CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

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PERIOD REPORT

DATE: September 12, 2016 Report No. EPW-16-024

TO: Laurie Hurst, Chief Administrative Officer

FROM: Jeff Miller, Director of Engineering and Public Works

SUBJECT: Engineering and Public Works - 2016 Second Period Report

The following is a report on the activities pertaining to the Engineering and Public Works from May 1, 2016 to August 31, 2016.

I. DIVISION ACHIEVEMENTS AND ACTIVITIES

1. Sanitary Sewers

- 3 service lateral installed/replaced this period (total for the year = 12)
- 0 test and clear inspection has been carried out for this period (total for the year = 0)
- 0 manholes replaced this period (total for the year = 0)

2. Pump Stations

- Crews have been carrying out routine maintenance activities.
- Annual maintenance program for pump maintenance and controls inspection awarded. Work to take place in the third period. Program also includes coordinating similar activities for View Royal pumps stations.
- The Township experienced a complete power failure to all pump stations. Crews maintained pump operations with use of portal generator. No overflows occurred.

3. **Storm Drains**
   - 2 service lateral installed/replaced this period (total for the year = 7)
   - 0 test and clear inspection has been carried out for this period (total for the year = 0)
   - 0 manhole replaced this period (total for the year = 0)

4. **Manhole Separation**
   - Funds allocated to 2015 Manhole Separation Program to be utilized on a case by case basis due to complexity of manhole separation. This work will be carried out in 2016 and beyond.
   - A total of 78 manholes were separated over the five year program.
   - Remaining combined manholes is 42
   - 18 end of pipe
   - 21 within easements on private property
   - 3 not on easements on private property

5. **Waste Management**

   Waste Water - inflow and Infiltration
   - Staff is working on the development of the parameters of the approved strategy.
   - In the third period, a request for proposal for modeling of the sanitary collection system is to be released.
   - Interpretation of smoke testing results to take place in the third period.

   Liquid Waste Management Plan
   - Staff participated on the development of various aspects of a sub-regional treatment system both through Westside Solutions and the CRD.
   - Staff has participated on the communication, technical and administrator committees.
   - CRD has created committee to finalize location of plant. The final report on the proposed location is expected in the third period.

   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.
   - Summer sweeping program undertaken. Preparing for Fall clean.
   - Annual line painting contract completed. Last year of a three contract. A new contract will be issued in the later part of the third period.
   - Crack sealing program has been completed.
   - Carried out surface restoration for third parties.
   - Approximately 133 tonnes of asphalt placed for the period (total for the year = 281tonnes).

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

8. **Sidewalks - Maintenance**
   - Carried out surface restoration for third parties.
   - Approximately 25 cubic meters of concrete (includes curb and gutter and sidewalk panels) was placed (total for the year = 110 cubic meters).
   - Approximately 100 linear meters was replaced for the period (total for the year = 326 linear meters).

9. **Sidewalk Ramps**
   - Two sidewalk ramps have been installed this year under the capital program.

10. **Trip Hazards**
    - As per Council Policy PLAN-17 Sidewalk Maintenance, trip hazard inspection survey has been completed.
    - Survey determined that there are:
    - 28 - No. 1 trip hazards (4 completed to date)
    - 81 - No. 2 trip hazards
    - 153 - No. 3 trip hazards
    - Work began in the second period for correction of the hazards.

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

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

13. **Solid Waste Management**

    Garbage and Kitchen Scraps Collection
    - Operations normal
    - Number of additional garbage and organic bins purchased to the end of period = 24 (total additional bins purchased since 2014 = 156)
    - Tonnage of garbage waste stream collected for period = 344.23 (total for the year = 677.4)
    - Tonnage of kitchen scraps collected for period = 172.44 (total for the year = 339.8)
    - Total Tonnage for year = 1017.2 (total for same period 2015 = 976.73)
    - CRD is continuing the program processing of kitchen scraps in out of region locations.
    - The CRD will be looking at the possibility of combining kitchen scraps, bio solids and yard/garden waste. No schedule has been communicated to the Township for this.
    - It is expected that tipping fee for kitchen scraps will increase from $110 per tonne to $120 per tonne in 2017.

    Yard and Garden
    - Operations normal

- Usage of transfer station during period: April to June
  - Esquimalt residents = 9,083 (total for the year = 13,124).
  - View Royal residents = 3,078 (total for the year = 4,640).
  - Commercial = 115 (total for the year = 200).
  - Tonnage removed from site = 793.77 (total for the year = 1157.54).
  - Tonnage removed in 2015 second period = 508.84 (total for 2015 = 2185.45).
- The Contract for this work expired at the end of June. This Contract was extended an additional six months to determine if costs could be maintained with changes in the location of the transfer station. As of July 1, 2016, the Canteen transfer station was replaced with the Trio and Ellice transfer stations. Staff will review the status of the Contract in the Third period.

Recycling

- Operations normal

14. Fleet

- Operations normal
- Fleet purchases for 2016 have begun. Units to be purchased:
  - Concrete mixer (purchased and in service)
  - 1 ton service truck (tender prepared and released at the end of August)
  - Command unit (purchased and awaiting delivery)
  - Van (tender being prepared)
  - Crew cab with dump box (tender being prepared)
- Beginning update on Fleet Plan.
- Obtained certification from Commercial Vehicle Inspection Services as a Facility Operator.

15. Work for Others

- Work orders for call outs and/or repairs at View Royal pump stations for the period = 1 (total for the year = 3).
- Work orders issued for asphalt/sidewalk repairs following work by other utilities for the period = 30 (total for the year = 47).
- Work orders issued for sanitary and storm services to accommodate new development in the period = 8 (total for the year = 12)

16. Capital Projects

16.1 Traffic Counts

- Bi-annual traffic counts for road network were carried out.
- Preparing a request for proposals for analysis of this data plus previous data for interpretation of traffic movements in the third period.

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 third period.

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 the third period.

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 the third period.

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 that of the tanks.
- Preparing a request for proposals in the third period.

16.6 Inspection of Masonry Structures

- An inventory of the masonry structures has been completed.
- In the third period 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 third period.

16.8 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 third period.

16.9 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 2015 with work to be carried out in the last period.

16.10 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 was issued in the second period. Construction began in the second period and will continue to early in the third period.

16.11 Old Esquimalt and Lampson Intersection Upgrade

- The intersection will be refitted with new light infrastructure and light sequence.
- The design and construction is anticipated to be completed in conjunction with the

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Esquimalt Road and Lampson Street intersection.

16.12 Admirals Road Corridor

- Surface works were completed in 2015.
- Remaining work is the installation of LED streetlights that will occur in the third period.
- The Township has received additional funding from BC Hydro for LED streetlight installation.

16.13 Catch Basin Replacement

- This is the last 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.
- 41 catch basins have been replaced in the last two years.
- It is anticipated that 20 catch basins will be replaced in 2016.
- There were 0 catch basins replaced in this period (a total of 14 this year).

16.14 Sidewalk Capital Program

- This project increases the sidewalk network in length and improves connectivity.
- The program will see the installation of a concrete sidewalk between Esquimalt Road and Old Esquimalt Road (832 Esquimalt Road).
- Design will occur in second period, construction in third period.

16.15 Sidewalk Replacement Program

- This project sees existing sidewalks upgraded to current standards.
- The project was from along Head Street (east side) from Dunsmuir Road to Wollaston Street.
- The project was completed in the second period.

16.16 Road Capital Program

- Council approved $50,000 for additional works on asphalt surfaces.
- This funding was utilized to offset the cost of the Esquimalt Road Improvements.
- Work to be carried out in the second/third period.

16.17 Concrete Capital Program

- Council approved $50,000 for additional works on concrete surfaces.
- One site has been chosen to improve 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.

16.18 Esquimalt Road Improvements

- Council approved funding for asphalt and concrete removal and replacement.
- The asphalt component of the work has been tendered out and includes subbase improvement, milling and overlay. This work was initiated in the second period and will be completed.

- The concrete component of the work will see the various portions of concrete sidewalk/driveways to be removed and replaced. The majority of the work will focus on two driveways that provide access to the Esquimalt Plaza from Esquimalt Road.
- Funding was approved for curb paint removal along with weed control. This work has been completed early in the second period.

16.19 ETAG

- Work continues as required.

16.20 Esquimalt Village Project Advancement

Brown Field Remediation

- A fifth round of drilling was carried out in the first period.
- This work was carried out to assist with the delineation of contamination boundaries.
- Working with consultant to finalize remediation strategy and obtain Ministry of Environment acceptance.

16.21 Public Works HVAC

- Work is scheduled for the third period.

16.22 Public Works Card Access System

- Work is scheduled for the third period.

16.23 Municipal Hall Stairwell Leak

- A revised scope of work was determined to include the east and west stairwells.
- A request for quotation was issued in the second period with work beginning late in the second period.
- Completion of the work will occur in the third period.

17. Traffic Orders

- Number of traffic orders issued this period = 4 (total for the year = 7)

18. Development Applications

- Number of development applications for engineering comments this period = 17 (total for the year = 26)
- Number of building permit applications for engineering comments = 31 (total for the year = 56

II. <u>COMMITTEES</u>

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

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