



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

## Legislation Details (With Text)

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## PERIOD REPORT

**DATE:** January 16, 2017      Report No. EPW-17-003

**TO:** Laurie Hurst, Chief Administrative Officer

**FROM:** Jeff Miller, Director of Engineering and Public Works

**SUBJECT:** Engineering and Public Works Department - 2016 Third Period Report

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

### I. DIVISION ACHIEVEMENTS AND ACTIVITIES

#### 1. Sanitary Sewers

- 12 service lateral installed/replaced this period (total for the year = 24)
- Test and clear inspection as and when required
- 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 carried out.
- Program also includes coordinating similar activities for View Royal pumps stations.

#### 3. Storm Drains

- 7 service lateral installed/replaced this period (total for the year = 14)

- Test and clear inspection as and when required
- 0 manhole replaced this period (total for the year = 0)

#### **4. Manhole Separation**

- The five year Manhole Separation Program has been completed.
- Remaining combination manholes will be separated on a case by case basis due to their location or complexity.
- 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 with a report being prepared in the first 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 first period of 2017.

##### *Liquid Waste Management Plan*

- CRD and Project Board made final decision for the location for the waste water treatment plant. Staff participated in activities related to this decision and a response to it.
- 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.
- Annual line painting contract completed. A new contract will be issued in the first period of 2017.
- Crack sealing program has been completed.
- Carried out surface restoration for third parties.
- Approximately 122 tonnes of asphalt placed for the period (total for the year = 403 tonnes).

#### **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 56 cubic meters of concrete (includes curb and gutter and sidewalk panels) was placed (total for the year = 166 cubic meters).
- Approximately 177 linear meters was replaced for the period (total for the year = 503 linear meters).

## 9. Sidewalk Ramps

- 3 sidewalk ramps have been installed this year under the capital program at Selkirk Ave/Arcadia St and Lampson St/Bewdley Ave.

## 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 (14 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 participating as required with respect to 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 = 20 (total additional bins purchased since 2014 = 176)
- Tonnage of garbage waste stream collected for period = 354.31 (total for the year = 1031.71)
- Tonnage of kitchen scraps collected for period = 186.6 (total for the year = 526.4)
- Total Tonnage for year = 1558.11 (total for same period 2015 = 1489.39)
- 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.
- CRD has communicated that the tipping fee for kitchen scraps will increase from \$110 per tonne to \$120 per tonne in 2017. The refuse stream will remain at \$110 per tonne.

### *Yard and Garden*

- Operations normal

- Usage of transfer station during period: April to June
  - Esquimalt residents = 6,152 (total for the year = 23,595)
  - View Royal residents = 3,753 (total for the year = 10,528)
  - Commercial = 80 (total for the year = 337)
  - Tonnage removed from site = 690.78 (total for the year = 2,268.20)
  - Tonnage removed in 2015 third period = 811.64 (total for 2015 = 2,188.75)
- The Contract extension issued in July to the Contractor with the implementation of transfer stations at the Trio and Ellice locations.
- The Contract was extended an additional three years.

#### *Recycling*

- Operations normal

### **14 Fleet**

- Operations normal
- Fleet purchases for 2016:
  - Concrete mixer (purchased and in service)
  - 1 ton service truck (unit purchased and awaiting delivery in early 2017)
  - Command unit (purchased and in service)
  - Van (specifications determined)
  - Crew cab with dump box (specifications determined)
- 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 = 2 (total for the year = 5)
- Work orders issued for asphalt/sidewalk repairs following work by other utilities for the period = 23 (total for the year = 70)
- Work orders issued for sanitary and storm services to accommodate new development in the period = 2 (total for the year = 14)

### **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 first period of 2017.

#### **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 the first period of 2017.

#### **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 first period of 2017.

#### **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 first period of 2017.

#### **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 the first period of 2017.

#### **16.6 Inspection of Masonry Structures**

- An inventory of the masonry structures has been completed.
- In the first period of 2017 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 first period of 2017.

#### **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.
- Began review of power requirements for the building to determine scope of tender.

#### **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.
- The project has been tendered and construction began in the third period.
- Completion of work will occur in the first period of 2017.

#### **16.10 Esquimalt Road and Lampson Road Intersection Upgrade**

- This project undertook upgrade of the existing infrastructure for the signalized intersection and removed the Township's dependency on the usage of BC Hydro poles.
- Design of the upgrade was completed and the project went 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 was completed in the third period.

#### **16.11 Old Esquimalt and Lampson Intersection Upgrade**

- The intersection will be refitted with a new light infrastructure and light sequence.

- The design and construction is anticipated to be completed in conjunction with the Esquimalt Road and Lampson Street intersection.

#### **16.12 Admirals Road Corridor**

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

#### **16.13 Catch Basin Replacement**

- This was 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 was anticipated that 20 catch basins will be replaced in 2016.
- There were 3 catch basins replaced in this period (a total of 17 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).
- The design has been carried out.
- Construction will occur in first period of 2017.

#### **16.15 Sidewalk Replacement Program**

- This project sees existing sidewalks upgraded to current standards.
- The project began 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 was 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 was completed in the third period.
- The concrete component of the work will see the various portions of concrete sidewalk/driveways removed and replaced. The majority of the work will focus on three 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.
- Working group formed to review how work is to be carried out.

#### **16.20 Esquimalt Town Square Project Advancement**

##### *Brown Field Remediation*

- Drilling program was completed in the second period.
- This work was carried out to assist with the delineation of contamination boundaries.
- Prepared and submitted a remediation strategy and pre-approval request to Ministry of Environment.
- Awaiting response from Ministry.
- Retained a consultant for the relocation of the electrical and communication services to the Municipal Hall.
- Tender for relocation to be released in early January 2017.
- Worked with Developer consultant to determine possible alignments for storm and sanitary services relocation.
- Anticipate a tender to be prepared in the first period of 2017.

#### **16.22 Public Works Card Access System**

- Work is scheduled for the first period of 2017.

#### **16.23 Municipal Hall Stairwell Leak**

- A revised scope of work was determined to include the east and west stairwells.
- Work was completed in late second period/early third period.

#### **17 Traffic Orders**

- Number of traffic orders issued this period = 5 (total for the year = 12)

#### **18 Development Applications**

- Number of development applications for engineering comments this period = 9 (total for the year = 35)
- Number of building permit applications for engineering comments = 40 (total for the year = 96)

## **II. COMMITTEES**

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