



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

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PERIOD REPORT

DATE: January 15, 2018 Report No. EPW-18-002

TO: Laurie Hurst, Chief Administrative Officer

FROM: Jeff Miller, Director of Engineering and Public Works

SUBJECT: Engineering and Public Works - 2017 Third Period Report

The following is a report on the activities pertaining to the Engineering and Public Works Department from September 30, 2017 to December 31, 2017.

I. DIVISION ACHIEVEMENTS AND ACTIVITIES

1. Sanitary Sewers

- 5 service laterals installed/replaced this period (total for the year = 16).
- Test and clear inspection as and when required.
- 0 manholes replaced this period (total for the year = 1).

2. Pump Stations

- Crews have been carrying out routine maintenance activities.
- Annual program for pump maintenance/controls inspection has been completed.
- Program also included coordinating similar activities for View Royal pump stations.
- Initial work for developing scope of work for lockout locations on the various stations has been completed. Work to be carried out in the first period of 2018.
- During 2 storm events, three pump stations suffered minor overflows. Province was notified and transfer trucks utilized during the events to reduce overflows.

3. Storm Drains

- 5 service laterals installed/replaced this period (total for the year = 13).
- Test and clear inspections as and when required.
- 0 manholes replaced this period (total for the year = 0).
- Program for catch basin cleaning was completed. Spot cleaning ongoing for the remainder of year.
- Training program for spill response has been passed back to the Township from the CRD. Working with other stakeholders to develop a scope for the program.
- At the end of July, Gorge Creek experienced a contamination incident. Activities to date:
 - Investigation of upstream collection system to identify source.
 - Testing of Creek for contamination.
 - Minimize impact on Gorge Waterway by pumping contamination out of Creek.
 - Carry out preventative maintenance activities on collection system to minimize impact on the Gorge Creek.
 - Working with Ministry of Environment, VIHA and CRD to manage the contamination.
 - Retained consultant to assist with investigation.
 - Rectify a cross connection.
 - Reviewing information from contamination and comparing to applicable bylaws.
 - Presented information to Gorge Waterway Initiative.

4. Liquid Waste Management

Waste Water - inflow and Infiltration

- Strategy for cost sharing was presented to Committee of the Whole in the third period.
- Staff to develop feedback into a working strategy in 2018.
- The Engineering Department to begin modeling the sanitary sewer system in the first period and obtain assistance as required from a consultant for the model analysis and model refinement. Interpretation of smoke testing results to take place in the first and second periods of 2018.

Liquid Waste Management Plan

- Participate on the Esquimalt Liaison Committee to review concerns and activities associated with the Waste Water Treatment Plant project.
- Director became the Chair of the Committee on the resignation of the current Chair.

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

- Pothole repair being carried out as required.
- Project for a dedicated pothole repair project completed. Work included mill and overlay for several arterial roads (Esquimalt and Lampson).
- Fall sweeping program completed.
- Equipment outfitted for snow and ice management operations.
- Carried out surface restoration for third parties.

- Approximately 147 tonnes of asphalt placed for the period (total for the year = 465 tonnes).

6. Traffic Management

- Carried out implementation of ICBC/Township Report on uniform signage with issuing of required traffic orders.

7. Sidewalks - Maintenance

- Carried out surface restoration for third parties.
- Approximately 55 cubic meters of concrete (includes curb and gutter and sidewalk panels) was replaced (total for the year = 126 cubic meters).
- Approximately 228 linear meters was replaced for the period (total for the year = 502 linear meters).

8. Sidewalks - Ramps

- Two sidewalk ramps carried forward to 2018.

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 (4 completed to date)
 - 82 - No. 2 trip hazards
 - 154 - No. 3 trip 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 = 18 (total additional bins purchased since 2014 = 218).
- Tonnage of garbage waste stream collected for period = 550.64 (total for the year = 1440.58).
- Tonnage of kitchen scraps collected for period = 43.84 (total for the year = 293.49).
- Total Tonnage for year = 1734.07 (total for same period 2016 = 1558.11).
- 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 the CRD.

Yard and Garden

- Operations normal

- Usage of transfer station during period: September to December
 - Esquimalt residents = 7,459 (total for the year = 25,475).
 - View Royal residents = 3,966 (total for the year = 13,958).
 - Commercial = 143 (total for the year = 324).
 - Tonnage removed from site = 748.39 (total for the year = 2,240.08).
 - Tonnage removed in 2016 third period = 690.78 (total for 2016 = 2,268.2).

Recycling

- Operations normal
- Staff preparing a new contract for tender in the first period of 2018.

12. Fleet

- Operations normal
- Working on developing specifications and tender packages for the following items in 2018:
 - Van
 - Bylaw truck
 - No response for request for information. A Tender will be prepared to confirm availability of electric truck.
 - $\frac{3}{4}$ ton truck
 - Crew cab with dump box
 - Lateral service cleaner (completed)
 - Parade float
 - Working with Parks and Rec to develop three concepts for review by Council and Public.
 - These concepts to be discussed in the first period of 2018.

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 = 3).
- Work orders issued for asphalt/sidewalk repairs following work by other utilities for the period = 77 (total for the year = 157).
- Work orders issued for sanitary and storm services to accommodate new development in the period = 6 (total for the year = 25).

14. Capital Projects

14.1 Aerial Photograph Update

- New aerial photos have been obtained and will be added to systems in the first period of 2018.

14.2 Corridor/Traffic Study

- Corridor and traffic studies for: Lampson Street, Tillicum Road, Lyall Street and traffic counts were bundled and issued for request for proposal.
- Proposals received mid December 2017.
- Proposals will be reviewed and awarded in January 2018.

14.3 Multiple Storm Drain/Sanitary Sewer Main Replacements

- Various sections of main line (storm/sanitary) will be removed and replaced.
- Locations: McNaughton Avenue, Esquimalt Road, Lampson Street and Lockley Road Corridor.
- Project for removal and replacement of underground works completed for Lockley Road and West Bay by contractor.
- McNaughton Avenue work completed by Public Works.
- Esquimalt Road and Lampson Street work to be initiated in 2018.

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 2018.

14.5 Inspection of Masonry Structures

- An inventory of the masonry structures has been completed.
- In 2018 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.
- Material purchase tender was released and awarded.
- Labour tender completed with work to occur in first period of 2018.

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.
- Based on review of the generator, it is undersized.
- Will develop a scope of work for the project in 2018.

14.8 Colville/Hutchinson Intersection Upgrade

- This project involved the upgrading 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

- Design of realignment of path and storm main replacement completed.
- Work completed in the third period.

14.11 Public Works Yard Card Access System

- Scope of work to be determined in 2018.
- Installation is scheduled for 2018.

14.12 Street Light Replacement Program

- Annual program for replacement completed in the second period.
- A total of 80 lights replaced along the following streets: Esquimalt Road, Tillicum Road and Lampson Street.

14.13 Sidewalk Capital Program

- This project increases the sidewalk network in length and improves connectivity.
- The program saw the installation of a concrete sidewalk on Wychbury Avenue between Kinver Street and Lampson Street.
- The 2016 project (Between Old Esquimalt Road and 832 Esquimalt Road) was initiated and will be completed in the first period of 2018.

14.14 Sidewalk Replacement Program

- This project sees existing sidewalks upgraded to current standards.
- The 2017 project located on Head Street from Paradise Street to Gore Street has been completed.

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.
- Geotechnical and pipe infrastructure investigations are underway to identify conditions.
- Work completed in the third period.
- Utilizing the information to determine the scope of work for the 2018 program.

14.16 Crosswalk at 1100 Block of Esquimalt Road

- Carried out review of crosswalk locations between Admirals Road and Fernhill Road.
- This review looked at utilization of the various locations for crossing Esquimalt Road.
- The utilization review determined that two pedestrian controlled crossings could be installed at the 1100 block of Esquimalt Road and Fraser Street.
- Work was initiated in the third period of 2017 with completion in early 2018.

14.17 Esquimalt Road Improvements

- Funding was approved for curb paint removal along with weed control. This work has been completed.

14.18 ETAG

- Work continues as required.

14.19 Esquimalt Town Square Project Advancement

Brown Field Remediation

- Physical remediation of the contamination areas initiated and completed.
- Development of risk assessment component of remediation plan ongoing.
- Application for Certificate of Compliance to occur in first period of 2018.

Electrical Service Relocation

- Electrical service relocation completed in the second period.
- Included moving emergency generator, charging station, fiber optic line and transformer to new locations.

Storm and Sanitary Relocation

- Relocation alignment completed.
- Scope of work included in tender release by Developer.
- Temporary storm and sanitary pump stations installed for duration of site development.

14.20 Head Street and Esquimalt Road Intersection

- Scope of work will be developed for the upgrading of lights/poles for the intersection in 2018.
- Design and construction are scheduled for early and mid 2018.

14.21 Lockley Road/Intervale Road Sidewalk Adjustment

- Sidewalk adjustment was completed.
- Speed control measures were added at the request of the residents.

14.22 Inflow and Infiltration Control Program

- Engineering to prepare preliminary modelling data in early 2018.
- Based on this modelling data, initial modeling will be carried out.
- Will prepare a draft bylaw for Inflow and Infiltration Control for discussion in 2018 which will include cost sharing program for cross connections and service line condition.
- Pilot project for inspection chambers to be initiated in the first period of 2018.

14.23 Traffic Orders

- Program for implementation from Traffic Control Review report (EPW-16-001) has been initiated.
- Traffic Orders have been issued for this work.
- Number of traffic orders issued this period = 14 (total for the year = 35).

15. Development Applications

- Number of development applications for engineering comments this period = 7 (total for the year = 28).
- Number of building permit applications for engineering comments = 36 (total for the year = 121).

II. COMMITTEES

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