limited access to driveways and rear entryways to buildings
 - Increased noise and dust
 - Single lane alternating traffic and periodic roadway closures
 - Impacts to special events such as Tuesday Market, Car Shows, Action Fest, Wednesday Music in the Park, and the Sunday market on Main Street
- Residents can expect traffic interruptions during construction, including single lane alternate traffic and periodic roadway closures. Signage will be implemented to notify drivers of detours and direct traffic to alternate routes.
- There will be increased dust in the area during construction. The project team will be taking steps to mitigate the impacts of this through dust control measures.
- Once Civil work is completed the electrical installation can begin. Once all services are energized by the underground system demolition of the overhead system can begin.

Figure 3. Example Street Revitalization Construction



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Sincerely,

URBAN SYSTEMS LTD.



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/ss

Enclosure