

Schedule "B"
Community Services Committee
September 7, 2011

Memorial Park Master Plan



Conceptual Master Plan & Design Charette
Facilitation for the Town of Huntsville

Final Report - September 2011



MMM GROUP



ecoplans
LIMITED

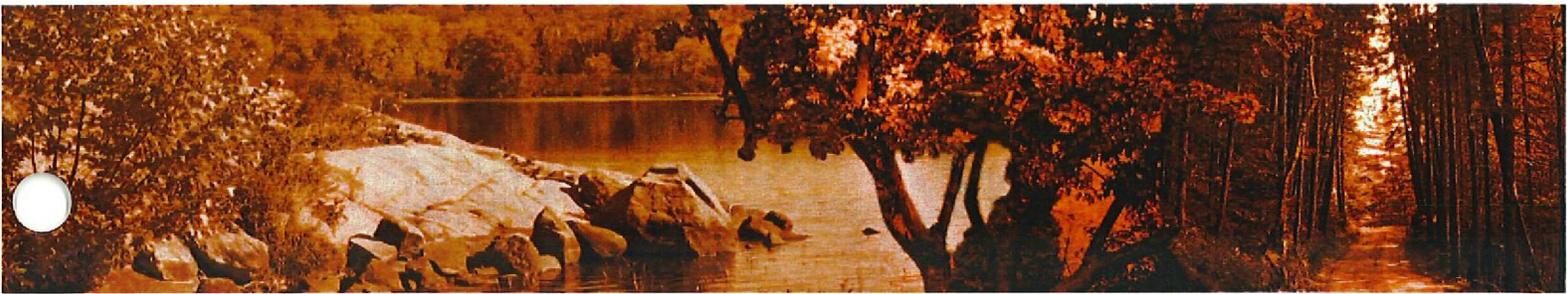


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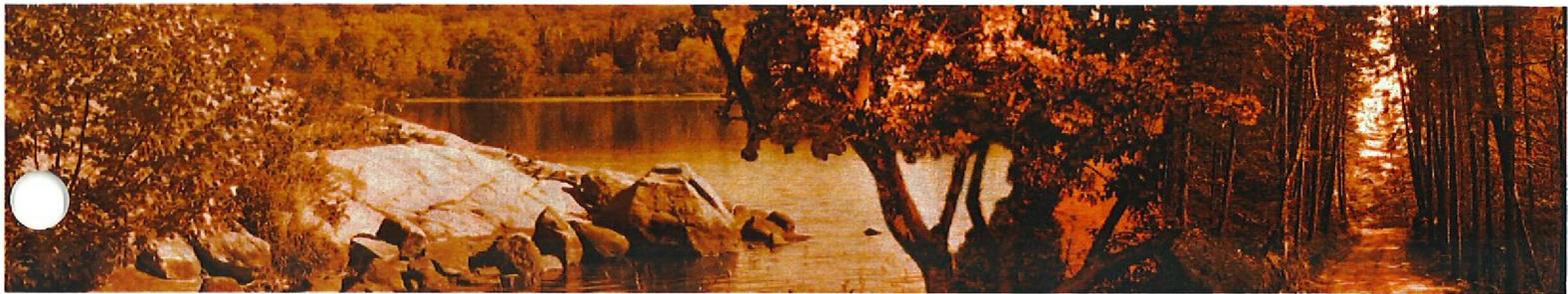
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1.0 EXECUTIVE SUMMARY

1.1 Project Overview

In July 2011, MMM Group was retained by the Town of Huntsville to complete a conceptual master plan for Huntsville Memorial Park. The intention of the Conceptual Master Plan was to develop clear goals and objectives for the vision of the park and to help guide decision making through priority of needs and the identification of associated costs. The goal of the plan was to develop a comprehensive set of recommendations regarding park features to be retained, removed, constructed or enhanced. This Master Plan is not intended to detail the layout of the park; but rather to provide the framework and foundation upon which the Town can build a detailed design plan and move forward on the development of the park.

With regards to Huntsville Memorial Park, the objectives of the Master Plan include the following:

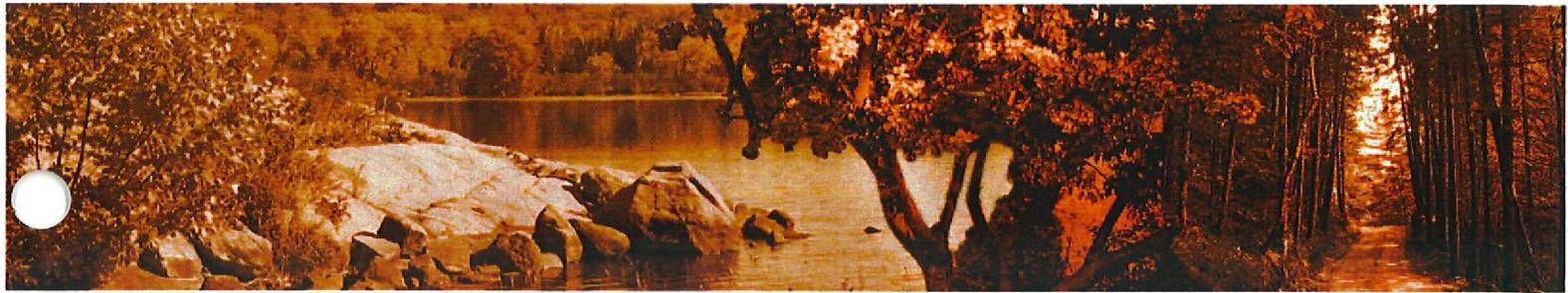
- Balance user needs (community, tourist) with site conditions (natural environment, cultural heritage)
- Create a memorial to honour the memory of veterans of the Town of Huntsville
- Provide opportunities for interpretation and education throughout the site
- Provide accessible connections to surrounding amenities
- Address accessibility issues

1.2 Methodology

The Conceptual Master Plan was created with public participation and input being an integral component of the design process. A Walk and Talk session was held to gain feedback from key community members and stakeholders. MMM/Ecoplans Landscape Architects walked the site with the stakeholders and recorded the comments about each key destination (Appendix A). Input from the public was obtained through a Visioning Workshop open to the public. Participants were broken into two groups, each facilitated by MMM/Ecoplans staff. Each group was presented with some questions and were given time to discuss what they liked/disliked about the existing park, as well as what their vision was for the future of the park. Precedent images were presented to help facilitate discussion and determine what the participants liked/disliked in terms of design ideas. The group leader as well as the participants made notes (See Appendix B). The process was repeated at 4:00pm and 6:00pm. The consulting team was in regular contact with the Town of Huntsville.

Overview of Project Time line

June 7, 2011	Project Awarded to MMM Group Limited
June 9, 2011	Walk and Talk with Stakeholders and Selection Committee
July 13, 2011	Visioning Workshop
August 2011	Submit Master Plan Draft for Staff Review
August 2011	Presentation of Recommendations to Council



2.0 PARK DESIGN CONSULTATION

2.1 Stakeholder Walk and Talk Site Visit

Eight individuals attended the Walk and Talk site visit June 9th, 2011. This site walk allowed the consultants to become familiar with the site and understand the stakeholders vision. A copy of the Meeting report can be found in Appendix A. A summary of the results are as followed:

- Memorial Park needs a defined access point that shows the front of the Canada Summit Centre as part of the park and provides visitor information,
- The entrances/exits need to be examined and redesigned to optimize traffic flow,
- The boat dock should be restored and improved to be more accessible,
- There are several suitable locations for a memorial on site; however, only one location meets the requirements for safety, accessibility, and funding (Refer to Map in Appendix C),
- The existing Track and Field facilities should be maintained and programmed for creative use,
- The trail at the North East end of the track needs improvement, including signage,
- A maintenance program will be required to maintain the lookout to Fairy lake,
- Little to no maintenance will be required for the Pavilion structure; however, the fence will need enhancement,
- A pedestrian bridge across the Muskoka River to Memorial Park is a favourable idea, however cost renders it unfeasible at this time,
- There is a desire to attract more people to the Camp Kitchen swimming area,
- A pedestrian link is desired to connect the Legion to the Monument site,
- Need to work with adjacent building/services (i.e. Heritage Museum, University of Waterloo) to ensure the best possible experience for visitors.

2.2 Public Visioning Session

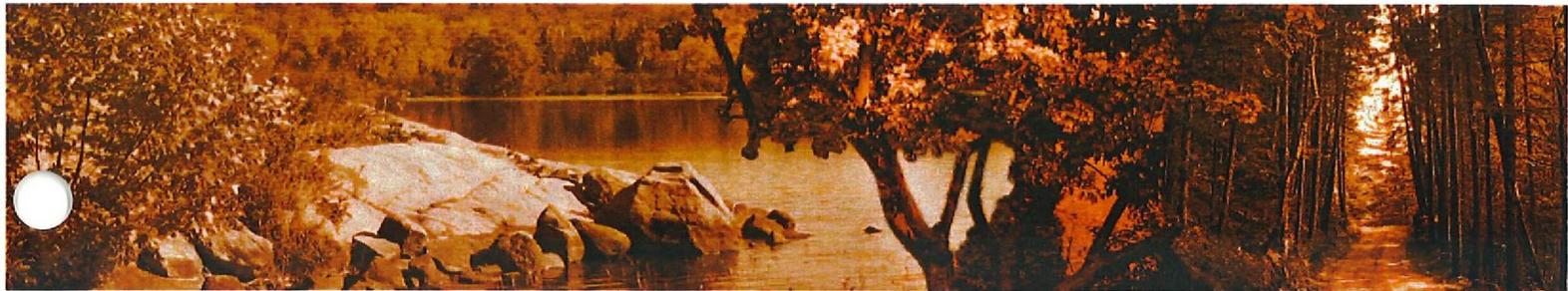
The public visioning session was held on July 13th, 2011 at 4:00pm and 6:00pm. The visioning session was attended by about 18 individuals ranging in age and affiliation. A copy of the Visioning Workshop - Group Summary can be found in appendix B. A summary of the results are as followed:

- 4:00pm Groups
 - The public indicated a need to create a park identity and reinforce physical boundaries. The entrance needs clear signage and promotional materials that provides the public with information about its past and present uses. Interpretive nodes should also be strategically placed throughout the site.
 - The participants indicated the need for one larger monument instead of several small monuments through the park. This monument should be located near the parking lot to ensure accessibility. Some of the participants would also like to see a Veterans Trail that provides information about the war. There was some debate as to whether or not the memorial should be reserved for WWI Veterans or expanded to include other War Veterans.
 - The design elements the participants liked included: a circular space with seating, vertical rock face, mounted name plates, water feature, etc.

- The participants indicated a need to enhance and expand existing trails to promote active transportation. Some citizens mentioned that the train could be made into a static feature and the tracks turned into another trail.
- The traffic on site was a concern. Traffic patterns need to be examined and changed. The vehicle access to Camp Kitchen/Beach could be removed.
- The state of the natural areas was a concern for some participants. They expressed a need to re-plant certain areas with native vegetation. This provides an opportunity to work with the University of Waterloo.
- The track facility should be maintained, as it is still well used. This area should be better programmed for use in other areas (i.e. concerts, events, vendors).
- The boat dock area needs to be improved.
- 6:00pm Groups
 - The participants noted that they enjoyed the trails and would like to see more trail connections.
 - There was interest in upgrading/maintaining the track and field facilities. More accessible parking is an issue.
 - Need to improve dock area as well as the beach area.
 - The participants were favourable towards a memorial garden with seating.
 - Some participants wanted to see a climbing wall on the exposed rock face.

2.3 Consultation Summary

Both the Walk and Talk and the Visioning Workshop provided valuable information on the envisioned future of Memorial Park. Throughout the entire public consultation process, there were several themes that emerged. First, the entrance and park boundaries need to be better defined. There is a need for more interpretive and way-finding signage and a controlled vehicle flow. Second, citizens and stakeholders want to see one veteran memorial site close to the parking lot as the location is highly visible and accessible. This memorial should include a stone face, seating, focal feature (both water feature and simple stone feature was discussed), gardens, and name plates. Third, trail improvements are desired to create looping trail systems that incorporate a series of interpretive nodes. It is desired that each interpretive series will tell a story, relate to a chronological history, or have thematically linked content. Fourth, the track and field facilities should be improved and maintained. Finally, both the dock area and beach area need to be improved to promote use.



3.0 MASTER PLAN DEVELOPMENT & RECOMMENDATIONS

3.1 Concept Goal

Strengthen the sense of park identity, create opportunity for more diverse uses, and encourage local users as well as tourism.

3.2 Design Features & Nodes

3.2.1 Veteran's Commemorative Area

Located in the center of the commemorative space is a feature composed of vertical granite stones of varying colours bringing contrast and interest to this location. This central feature is the ideal opportunity to pay tribute to the purpose of the park lands, as a memorial for local World War One Veterans. Symbols such as WW1 or a poppy, may be etched as a relief or mounted on the granite stones. The central feature can be a fountain or a simple stone cluster. (Note: a fountain will be a significant installation and require maintenance expenses. However, this can be a beautiful element.)

The design depicts a granite seat wall surrounding the vertical granite stones. 'Memorial Park' can be etched as a relief or mounted on the granite stone face. Low shrubs or perennials provide a soft buffer between the stone material and resting visitors.

An outer ring of granite stones will facilitate commemorative plaques with the names of local Veterans from various conflicts of the past and future. Plaques can be grouped by the conflict in which the individuals served, with centralized text and/or images to identify each conflict. The granite stones should be roughly cut with an angled top for optimal plaque viewing. 1m to 2m long stones could be pushed back to accommodate additional stones, if expansion is required in the future. Providing a rough split finish surface texture will add character to the empty granite stones, avoiding a stark blank appearance.

Hardscape surfacing between the commemorative stones and the seating circle will provide an accessible area for people to experience this place of remembrance. The circle will connect with the existing parking lot with an access pathway and modified depressed curb. The outer circle encompassing the commemorative space should provide 1m to 2m gaps, allowing people to venture through the space into the surrounding landscape, interacting with classic Muskoka features, such as the existing vertical wall outcrop.

Shrub groupings will provide a low maintenance border around the commemorative stones. Naturalized landscaping, including meadow grasses/perennials and medium size native tree specimens, will provide a rustic picturesque backdrop that could double as an exploratory space for visitors.

3.2.2 Boat Dock

There was a strong desire to have a new dock structure on site for high school/ municipal programs and for visitors to the Park, Canada Summit Centre and High School. A canoe rack is also desired for boat storage by user groups. The Town should consult with user groups when designing this structure to ensure it accommodates needs. Dock ties and racks should allow for locking devices.

To access the site, a pathway should be installed. Note, this walkway ramp should be designed to meet the Ontario Building Code's standards for accessible ramps and will need to be designed with a 'switch back' pattern.

Walkway should meet flush with the proposed dock platform. There will be a strong desire to access the dock from the intersection node of Park Drive, Forbes Hill Drive and Camp Kitchen Road. Stairs should be installed from this intersection to the proposed dock. The two access points will create an interesting sloped triangle that would offer an excellent opportunity for a sculptural installation / gardenscape that could be viewed from the river or Park Drive. To keep with the natural feel of the Park and riverscape, materials should include stone dust surfacing for the ramp and stair landings, and granite for stairs and to retain the edges of the ramp.

3.2.3 Camp Kitchen

It is recommended that Camp Kitchen Road continue to allow vehicular access. A gateway could be placed at Forbes Hill Drive (Refer to 4.2.1 Entrance Gateway) to promote and draw people to the beach area. At the end of the road a barrier gate should be placed to restrict all vehicles and create a sense of entry to the beach area (Refer to 4.2.3 Internal Barrier Gateway - Limited Vehicle Entry). If railway use decreases in the future, consider relocating the trail to the rail bed. This will allow for a separation between vehicles and trail users.

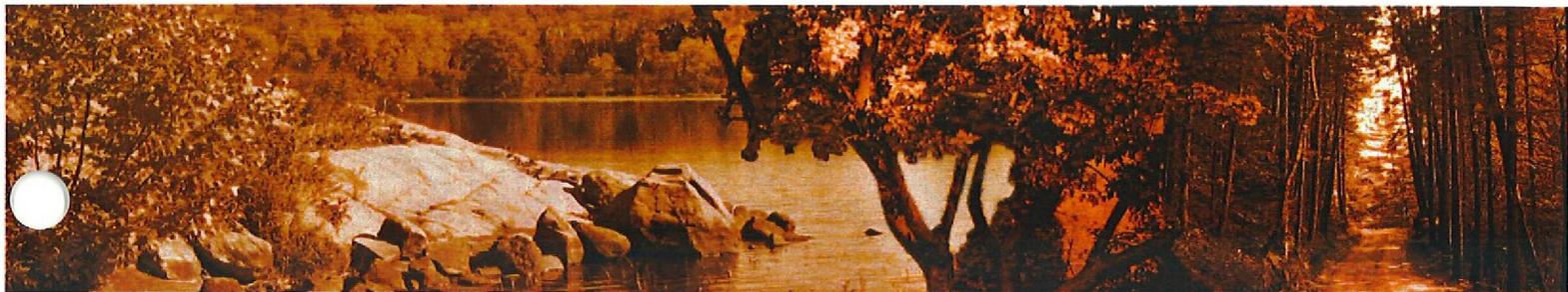
Camp Kitchen / beach area needs to be enhanced in order to create a destination to increase frequency of use and discourage undesirable activity. Information should be included within interpretive signage to explain the history and naming of this area of the Park. In the short term, installing picnic tables and increasing river bank planting with decorative water access points will make this area a more attractive destination. Consider installing interactive land form art, developing a grand lookout or creating scenic photo backdrops with arch structures or landscaping. Creating a continuous trail loop that would bring users through this site would increase foot traffic through this area. An existing trail at the end of Camp Kitchen Road brings people to the area, but not through it. In the long term, consider installing a boardwalk trail at the end of the heritage cottage deck that will lead people up the slope with a series of stairs. This could offer breathtaking views of Fairy Lake and provide a great workout for fitness enthusiasts. Notifying users of this area through maps and wayfinding signs will also increase traffic to this area.

3.2.4 Lookout

The main lookout point is already a prime destination within the Park. In the short term, replacement of the existing barrier fence with a more aesthetically pleasing fence is recommended. The fence could be an elaborate feature to act as an accent, or more subtle to disappear into the landscape. It is recommended that the ground be graded to allow visitors the opportunity to approach the fence, however the fence height and design should discourage climbing. Refer to Appendix D - Design Elements, Barrier Fence for details. The shelter structure should be monitored and in the long term replaced when maintenance becomes too extensive. At this time, it is recommended that the structure allow for a wheel chair accessible access. The road to the lookout and parking area should receive line painting and possibly stone barriers to delineate between trail space and vehicular areas. The road could be reduced as the loop is a one way only. There is a large flag pole located on the hill top. The Town should consider increasing the size of this flag pole and may wish to fly the colony flag used during the time of WWI, along with the current Canadian flag.

A larger interpretive rest node should be developed off the driveway overlooking Fairy Lake. This should contain informal boulder seating or more comfortable seating with back rests. The lookout is a prime location for interpretive panels, park maps and maps of the surrounding landscape vistas.

Leading from Lions Lookout to the sports field trail node is an informal path through a wooded area. In order to protect the native plant species and slope from compaction and erosion, this trail should be formalized and converted into a boardwalk trail. Accommodating this side trail, which reflects a clear desire line for park users, will provide another loop circuit for visitors and fitness enthusiasts.



3.2.5 Sports Field

Maintenance - As there is still demand for use of the Track and Sport Field area, it is recommended that the Town of Huntsville continue a regular maintenance program that will sustain the existing track, jump runs/pits and throwing event stations. Opportunities for event or regular use should continue to be offered and advertised within the Town's available facilities. As the Town has recently constructed playing fields, the Town may wish to consider limiting the marketed use and maintenance for track and throwing events only. Individuals or groups may choose to use the area for informal field sports purposes, but will limit the maintenance/preparatory service demands from the Town. Services should be made available for site preparation such as line painting, turf mowing, and temporary seating for events.

Improvements - Through the consultation process, it was identified that the existing facilities require improvement to meet the minimum needs of the current user groups. It is recommended that the Town work with user groups to plan and finance renovations to the jump pits and runs, throwing cages and track surfacing.

Alternate uses for this space should be promoted including vendor's markets, exhibits and performances, as there is an opportunity to generate revenue. Special events such as flea markets, art shows, concerts or other community events could be held within this space. Special event camping may even be a consideration. Weekly or daily non-sporting events should be avoided in order to maintain quality of the turf and track areas. Careful management of bookings and damage deposits is recommended.

Long term consideration for this space should monitor the demand for sports related use. If use declines, it is recommended that the Town research/consult user groups and public needs, then transition this space into an appropriate alternate use. Recommended uses may include restoration of the site, development of botanical gardens, an arboretum, or a camping facility.

3.3 Trails & Circulation

3.3.1 Looping Trails Networks with Interpretive Themes

Thematic trail loops can be established to tell a story to users. Information panels, interpretive panels, and art within the landscape can create an experience for individuals walking that particular loop. The information and objects could be arranged to represent a time line of events/history or a various aspects of a particular event. These themes could be linked with natural features exhibited along the trail or showcasing natural features could be the theme of a loop.

Looping trails will also improve current use as training circuits. Trail difficulty can be identified on trailheads to aid both local and visiting users in selecting an appropriate level of exertion. Ensuring that there are many looping connections within and outside of the park will further allow fitness enthusiasts to program activities.

Standard trails should be surfaced with granite screenings.

The walking route between the Royal Canadian Legion and the Veterans Commemorative Area could be accented with metal inlays in the shape of poppies. These metal poppies could be carried through the Commemorative Area surface paving.

3.3.2 Boardwalk Trails

Wood boardwalk trails and stairs are an excellent choice when constructing a trail through environmentally sensitive areas or steep slopes to limit erosion and compaction.

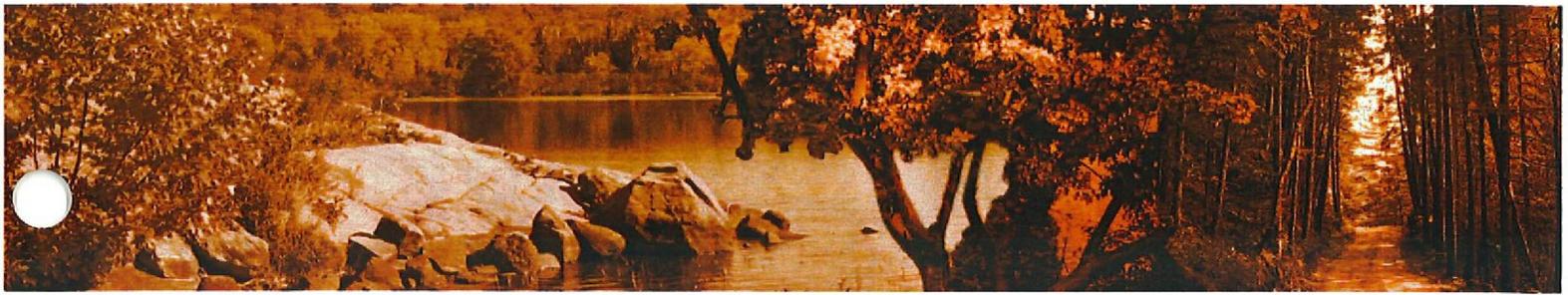
3.3.3 Trails Along Asphalt Roadways

Providing line paint on one side of Lookout Road will increase safety by distinguishing between road and trail space. Line delineation will also communicate to users that this is a trail route to be explored.

3.3.4 Vehicular Roads / Shared

Reverse one-way flow of vehicles on Park Drive to create a formal park entrance and allow for a stronger visual experience as visitors pass through the site. The parking lot entrance to the South of the Summit Centre will become a secondary entrance and the exit from the park.

The Town should monitor the traffic at the entrance off Brunel Road, and consider signing this intersection to restrict left turns during peak usage hours. A traffic study could be conducted to determine problematic traffic flows, intersection function demand and time frame (week day and seasonal considerations) to properly assess the need and mitigation options available.



4.0 DESIGN COMPONENTS

4.1 Signage Palette

Throughout the Park, trailheads and interpretive nodes can help tell the story of Memorial Park. These stations can be located just off trails, at destination points or vistas. Simple granite screening surfacing is recommended adjacent to trail routes, while more formal unit paver surfacing is recommended when the station is located adjacent to concrete curbs or sidewalks. Granite block seating in keeping with the other design elements of the park. Refer to Appendix D - Element Details.

4.1.1 Information Nodes/Trailheads

Located at major trail junctions, large sign panels can illustrate park destinations and their attributes. These information nodes are another opportunity to provide interpretive information to visitors.

4.1.2 Interpretive Signs

Interpretive signage can communicate histories, provide environmental education and/or be arranged in a series to tell a story. They may be positioned along specific routes and at focal destinations. Signs are available in various mounting types and panel shape. Refer to 3.4.2 Looping Trails.

4.1.3 Wayfinding Signs

Wayfinding signs can be a simple post with face plates, and communicate the direction to multiple destinations within and outside the Park boundary. Wayfinding signs should be placed at all destinations and intersections along Park Drive, Brunel Road and Main Street to direct people to and from the Downtown, Algonquin Theatre, Municipal Offices, and the Royal Canadian Legion. Similarly, wayfinding signs should be placed along Forbes Hill Drive, Town Line Road and Park Drive to direct people to and from adjacent Waterloo University Campus, artificial sports field/track (Conroy Park), and heritage village. Within the Park, wayfinding signs should be placed at all access points and trail junctions where there are no other informational or trailhead signage. Graphic advertisements for other municipal services/destinations could be incorporated into these four sided panels. Quick Response Codes can be placed on the panels, that will allow cell phone users to scan the graphic and be directed to municipal web sites.

4.1.4 Regulatory Signs

Regulatory signs are intended to increase safety and awareness for both trail users and motorists that operate in close proximity to trail systems. Regulatory signs can be incorporated with wayfinding signs, trailheads, and existing roadway signage. These signs should be located in highly visible areas for users/motorists. Within Memorial Park there will be a few locations where these signs can be installed to increase safety, including Lookout Road. Future needs for regulatory signs may arise once new patterns of use are developed and visitor frequency increases. Lookout Road is a prime example of an appropriate use of the regulatory signs in Appendix D. Here, signs can communicate the severity of the road slope and bring awareness that this narrow road is occupied by both vehicles and trail users.

4.2 Entry Features & Gateway Barriers

4.2.1 Primary Entrance Gateway

A main park entry feature is recommended at the corner of Park Drive and Camp Kitchen Road. This feature should be constructed on monolithic granite stones, with an arrangement that mimics the commemorative Veteran fountain feature. A poppy symbol or WWI text could be etched into the stone as illustrated or mounted as an accent. A sign panel should be printed that depicts the park name "Memorial Park". Bright colours are advised to contrast the stone and maintain a high visibility. Simple low shrub planting should surround the base of the stone cluster. A smaller stone grouping and planting could be installed on the opposite side of the main entry sign to provide a gateway feel and grand sense of entrance.

4.2.2 Internal Barrier Gateway - Limited Vehicle Entry

This feature is to be used when no public vehicle entry is desired or seasonal vehicular traffic needs to be controlled. Metal or wood gates will allow municipal maintenance vehicles access. Providing a larger flanking stone will discourage vehicles from driving around the gates. The addition of a sign plate on a vertical stone allows for the opportunity to identify the unique area of the park (Camp Kitchen, Lions Lookout or Sports Field). Taller flanking stones will also create an aesthetic gateway to mark the transition from one park area to another.

4.2.3 Internal Barrier Gateway - Limited Vehicle Entry

This feature is to be used when no vehicle entry is desired, ideal for side trails where maintenance vehicles will not be required. Granite stones spaced 1.5m to 2.5m apart and should be of a size that they cannot be run over or moved easily. Providing a larger flanking stone with a sign plate allows for the opportunity to name the trail loop after individuals or thematically (related to the interpretive story). Flanking stones will also create an aesthetic gateway to mark the transition from one park area to another.

4.3 Public Art in the Landscape

The inclusion of public art within the park offers the opportunity to enhance the collective identity of the community, enhance civic pride, and cultivate greater meaning and connection between park visitors and elements of importance within the area. Public art may include sculpture, murals and landscape art, which interprets the landscape itself as a form of art.

4.3.1 Veteran or Conflict Memorial

The central memorial feature is envisioned as a piece of art in and of itself. The imaginative use of space and form can be applied to create a contemplative space that encapsulates not only the spirit of those it is meant to commemorate, but represents the meaning of conflict, sacrifice and the triumph of the human spirit. The notion of representing the memorial as art, rich with meaning and opportunities for interpretation is encouraged during detailed conceptualizing and design.

4.3.2 Local Cultural & Natural Heritage

During public consultation, it was suggested that a series of pieces could be developed along a trail within the park. These pieces may be centred around the natural heritage of the park, exploring notions of landscape history, native plant species, historic events or prominent people associated with the community. It is imagined that these pieces would tell a story, and although they would be accessible to the public, they may be designed with a sense of mystery or discovery that would involve the public in dialogue with the art.

4.3.3 Temporary Installations

Temporary art installations allow for the opportunity for a certain event or theme to be explored on an



impermanent basis. Installations may be co-ordinated with summer festivals, offering another focal point and draw for visitors into the park. Sculptural pieces could be installed within the wooded areas of the park, creating a sense of discovery for visitors, and allowing them to engage with the park in a playful manner. This type of event offers opportunity for the community to experience art firsthand, and perhaps make it more accessible to people, as well as highlight important issue or events within the community.

4.4 Plant Material

4.4.1 Parking Lot Trees

Trees chosen for the parking lot area should be selected with much the same criteria as a street tree. The environment in which these trees are planted is less than ideal, and therefore only the hardiest of stock could be planted. Coniferous trees should be avoided within parking lot areas because they may block sight lines or impede snow clearing activities. Deciduous tree species should be chosen for their drought tolerance, salt tolerance, disease resistance, high branching or columnar form, and their lack of fruiting bodies. Suitable trees include Silver Maple, Sugar Maple, Paper Birch, and Basswood. Non-native decorative trees include Crabapples, Ornamental Cherries and Pyramidal English Oak.

4.4.2 River Edge Restoration Planting

The planting design for river edge restoration should employ native deciduous tree species (Silver Maple, Red Maple, Common Hackberry, Basswood, White Oak, and Trembling Aspen); coniferous tree species (Eastern White Cedar); and deciduous shrubs (including Red-osier Dogwood, Beaked Willow, Pussy Willow, Nannyberry). Plant species and sizes should be selected to increase the structure and diversity of the riparian vegetation community. All new plantings are intended as infill in the existing vegetation matrix and existing woody vegetation should remain and be protected from damage during new planting initiatives.

4.4.3 Wood Lot Restoration Planting

Generally, plantings should be arranged in clusters to create nuclei that, through the process of succession, will expand, colonize and modify the landscape naturally. The gaps in between the clusters serve an important function in the early stage of the succession sequence because they create heterogeneity in soil moisture and temperature and light availability. This allows for greater ecological diversity and function. The clusters are themselves arranged to mimic a natural pattern of distribution and are designed to complement and strengthen the function of the existing vegetation. The planting clusters should also be arranged so that they overlap in some areas creating an irregular but continuous buffer for the creek. A more detailed inventory of plant species should be undertaken before detailed restoration plans are created. Species diversity and winter structure could be further enhanced through the presence of native Eastern White Pine and White Spruce within the proposed plant community.

4.4.4 Decorative Planting (Entrance & Commemorative Node)

Decorative planting beds at key focal areas should incorporate native plantings where appropriate, taking into account other design considerations such as aesthetics, drought resistance, pest resistance and maintenance requirements. Suggested perennials include Yarrow, Columbine, Coreopsis, Coneflower, Cranesbill, Black-eyed Susan and Salvia.

5.0 PROMOTIONAL INITIATIVES

Memorial Park can become a prime destination in the Town of Huntsville for visitors and local residents. The Park currently draws visitors who wish to take in the spectacular fall views from the Lookout and local fitness enthusiasts. With the Park, Canada Summit Centre, University of Waterloo, and Muskoka Heritage Place all within close proximity, there is much that can be promoted. Promotional initiatives would also provide an opportunity to share the history of the park space and WWI Veteran connection, aspects of Memorial Park that most are not aware of.

Internet Web Page - images and information should be available on the Town's web page and other digital community information sources. Links to these websites can be included in Quick Response Codes (cell phones can scan and be directly link to web sites) in wayfinding & information sign graphics.

Pamphlets - information pamphlets should be placed at all Town information centres and facilities, especially the Canada Summit Centre. These pamphlets should contain information regarding the Park's WWI connection, local Veteran commemorative initiatives, park destinations & lookouts, trails, and booking opportunities for private functions (sports activities, group functions, events, etc.).

Gateways & Signage - strong visual markers that quickly communicate the location and opportunities in the Park will be the most effective means of promoting and educating people about Memorial Park.

6.0 COSTING & PHASING

6.1 Cost Estimation

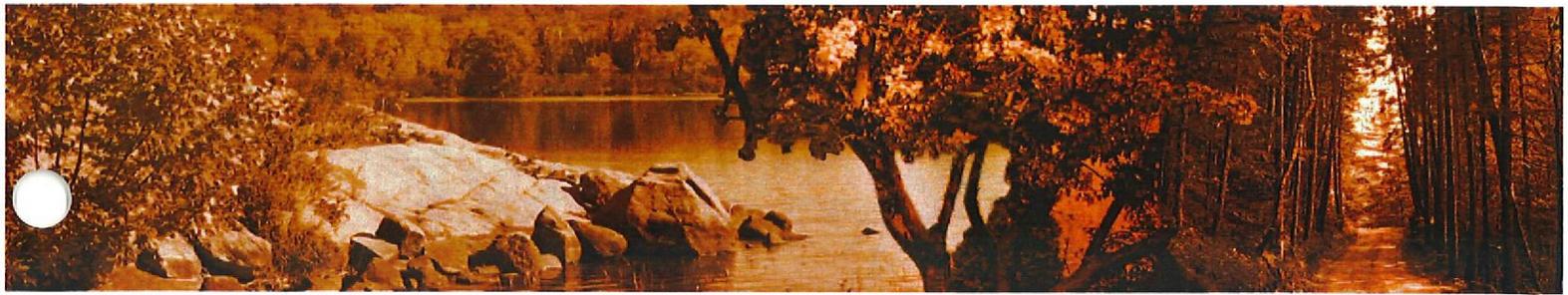
Appendix E - Costing & Phasing, contains unit pricing for the majority of items described in this document and appendices. The prices indicated are based on 2011 procurement and installation costs. Quantities of recommended items have been listed for select items, however these items are a guesstimate based on aerial photography and not a legal or topographic survey. All costs should be confirmed prior to execution through a detailed design exercise or by a qualified contractor.

6.2 Implementation Phasing

6.2.1 Strategies for Implementation & Procedures

It is recommended that a committee be formed to lead development of Memorial Park. This committee should include representatives from the Town, Royal Canadian Legion, High School, historical enthusiasts, local sports groups. It will be more productive if this committee is kept small, with people reporting back to their represented organizations. The responsibility of this group will include:

- Developing content for promotional material that the Town of Huntsville to distribute.
- Developing content and strategies for interpretive and information signs within the Park. The group will need to research and determine what 'stories' they would like to tell within park circuits, at destinations and how these can be linked to other 'stories' being told within the Canada Summit Centre and other adjacent spaces.
- Design & implement a signage strategy. This should be looked at as a whole rather than on a sign by sign basis to ensure consistency and quality. A sign supplier can be consultant to develop the format of the wayfinding, interpretive and information signs, as well as the gateway feature signs. In selecting a supplier, be sure that they provide design for mounting structures as well as graphic panels. Content will need to be developed by the committee. Alternately, professional design consultants can be hired to research and develop both the content and the appearance of the sign language throughout the site.



- Coordinate with the Town to initiate Park improvements. Communicating/confirming priorities will be important.
- Coordinate with the Town to implement new features within the Park. Town Staff will play a large role in this, however the committee can assist with directing priority and seeking grants & volunteer opportunities to reduce costs. Design professionals should be hired when completing large projects such as the Veteran Commemorative Area and retaining wall fence at the Lookout. This will ensure quality and public safety is addressed.

6.2.2 Item Priority for Installation

Short Term

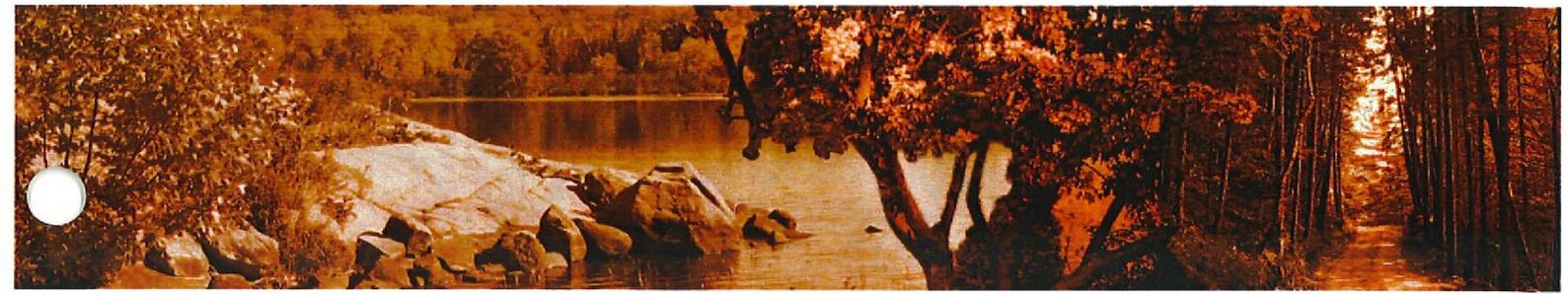
- Entry Feature
- Commemorative Veteran Area.
- Metal poppy inlays in existing sidewalks
- Establish/enhance trail loops.
- Install gateway barriers.
- Install new lookout fence.

Medium Priority

- Interpretive signs at existing nodes.
- Construct new dock, ramp and stair access.
- Track & Field facility improvements.
- Information/ trailheads.
- Enhance existing trails with new surfacing material/ line paint.
- Wayfinding signage.

Long Term

- Install seating & other aesthetic enhancements at existing nodes.
- New structures/shelters.
- Boardwalk trails.



APPENDIX A - SITE WALK

Date:	June 29, 2011	Project:	Memorial Park Master Plan
Date of meeting:	June 9, 2011	Project Number:	
Location:	Memorial Park	Author:	Amanda Gebhardt
Purpose:	Site Walk and Background information collection		

Attendees:	E-Mail	Phone
Amanda Gebhardt	gebhardta@mmm.ca	905-826-4770 ext 1726
SBaker@ecoplans.com]	sbaker@ecoplans.com	
John Finley	john.finley@huntsville.ca	705-789-6421 Ext2229
John Davis	jdavis16@cogeco.ca	705-789-3276
Brian Crozier	brian.crozier@huntsville.ca	705-789-6421 Ext 3026
Scott Aitchison	scottaitchison@hotmail.com	705-644-4954
Colleen MacDonald	colleen.macdonald@huntsville.ca	705-789-6421 ext 3028
Tim Withey	TWithey@brokerlink.ca	705-789-9787
Bernice Greenfield		705-789-2918
Ken Earl		705-349-1650

The following notes were recorded from participants of the site walk on June 9th and reference numbered locations indicated on the attached map.

Entrances, Circulation, & Signage (Refer to Label No. 1.)

- Define access points of site entrances to create a sense of entry and define memorial park boundary to show that front of the Summit Centre is part of the park.
- Look at the entrance/exits to the site to determine if effective. Currently, vehicular traffic is restricted to exit only at the North side of the Summit Centre and two ways through the parking area on the South side of the building. Consider changing the entrance to enter through the North one-way road to provide for a more direct route to lookout & University Campus, remove traffic from congested portion of parking area, plus better view sheds for those driving through site.
- General desire to define the site to inform users that the space they are in is a part of Memorial Park and what that park space is about.
- Huntsville is looking at installing parallel parking spaces along Forbes Hill Road across from the East parking lot.

Summit Centre (Refer to Label No. 2)

- Consideration should be taken to maintain desirable views towards the back of the building, while softening with select tree planting between parking areas.

Dock Area (Refer to Label No. 3)

- The boat launch is an item that the community strongly feels should be restored and improved.
- The high school would like a permanent canoe rack and a single floater dock.
- The slope is steep resulting in a need to create an accessible route.

Any omissions or errors in these notes should be forwarded to the author immediately.

Item	Details	Action
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- West of the dock area, along the existing drive provides for the most desirable existing grades, however it does not have a strong pedestrian link to the parking lot or school.
- The steep sloped bank may be a possible location for memorial garden with seating – no monument at this location.

Monument & Seating Area Location (Refer to Label 4)

- Monument & garden could be placed at the top of the parking lot (Area defined by a large rock, parking lot, and Forbes Hill Drive).
- This location would be very visible, people could easily access from parking lot in the winter the site would be a visual feature only.
- General consensus was to have one area for a formal recognition monument rather than multiple throughout the site.
- Good area for monitoring/deterring vandalism.
- Area is centrally located off the parking lot with excellent view sheds.
- Cenotaph Program (**source of implementation funding**):
 - To qualify for funds, the space needs a formal **recognition monument**. Public consultation is required in order to qualify. MMM will work to adjust visioning session to qualify as open to public rather than hand selected stakeholders. Note: be sure to include family who donated land in next consultation session.
 - Legion group is struggling with who to include (i.e. where born, lived, died, etc.)
 - General thought is to place **WW1** individuals on the monument, while leaving space to allow for additions in the future. **Note: discuss inclusion of other war Veteran at workshop, how and if this should be implemented – as the land was donate for WW1 Veterans.**
- Area should contain a monument, seating, gathering/pedestrian circulation and landscaping.

Alternate Location for Monument Site (Refer to Label 5)

- Top of hill, between access path to track/sports field and vertical rock face
- Opportunity for small storm water collection pond/water feature
- To use this site a lot of trees would need to be removed.
- This site is less accessible due to lack of adjacent parking and steep slopes to walk there.

Track and Sports Field (Refer to Label 6)

- Majority of use is from the high school for track & field events and soccer. While we were on site the high school used the area for a large group photo.
- Area was once used for overflow camping and used as a mustering area/starting point for a triathlon event in early 90s.
- The intention was to decommission the use as a sports facility after building the artificial field adjacent to the park site. However, due to increase in demand for

Any omissions or errors in these notes should be forwarded to the author immediately.

Item	Details	Action
------	---------	--------

use by the high school for track & field (shot put, javelin, etc.), track clubs, the Town has had to continue offering the use of this site.

- The maintenance for this area is kept at a minimum. The lawn is cut prior to bookings only.
- The washroom building is kept locked and is no longer in use. The building is scheduled to come down and there is no power or water.
- The Town would like to program this space for continued track & field use.

Trail from Track to Camp Kitchen

- There is a trail access point at the North East end of the track. Entry not very visible to those unfamiliar with the area and may not be able to locate it. Consider signage and creating definition from views across track.
- Some erosion across trail, a ditch ends at trail edge and water crossed to flow over bank into lake.
- Dappled views of the Lake from the trail. Views of rock face on Southwest side of trail.
- Trail exits at rail tracks, users can cross into parking lot at Camp Kitchen.

Lookout to Fairy Lake (Refer to Label 7)

- View toward lake was cleared of small trees – maintenance program to maintain will be required.
- Grades off road are fairly flat, and then slope more severely. Edge of road location for bench - Rudy rock design bench.
- Large chain link section of fence around bend (6' tall, 7 sections). Look into alternatives.
- There is seasonal access to lookout only – no winter maintenance.

Lookout –Lions Pavilion (Refer to Label 8)

- Pavilion structure maintained by Lions Club.
- Rocky outcrop that pavilion is mounted on is a unique feature – little to no enhancement required. Grass that is between rocks is easy to maintain.
- Old stone fence, fronted with chain link in front of pavilion. The chain link is functional, but not aesthetically pleasing. Look into alternatives or restoration of existing stone wall.
- Large wood planters (3) between sections of fencing – planted with deer resistant plant material. Currently functioning well – may need to look at long term alternative.
- Desire for flag pole to be taller and flag larger. In past there has been talk regarding a communications tower/flag pole combination, however nothing came from initial discussions.

Camp Kitchen (Refer to Label 9)

- Pedestrian bridges across Muskoka River to provide access to Memorial Park were investigated/designed, however not feasible to implement at the time.

Any omissions or errors in these notes should be forwarded to the author immediately.

Item	Details	Action
	<ul style="list-style-type: none">• Small gravel parking area at end of gravel access road. Bollards/gate restrict traffic from entering grassed area.• Beach area has access stairs to water and is used as swimming access & occasionally for wedding ceremony/photos.• Planting beds along bank, featuring native species, were installed as an example for how waterfront property owners can enhance the shoreline.• When area was more commonly used as a beach, there was a lot of broken glass. Vandalism is an issue in this area, especially during school term. This is due to close proximity to the school with infrequent use by others and a visibility.• Heritage building, Purser's Cabin, was relocated here from Lake of Bays. Train stops at building for approx. 15min during regular runs and is used for small gatherings for special events.• There is a wood stair access to water off building deck. Local resident has provided dock for end of stairs, but is no longer there. Stairs are in good condition, but roped off.• Would like to attract more visitors to this area as a destination.	

Other Notes

- A pedestrian link is desired to connect the Legion to the Monument site.
- John can provide information regarding cenotaph program to MMM/Ecoplans.
- Adjacent to site is a heritage museum, which is separated from the heritage train—consider how user will move from one to the other.
- There is a need to clearly identify what there is to offer in the Memorial Park site and area to passers-by. Signage, site definition and strong entry ways will be important.

Next Meeting/Design Charette

- Drop in style session from 4-7 or multiple organized segments within the timeframe.
- Colleen will confirm dates and book room. Aiming for Wednesday July 13th. Town of Huntsville would like to have results collected prior to the Council meeting on July 25th.

Any omissions or errors in these notes should be forwarded to the author immediately.



Canada Summit Centre & Surrounding Area



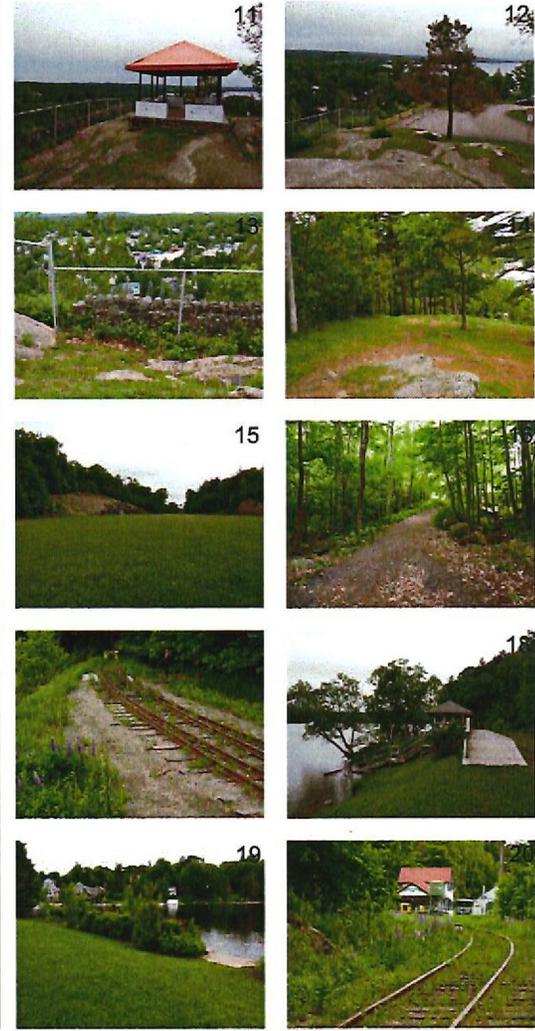
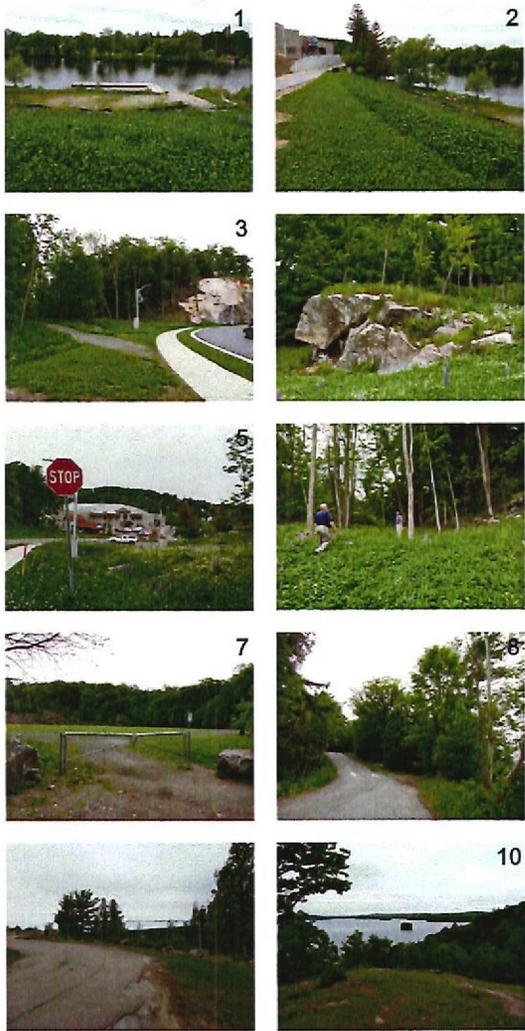
SCALE = 1:3,000
 UTM Zone 17 NAD 83

JUNE 8, 2011
 CONSULTING ENGINEER
 APPROVED - 147662-1-01
 In case of discrepancy, official documents are correct. This plan is a public document of general information and is not a basis of contract. The plan is a public document of general information and is not a basis of contract. The plan is a public document of general information and is not a basis of contract. This map and any information has been generated by AutoCAD from Ontario Provincial Data. The Ontario Provincial Data is in the custody of the Government of Ontario and is used under license from the Corporation of Ontario.



APPENDIX B - VISIONING SESSION

Existing Condition & Analysis Map

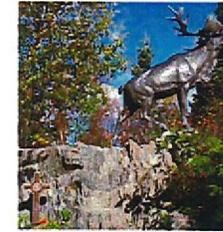
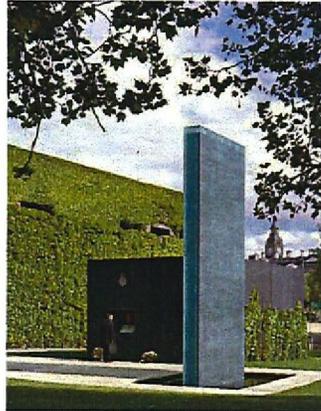
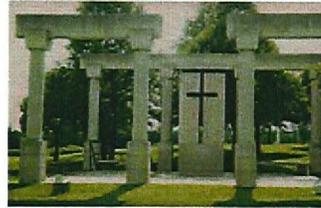
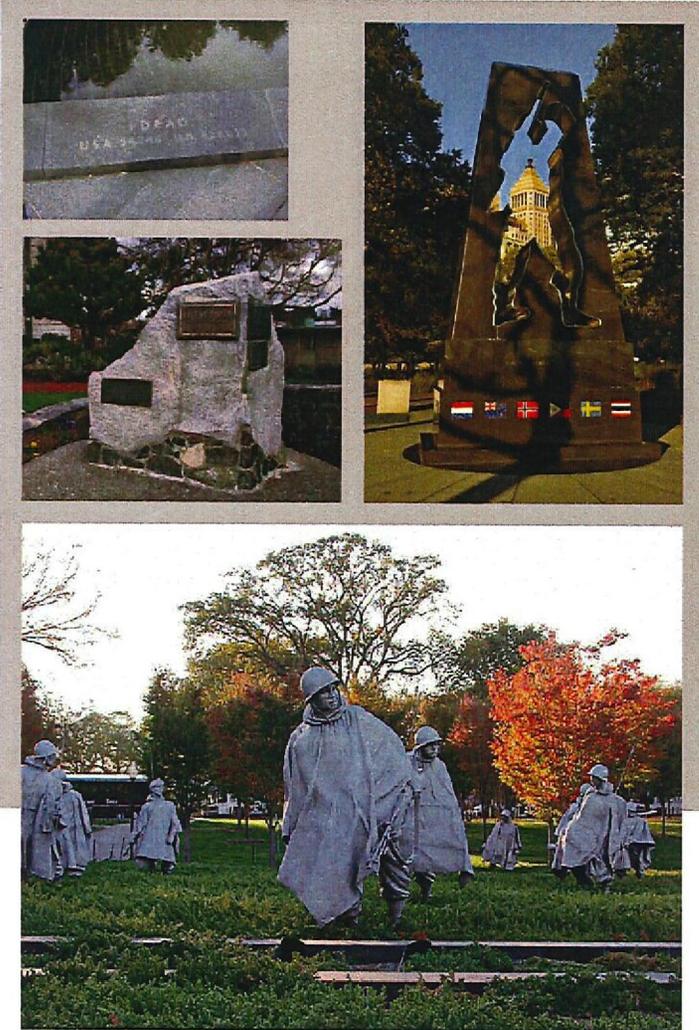


Huntsville Memorial Park Master Plan

July 2011



Monuments



Commemoration with Art in the Landscape



Commemorative Nodes



Huntsville Memorial Park Master Plan

July 2011



Furnishings



Signage



Gateways and Fencing



Huntsville Memorial Park

Master Plan

July 2011

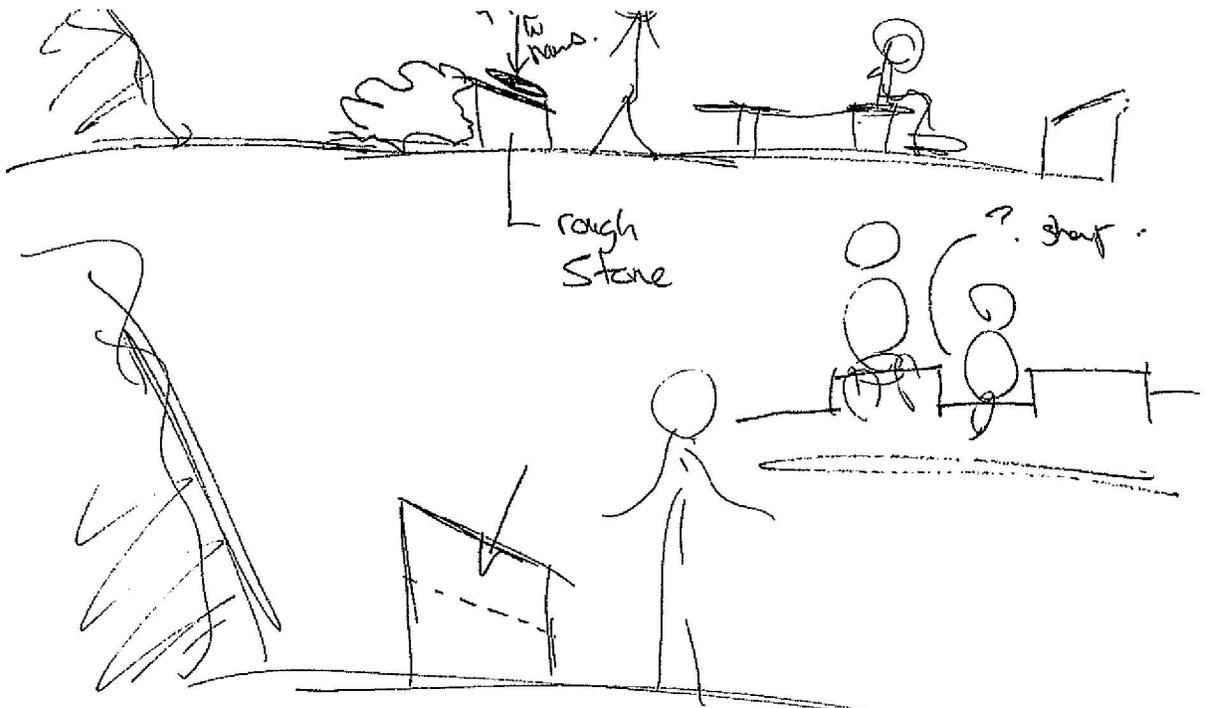




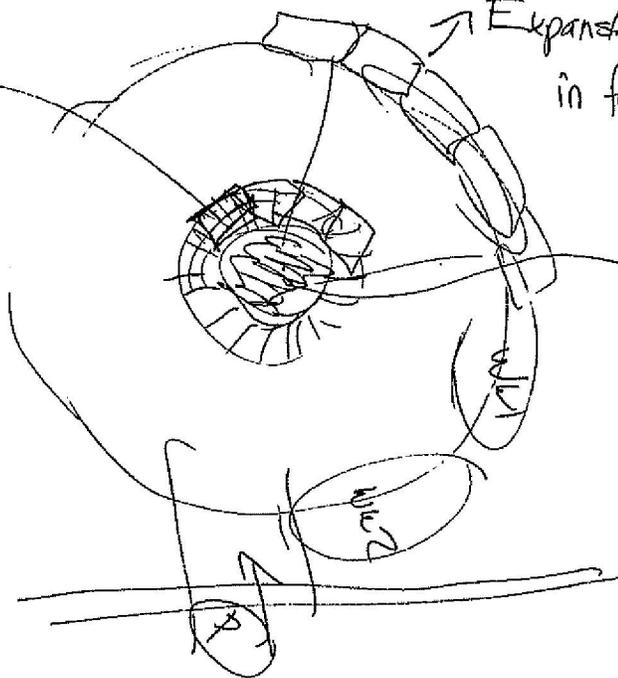
**MEMORIAL PARK MASTER PLAN
VISIONING WORKSHOP
July 13, 2011**



Name	Address	Organization (where applicable)	Contact: Phone Number or Email Address
David Purchase	205 – 35 Dairy Lane		789-9184 dpjp@sympatico.ca
Ken Earl	10 Wooden Bridge	Huntsville L	349-1656
Gordon Jennings	3 Meadow PK. DR.	Huntsville L	789-2691
Donna Digby	25 Fairy Ave		789-2794
Elizabeth Primrose	7-110 Main Street W.	Rocky Island Swim/Triathlon Club	784-0712
David Carmichael	7-110 Main Street W.	Lifestyle sports	784-0712
Steve Jones	10 Knotty Pine Trail P1H 1S9	Hurricanes Legion Track Club	788-2810
Chee Chan	15 Forestview Drive	Huntsville Ultimate	papachee@gmail.com 788-9496
Bernice Greenfield	194 Maws RD.	Legion	705-789-2918
Colleen MacDonald		Town of Huntsville	705-789-6421 x3028
Brady Irving	238 Fowlers Rd.	HHS	705-789-2728
Tom Litchfield	161 Hunters Bay Dr.	HHS	705-789-9682
Rob Horton		Hurricanes Track Club	
John Davis		Politician	
Fran Coleman		Politician	
Tim Withey		Politician	
Claude Doughty		Politician	



Granite Stone



Expansion op.
in future.

w/ tall
visible

Priorities → Shopping list

- ① Loop trails x 3 min (one extend out of Park.)
- Interpretive panels + signs
 - Park history
 - Commemoration to citizen ??

② Park Identity

- WWI → main Entrance
- All acts interm
- Not work to show Park history

③ Multi-use

④ Memorial area

- Simple, plain.
- Circle imagery
- Words? → all names that served
- residents one time

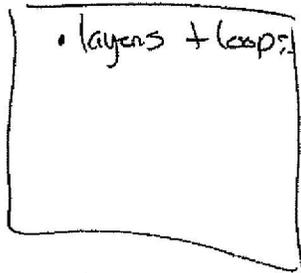


Program Elements

Vision - walking loops
• way finding ^{map nodes} storage.
→ transition to AT Friendly.

• Waterfront restoration
• POW built edge → can we pay tribute.
Regeneration?

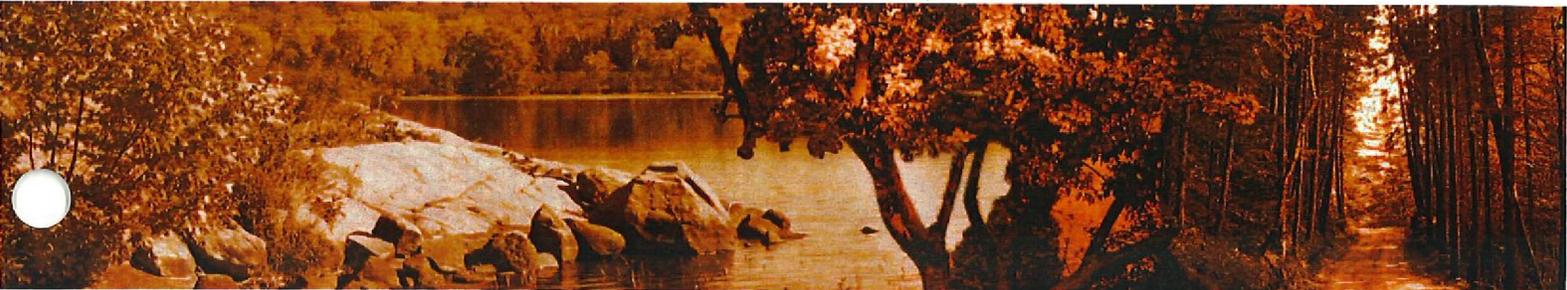
• Nodes → point of interest content.
• war hist.
• Landscap hist.
• transp. hist.
• Education.



• Field → more multi use
• more non sport + sport
• "the meadow" how look out Fred
• Art show

• Cenotaph → views + ceremonies

M. Park → Experience



APPENDIX C - CONCEPT DESIGN MAPS

Legend:

- Trail Route (Stone Dust)
- Boardwalk Trail with Handrail Barriers (Sensitive Environmental or Sloped Areas)
- External Pedestrian Network
- Sidewalk or Line Paint on Asphalt to Denote Pedestrian Area
- Road
- Vehicular Traffic Circulation
- P Parking
- Entry Gateway and/or Access Barrier
- ~ Pedestrian Access Barrier (Maintenance Vehicle Access Only)
- * Interpretive Node/ Rest Area
- * Art Opportunity
- * Trail Junction with Park Map (Can be Substituted with Wayfinding Sign)
- Wayfinding Sign
- Existing Railway Tracks

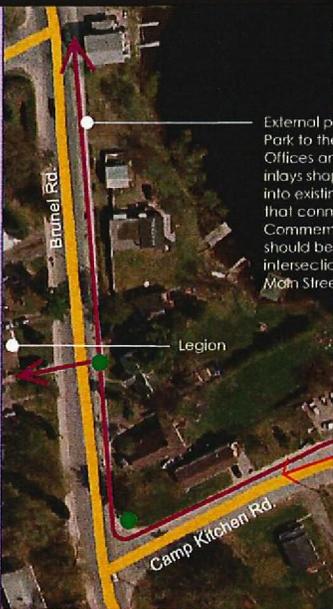
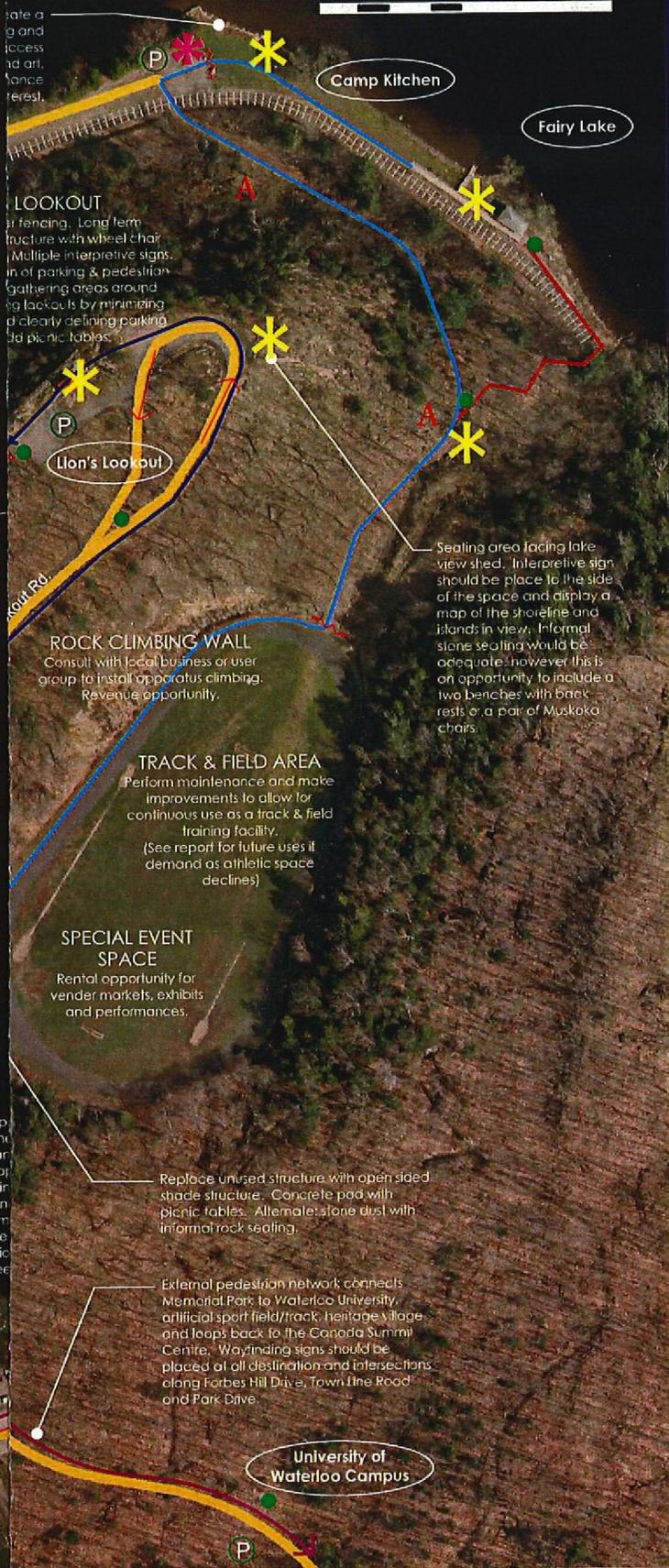


Memorial Park Master Plan Concept Plan Overview

Legend:

-  Trail Route (Stone Dust)
-  Boardwalk Trail with Handrail Barriers (Sensitive Environmental or Sloped Areas)
-  External Pedestrian Network
-  Sidewalk or Line Paint on Asphalt to Denote Pedestrian Area
-  Road
-  Vehicular Traffic Circulation
-  Parking
-  Entry Gateway and/or Access Barrier
-  Pedestrian Access Barrier (Maintenance Vehicle Access Only)
-  Interpretive Node/ Rest Area
-  Art Opportunity
-  Trail Junction with Park Map (Can be Substituted with Wayfinding Sign)
-  Wayfinding Sign
-  Existing Railway Tracks

0 25 50 100M



M
C

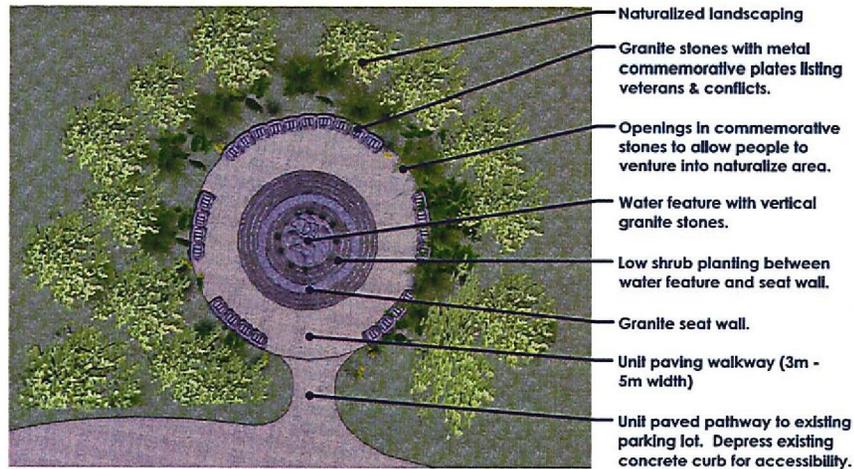


August 2011



Veteran Commemorative Area

Plan View



Design Description

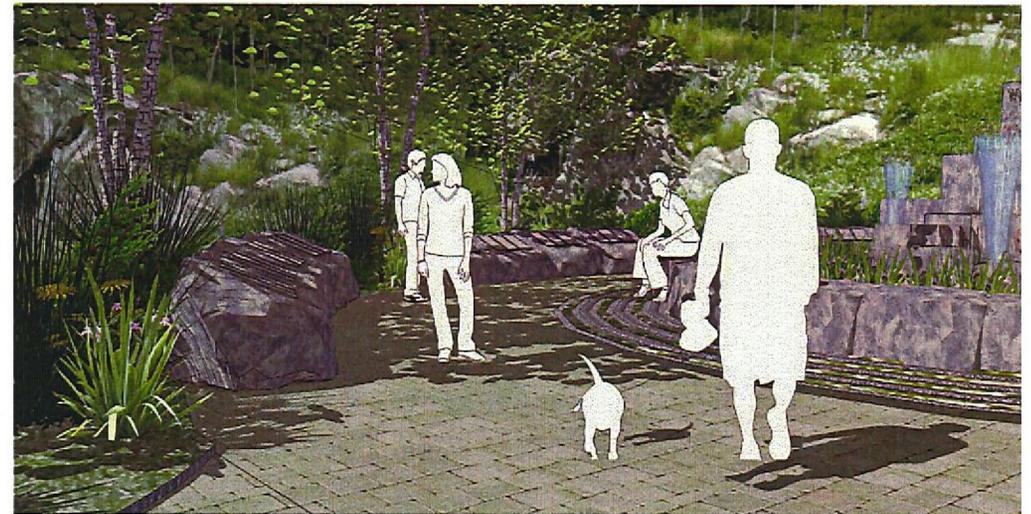
Located in the center of the commemorative space is a feature composed of vertical granite stones of varying colours bringing contrast and interest to this location. This central feature is the ideal opportunity to pay tribute to the purpose of the park lands, as a memorial for local World War One Veterans. Symbols such as WW1 or a poppy, may be etched as a relief or mounted on the granite stones. The central feature can be a fountain or a simple stone cluster. (Note: a fountain will be a significant installation and require maintenance expenses. However, this can be a beautiful element.)

The design depicts a circular granite seat wall surrounding the vertical granite stones. 'Memorial Park' can be etched as a relief or mounted on the granite stone face. Low shrubs or perennials provide a soft buffer between the stone material and resting visitors.

An outer ring of granite stones will facilitate commemorative plaques with the names of local Veterans. Plaques can be grouped by the conflict in which the individuals served, with centralized text and/or images to identify each conflict. The granite stones should be roughly cut with an angled top for optimal plaque viewing. 1m to 2m long stones could be pushed back to accommodate additional stones, if expansion is required in the future. Providing a rough split finish surface texture will add character to the empty granite stones, avoiding a stark blank appearance.

Hardscape surfacing between the commemorative stones and the seating circle will provide an accessible area for people to experience this place of remembrance. The circle will connect with the existing parking lot with an access pathway and modified depressed curb. The outer circle encompassing the commemorative space should provide 1m to 2m gaps, allowing people to venture through the space into the surrounding landscape, interacting with classic Muskoka features, such as the existing vertical wall outcrop.

Shrub groupings will provide a low maintenance border around the commemorative stones. Naturalized landscaping, including meadow grasses/perennials and medium size native tree specimens, will provide a rustic picturesque backdrop that could double as an exploratory space for visitors.



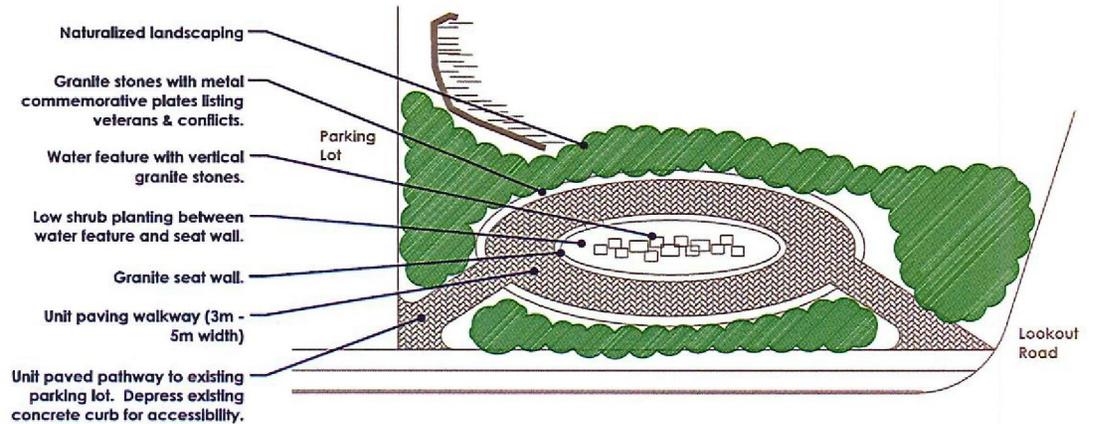
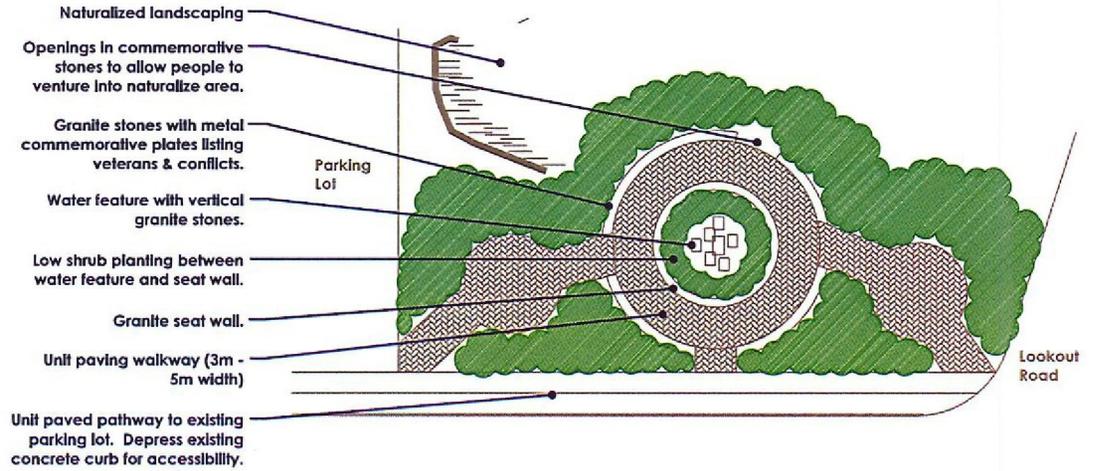
Memorial Park Master Plan Design Features/Nodes

August 2011



Veteran Commemorative Area - Alternate Layouts

Existing Views of Proposed Veterans Memorial Site

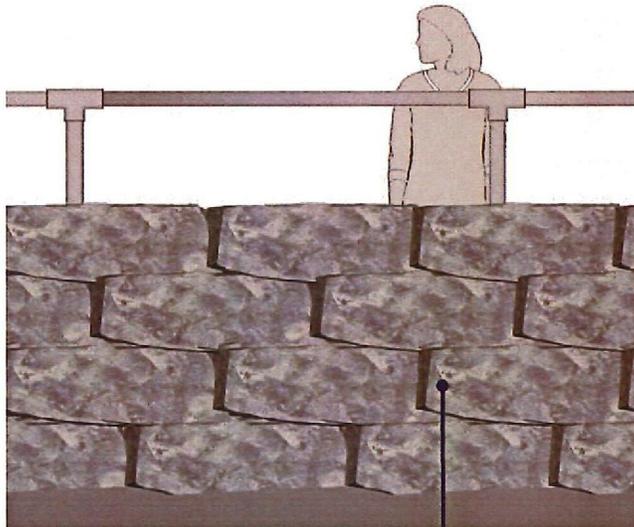




APPENDIX D - ELEMENT DETAILS

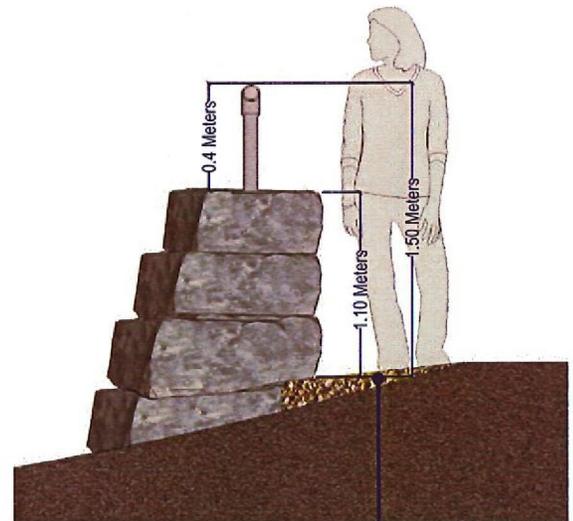
Barrier Fence - Lookout

Granite Block with Top Railing



Front View

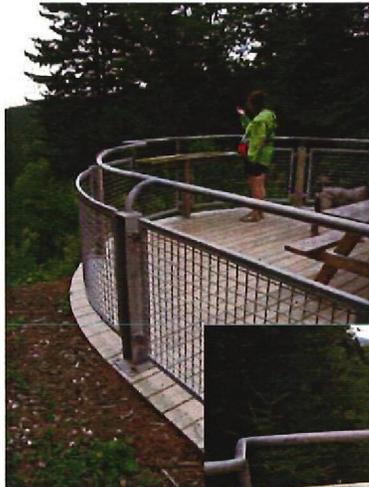
Large Granite Blocks
Note: Engineer to establish size, arrangement and base to be structurally stable on steep slope.



Section View

Backfill with soil or granulars to allow for a flat 1.5m minimum standing area.

Metal Fencing



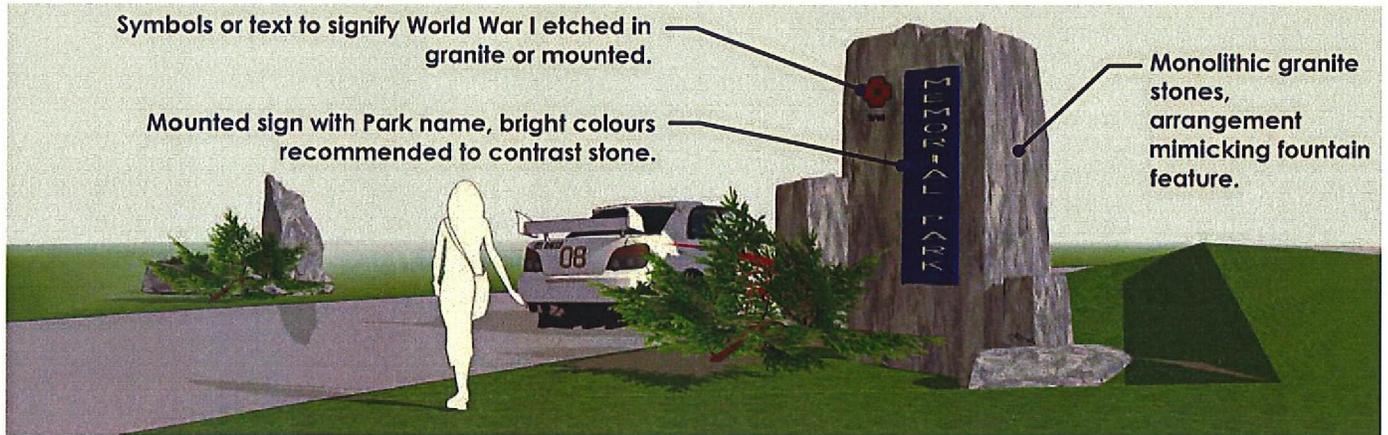
Left: Example of a grid style fence with an inset top railing. This design was used in P.E.I. to discouraging climbing.

Below: Interpretive panel incorporated into fence design.

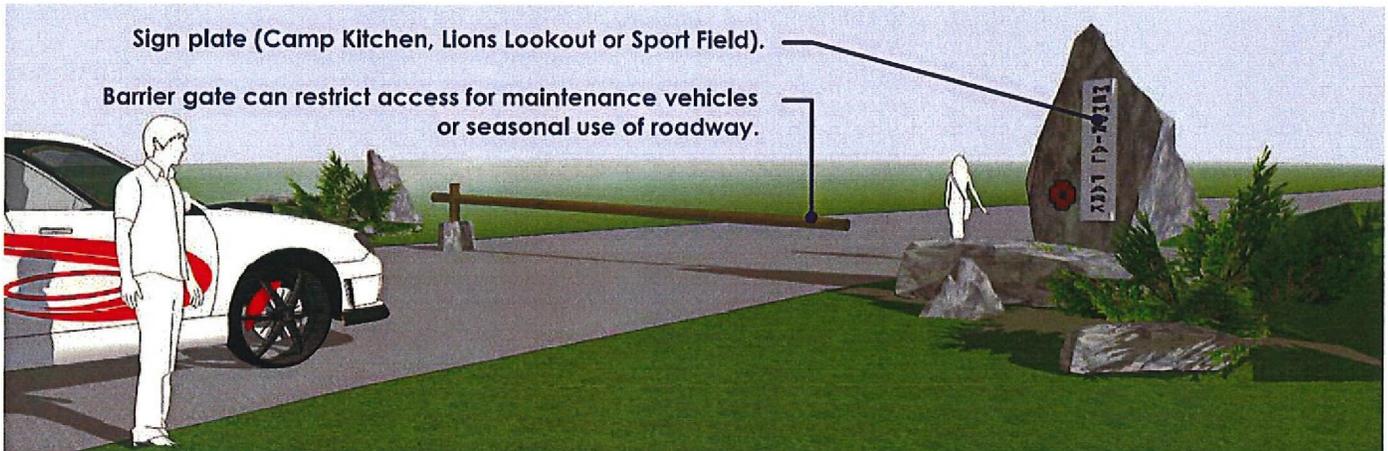


Above: Example of a barrier fence that utilizes vertical pickets that angle at the top to discourage climbing. Black metal and stone pillars add an element of class to the security function at this Utility Station in Markham.

Entry Features & Gateway Barriers



Primary Entrance Gateway



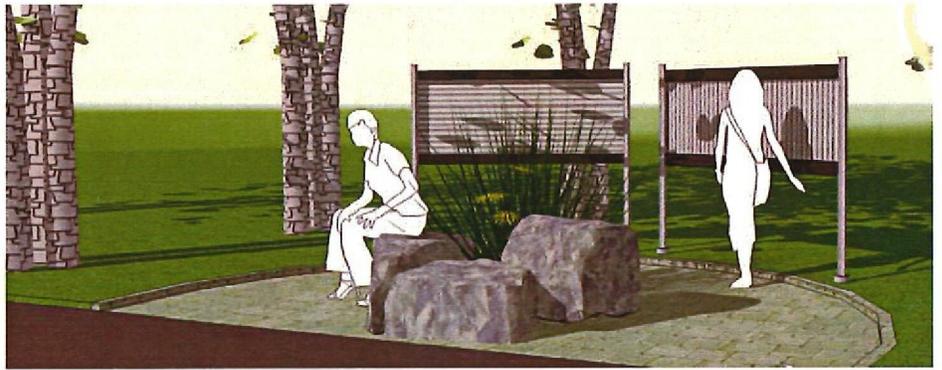
Internal Barrier Gateway - Limited Vehicle Entry



Internal Barrier Gateway - No Vehicle Entry

Informational Signage Palette

Throughout the Park, trailheads and interpretive nodes can help tell the story of Memorial Park. These stations can be located just off trails, at destination or vistas. Simple granite stonedust surfacing is recommended adjacent to trail routes, while more formal unit paver surface is recommended when the station is located adjacent to concrete curbs or sidewalks. Granite block seating will keep with the Park theme and provide the most vandal resistance.



Kiosk / Interpretive Node Perspective

Information Nodes/Trailheads



Located at major trail junctions, large sign panels can illustrate the Park and its attributes. These signs are another opportunity to provide interpretive information to visitors.



Wayfinding Signs

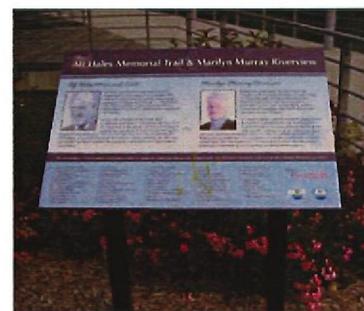


Wayfinding signs can be a simple post with a face plate as shown on the far left, however there are many options such as the example shown nearest to the left. This sign can communicate the direction to multiple destinations.

Interpretive Signs



Communicate histories, provide environmental education and/or be arranged in a series to tell a story. Position along specific routes and at focal destinations. Signs are available in various mounting types and panel shape.



Regulatory Signage Palette

Shared Pathway (RB-79)

The Shared Pathway sign can be located at entrance points along a trail to indicate that both cyclists and pedestrians are permitted to use the path. This graphic can also be incorporated into wayfinding signs and information maps found along the trail system.



RB-79

Share the Road (WC-47/WC-47S)

The Share the Road sign can be placed along Lookout Road to warn motorists that they are to provide adequate driving space for cyclists, pedestrians and other vehicles. The sign also advises motorists, cyclists and pedestrians to use extra caution while on this roadway.



WC-47/
WC-47S

Steep Slope (WA-41)

The Steep Slope sign can be used along a trail in advance of an area where the grade exceeds 10 percent for a distance of 50m or more. This sign could be placed along Lookout Road to provide users with an advanced notice of extreme slope changes ahead.



WA-41

Caution Poison Ivy/ Stay On Trail

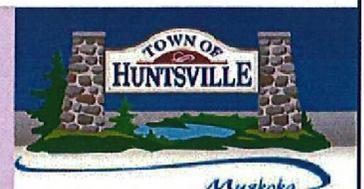
The image shown is an example of a warning sign that can be installed to help deter trail users from leaving the main path even in situations where poison ivy may not exist.



EXAMPLE

Memorial Park Master Plan
Design Elements

August 2011



Information & Interpretive Nodes



Perspective

Sign Panel.
Size and content to vary based on purpose. Information/trailheads should have a map of the park and identify destinations. All signs should communicate the name and general theme of the park, while also communicating specific information pertinent to the visitor at that particular location.

Stonedust or Unit Pavers.

Granite Block Seating

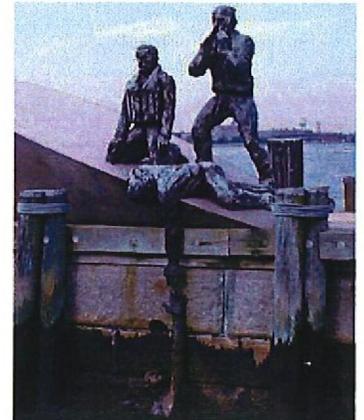
Trail or Roadway



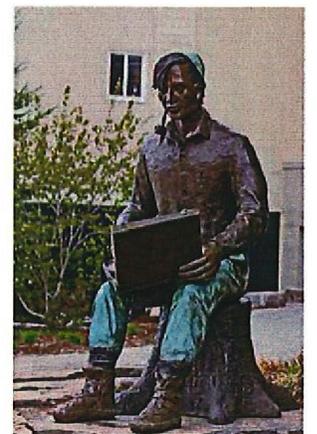
Plan

Examples of Interpretive Art

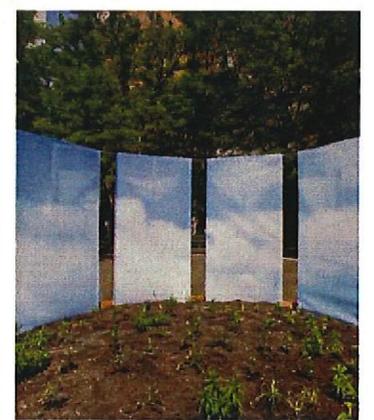
Veteran or Conflict Memorial



Local Cultural & Land Heritage



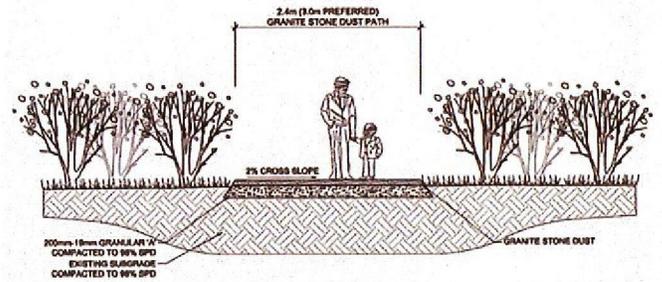
Temporary Installations



Trails & Boardwalks

Granite Stonedust Trail

For constructing new trails and maintaining existing trails, granite stone dust surfacing is a functional and inexpensive surfacing medium. Similar to limestone screenings used for trails and baseball diamonds, granite stonedust is a locally available material and is a superior functioning product. All trails should be a minimum of 2.4m wide, with an ideal width of 3.0m which will accommodate maintenance vehicles.



Trail Along Asphalt Roadways

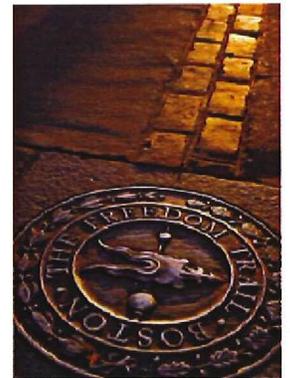


Providing line paint for a Shared Use Lane on one side of Lookout Road (shown in images provided), will increase safety by distinguishing between road and trail space. Line delineation will also communicate to users that this is a trail route to be explored.



Metal Inlays

Metal inlays shaped like poppies should be inserted into existing concrete sidewalks along the route that connects the Legion to the Veteran's Commemorative Area. The image shown right is an example of inlayed metal in concrete.



Boardwalk Trail



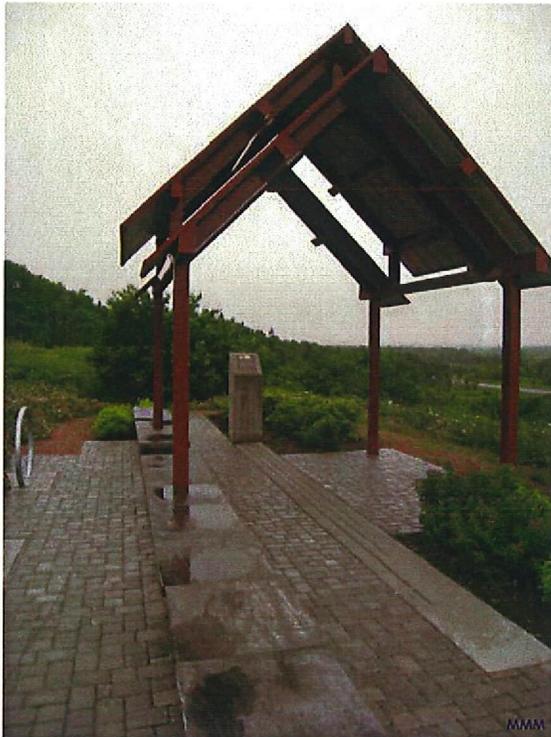
Wood boardwalk trails and stairs are an excellent choice when constructing a trail through environmentally sensitive areas or steep slopes to limit erosion and compaction.

Memorial Park Master Plan
Design Elements

August 2011



Examples of Prefabricated Structures





APPENDIX E - COSTING & PHASING

Town of Huntsville
Memorial Park Master Plan

Phasing and Costing Plan

August 2011

NO.	ITEM	Short Term (1-2 years)			Medium Term (2-5 years)			Long Term (5-10 years)			Notes & Volunteer Opportunities			
		QUANTITY	UNIT	UNIT PRICE	AMOUNT	QUANTITY	UNIT	UNIT PRICE	AMOUNT	QUANTITY		UNIT	UNIT PRICE	AMOUNT
1.0	Commemorative Veterans Area													
1.1	Supply and install unit paving pathway, 3.0m width, and all base materials	130	sq.m	\$ 90.00	\$ 11,700.00	0	sq.m	\$ 90.00	\$ -	0	sq.m	\$ 90.00	\$ -	
1.2	Supply and install granite seat wall, approx. 45cm height, 1.0m length, 70cm width.	25	lin. m	\$ 350.00	\$ 8,750.00	0	lin. m	\$ 350.00	\$ -	0	lin. m	\$ 350.00	\$ -	
1.3	Supply and install commemorative granite stones, approx. 80cm height at back of stone, 60cm height at front to create angled face, cost not including metal plates or laser etching of names.	35	lin. m	\$ 800.00	\$ 28,000.00	0	lin. m	\$ 1,000.00	\$ -	0	lin. m	\$ 1,000.00	\$ -	Plaques can greatly vary in price depending on material. Consult with Legion and suppliers to determine what materials and lettering method will be suitable. Supply source and ability to make additions is an important consideration.
1.4	Supply and install central feature stones and fountain electrical apparatus. Cost for water & electrical connection not included. (Alternate: Granite stones only - seek unique shapes and stone colouring for focal interest).	1	each	\$ 20,000.00	\$ 20,000.00	0	each	\$ 20,000.00	\$ -	0	each	\$ 20,000.00	\$ -	
1.5	Prepare planting beds and supply, install and warranty perennial and shrub plant material for horticultural beds at focal features.	200	sq.m	\$ 60.00	\$ 12,000.00	0	sq.m	\$ 60.00	\$ -	0	sq.m	\$ 60.00	\$ -	Planting could be sponsored by a local horticultural group.
	Subtotal				\$ 80,450.00				\$ -				\$ -	
2.0	Beal Deck													
2.1	Supply and install dock structure.	0	each	\$ 30,000.00	\$ -	1	each	\$ 30,000.00	\$ 30,000.00	0	each	\$ 30,000.00	\$ -	Could be constructed and installed by volunteers. Material donations could be sourced.
2.2	Supply and install canoe rack.	0	each	\$ 7,500.00	\$ -	1	each	\$ 7,500.00	\$ 7,500.00	0	each	\$ 7,500.00	\$ -	Could be constructed and installed by volunteers. Material donations could be sourced.
2.3	Supply and install stairs with granite risers and stone dust runners/landings, 2.0m wide including one handrail.	0	lin. m	\$ 250.00	\$ -	25	lin. m	\$ 250.00	\$ 6,250.00	0	lin. m	\$ 250.00	\$ -	
2.4	Supply and install stone dust accessible pedestrian ramp with granite retaining edge stones as required, 3.0m wide and handrail on both sides.	0	lin. m	\$ 350.00	\$ -	50	lin. m	\$ 350.00	\$ 17,500.00	0	lin. m	\$ 350.00	\$ -	
	Subtotal				\$ -			\$ 61,250.00					\$ -	
3.0	Camp Kitchen													
3.1	Supply and install prefabricated picnic tables.	0	each	\$ 1,600.00	\$ -	3	each	\$ 1,600.00	\$ 4,800.00	0	each	\$ 1,600.00	\$ -	
3.2	Supply, install and warranty plant material shoreline planting, including perennials / ground covers, shrubs, whips. Application to develop understory growth in woodlots and open area behind commemorative nodes.	0	sq.m	\$ 50.00	\$ -	60	sq.m	\$ 50.00	\$ 3,000.00	0	sq.m	\$ 50.00	\$ -	
3.3	Supply and install Internal Barrier Gateway - Limited Vehicle Entry at end of Camp Kitchen Road.	0	each	\$ 3,000.00	\$ -	1	each	\$ 3,000.00	\$ 3,000.00	0	each	\$ 3,000.00	\$ -	
3.4	Supply and install information trailhead, including sign and mount, at end of Camp Kitchen Road.	0	each	\$ 2,000.00	\$ -	1	each	\$ 2,000.00	\$ 2,000.00	0	each	\$ 2,000.00	\$ -	
	Subtotal				\$ -			\$ 12,800.00					\$ -	
4.0	Lions Lookout													
4.1	Supply and install Internal Barrier Gateway - No Vehicle Entry at ends of side trail. If side trail in not desired, install stones at existing entrances and within worn path to discourage use.	0	each	\$ 1,500.00	\$ -	2	each	\$ 1,500.00	\$ 3,000.00	0	each	\$ 1,500.00	\$ -	
4.2	Supply and install Internal Barrier Gateway - Limited Vehicle Entry at end of Lookout Road.	0	each	\$ 3,000.00	\$ -	1	each	\$ 3,000.00	\$ 3,000.00	0	each	\$ 3,000.00	\$ -	
4.3	Supply and install 1.5m barrier fencing (granite stone wall with top railing) along lookout slope, replacement for existing fencing. It is recommended that a geotechnical investigation be conducted to determine the requirements and design of the wall base.	65	lin.m	\$ 1,500.00	\$ 97,500.00	0	lin.m	\$ 1,500.00	\$ -	0	lin.m	\$ 1,500.00	\$ -	
4.4	Remove existing shelter, supplied and install new shelter. Prefabricated metal shelters are cost effective, vandal resistant, and many styles are available. A wood beam shelter would offer an artistic and rustic charm to this key area. (Cost widely vary)	0	each	\$ 50,000.00	\$ -	0	each	\$ 50,000.00	\$ -	1	each	\$ 50,000.00	\$ 50,000.00	A wood beam shelter is an option that would allow for volunteer labor and donation of building supplies.
4.5	Supply & install formal benches at lookouts & under new structure.	0	each	\$ 1,200.00	\$ -	0	each	\$ 1,200.00	\$ -	5	each	\$ 1,200.00	\$ 6,000.00	
4.6	Supply & install picnic tables.	0	each	\$ 1,600.00	\$ -	0	each	\$ 1,600.00	\$ -	5	each	\$ 1,600.00	\$ 8,000.00	
	Subtotal				\$ 97,500.00			\$ 6,000.00				\$ 64,000.00		

Town of Huntsville
Memorial Park Master Plan

Phasing and Costing Plan
August 2011

NO.	ITEM	Short Term (1-2 years)				Medium Term (2-5 years)				Long Term (5-10 years)				Notes & Volunteer Opportunities
		QUANTITY	UNIT	UNIT PRICE	AMOUNT	QUANTITY	UNIT	UNIT PRICE	AMOUNT	QUANTITY	UNIT	UNIT PRICE	AMOUNT	
6.0	Interpretive Nodes & Trailheads													
6.1	Supply and install interpretive signage panels	0	each	\$ 1,500.00	\$ -	8	each	\$ 1,500.00	\$ 12,000.00	0	each	\$ 1,500.00	\$ -	
6.2	Supply and install granite stone cluster of 3 stones approx 1.0m x 1.0m each granular base or existing grade.	0	each	\$ 1,200.00	\$ -	8	each	\$ 1,200.00	\$ 9,600.00	0	each	\$ 1,200.00	\$ -	
6.3	Supply and install granite screening surfacing including all base material.	0	sq.m	\$ 45.00	\$ -	54	sq.m	\$ 45.00	\$ 2,430.00	0	sq.m	\$ 45.00	\$ -	
6.4	Supply and install Trailhead sign, two post mount - no overhead structure.	0	sq.m	\$ 2,000.00	\$ -	3	sq.m	\$ 2,000.00	\$ 6,000.00	0	sq.m	\$ 2,000.00	\$ -	
	Subtotal				\$ -				\$ 30,030.00				\$ -	
7.0	Trails & Boardwalks													
7.1	Supply and install granite screenings pathways including all base material (notes: most trails have existing base which may result in cost savings)	700	sq.m	\$ 45.00	\$ 31,500.00	0	sq.m	\$ 45.00	\$ -	0	sq.m	\$ 45.00	\$ -	
7.2	Supply and install line painting along existing asphalt roadways.	300	lin. m	\$ 10.00	\$ 3,000.00	0	lin. m	\$ 10.00	\$ -	0	lin. m	\$ 10.00	\$ -	
7.3	Supply and install 2.5m wide boardwalk trails including all plans and footings. It is recommended that a geotechnical investigation be conducted to determine the requirements and design of footings (Investigation and proposed specialized design details not included in costing - see 11.1 Allowances)	0	lin. m	\$ 1,200.00	\$ -	0	lin. m	\$ 1,200.00	\$ -	240	lin. m	\$ 1,200.00	\$ 288,000.00	Opportunity exists to collaborate with local volunteer groups for installation of boardwalk. Explore opportunities for material & monetary donations. Footings should be excavated and installed by a professional contractor.
	Subtotal				\$ 34,500.00				\$ -				\$ 288,000.00	
8.0	General Plant Material													
8.1	Supply, install and warranty plant material for naturalization planning, including perennials / ground covers, shrubs, whips. Application to develop understory growth in woodlots and open area behind commemorative node.	0	sq.m	\$ 50.00	\$ -	0	sq.m	\$ 50.00	\$ -	0	sq.m	\$ 50.00	\$ -	
8.2	Supply & install 50mm cal deciduous and/or 200 cm tall coniferous trees around parking area and at features. Recommended: one tree every 10m minimum along driveways.	30	each	\$ 450.00	\$ 13,500.00	0	each	\$ 450.00	\$ -	0	each	\$ 450.00	\$ -	
	Subtotal				\$ 13,500.00				\$ -				\$ -	
9.0	Sports Field Area													
9.1	Resurface 2.0m jump runs with granite screenings.	0	lin. m	\$ 90.00	\$ -	50	lin. m	\$ 90.00	\$ 4,500.00	0	lin. m	\$ 90.00	\$ -	
9.2	Replace sand in jump pits.	0	sq.m	\$ 66.00	\$ -	50	each	\$ 66.00	\$ 3,300.00	0	each	\$ 66.00	\$ -	
9.3	Supply and install Internal Barrier Gateway - No Vehicle Entry at trail entry.	0	each	\$ 1,500.00	\$ -	1	each	\$ 1,500.00	\$ 1,500.00	0	each	\$ 1,500.00	\$ -	
9.4	Supply and install Internal Barrier Gateway - Limited Vehicle Entry at field entrance.	0	each	\$ 3,000.00	\$ -	1	each	\$ 3,000.00	\$ 3,000.00	0	each	\$ 3,000.00	\$ -	
9.5	Prefabricated Shelter with stone dust surfacing.	0	each	\$ 35,000.00	\$ -	0	each	\$ 35,000.00	\$ -	1	each	\$ 35,000.00	\$ 35,000.00	
9.6	Supply & install picnic tables.	0	each	\$ 1,600.00	\$ -	0	each	\$ 1,600.00	\$ -	3	each	\$ 1,600.00	\$ 4,800.00	
9.7	Resurface running track with granite screenings.	0	sq.m	\$ 45.00	\$ -	2000	each	\$ 45.00	\$ 90,000.00	0	each	\$ 45.00	\$ -	
	Subtotal				\$ -				\$ 102,300.00				\$ 39,800.00	
10.0	Other Signage													
10.1	Supply and install Primary Entrance Gateway	1	each	\$ 5,000.00	\$ 5,000.00	0	each	\$ 5,000.00	\$ -	0	each	\$ 5,000.00	\$ -	
10.2	Supply and install wayfinding signage.	0	each	\$ 900.00	\$ -	15	each	\$ 900.00	\$ 13,500.00	0	each	\$ 900.00	\$ -	
	Subtotal				\$ -				\$ 13,500.00				\$ -	
	SUBTOTAL				\$ 225,950.00				\$ 225,880.00				\$ 391,800.00	
	CONTINGENCY (15%)				\$ 33,892.50				\$ 33,882.00				\$ 58,770.00	
	13% HST				\$ 29,373.50				\$ 29,364.40				\$ 50,924.00	
	Total per Phase				\$ 289,216.00				\$ 289,126.40				\$ 501,504.00	
	TOTAL CONSTRUCTION COST												\$ 1,079,846.40	

*Note: Cost are estimated are based on 2011 estimate pricing. Allow for a geotechnical investigation to ensure design and location of footings for structures and fencing. Allow for the detail design of key park elements including Veterans commemorative area, gateway features, fencing, and the boardwalk.

