



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
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PERIOD REPORT

DATE: May 8, 2017 Report No. EPW-17-018

TO: Laurie Hurst, Chief Administrative Officer

FROM: Jeff Miller, Director of Engineering and Public Works

SUBJECT: Engineering and Public Works - 2017 First Period Report
The following is a report on the activities pertaining to the Engineering and Public Works from January 1, 2017 to April 30, 2017.

I. DIVISION ACHIEVEMENTS AND ACTIVITIES

1. Sanitary Sewers

- 7 service laterals installed/replaced this period (total for the year = 7).
- Test and clear inspection as and when required.
- 1 manhole replaced this period (total for the year = 1).

2. Pump Stations

- Crews have been carrying out routine maintenance activities.
- Preparing annual maintenance program for pump maintenance and controls inspection.
- Program also includes coordinating similar activities for View Royal pump stations.
- Developing scope of work for Seahaven pump station valve replacement.
- Developing scope of work for lockout locations on the various stations.

3. Storm Drains

- 3 service laterals installed/replaced this period (total for the year = 3)

- Test and clear inspections as and when required.
- 0 manholes replaced this period (total for the year = 0).
- Program for catch basin cleaning was initiated. Work to be done in the second period.
- Working with CRD and other municipalities to develop a joint training program for spill response training.

4. Waste Management

Waste Water - inflow and Infiltration

- Staff is working on development of the parameters of the approved strategy with a report being prepared in the second period of 2017.
- A Request for Proposal for modeling of the sanitary collection system is to be released and interpretation of smoke testing results to take place in the second period of 2017.

Liquid Waste Management Plan

- Working with CRD/Project Board/Contractor staff on review of traffic management plan.

Integrated Watershed Management

- Staff participating as a member of the committee.
- Working with CRD on the development and implementation of common design guidelines for storm water management.

5. Roads

- Snow and Ice Control programs carried out as required.
- Pothole repair being carried out as required.
- Determining the project scope for a dedicated pothole repair project was initiated. Project will be carried out through the year.
- Spring sweeping program initiated.
- Annual line painting contract to be awarded in second period. Work to be completed in the second period.
- Crack sealing program being reviewed. Program to start in the second period.
- Carried out surface restoration for third parties.
- Approximately 115 tonnes of asphalt placed for the period (total for the year = 115 tonnes).

6. Traffic Management

- Preliminary preparation work was initiated on the traffic count analysis and various other studies for potential corridor modification.

7. Sidewalks - Maintenance

- Carried out surface restoration for third parties.
- Approximately 30 cubic meters of concrete (includes curb and gutter and sidewalk panels) was placed (total for the year = 30 cubic meters).
- Approximately 110 linear meters was replaced for the period (total for the year = 110 linear meters).

8. Sidewalks Ramps

- Program will be undertaken in the second period.
- 2 to 3 locations have been identified.

9. Trip Hazards

- As per Council Policy PLAN-17 Sidewalk Maintenance, trip hazard inspection survey has been completed.
- Second year of three year cycle.
- Survey determined that there are:
 - 9 - No. 1 trip hazards (1 completed to date)
 - 82 - No. 2 trip hazards
 - 154 - No. 3 trip hazards
- Work will begin in the second period for correction of the hazards.

10. Bus Shelters

- Normal maintenance schedule underway.
- Includes refuse collection, graffiti removal and power washing of the shelters and sidewalks adjacent to them.

11. Solid Waste Management

Garbage and Kitchen Scraps Collection

- Operations normal
- Number of additional garbage and organic bins purchased to the end of period = 11 (total additional bins purchased since 2014 = 187).
- Tonnage of garbage waste stream collected for period = 346.08 (total for the year = 346.08).
- Tonnage of kitchen scraps collected for period = 181.61 (total for the year = 181.61).
- Total Tonnage for year = 527.69 (total for same period 2016 = 500.53).
- CRD is continuing the program processing of kitchen scraps in/out of region locations.
- No updates have been provided by the CRD on the possibility of combining kitchen scraps, bio solids and yard/garden waste. Staff will continue to work on this initiative with CRD.

Yard and Garden

- Operations normal
- Usage of transfer station during period: January to March
 - Esquimalt residents = 4,401 (total for the year = 4,401).
 - View Royal residents = 2,506 (total for the year = 2,506).
 - Commercial = 52 (total for the year = 52).
 - Tonnage removed from site = 352.54 (total for the year = 352.54).
 - Tonnage removed in 2016 first period = 363.77 (total for 2016 = 2,268.20).

Recycling

- Operations normal
- Staff preparing a new contract for tender in the second period for Township recycling collection.

12. Fleet

- Operations normal
- Fleet purchases for 2017:
 - Van
 - Bylaw truck

- ¾ ton truck
- Crew cab with dump box
- Lateral service cleaner
- Parade float
- Working to develop specifications and tender packages for fleet purchases.
- Developing three concepts for Float for review with Council and public.
- A Request for Information was issued for the availability of electric powered light and medium duty trucks. No responses were received.

13. Work for Others

- Work orders for call outs and/or repairs at View Royal pump stations for the period = 1 (total for the year = 1).
- Work orders issued for asphalt/sidewalk repairs following work by other utilities for the period = 36 (total for the year = 36).
- Work orders issued for sanitary and storm services to accommodate new development in the period = 7 (total for the year = 7).

14. Capital Projects

14.1 Aerial Photograph Update

- Will coordinate with CRD for the updated photograph in the second period.

14.2 Corridor/Traffic Study

- Corridor and traffic studies for: Lampson Street, Tillicum Street, Lyall Street and traffic counts are to be combined and issued as a request for proposal in the second period.

14.3 Multiple Storm Drain/Sanitary Sewer Main Replacements

- Various sections of main line (storm/sanitary) will be removed and replaced.
- Determining scope of work and replacement strategy.
- Locations: McNaughton Street, Esquimalt Road, Lampson Street and Lockley Road Corridor.

14.4 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 Proposal in the second period of 2017.

14.5 Inspection of Masonry Structures

- An inventory of the masonry structures has been completed.
- In the second period of 2017 a consultant will be retained to assist in the assessment of the structures.

14.6 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 second period of 2017.

14.7 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.
- The review of power requirements has determined that current generator is undersized.
- Have begun the preparation of a scope of work for replacement of the generator.

14.8 Colville/Hutchinson Intersection Upgrade

- This project is for upgrade of the intersection of Colville and Hutchinson to facilitate pedestrian movements and bus stop shelters.
- The project was completed in the first period of 2017.

14.9 Municipal Hall HVAC Control System Replacement

- Started the preparation of a scope of work for replacement of the HVAC control system.

14.10 West Bay Walkway Realignment

- Conceptual plan for realignment of path has been determined.
- Preliminary scope of work for storm main replacement developed.
- Preparing scope of work of project.
- Construction expected in second or third period.

14.11 Public Works Yard Card Access System

- Scope of work to be determined in the second period.
- Installation is scheduled for the second period of 2017.

14.12 Street Light Replacement Program

- Scope of work for yearly program to be completed early in second period.
- Construction will occur either second or third period.

14.13 Sidewalk Capital Program

- This project increases the sidewalk network in length and improves connectivity.
- The program will see the installation of a concrete sidewalk on Wychbury Avenue between Kinver Street and Lampson Street.
- The 2016 project (between Old Esquimalt Road and Esquimalt Road - 832 Esquimalt Road) has been carried forward and will be undertaken in 2017.
- Construction will occur in second/third periods.

14.14 Sidewalk Replacement Program

- This project sees existing sidewalks upgraded to current standards.
- The 2017 project is on Head Street from Paradise Street to Gore Street.
- The project is expected to be carried out in the second/third period.

14.15 Road Corridor Program

- This program will see the update of various road corridors for both above/below surface infrastructure.
- Roads included in the program are: Cave Street, Colville Road, Comerford Street, Devonshire Road, Effingham Street, Grenville Avenue, Lampson Street, Old Esquimalt

Road, Park Terrace and Woodway Road.

- The first phase will see geotechnical and pipe infrastructure investigations to identify condition.
- Work to be carried out in the second/third period.

14.16 Crosswalk at 1100 Block of Esquimalt Road

- Carried out review of crosswalk locations between Admirals Road and Fernwood Road.
- This review looked at utilization of the various locations for crossing Esquimalt Road.
- In the second period a preliminary plan will be developed for discussion with Council on crosswalk locations for this section of the Esquimalt Road.

14.17 Esquimalt Road Improvements

- Funding was approved for curb paint removal along with weed control. This work will be completed early in the third period.

14.18 ETAG

- Work continues as required.
- Working group formed to review how work is to be carried out.

14.19 Esquimalt Town Square Project Advancement

Brown Field Remediation

- Remediation project was initiated.
- This project will see the removal of contaminated soil within the building footprint.
- Also working on risk assessment component of remediation plan.

Electrical Service Relocation

- Emergency generator, charging station and transformer have been relocated to new locations.
- Relocation of fiber optic line was also initiated and will be completed in the second period.

Storm and Sanitary Relocation

- Working with consultant to develop relocation alignment and tender package.
- Tender package to be issued early in the second period.

14.20 Head Street and Esquimalt Road Intersection

- Scope of work will be developed for the upgrading of lights/poles for the intersection.
- Scope of work will be completed in the second period.
- Design is to be initiated in the third period.

14.21 Lockley Road/Intervale Road Sidewalk Adjustment

- Conceptual design of sidewalk adjustment has been completed.
- Scope of work and design was completed in the first period.
- Construction is to be initiated in the third period.
- Speed control measures will be added once the request for speed measures is completed.

14.22 Inflow and Infiltration Control Program

- Will issue Request for Proposal for sanitary collection modelling in the second period.

- Will prepare a draft bylaw for Inflow and Infiltration Control for discussion in the second period.
- Pilot project for inspection chambers and cameraing to be initiated in the second period.

14.23 Traffic Orders

- Program for implementation from Traffic Control Review report (EPW-16-001) has been initiated. This program will review and correct conditions that were rated high.
- All the very high conditions have been addressed.
- Number of traffic orders issued this period = 6 (total for the year = 6).

15. Development Applications

- Number of development applications for engineering comments this period = 10 (total for the year = 10).
- Number of building permit applications for engineering comments = 38 (total for the year = 38).

II. COMMITTEES

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