



November 19, 2020

Michael Hill, Community Development Coordinator
City of Victoria

Dear Michael,

I received an email from Kerri Moore explaining today's events and offering suggestions going forward. In response, this is a request to receive \$23,395 from the Bastion Square Market fund held by the City of Victoria. It will be used for a Christmas decoration project in Bastion Square, which will provide seasonal animation of the square for the next several years.

The following are the projects and fees associated with the plan for Bastion Square. The BSRA asks that Council approve the release of funds to the BSRA to initiate and pay for the following projects as per our Fund Agreement.

1. NEW POWER POINTS & HARDWARE IN BASTION SQUARE

Purpose: Supply power to new lighting projects

Quote supplied by City

\$5,195

2. TREE LIGHTING

LANGLEY TREES

Purpose: Add vibrancy to Langley Street and safety as per Women's Late Night Tour findings

OAK TREE [HTREE]

Purpose: Needs rewiring/Part of Christmas Light-up as part of our on-going support of the Threshold Society [Event partially virtual]

CORKSCREW HAZEL [UTREE]

Purpose: Initially a Christmas feature, though it will continue to provide lighting essential for creating a safer environment as per Women's Late Night Tour findings

JAPANESE MAPLE AND PLANE TREE

Purpose: Initially a Christmas feature, though it will continue to provide lighting essential for creating a safer environment as per Women's Late Night Tour findings. This feature will also be visible from Yates St. and will invite people into the Square.

Note: Two quotes from seasonal lighting providers have been received and the final amount will depend on which company and products are best for the project.

\$7,000-10,000

3. FLOOD LIGHTING COURTHOUSE

Purpose: More lighting is needed for safety as above and for the enhancement of Bastion Square at night. At present the building is inactive and the Province will not allow fixed lighting. The current owner of an adjacent building is willing to have lights affixed to his building to provide the lighting for ambience and safety.

Lighting contractor Quote

\$3,000-5,000

4. CHRISTMAS BASKETS FOR LAMPS

Purpose: Provide decorations to enliven the Square for Victorians and visitors

Order from Xmas supplier

Note: The BSRA and its vendors/artisans will work together to create appropriate Christmas decorations for the lamp posts. We will work with parks to access greenery that normally would be disposed of and repurpose it for the season. We will attempt to keep costs to a minimum by providing volunteer hours.

\$2,500

5. CHRISTMAS LIGHTING FOR LAMPOSTS

Purpose: Lighting for Christmas season. The BSRA already owns the lighting fixtures. The budget above is an approximate figure based on last year. The costs are for installation, removal, storage and repairs of existing lighting. The colours in use were based on the City's lighting plan of 2019.

\$700

The total estimated maximum cost for program requested at this time is therefore \$23,395. I hope I have covered things appropriately. Please let me know if anyone has any questions.

Thanks for your support,

Randy Stewart
Operations Manager
Bastion Square Revitalization Association (BSRA)
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