

Project Name: Lk Cowichan Municipal Hall – Renovation & Addition, Lk. Cowichan, BC  
Project No: 1908 | Report By: Brian Kapuscinski – Architect AIBC  
Review Date: August 9, 22 | Report Date: August 10, 22

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1. Distribution: Owner, Site, Copcan Office

2. Conditions:

1. Time: 10:30 am
2. Weather: Sunny
3. Temperature: 28C
4. Supervision: Doug from Copcan
5. Attendees
  - Mark Allen Copcan

3. Status of Work

1. Existing crawlspace footings and wall connections 90% complete.
2. Council Chambers foundation partially poured. This work is ongoing.
3. Doug is going to start excavation beside vehicle bay to expose existing civil works and establish existing invert elevations. – not yet started.
4. Interior demolition is underway.

4. New items discussed / noted.

1. Scope of work at drain tile at front street to be reviewed. BJK to check if this area was 'scoped' in the previous phase of work.
2. BJK to issued CCN to modify the layout of the new 'corridor' next to vault as existing width is wider than expected. (Add storage closet, telephone closet to remain, sink in staff area to remain).
3. BJK to issued CCN to add new steel door frames at doors D15, 16, 23, 24 & 31 as existing frames will not support new doors.
4. Staff Room ceiling. T-bar to be installed below existing framing for the entire room. Height will be 8'-0".
5. BJK to issue CCN for new t-bar ceiling in Offices 115, 116 & 117 as existing cannot be properly modified to suit the new shear wall connections as the roof level.
6. Mech to issue CCN to add duct tape to existing ductwork as this was not installed completely in previous phases of the work.

5. Site Photos

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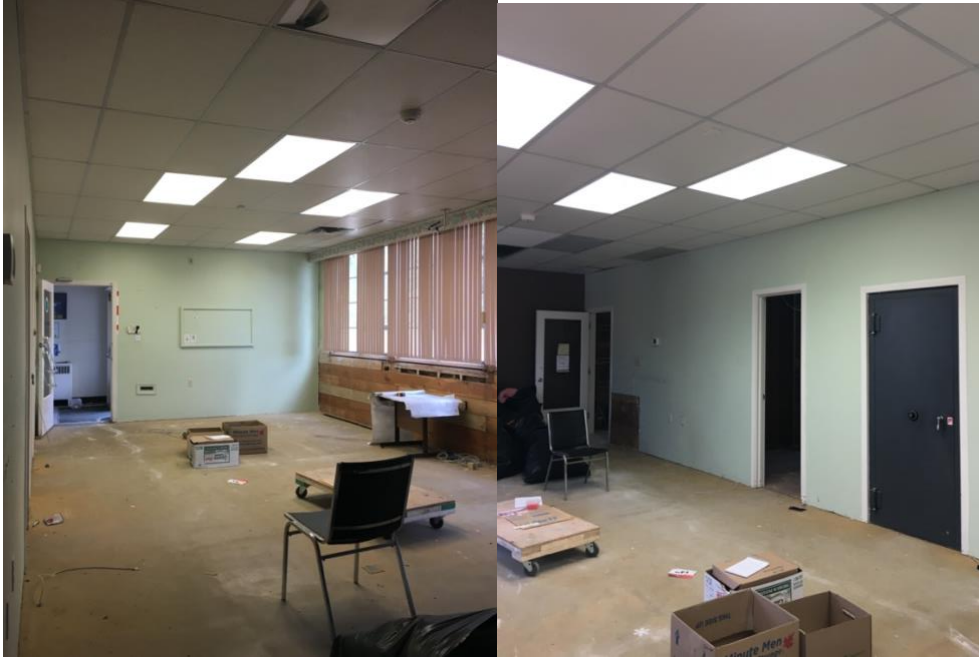
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