



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Staff Report

File #:16-025

PERIOD REPORT

DATE: January 11, 2016 **Report No.** EPW-16-005
TO: Laurie Hurst, Chief Administrative Officer
FROM: Jeff Miller, Director of Engineering and Public Works
SUBJECT: Engineering and Public Works - 2015 Third Period Report

The following is a report on the activities pertaining to the Engineering and Public Works Department from September 1, 2015 to December 31, 2015.

I. DIVISION ACHIEVEMENTS AND ACTIVITIES

1. Sanitary Sewers

- 8 service lateral installed/replaced this period (total for the year = 22)
- 1 test and clear inspection been carried out this period (total for the year = 4)
- 1 manholes replaced this period (total for the year = 2)

2. Pump Stations

- Crews have been carrying out routine maintenance activities
- Annual maintenance program has been carried out. Actions recommended in the maintenance report have been completed.
- Work to replace the internal piping at the Kinver and Sea Haven pump stations has been completed.

3. Storm Drains

- 7 service lateral installed/replaced this period (total for the year = 19)
- 1 test and clear inspection carried out for this period (total for the year = 3)
- 1 manhole replaced this period (total for the year = 2)
- Replacement of catch basins is being carried out under capital program.
- Catch basin inspections increased during the fall to keep them clear during increased storm events.
- There were three reported spill incidents during this period.

4. Manhole Separation

- Completion of the 2014 program occurred in the second period.

- Work has been initiated on the 2015 work program and will be completed in the first half of 2016.
- Number of manholes separated this period 0 (total for the year = 7). All together there were 12 manholes separated in 2015. This total includes the five manholes included in the Admirals Road Project.

5. Waste Management

Waste Water - inflow and Infiltration

- Staff completed developing an I/I strategy and presented the strategy for Council review and approval.
- In the third period, project budgets were established for inclusion in the 2016 budget process.

Liquid Waste Management Plan

- Staff participated on the development of various aspects of a sub-regional treatment system.
- This work resulted in 20 sites being identified as possible locations along with flow scenarios that looked at the distribution of flows.
- For Westside Solutions, the Technical Committee in conjunction with the consultant finalized conceptual work for the west side sub-regional treatment system. This information was forwarded to the Core Area Liquid Waste Committee.
- Staff has also been participating with the Technical and Community Advisor Committee and CRD/US on four options set for regional/sub-regional treatment systems.
- Staff has participated on the communication, technical and administrator committees.

Integrated Watershed Management

- CRD working on common design guidelines for storm water management in a phased stage approach. Staff participating as a member of the committee.

6. Roads

- Pothole repair being carried out as required.
- Fall sweeping program completed.
- Crack sealing of approximately 9,400 lineal meters of road surface has been completed.
- Carried out surface restoration for third parties.
- Approximately 124 tonnes of asphalt placed for the period (total for the year = 414.9 tonnes)

7. Traffic Management

- Work will move forward with the analysis of the traffic counts and several studies on potential corridor modification in early 2016.

8. Sidewalks - Maintenance

- Carried out surface restoration for third parties.
- Approximately 88.6 cubic meters of concrete was placed (includes curb and gutter and

sidewalk panels) (total for the year = 174.4 cubic meters)

- Approximately 354.4 linear meters was replaced for the period (total for the year = 645.3 linear meters)

9. Sidewalk Ramps

- The strategy for the management of this asset type to be developed in early 2016.
- 4 locations experienced construction for the installation of ramps under the Ramp Replacement Program.

10. Trip Hazards

- Trip hazard maintenance of the 264 trip hazards identified in the 2012 survey. No. 1 hazards have been completed.
- While working on the Head Street sidewalk replacement, a No. 1 trip hazard was discovered and repaired on Paradise Street.
- Work will focus on the 79 No. 2 hazards of which 2 were completed this period (total repaired to date = 26).
- 158 No. 3 hazards will be monitored.
- As per Council Policy PLAN-17, trip hazard inspection of our sidewalks is carried out every 3 years. In 2015 Public Works staff started the trip hazard survey; it will be completed in 2016.

11. Regional Transportation Plan

- The Township is waiting for the CRD to begin discussions on the Regional Transportation Plan.

12. Bus Shelters

- Normal maintenance schedule underway, which includes: refuse collection, graffiti removal, and power washing of the shelters and sidewalks adjacent to them.
- The CRD has recently passed a "No Smoking" Bylaw and have provided Public Works with a number of "No Smoking" stickers that were placed on all of our bus shelters.
- Public Works has noticed that many of the "No Smoking" stickers are being torn off the shelters, and have to purchase new stickers to replace the free stickers given to Esquimalt by the CRD.
- Engineering has applied and secured an additional 2 transit shelters through the BC Transit Shelter Program which have been installed.

13. Solid Waste Management

Garbage and Kitchen Scraps Collection

- Operations have been normal.
- Number of additional garbage and organic bins purchased to the end of period = 16 (total purchased = 120)
- Tonnage of garbage waste stream collected for period = 339.77 (total for the year = 990.10)
- Tonnage of kitchen scraps collected for period = 172.89 (total for the year = 499.12)

- Total Tonnage for year = 1489.22 (total for same period 2014 = 515.97)
- In the first period the CRD had issued a Request for Interest document and responses for the processing of kitchen scraps. The procurement process was temporarily halted due to possible implications to activities within the Liquid Waste Master Plan (market sounding). The CRD has not notified the Township of the status of the project.
- The current model for processing kitchen scraps stream continues (haul to Hartland Landfill transfer station and ship to Harvest Energy on the mainland).

Yard and Garden

- Operations have been normal.
- Usage of transfer station during period September to December:
 - Esquimalt residents = 7,608 (total for the year = 22,740)
 - View Royal residents = 2,957 (total for the year = 9,348)
 - Commercial = 149 (total for the year = 467)
 - Tonnage removed from site = 808.34 (total for the year = 2185.45)
 - Tonnage removed in 2014 third period = 664.22 (total for 2014 = 2013.75)
- The contract is entering its last six months. Township will begin discussions with Town of View Royal on the direction of this service.

Recycling

- Operations have been normal.

14. Fleet

- Operations have been normal.
- Public Works discussions with Innovadel has resolved some of the issues with the program to track lift information and tracking on the garbage trucks. The new Lateral Innovations tracking system will be up and running in the first period of 2016.
- Fleet purchases included: ice resurfacer and ½ ton truck.

15. Work for Others

- Work orders for call outs and/or repairs at View Royal pump stations for the period = 2 (total for the year = 8)
- Work orders issued for asphalt/sidewalk repairs following work by other utilities for the period = 24 (total for the year = 67)
- Work orders issued for sanitary and storm services to accommodate new development in the period = 3 (total for the year = 14)

16. Capital Projects

16.1 Traffic Counts

- Traffic counts have been carried out in 2014.
- Preparing a request for proposal for analysis of this data plus previous data for interpretation of traffic movements early in 2016.

16.2 Lampson Street Corridor Cross Section Study

- Study to be carried out to determine corridor's ability to accept bike lanes in order to increase its multi modal orientation.
- Preparing a request for proposals in early 2016.

16.3 Tillicum Street Corridor Study

- Study to be carried out to determine the impact of the addition of a signalized intersection between Gorge Park and Craigflower Road on traffic movements.
- Preparing a Request for Proposals in early 2016.

16.4 Lyall Street Corridor Study

- The study will look at the corridor's cross section to determine if it should be modified and how.
- Preparing a Request for Proposals in early 2016.

16.5 Review of Public Works Fuel Tanks

- The study will review the integrity of the fuel tanks at Public Works and confirm the condition of the tanks.
- Preparing a Request for Proposals in early 2016.

16.6 Inspection of Masonry Structures

- An inventory of the masonry structures has been completed.
- In early 2016 a consultant will be retained to assist in the assessment of the structures.

16.7 Municipal Hall Upgrade

- The flooring in the Municipal Hall requires upgrading due to its age and usage.
- In addition, the common areas of the Hall require painting.
- Preparing a Request for Quotation for the work in 2016.

16.8 New Survey Equipment

- The new survey equipment has entered into service.
- The addition of this piece of equipment has increased the Township's ability to acquire data on infrastructure and features with a reduced survey crew size.

16.9 Replacement of Emergency Generator at Public Works

- This project will upgrade the emergency generator to ensure that the public works operations and secondary emergency operations centre will not be impeded by a lack of power.
- A tender will be issued in 2016.

16.10 Colville/Hutchinson Intersection Upgrade

- This project will see the intersection of Colville and Hutchinson upgraded to facilitate pedestrian movements and bus stop shelters.
- Design work was initiated in the second period with work to be carried out in the first half of 2016.

16.11 Esquimalt Road and Lampson Road Intersection Upgrade

- This project will undertake the upgrade of the existing infrastructure for the signalized intersection and remove the Township's dependency on the usage of BC Hydro poles.
- Design of the upgrade has been completed and the project will go out for tender in conjunction with the Old Esquimalt and Lampson Road Intersection Upgrade project.
- A tender will be issued for the work in the first half of 2016.

16.12 Old Esquimalt and Lampson Intersection Upgrade

- The intersection shall be refitted with new lights infrastructure and light sequence.
- The design and construction is anticipated to be completed in conjunction with the Esquimalt Road and Lampson Street intersection.

16.13 Admirals Road Corridor

- Project tendered in early 2015 and awarded to Jacob Brothers Construction.
- Construction was initiated on May 19, 2015.
- Project achieved substantial completion in November.
- Remaining work is the installation of LED streetlights that will occur in the first period of 2016.

16.14 Gateway Signs on Walkway Entrances

- Signage has been installed.

16.15 Replace banners

- Fourth year of a four year program to replace existing street banners.
- Spring, Summer and Fall Banners have been purchased.
- Winter Banners were replaced in the third period.

16.16 Catch Basin Replacement

- This is the second year of a three year program.
- The program will replace catch basins that have come to the end of their operational life.
- The new catch basins will meet today's standards to assist in the control of sediment to receiving bodies.
- There are a total of 60 catch basins that are included in the program.
- It was anticipated that 20 catch basins will be replaced in 2015.
- There were 8 catch basins replaced in this period (a total of 26 this year).

16.17 Sidewalk Capital Program

- This project sees the sidewalk network increased in length and improves connectivity.
- Arcadia Street from Inskipp Street to Selkirk Avenue was completed in the second period.

16.18 Sidewalk Replacement Program

- This project sees existing sidewalks upgraded to current standards.

- Head Street from Dunsmuir Road to Paradise Street was the project for this year.
- Construction was completed in the third period.

16.19 Road Capital Program

- Council approved \$50,000 for additional works on asphalt surfaces.
- These funds in addition to the funds for Capital Road Maintenance and Projects will be combined.
- In the second period the project to mill and overlay of Lampson Street from Transfer Street to the E&N Rail Trail was completed.
- The remaining funds will be utilized to mill and overlay approximately 500 square meters in each of the east and west bound lanes of Esquimalt Road between Lampson Street and Macaulay Street.
- Work to be carried in January of 2016.

16.20 Concrete Capital Program

- Council approved \$50,000 for additional works on concrete surfaces.
- Three sites have been identified with a focus on improved ramp access and trip hazard remediation.
- Sites have been evaluated and work to be carried out in conjunction with the Colville/Hutchinson Intersection Upgrade Project in 2016.

16.21 ETAG

- Working with utility providers to get their above ground structures and boxes wrapped.
- Esquimalt ETAG has enjoyed the helpful hands of a couple of youth group volunteers to aid in the graffiti removal in several locations during the second period.
- Esquimalt ETAG negotiated and oversaw the wrapping of two new controller boxes alongside of the E&N Rail Trail where it intersects with Lampson Street and Hutchinson Avenue.

16.22 Esquimalt Village Project Advancement

Brown Field Remediation

- Funding has been received from Federation of Canadian Municipalities (FCM).
- The Consultant has moved forward with review of site information and drilling program to delineate contamination boundaries.
- Additional drilling has occurred in order to delineate the contamination boundaries.
- Additional funding was received from FCM to assist with the delineation of the contamination boundaries.
- The fourth round of drilling was carried out in the third period.
- Results are expected in the early 2016.
- Report on remediation strategy expected in early 2016.

17. Traffic Orders

- Number of traffic orders issued this period = 14 (total for the year = 18)

18. Development Applications

- Number of development applications for engineering comments this period = 17 (total for the year = 30)
- Number of building permit applications for engineering comments = 18 (total for the year = 79)

II. COMMITTEES

- No staff is appointed to sit on any Council appointed committees.