



Capital Plan
Projects
Quarterly
Report to
Board

Q4 2025



COWICHAN VALLEY
REGIONAL DISTRICT

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CAPITAL PLAN PROJECTS QUARTERLY REPORT

Q4 2025

REPORT BACKGROUND

The purpose of the Capital Plan Project Report is to provide a status report of the current Capital Projects. Capital Projects are financed from a variety of sources, including: grants, borrowing, requisition and transfers from reserve, and can extend beyond one year for large projects.

All Capital Projects are included in the budget and were approved during budget deliberations, budget amendments, or carried forward from the previous year's budget.

Capital Projects at recreation facilities that are owned by CVRD member municipalities are included in this report as they now fall under the Regional Recreation funding model, which is captured in budget function 390.

Projects are considered to be on track if progress is occurring at the expected rate, even if they are expected to take beyond one year to complete. Any projects incomplete at the end of the budget year will be carried forward to the next year's budget and reflected on subsequent reports until completion.



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ACTIVE Q4 Status Report

Capital Plan Projects

CAPITAL PROJECT PLAN

OPERATIONS DEPARTMENT

Capital Project	Description	Project Update	Status	Owner
Bings Creek Revitalization	Corporate Strategic Priority No. 6.8 includes exploring design and planning improvements for the Bings Creek site.	<p>Phase 2A is showing good progress. Survey work completed, as well as the geotechnical review, watercourse assessment, and preliminary site investigation update reports have been submitted to the CVRD in draft for review and finalization. Ongoing work remains with the traffic study and Riparian Area Protection Regulation (RAPR) assessment. A meeting was held with Cowichan Tribes in Q3 2025 to update them on the project and invite them to participate in an archeological assessment if necessary. Conversations are ongoing.</p> <p>Anticipate finalization of Phase 2A work by end of Q1 2026. Reviewing budget and cost proposal to advance into Phase 2B which will include retaining building design architect and civil, structural, etc engineering consultants. There currently appears to be a budget shortfall to complete Phase 2B. Will be investigating the prioritization of elements of Phase 2B that can be advanced within budget while investigating opportunities to completely fund the project.</p>	On Track	General Manager - Operations

PARKS & TRAILS DIVISION

Capital Project	Description	Project Update	Status	Owner
Bright Angel Park Caretaker's House Roof/Building Repairs	Roof replacement on the caretaker residence at Bright Angel Park.	Approved 2025 Budget includes \$20,000 transfer to Capital Reserves for use in 2026, with further \$20,000 budgeted in 2026 to provide for \$40,000 total to complete the replacement of the metal roof and flashing the caretaker residence. Timing for completing the work will either be mid-spring or early fall 2026 to avoid the busy summer season, as this is a popular park.	On Track	Senior Manager - Parks & Trails
Cobble Hill Common Band Shell	<p>A purpose built covered and lit amphitheatre will provide a raised covered outdoor stage for a variety of events, such as musical, dance and theatre, in addition to the annual fair event.</p> <p>Contract Award to Built Contracting was issued in December 2025. Next steps will be finalizing IFC drawings and securing a building permit for construction to begin in early Q2 of 2026.</p>	Following a Design-Build RFP issued to 3 shortlisted proponents in October, a contract award is being finalized with the top ranked proponent to proceed with completion of the project by end of May 2026.	On Track	Senior Manager - Parks & Trails
Botwood Park - Phase 1	To complete Phase I park access improvements at Botwood Park.	Project commencement is planned for early spring 2026 with removal of invasives and other basic site clean-up works, which will involve further engagement with the Cowichan Bay Fisherman's Wharf Association who owns one of the two properties (the other is owned by the CVRD).	Not started	Senior Manager - Parks & Trails

Capital Project	Description	Project Update	Status	Owner
Old Baldy Mountain Park Staging Area Phase 1	In 2021, a Supplemental Item was approved for preliminary survey, engineering and 30% design drawings for a parking lot within the park. This preliminary work has determined that a two-tiered parking lot is feasible, with each tier accommodating up to 15 vehicles.	Commencement with Phase 1 parking lot development remains on-hold pending completion of the Old Baldy Mountain Community Park Management Plan, which may identify additional considerations for establishing a public staging area and access to this park that would need to be taken into consideration. Old Baldy Mountain Community Park Management Plan estimated finalization by Q2 2026. Staff will provide a project update on the Plan Your Cowichan website identifying estimated project finalization and next steps in the consideration of the advancement of the staging area project.	Not started	Senior Manager - Parks & Trails
Area A Roadside Pathways	Phase I development of a multi-use roadside pathway along Shawnigan Lake - Mill Bay Road commencing at Barry Road heading eastwards with objective to complete this section to Bourbon Road.	Active Transportation (AT) initiatives are under resourced at the CVRD to provide meaningful progress to all current AT projects. Requests for additional AT resources will be advanced to the Board in Q1 2026. Completion of project is pending Ministry of Transportation and Transit (MoTT) addressing the condition of a large culvert under Shawnigan Lake-Mill Bay Road that limits the ability to widen/expand this section of the roadway embankment to support installation of a separated pathway per the AT design endorsed for this section. MoTT provided indication in Q4 2025 that they conducted road base repairs at the crossing including some repaving in 2024 and there is no further work planned at this site. Staff intend to seek clarification from MoTT in Q1 2026 that there is no intention to address the condition of the culvert in order to facilitate a culvert extension which would enable expansion of the AT trail in the area.	Behind	General Manager - Operations
Area C Roadside Pathway Planning & Design	To complete a feasibility assessment and 30% design drawings for submission to Ministry of Transportation and Transit for review/approval for an approximately 300m roadside pathway on Ratcliffe Road in Area C.	CVRD staff met with members of the Arbutus Ridge Strata Board, staff from MoTT and Emcon in Q4 2025 at the site to look at site conditions and discuss Active Transportation pathway options and next steps. CVRD staff coordinated with a McElhanney engineer to visit site in January 2026. McElhanney is to submit a cost proposal and design plan to 30% drawings to CVRD that will be suitable for submission and review by MoTT.	Behind	General Manager - Operations
Area E Roadside Pathways	This project is guided by the Electoral Area E Community Parks and Trails Master Plan. In 2019, Gas Tax funding was approved for preliminary planning and feasibility studies for roadside pathways in Area E. Initially, the focus was on Koksilah Road between Cowichan Station and the TCH; however, the focus was shifted to the Koksilah/Eagle Heights community (vicinity of Miller/Koksilah/Allenby Roads) following preliminary work.	Active Transportation (AT) initiatives are under resourced at the CVRD to be able to provide meaningful progress for all current AT projects. Requests for additional AT resources will be advanced to the Board in Q1 2026. Preliminary feedback received from Ministry of Transportation and Transit (MoTT) has indicated that elements of this project may not be feasible as identified in accordance with Provincial Active Transportation Design Guidelines. Pending provision of adequate staff resources, staff will need to assess information provided, and work with MoTT on feasibility of project or investigate alternatives to determine the viability of the project.	Behind	General Manager - Operations
Area H Roadside Pathway	Phase I of this project is to establish an initial section of a safe off-road community walking/cycling pathway in the Yellow Point area as part of the overall Yellow Point Trail loop being advocated within the community.	Active Transportation (AT) initiatives are under resourced at the CVRD to be able to provide meaningful progress for all current AT projects. Requests for additional AT resources will be advanced to the Board in Q1 2026. Additional information is being assessed to determine the feasibility of project based on preliminary feedback from Ministry of Transportation and Transit and Provincial Active Transportation Design Guidelines.	Behind	General Manager - Operations

Capital Project	Description	Project Update	Status	Owner
Stoney Hill Regional Park Management Plan	Development of a park management plan for Stoney Hill Regional Park will provide for a vision and framework for establishing sustainable park improvements which balances appropriate outdoor recreation use and connecting with nature with strategies to protect and enhance the regional park's ecology and respecting cultural heritage/values. The Working Group comprised of CVRD and Cowichan Tribes staff have been collaborating on management plan preparations, and this process is a valuable venue for actualizing reconciliation and relationship building.	Consultant proposals received through the RFP process issued in late Q3 2025 are under review for decision on issuing a contract in early 2026 to commence with development of a park management plan for Stoney Hill Regional Park in 2026-2027. Project specifics regarding workplan and timelines are on track and consistent with the staff report from the October 8 COTW meeting.	Behind	Senior Manager - Parks & Trails
Wake Lake Trail	This local community trail will establish a safe off-road walking pathway connecting Barnjum Road and Sunrise Road, as supported in the adopted 2018 Electoral Area E - Cowichan Station/Sahtlam/Glenora Community Parks & Trails Master Plan.	Project will be completed by October 15, 2026 due to inability to receive regulatory approvals in time to allow for in-stream works to be completed by September 15, 2025; hence project is now scheduled for completion during the August-September 2026 fisheries window for in-stream works.	Behind	Senior Manager - Parks & Trails

RECYCLING & WASTE MANAGEMENT DIVISION

Capital Project	Description	Project Update	Status	Owner
Bings - Parking - Trucks	This project aims to ensure sufficient truck parking at Bings Creek Recycling Centre.	With changes to the BC Hydro works for the Bings Modernization Project (i.e., the location of the conduit), this parking area will no longer be affected, and the work to complete this project resumed in Q4 2025.	On Track	Senior Manager - Recycling & Waste Management
Bings Genset Electrical Design	This project aims to ensure critical infrastructure is operational during a power outage.	This project is still part of the Bings Creek Modernization project, which is scheduled for completion by Q4 2026.	On Track	Senior Manager - Recycling & Waste Management
Bings Modernization SPF Grant	Under this project, an organic transfer building will be built at the Bings site. This building will support municipal, First Nation and CVRD curbside collection programs. In addition, the capacity of the household hazardous waste building will be increased.	Construction began in mid-October 2025. The current focus is on relocating power poles from the east side of the property to the west side and on expanding the household hazardous waste building, which is located on higher, drier ground.	On Track	Senior Manager - Recycling & Waste Management
Bings Transfer Building Roof Replacement	This project intends to ensure that garbage and CVRD waste transfer assets are protected from weather.	This project is still part of the Bings Creek Modernization project, which is scheduled for completion by Q4 2026.	On Track	Senior Manager - Recycling & Waste Management
Curbside Trucks, Totes, Kitchen Catchers, Glass Bins and Software	This project aims to support the reduction of regional solid waste disposal as per the CVRD's Board and Ministry-approved Solid Waste Management Plan (SWMP). As per the SWMP, the CVRD aims to offer consistent and convenient curbside collection of multiple material types, ban organic waste from the garbage, etc.	All curbside collection containers and the new curbside truck software contract have been received. The only outstanding component for this project is the delivery of the final curbside truck/haul-all, which is anticipated for Q1 2026.	On Track	Senior Manager - Recycling & Waste Management
Municipal Solid Waste Transfer Building Roof Replacement - Additional Funds	The objective is to maintain the integrity of the building to ensure that precipitation does not come into contact with waste material.	This project is still part of the Bings Creek Modernization project, which is scheduled for completion by Q4 2026.	On Track	Senior Manager - Recycling & Waste Management
Roll-Off Bins	This project aims to replace old roll-off bins beyond repair and ensure sufficient bin inventory to manage the transport of waste and recyclable materials.	The majority of the roll-off bins arrived in Q3 2025, with the final few still pending. Final delivery is estimated within Q1 2026.	On Track	Senior Manager - Recycling & Waste Management

Capital Project	Description	Project Update	Status	Owner
Bings Creek HVAC	To upgrade the malfunctioning building heating system.	This project is anticipated to start in Q2 2026.	Not started	Senior Manager - Recycling & Waste Management
Peerless - 3 Monitoring Wells	This project aims to enhance the groundwater monitoring data on this closed incinerator site.	The procurement timeline has been updated to reflect an RFP being issued in Q2 2026 and project completion by early Q4 2026.	Not started	Senior Manager - Recycling & Waste Management
3 Stream Curbside - Additional Truck (Truck 7)	This additional truck was requested to provide backup support and a robust curbside service.	This truck is intended for backup and future service growth. The manufacturer has delayed the truck delivery from Q1 to Q4 2026.	Behind	Senior Manager - Recycling & Waste Management
Bings Admin Building Upgrades	This project aims to address issues with building security, the lack of storage and training space and inadequate access and functionality of change rooms. These upgrades also aim to remove the polybutylene piping in the building, thereby reducing the risk of future water damage, including the risk to the electrical and mechanical rooms.	Due to delays in retaining staff to support this project, it is expected to start in Q2 2026. The first step will be to retain a contractor through a competitive bidding process to finalize the upgrades within the allocated budget; thereafter, the required works will proceed.	Behind	Senior Manager - Recycling & Waste Management
Bings Creek Guard Railing	Guard rail maintenance is important to ensure the site is safe for customers and staff.	This work is anticipated to start in Q2 2026.	Behind	Senior Manager - Recycling & Waste Management
Bings Trailer Chassis	This project intends to create additional storage capacity in the event of garbage export issues.	This project has been paused until the RFP for the waste disposal contract is awarded, which is anticipated in 2027, as per the recent contract extension with the current waste hauler and landfill. The result of the upcoming RFP will determine the type and number of chassis required for the new landfill contract.	Behind	Senior Manager - Recycling & Waste Management
Meade Creek Guard Railing	Guard rail maintenance is important to ensure the site is safe for customers and staff.	This work is anticipated to start in Q2 2026.	Behind	Senior Manager - Recycling & Waste Management
Municipal Solid Waste Transfer Station - Sprinklers	This project aims to replace aging components of the fire suppression (sprinkler) system.	This work is still anticipated to be completed in Q2 2026.	Behind	Senior Manager - Recycling & Waste Management
Resurface Bin Area	This project aims to resurface the gravel roll-off bin storage area at the Bings Creek Recycling Centre.	The delay in retaining necessary replacement staff to support this project work has pushed the timeline to Q2 2026.	Behind	Senior Manager - Recycling & Waste Management

UTILITIES DIVISION

Capital Project	Description	Project Update	Status	Owner
OTHER / EQUIPMENT	All other projects, vehicles, and/or equipment.			
→ SCADA Upgrade and Software	Communications and security upgrade of remote access for monitoring, operations and data acquisition for all utility sites. SCADA software is required to aggregate data from each of the water and sewer systems. An upgrade to SCADA is required to allow utility operators and management remote access to monitor and adjust water and sewer parameters in a secure connection. A VPN connection is required for each of the water and sewer systems.	Programmable Logic Controller (PLC) programming continues. IT and GIS may be consulted during vendor engagement. While some projects have been completed in Q4 2025, staff are working towards completing all remaining PLC and SCADA programming by Q4 2026.	On Track	Senior Manager - Utilities

Capital Project	Description	Project Update	Status	Owner
↳ South Sector Liquid Waste Management Plan Sewer Investigation	Funds allocated to investigate potential ground discharge area in Area B.	Although this project has initiated with the reviews of the existing LWMP and the LWMP plan amendment work conducted by Environmental Services, the development of a new LWMP as identified in this initiative will not be completed before Dec 31, 2026. As a precursor to advancing a comprehensive LWMP amendment, the development of engineering standards, development of service level delivery plans and capacity assessments within existing systems are examples of necessary works to finalize before re-engaging the LWMP amendment process. Staff intend to advance a report to EASC in Q2 2026 with relevant information on proposed workplan and timelines.	Behind	Senior Manager - Utilities
SEWER SYSTEMS	Collecting and treating wastewater. This includes sewage treatment plants, and pipelines.			
↳ Bald Mountain Sewer Odour Control	Interim measures implemented. Further need to be assessed in future phases on Waste Water Treatment Plant (WWTP).	The replacement for the media that had been scheduled to be completed in Q4 2025 was pushed forward because the media was not yet spent completely. The media will be re-evaluated in Q2 2026 and subsequently, the review of the Best Available Technology (BAT) will be completed in Q3 2026.	On Track	Senior Manager - Utilities
↳ Kerry Village Sewer Connection to Mill Bay Sewer	Connect Kerry Village sewer system to Mill Bay sewer system with forcemain. Convert Kerry Village wastewater treatment plant to pump station and treat and discharge at Mill Bay system. Combine system functions.	Retrofit and testing were completed in Q4 2025. SCADA programming and instrumentation currently being completed. The plant is expected to re-route daily flows continuously starting Q2 2026.	On Track	Senior Manager - Utilities
↳ Mill Springs Sewer Collection System	Design and construction of major collection mains in Mill Bay area to join major systems.	Construction at Mill Springs Wastewater Treatment Plant is complete. The Stonebridge Lift Station is awaiting discussions on feasibility and economic viability. Expected completion by Q4 2026.	On Track	Senior Manager - Utilities
↳ Shawnigan Beach Estates Sewer Lagoon Work	Desludging and disposal of residuals to increase capacity.	Quote for disposal/reuse received in Q4 2025. Proposed cost is not economically viable, therefore staff are pursuing alternative pathways in Q2 2026. Staff are conducting sampling in Q1 2026 to analyze treatment limitations and developing treatment optimization protocol for the lagoons to adhere to regulatory compliance goals by Q3 2026.	On Track	Senior Manager - Utilities
↳ Shawnigan Beach Estates Sewer Robertson Rd Lift Station Pump	Pump replacement for lift station.	One pump and check valve replacement completed in Q3 2025; second one expected to be replaced in Q2 2026.	On Track	Senior Manager - Utilities
↳ Youbou Sewer Upgrade Programmable Logic Controller & Electrical	Upgrade of electrical and communications equipment to increase efficiency and improve communication functions.	Remains reprioritized to be completed in Q2 2026.	Not started	Senior Manager - Utilities
↳ Bald Mountain Sewer Lift Station	Strata requested that the CVRD acquire the lift station in 2019. New pumps and controls required for safety and operations.	Pump upgrade was completed in Q3 2025. PLC programming re-prioritized to be completed in Q2 2026.	Behind	Senior Manager - Utilities
↳ Mesachie Lake Sewer Honeymoon Bay South Shore Integrated Sewer Upgrade	Wastewater treatment needed for Mesachie Lake Sewer/Honeymoon Bay/South Shore.	Identification and allocation of funds is currently inconclusive - more information is needed to do so. CVRD to communicate progress to Ministry of Environment (MoE) by end of Q4 2025. Communication was reprioritized to Q2 2026.	Behind	Senior Manager - Utilities
↳ Shawnigan Beach Estates Sewer I & I Capital Replacement Collection System	Upgrades to lift stations and the collection system to mitigate negative impacts from wet weather flows.	Initiated an Inflow & Infiltration (I & I) reduction and flow monitoring action plan in Q4 2025. Workplan for flow monitoring will be developed in Q2 2026 and I & I reduction plan will be developed in Q3 2026. One pump and check valve replacement completed in Q3 2025; second one remains expected to be replaced in Q2 2026.	Behind	Senior Manager - Utilities

Capital Project	Description	Project Update	Status	Owner
WATER SYSTEMS	Delivering potable water for drinking, sanitation, and other uses. This includes water treatment plants, reservoirs, pipelines, and distribution networks.			
→ Area H Bulk Water Well	Investigation/identification and development of bulk water well station for Area H.	Draft feasibility report has been provided for staff review in Q1 2026. Cost estimates and budget reviews will be done in Q1 2026. However, negotiations with private property owner for access to well need to be addressed.	On Track	Senior Manager - Utilities
→ Burnum Water Well Development	Tie-in of new well received through 4-lot subdivision development.	Construction of well tie-in by developer is currently underway. Expected to be completed by Q3 2026.	On Track	Senior Manager - Utilities
→ Dogwood Ridge Water Connection to City of Duncan	Initiative to replace Dogwood Ridge Water groundwater supply with connection to City of Duncan via Cowichan Tribes.	Finalization of technical aspects of the project were completed in Q4 2025 along with Cowichan Tribes. An agreement with Cowichan Tribes is expected to be in place by Q2 2026. Additional unfunded components of project (approx. \$130K in development cost charges, etc.) exist that need to be resolved prior to tendering project. Technical details of project to be finalized in Q2 2026.	On Track	Senior Manager - Utilities
→ Lambourn Water Pipeworks Replacement	Replacement of pipework in booster station. To be combined with reservoir replacement.	Gas Tax funding has to be in place prior to the completion. Expected for Q3 2026.	On Track	Senior Manager - Utilities
→ Lambourn Water Reservoir Replacement	Replacing failing Lambourn Water reservoir.	The reservoir was replaced in Q4 2025. The system will be chlorinated and brought online in Q1 2026.	On Track	Senior Manager - Utilities
→ Saltair Water Surface Water Treatment	Treatment plant required to meet Drinking Water Treatment Objectives (Microbiological) for Surface Water Supplies in British Columbia to bring system into compliance with Health Authority.	Reviewing viability of treatment solutions including design parameters/constraints and cost considerations that align with current budget and grant funding. Groundwater wells have interim licensing approval. The wells will come online by Q2 2026.	On Track	Senior Manager - Utilities
→ Shell Beach Water Acquisition Upgrades	Reservoir, distribution and other upgrades required as a condition of CVRD acquisition.	A pending Statutory Right of Way (SRW) expansion approval is needed for the new reservoir. Materials that have been received remain on-site. Work is expected to be completed in Q3 2026, provided SRW is secured.	On Track	Senior Manager - Utilities
→ Burnum Water Potential Connection Fees	Budgeted as anticipated revenue from connection fees in case needed for capital project to develop well. Revenue not realized.	Strategic Priorities Fund (SPF) grant application was successfully submitted in September 2025. The amalgamation of Shawnigan Village, Burnum Water, Shawnigan North Water will be prioritized, along with an overall water treatment plant upgrade. A meeting was held with staff and UBCM. Funding announcements anticipated in Q3 2026. Importance of project highlighted to UBCM. Staff to request an unofficial update in Q2 2026.	Not started	Senior Manager - Utilities
→ Honeymoon Bay Water Watermain Extension Design	Design for Sutton Creek to Gordon Bay watermain extension.	LUS recommended a flood risk assessment and ALC referral. Properties on west side of Walton Road are in the ALR. Service area assessments to be completed in Q3 2026.	Not started	Senior Manager - Utilities
→ Shawnigan Lake North Water Treatment & Watermain Extension	Surface water treatment and watermain extension. Grant applications unsuccessful to date.	SPF grant application was successfully submitted in Sept 2025. The amalgamation of Shawnigan Village, Burnum Water, Shawnigan North Water will be prioritized, along with an overall water treatment plant upgrade. A meeting was held with staff and UBCM. Funding announcements anticipated in Q3 2026. Importance of project highlighted to UBCM. Staff to request an unofficial update in Q2 2026	Not started	Senior Manager - Utilities
→ Youbou Water Dam Decommissioning	Surface water source replaced by ground water. Youbou dam now redundant. Requires decommissioning.	Funding assessment and cost review is in progress. Anticipate update in Q2 2026.	Not started	Senior Manager - Utilities

Capital Project	Description	Project Update	Status	Owner
↳ Saltair Water Pressure Reducing Valve	Saltair Water distribution upgrades. Installation of pressure reducing valve station to improve system operations.	The project design has been awarded in Q4 2025. Location for the Pressure Reducing Valve (PRV) station has since been identified. The project is now progressing with a PRV station design being developed for completion by Q2 2026. Grant funding scope change will be finalized in Q1 2026.	Behind	Senior Manager - Utilities

FINANCE DIVISION

Capital Project	Description	Project Update	Status	Owner
Budget Software	Budget software to simplify and streamline budget management while improving transparency in reporting.	Working with Questa, Alberni-Clayoquot Regional District, and IT on set-up of functions within the program to ensure flow through from accounting software. Still in the implementation stage of the project and on track to launch for the 2027 Budget.	On Track	Chief Financial Officer

LEGISLATIVE SERVICES DIVISION

Capital Project	Description	Project Update	Status	Owner
Records Management System (EDRMS) Software	Preparation for, selection of and implementation of an EDRMS (Electronic Document and Records Management System).	Preparing project documentation and planning for interviews of work units to determine business needs for EDRMS functionality. Consultant will assist with interviews and preparation of summary, and results will be used to prepare procurement documentation. Estimated timeline to develop RFP requirements and decision matrix is by August 2026.	On Track	Manager - Corporate Records

DEVELOPMENT SERVICES DIVISION

Capital Project	Description	Project Update	Status	Owner
Land Management System (LMS) Software	Land Management Software implementation, with public portal and online applications; modules for planning, building, bylaw enforcement and dog licensing.	The CVRD has selected a vendor and concluded contract negotiation. Land Management System (LMS) implementation is underway.	On Track	General Manager - Land Use Services

COWICHAN COMMUNITY CENTRE

Capital Project	Description	Project Update	Status	Owner
Cowichan Community Centre - Back-Up Boiler Replacement	Replacement of the back-up boiler at the Cowichan Community Centre.	This project has been rolled over into 2026.	On Track	Manager - Cowichan Community Centre
Cowichan Community Centre - HVAC Replacement Rehearsal Hall	HVAC upgrades to multiple areas on the 1st floor of the Cowichan Community Centre.	Project is substantially complete and will be fully commissioned and ready for takeover in Q1 2026.	On Track	Manager - Cowichan Community Centre
Cowichan Community Centre - Priority Elevator Component Replacements	Upgrading the freight elevators for the Heritage Hall and Multi-Purpose Hall at the Cowichan Community Centre.	Due to scheduling conflicts, the Heritage Hall elevator upgrades will take place in Q1 2026.	On Track	Manager - Cowichan Community Centre

Capital Project	Description	Project Update	Status	Owner
Cowichan Community Centre - Stormwater Pump Replacement	Replacement of the storm water pump at the Cowichan Community Centre.	Pump has been rebuilt and is ready for installation. Project will be completed in Q1 2026 as the groundwater level must decrease before the pump can be installed.	On Track	Manager - Cowichan Community Centre

COWICHAN LAKE RECREATION

Capital Project	Description	Project Update	Status	Owner
Cowichan Lake Sports Arena - Exterior Cladding Replacement / Operations Building Construction	Replacement of exterior cladding and building new operations storage building at the Cowichan Lake Sports Arena (CLSA).	Cladding installation and operations building construction are underway and approximately 60% complete. Project is scheduled to be substantially complete in Q1 2026. Contractor scheduling and change orders due to unknown conditions behind the existing cladding have contributed to delayed project completion.	Behind	Manager - Cowichan Lake Recreation
Cowichan Lake Sports Arena - Exterior Doors Replacement	Replacement of the exterior doors at the Cowichan Lake Sports Arena.	Exterior doors are expected to be installed in Q1 2026. The doors have been ordered by the contractor and are expected for delivery and installation early in Q1. The delay in ordering was due to project sequencing - the doors cannot be installed until cladding installation is completed.	Behind	Manager - Cowichan Lake Recreation
Cowichan Lake Sports Arena - HVAC Upgrades - Curling Lounge	Replace two (2) furnaces serving the curling rink lounge with heat pumps.	Project is substantially complete and will be fully commissioned and ready for takeover in Q1 2026.	Behind	Manager - Cowichan Lake Recreation

SOUTH COWICHAN RECREATION

Capital Project	Description	Project Update	Status	Owner
Kerry Park Recreation Centre - Fire Suppression Pump Replacement	Replacement of fire pump and associated piping and controllers to meet code requirements.	Equipment has been purchased and is expected to be delivered and installed in Q1 or Q2 2026.	On Track	Capital Projects Coordinator - Community Services
Shawnigan Lake Community Centre - Passenger Bus Replacement	Replacement of the current 24 passenger bus at Kerry Park Recreation Centre.	Draft RFP has been prepared and will be issued to close in Q1 2026.	On Track	Manager - South Cowichan Recreation
Kerry Park Recreation Centre - Kitchen Equipment Replacement	Replacement of the kitchen equipment at the Kerry Park Recreation Centre.	Project behind and not completed in 2025 due to staffing resources. Project will be rolled over to 2026 for completion in Q2 2026.	Behind	Manager - South Cowichan Recreation
Kerry Park Recreation Centre - Sportsfield Grass Cutter Replacement	Replacement of a grass cutter at Kerry Park Recreation Centre.	Replacement grass cutter will be procured in Q1 2026 to ensure new equipment is available for use in spring.	Behind	Manager - South Cowichan Recreation
Shawnigan Lake Community Centre - Sound System	Updates to sound system at SLCC.	Project was stalled due to staffing resources in 2025. Project will be rolled over into the 2026 budget to move forward in Q3 2026.	Behind	Manager - South Cowichan Recreation

REGIONAL RECREATION (MUNICIPAL FACILITIES)

Capital Project	Description	Project Update	Status	Owner
Cowichan Aquatic Centre - Energy Efficiency Improvements	<p>Engineering study to determine next steps for equipment and best practices for building systems with the goal to have the facility operate in a more efficient matter. Engaging with Fortis BC to conduct an energy audit.</p> <p>Project Manager: Assistant Manager of Recreation (Municipality of North Cowichan)</p>	The engineering report from the consultant has been received and is currently under review prior to submission to FortisBC for final approval.	On Track	General Manager - Community Services
Cowichan Aquatic Centre - Reception Reconfiguration	<p>Demolition of current reception front desk. Installation of new front desk and gate system with improved safety and security for both staff and patrons.</p> <p>Project Manager: Director of Recreation (Municipality of North Cowichan)</p>	Work on the reception area has been completed, including the installation of a new desk, workstations, glass partitions, and TV menu boards. In January 2026, security gates will be installed. Partial funds will be carried forward to 2026 to complete flooring and heating system upgrades during facility shutdown in September.	On Track	General Manager - Community Services
Cowichan Aquatic Centre - Secure Compound	<p>To build a fence and gate system on the east side of the CAC to enhance security for staff and MNC vehicles to prevent break-ins and damage.</p> <p>Project Manager: Manager of Recreation (Municipality of North Cowichan)</p>	This project is set to be completed by the end of Q1 2026.	On Track	General Manager - Community Services
Frank Jameson Community Centre - Dry-O-Tron Mechanical Design	<p>The existing dry-o-tron is nearing the end of life and will need replacement in 2025. There are some deficiencies with the existing system that also needs to be addressed. Mechanical engineering required for redesign to improve performance of this large main HVAC component.</p> <p>Project Manager: Director of Parks, Recreation and Culture (Town of Ladysmith)</p>	Final drawings for the redesign are complete and have been sent to the Town of Ladysmith HVAC consultant for review and to ensure that completing this work aligns with the capital plan before closing this phase of the project.	On Track	General Manager - Community Services
Fuller Lake Arena - Fitness Equipment Replacement	<p>Replacement of end of life fitness equipment at the Fuller Lake Arena.</p> <p>Project Manager: Manager of Recreation (Municipality of North Cowichan)</p>	The review of operational options for the fitness centre is ongoing to ensure optimal utilization of the allocated budget. Remaining funds will be rolled over to 2026 to support this process.	Behind	General Manager - Community Services

COMPLETED Projects 2025

Capital Plan Projects

CAPITAL PROJECT PLAN

OPERATIONS DEPARTMENT

Capital Project	Description	Project Update	Status	Owner
Ingram Street Building 2nd Floor Renovation - Parks & Trails Move	To complete the planned move of the Parks & Trails Division to the former Emergency Management office space. The move requires minor interior renovation work to maximize space to accommodate the 10 staff within the Division and the provision of new office furniture.	Renovations and ordering of new office furniture was completed on time and on budget by June 2025. Parks & Trails staff have now relocated from the first floor. No additional works required. Project completed. Quarter: Q2	Complete	General Manager - Operations

PARKS & TRAILS DIVISION

Capital Project	Description	Project Update	Status	Owner
Cowichan Bay Gateway Sheet Piling Assessment	To complete a marine engineering assessment of the current condition and to provide an estimated remaining service life of the metal sheet piles and wood cribbing that protect Gateway Park on two sides from foreshore erosion and to advance a recommended action plan to repair/replace this protective infrastructure.	Marine engineering assessment completed for Cowichan Bay Marine Gateway Sheet Piling and report advancing to the EASC/Board with recommendations for direction in early July 2025. Quarter: Q2	Complete	Senior Manager - Parks & Trails
Cowichan Valley Trail - McGee Creek Bridge Replacement - Phase I Design Work	The wooden bridge structure over McGee Creek requires replacement due to age and condition in order to continue to provide connection of the CVT between Glenora and Shawnigan Lake/Kinsol Trestle. The Phase I design work will provide detailed structural engineering design drawings to tender for replacement of the structure in 2025 with approved funds for the project.	Engineered design plans for McGee Creek Bridge replacement prepared for issue for construction and environmental pre-assessment work also completed to guide project construction and monitoring. Project completed in Q1 2025. Quarter: Q1	Complete	Senior Manager - Parks & Trails
Cowichan Valley Trail - McGee Creek Bridge Replacement - Phase II Construction	Replacement of the McGee Creek Bridge on the Cowichan Valley Trail in Shawnigan Lake due to age and condition of the existing wooden structure. The new bridge will be similar to other contemporary trail bridges built in recent years along the Cowichan Valley Trail for use by hikers/walkers, cyclists and equestrians.	Replacement of McGee Creek Bridge on track for completion and re-opening to trail users in October 2025. Quarter: Q3	Complete	Senior Manager - Parks & Trails
Elsie Miles Plaza Phase I Improvements	Phase I entryway improvements to Elsie Miles Park from Shawnigan Lake Village are in collaboration with the Shawnigan Lake Museum expansion project (separately funded through the Shawnigan Lake Historical Society).	Final works to seed lawn areas completed. Project completed in Q2 2025. Quarter: Q2	Complete	Senior Manager - Parks & Trails

Capital Project	Description	Project Update	Status	Owner
Little Beach Park Restoration Improvements Phase I	To engage specialized engineering and environmental consulting services to provide detailed geo-engineering assessment, mitigation design and environmental review and permitting for shoreline stabilization works to protect existing/proposed public access infrastructure and mitigation works to prevent/limit loss of Cowichan River's riverbank areas within the park.	Specialized engineering and environmental consulting services completed to provide detailed geo-engineering assessment, mitigation design and environmental review and permitting requirements for shoreline stabilization works to protect existing/proposed public access infrastructure and mitigation works to prevent/limit loss of Cowichan River's riverbank areas within the park has been completed. The next phase currently underway to complete a detailed design following further outreach and engagement. Quarter: Q4	Complete	Senior Manager - Parks & Trails
Parks Vehicle Replacement	Replacement of a mid-size truck within the Parks & Trails Division Operations Fleet (current vehicle has approximately 230,000 km). This vehicle is used daily by Parks & Trails Division operations personnel based out of the Bings Creek Operations Centre to supervise work of contractors and field staff, conduct regular park site and trail maintenance inspections, respond to reports of safety, liability, maintenance and vandalism issues, and attend park site meetings with contractors, other agencies and stakeholders.	Parks service vehicle replacement completed with procurement of an EV. Quarter: Q2	Complete	Senior Manager - Parks & Trails
Saltair Centennial Playground Resurfacing	The replacement of the existing pea gravel with engineered wood fibre protection will ensure that the Saltair Centennial Park playground continues to provide a safe play space in meeting CSA playground guidelines. This pea gravel replacement work will also contribute to extending the service life of this large and popular playground.	Project completed in Q2 2025. Quarter: Q2	Complete	Senior Manager - Parks & Trails
Saltair Community Centre Window Replacements and Heat Pumps	Replacement of single-pane windows with improved thermal double-paned windows and integration of cooling units into the HVAC system, with requisite upgrade to electrical system. All windows and HVAC upgrades completed on December 22nd, 2025.	Remaining windows replaced in Q4 2025 to complete the project. Quarter: Q4	Complete	Senior Manager - Parks & Trails
Shawnigan Wharf Railing and Decking Replacement	Replacement of wharf's wood decking and handrails due to age and condition. Project funded over two years.	Replacement of handrails and deck boards completed in Q1 2025. Quarter: Q1	Complete	Senior Manager - Parks & Trails

RECYCLING & WASTE MANAGEMENT DIVISION

Capital Project	Description	Project Update	Status	Owner
Bings Building Improvements	This project supports repairs to the solid waste transfer building.	These funds have entered the operating reserve to support the Bings Creek Modernization project. Quarter: Q1	Complete	Senior Manager - Recycling & Waste Management
Bings Organics Transfer Building	This project aims to improve the site infrastructure to consolidate curbside organic wastes.	The temporary organic waste transfer is operational as of Q2 2025. Quarter: Q2	Complete	Senior Manager - Recycling & Waste Management

Capital Project	Description	Project Update	Status	Owner
Curbside Truck - Replacement Truck 3	This project aims to support the reduction of regional solid waste disposal as per the CVRD's Board and Ministry-approved Solid Waste Management Plan (SWMP). As per the SWMP, the CVRD aims to offer consistent and convenient curbside collection of multiple material types, ban organic waste from the garbage, etc.	This truck has arrived. Quarter: Q1	Complete	Senior Manager - Recycling & Waste Management
Curbster (Haul-ALL) Collection Truck No. 1	This project aims to support the reduction of regional solid waste disposal as per the CVRD's Board and Ministry-approved Solid Waste Management Plan (SWMP). As per the SWMP, the CVRD aims to offer consistent and convenient curbside collection of multiple material types, ban organic waste from the garbage, etc. This truck aims to serve remote and other hard-to-get-to areas.	This curbster truck was intended to replace the pickup truck, which was received in Q4 2025; therefore, this capital project is complete. Quarter: Q4	Complete	Senior Manager - Recycling & Waste Management
Meade Creek Building Enclosure	The building enclosure aims to provide secure storage of waste materials (theft and weather).	This project has been cancelled, and the funds have been allocated to the Bings Creek Modernization Project as approved by the Board on June 11, 2025. Quarter: Q2	Complete	Senior Manager - Recycling & Waste Management
CCTV Camera Upgrade	This project intends to update old CCTV cameras at the Recycling Centres to support site operations, including but not limited to, safety and investigations into bylaw contravention.	This project has been cancelled, and the funds have been allocated to the Bings Creek Modernization Project (Bings) as approved by the Board on June 11, 2025. The Bings project includes conduits and other site works to facilitate the future installation of CCTV. Quarter: Q2	Complete	Senior Manager - Recycling & Waste Management
Meade - Landscape Irrigation - Repair	This project aims to assess and repair the onsite landscape irrigation system to protect the 2023 landscape investment and reduce the possibility of invasive species.	The landscape irrigation has been repaired. Quarter: Q2	Complete	Senior Manager - Recycling & Waste Management
Roll-Off Truck	This is a replacement roll-off truck.	This project was completed in Q4 2025, with the new roll-off truck being delivered. Quarter: Q4	Complete	Senior Manager - Recycling & Waste Management
Three-Stream Curbside Software	This project aims to upgrade the current curbside truck software program to support the three-stream curbside program.	The RFP closed in Q1 2025, and the contract was issued in Q2 2025. Quarter: Q2	Complete	Senior Manager - Recycling & Waste Management
Bings Fuel Pump Upgrade	This project will review and support upgrading the fuel management system for better fuel tracking and reporting.	This project was completed in Q4 2025. Quarter: Q4	Complete	Senior Manager - Recycling & Waste Management

UTILITIES DIVISION

Capital Project	Description	Project Update	Status	Owner
OTHER / EQUIPMENT	All other projects, vehicles, and/or equipment.			
→ Utilities Vehicle Replacement	Replacement of existing Operator vehicle at end of life.	Vehicle purchase completed in Q2 2025. Quarter: Q2	Complete	Senior Manager - Utilities

Capital Project	Description	Project Update	Status	Owner
↳ Vehicle for New Operator	New work vehicle for approved additional Operator for 2025, required due to acquisition of two new water systems and an additional approximate 800 connections.	Vehicle purchase completed in Q2 2025. Quarter: Q2	Complete	Senior Manager - Utilities

FIRE SERVICES SECTION

Capital Project	Description	Project Update	Status	Owner
Purchase of Self-Contained Breathing Apparatus for the North Oyster Fire Department	The purchase of Self-Contained Breathing Apparatus (SCBA) equipment and associated accessories for the North Oyster Fire Department is required to comply with the National Fire Protection Association Standards.	The purchase was complete in Q4 2024 / Q1 2025. Quarter: Q1	Complete	Manager - Fire Rescue Services
Malahat Fire - Water Tender Acquisition	Purchase of a fire water tender to fulfill the needs of the capital asset replacement required by Malahat Volunteer Fire Department.	The purchase of a 2023 2,000-gallon Tactical Water Tender was completed in Q4 2025. A tactical water tender plays a crucial support role in firefighting operations, especially in areas where water is limited or unavailable. The tender was purchased from Lak'Was Wildfire Water Service Ltd., an Indigenous-owned and operated company based in Comox, BC, that provides professional water services during wildfire season to BC Wildfire Service and provides services to local municipal fire departments. The CVRD Board approved a contribution of \$100,000 to Malahat Fire Rescue for the acquisition of the tender. This funding was provided through the CVRD's allocation to Electoral Area A of the Community Works Fund, one of the funding streams of the Canada Community Building Fund (CCBF), administered by the Union of BC Municipalities. Quarter: Q4	Complete	Manager - Fire Rescue Services

INFORMATION TECHNOLOGY DIVISION

Capital Project	Description	Project Update	Status	Owner
Boardroom AV Refresh	Complete technology refresh of AV control system to better support in-person, hybrid, and virtual meetings. Future proofed design with option to add additional microphones and voting capabilities in the future.	Teams Appliance was implemented successfully in November/December of 2025 thus officially completing the project. Training and support documentation has been created and has been distributed with additional training being conducted for staff and elected officials. As built documentation remains outstanding and is currently in the process of being acquired. Quarter: Q4	Complete	Manager - Information Technology

BUILDING INSPECTION & BYLAW ENFORCEMENT DIVISION

Capital Project	Description	Project Update	Status	Owner
Bylaw Vehicle Replacement	The purchase of a CVRD Bylaw Enforcement replacement vehicle is required, following vandalism to an existing vehicle in Q4 2024.	Vehicle has been received and is now in use. Quarter: Q2	Complete	Senior Manager - Building Inspection & Bylaw Enforcement

ARTS & CULTURE DIVISION

Capital Project	Description	Project Update	Status	Owner
Cowichan Performing Arts Centre - Digital Read-O-Graph Sign	Working on a new sign upgrade on the James Street side of the CCC which will include a larger LCD panel.	This project is complete. Quarter: Q3	Complete	Manager - Arts & Culture
Cowichan Performing Arts Centre - Lobby HVAC Replacement	Refurbish the 40 year old HVAC system that serves the main theatre lobby.	Project is substantially complete and will be fully commissioned and ready for takeover in Q1 2026. Quarter: Q4	Complete	Manager - Arts & Culture

FACILITIES & TRANSIT DIVISION

Capital Project	Description	Project Update	Status	Owner
CVRD Head Office Building - Boardroom IT Upgrade and Renovation	Seek options to improve the IT equipment and renovate the boardroom and hallways to allow for additional seats at the board table, more space for staff and, if possible, increase the public gallery space. Budget includes \$59,000 for IT equipment contingency.	This project is complete. Quarter: Q3	Complete	Senior Manager - Facilities & Transit
CVRD Head Office Building - Boardroom Furniture Replacement	Replacement of boardroom table, staff tables, chairs at 175 Ingram Street Head Office building	Accessible podium has been installed. Other furniture replacement items have been deferred until a detailed Board Room renovation plan has been developed and approved. Quarter: Q3	Complete	Senior Manager - Facilities & Transit

EMERGENCY MANAGEMENT DIVISION

Capital Project	Description	Project Update	Status	Owner
Emergency Management - Radio Technician Service Truck Body	Truck body added to an existing unit; includes cabinets, drawers, etc.	This was added as a budget amendment, and the purchase / installation was complete in December 2025. Quarter: Q4	Complete	Senior Manager - Emergency Management

COWICHAN COMMUNITY CENTRE

Capital Project	Description	Project Update	Status	Owner
Cowichan Community Centre - Acoustic Improvement Phase-In	Improvements to acoustics in the arena at CCC.	This project is complete. Quarter: Q3	Complete	Manager - Cowichan Community Centre
Cowichan Community Centre - Digital Read-O-Graph Sign	Working on a new sign upgrade on the James Street side of the CCC which will include a larger LCD panel.	This project is complete. Quarter: Q3	Complete	Manager - Cowichan Community Centre
Cowichan Community Centre - Roof Replacement (Phase 3)	Replacement of remaining roof sections including CPAC lobby, house, stage and CCC arena concourse area.	This project is complete. Quarter: Q4	Complete	Manager - Cowichan Community Centre

Capital Project	Description	Project Update	Status	Owner
Cowichan Community Centre - Arena Ice Plant Condenser Replacement	Replacement of condenser at Cowichan Community Centre arena.	This project is complete. Quarter: Q3	Complete	Manager - Cowichan Community Centre
Cowichan Community Centre - Multi-Purpose Hall Score Clock Replacement	Replacement of the score clock in the Multi-Purpose Hall at the Cowichan Community Centre.	This project is complete. Quarter: Q3	Complete	Manager - Cowichan Community Centre
Cowichan Community Centre - Multi-Purpose Hall Sports Floor Replacement	Replacing the sports floor in the Multi-Purpose Hall at the Cowichan Community Centre.	This project is complete. Quarter: Q4	Complete	Manager - Cowichan Community Centre
Cowichan Community Centre - World's Largest Hockey Stick (WLHS) Removal	Removal of the WLHS due to deterioration and reaching end of life.	Contractor returned on April 29, 2025 to cut down and remove the last steel column. Removal of the WLHS has been completed. Quarter: Q2	Complete	Manager - Cowichan Community Centre

COWICHAN LAKE RECREATION

Capital Project	Description	Project Update	Status	Owner
Cowichan Lake Sports Arena - HVAC Upgrades - Dressing Room	Dressing room ventilation, based on study prepared by consultant in 2023.	This project is complete. Quarter: Q3	Complete	Manager - Cowichan Lake Recreation
Centennial Hall - Propane Stove Replacement	Replacement of the propane stove in Centennial Hall, across the parking lot from the Cowichan Lake Sports Arena.	Replacement stove has been delivered and installed. Quarter: Q3	Complete	Manager - Cowichan Lake Recreation
Cowichan Lake Sports Arena - Curling Arena Lighting Replacement	Replacement of the curling lights at the Cowichan Lake Sports Arena.	Project is complete. BC Hydro refund of nearly \$6,000 provided to the CVRD (approximately 50% of project cost). Quarter: Q3	Complete	Manager - Cowichan Lake Recreation

SOUTH COWICHAN RECREATION

Capital Project	Description	Project Update	Status	Owner
Kerry Park Recreation Centre - Electrical Transformer Replacement	Main breaker retrofit and transformer replacement.	This project is complete. Quarter: Q3	Complete	Manager - South Cowichan Recreation
Kerry Park Recreation Centre - Sportsfield Well and Irrigation Study	Well drilling study to install a well for sportsfield irrigation.	This project is complete. Quarter: Q3	Complete	Manager - South Cowichan Recreation
Kerry Park Recreation Centre - Arena Lighting Replacement	Replacement of the arena lighting at Kerry Park Recreation Centre.	Curling arena lights have been received and installed. Ice arena lights were received with insufficient time to complete before ice making. The lights will be installed during the 2026 shutdown period. Quarter: Q3	Complete	Manager - South Cowichan Recreation
Kerry Park Recreation Centre - Domestic Hot Water Boiler Replacement	Replacement of the domestic hot water (DHW) boilers at the Kerry Park Recreation Centre.	This project is complete. The new domestic hot water boilers have been installed and are fully operational. Quarter: Q3	Complete	Manager - South Cowichan Recreation

Capital Project	Description	Project Update	Status	Owner
Shawnigan Lake Community Centre - Septic System Replacement	Replacement of the septic system that services the Elsie Miles building, and will connect into the SLCC and museum system.	This project is complete. Quarter: Q3	Complete	Manager - South Cowichan Recreation

REGIONAL RECREATION (MUNICIPAL FACILITIES)

Capital Project	Description	Project Update	Status	Owner
Cowichan Aquatic Centre - Cardio Fitness Equipment	Replacement of aging cardio equipment at CAC Fitness Centre. New equipment will include treadmills, ellipticals, stair climber, spin bikes and recumbent bikes. Project Manager: Manager of Recreation (Municipality of North Cowichan)	The purchase and installation of new cardio equipment has been completed. On December 18–19, 2025, 15 new Matrix cardio machines were installed, replacing 13 outdated units. Additionally, 12 Keiser M3 spin bikes are scheduled for delivery and installation in early January 2026. Quarter: Q4	Complete	General Manager - Community Services
Cowichan Aquatic Centre - Front Entrance Accessibility	Replacement of heavy individual entry/exit doors to the CAC. Installation of bi-fold automatic doors at both main entrance and west entrance to improve accessibility to all visitors of the CAC. Project Manager: Assistant Manager, Recreation Facilities Maintenance (Municipality of North Cowichan)	This project is complete. Quarter: Q3	Complete	General Manager - Community Services
Frank Jameson Community Centre - Accessible Improvements	Based on the accessibility audits completed in 2022/2023, there are a number of items that need to be addressed, such as adding an additional handicap changeroom, automated door from the change rooms to the pool deck, tactile strips and high visibility nosing on the stairs and proper handrails, braille signage and strobe lights at exits. Project Manager: Director of Parks, Recreation and Culture (Town of Ladysmith)	This project is complete. Quarter: Q3	Complete	General Manager - Community Services
Fuller Lake Arena - Resurface Small Flat Roofs	New roofing, flashing and drainage of 3 smaller roof sections on the Fuller Lake Arena. Project Manager: Assistant Manager, Recreation Facilities Maintenance (Municipality of North Cowichan)	This project is complete. Quarter: Q3	Complete	General Manager - Community Services
Cowichan Sportsplex - New Mowers	Purchase of a new industrial lawn mower to replace the existing mower, which has reached end of life. Project Manager: Executive Director (Cowichan Sportsplex)	This project is complete. Quarter: Q3	Complete	General Manager - Community Services
Cowichan Sportsplex - Parking Lot Paving	Completion of paving main parking lot adjacent to the field house at the Cowichan Sportsplex. Project Manager: Executive Director (Cowichan Sportsplex)	The parking lot paving was finished on September 10, 2025. A trench for drainage caused a \$5,000–\$6,000 overrun. The contractor also donated time to pave around the field house, an area that wasn't completed by the construction company that built the field house in 2024. Quarter: Q3	Complete	General Manager - Community Services
Frank Jameson Community Centre - Cardio Equipment Replacement	Replace Aging (10 year old) Cardio Equipment at Frank Jameson Community Centre. Project Manager: Director of Parks, Recreation and Culture (Town of Ladysmith)	This project is complete. Quarter: Q3	Complete	General Manager - Community Services

Capital Project	Description	Project Update	Status	Owner
Frank Jameson Community Centre - Plumbing Repairs	<p>Repair and replace aging plumbing infrastructure in the changeroom areas of the Frank Jameson Community Centre.</p> <p>Project Manager: Director of Parks, Recreation and Culture (Town of Ladysmith)</p>	<p>This project is complete.</p> <p>Quarter: Q3</p>	Complete	General Manager - Community Services
Frank Jameson Community Centre - Roof Replacement (Phase 1)	<p>There are 2 sections of the roof on the Frank Jameson Community Centre (NE lower corner and NW corners below pool roof, #6 and #8) that need to be replaced in 2025 during the annual shutdown.</p> <p>Project Manager: Director of Parks, Recreation and Culture (Town of Ladysmith)</p>	<p>This project is complete. There are a few deficiencies which will be completed by the end of September 2025, and the facility is not impacted by these delays.</p> <p>Quarter: Q3</p>	Complete	General Manager - Community Services
Fuller Lake Arena - Slab Condition Assessment	<p>Engineering assessment of the condition of the concrete slab that the ice is built on. Slab has been there since 1991, and nearing end of life.</p> <p>Project Manager: Assistant Manager of Recreation (Municipality of North Cowichan)</p>	<p>The conditional report from the consultant regarding the slab has been received and is currently under review. The report and associated recommendations will be presented during the January 2026 Cowichan North Recreation Commission meeting.</p> <p>Quarter: Q4</p>	Complete	General Manager - Community Services