



**CENTRAL COAST REGIONAL DISTRICT
REPORT TO BOARD
PUBLIC WORKS DEPARTMENT**

TO: Board Chair Reginald Moody and Board Members
DATE: December 5, 2013
FROM: Ken McIlwain, Public Works Manager
SUBJECT: Public Works Monthly Report and Recommendations

RECOMMENDATIONS:

THAT the Board of Directors approves extending the current Landfill operating agreement on a month by month basis until May 31, 2014.

THAT the Board of Directors approves a new landfill operation contract to be developed, tendered and awarded prior to May 31, 2014.

THAT the Board of Directors approves entering into a general services contract with Bradley King for provision of maintenance and emergency response services for the Bella Coola Townsite Water System, during the period January 1, 2014 until December 31, 2014.

That the Board of Directors issue a resolution indicating their support to proceed with a feasibility study for the purposes of establishing a potable water system for the community of Shearwater.

PUBLIC WORKS FUNCTIONS AND SERVICES

THORSEN CREEK WASTE AND RECYCLING CENTRE (TCWRC)

November was a busy month on the Solid Waste Management front. The following are highlights from the past month:

- 1. The water system was installed at the landfill site. In order to facilitate completion of the project prior to onset of winter conditions, hourly general service contracts were signed with Ron Nygaard (completion of insulation and upgrades to electrical/pump building), Bella Coola Backhoe Ltd. (installation of pump, waterline installation and hook-up), Wilmax Electric

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CCRD ITEM C(6)

- (electrical hook-up of water system, and heating). Quality and workmanship were excellent, and the project was brought in well under budget.
2. The CCRD received news on November 27th, that the commercial transport truck carrying our new vertical baler was involved in a serious accident. The Ecotainer Sales Person suspects the baler incurred significant damage and will have to be re-ordered from the factory. This is expected to delay receipt of the baler by 6-8 weeks.
 3. Work has begun on the drafting of a new operating contract for TCWRC. The requirement for expansion of the landfill footprint/configuration and the integration of the MMBC Depot to the TCWRC site is providing a significant challenge to the design of the new contract.
 4. On December 4, 2013, the TCWRC contractor notified the CCRD that the TCWRC office had been broken into. Thieves scaled the electric fence and broke the main window to gain access to the office. Approximately \$200.00 was stolen from the cash box. The RCMP were notified and attended the scene with the Public Works Manager. Cost of repairs is estimated at \$500.00. The contractor will be advised to post signage to the effect that cash will not be kept on the premises. Options for a surveillance system will be investigated. Illegal dumping outside the main gate continues to be a problem and a surveillance system could prove useful in identifying culprits.
 5. **ACTION ITEM:** The contract extension agreement with the existing landfill contractor expires on December 31st of this year. It would be in the best interest of the CCRD to extend the existing contract on a month by month basis, ending no later than May 31, 2014. The current contractor has expressed his verbal agreement with this approach. A new contract is being developed. Tendering and award of the new contract will take place prior to May 31st, 2014.
RATIONALE: This will allow time for integration of a short term operational plan into the new contract document. To facilitate fair and effective bidding, potential contractors require a detailed operational & site development plan showing logistics with respect to the location and development of the active face over the period of the contract. The Ministry of Environment has also informed the CCRD of the requirement for a landfill development and closure plan. This is consistent with CCRD 2013 Strategic Priorities.

RECREATION FACILITIES

- **Walker Island & Snootli Parks:** Disaster Financial Assistance funded repairs and improvements are well under way. Caroline Granander continues to supervise these projects on a volunteer basis. Following a request for expressions of interest, Mitchell Lorimer was awarded the following contract works:
 - Construction and installation of new bleachers: \$3850.00
 - Refurbishment of 2 park benches: \$350.00
 - Supply and installation of 40 cubic yards of pea gravel: \$4200.00
 - Outhouses – removal and refurbishment: \$500.00
 - Trail brushing and clearing: \$1000.00
 - Garbage can relocation: \$250.00

This contract work has been completed. Work is underway to finalize purchase of a new outhouse, new bear proof garbage container, and infield surfacing material.

- **Snootli Skating Arena:** Vandalism at the facility continues to be a problem. Repairs are currently being made to the warming hut. Baseboard heaters, windows and light fixtures are being replaced. Fresh paint is also planned for the inside of the hut. Repairs to the main electrical panel and outdoor switches are being completed for safety reasons. Plans are in place for the damaged outhouse from Snootli Park to be refurbished and installed at the skating arena. This work is being completed under hourly general services contracts with Wilmax Electric, Patrick Kelly and Mitch Lorimer. The work is being directed and supervised by Caroline Granander on a volunteer basis.
- **Centennial Pool:** The centennial pool is winterized. Minor upgrades were completed during the winterization process. The winterization work was completed under an hourly general services contract with CR Services (Chris Roose).

BELLA COOLA TOWNSITE WATER SYSTEM

ACTION ITEM: The contract for maintenance of the water system in 2014 was tendered. The successful proponent was Bradley King with a bid price of \$450.00 per month. It is recommended that the CCRD enter into a general services contract with Mr. King for the provision of maintenance and emergency services for the 2014 operating year.

RATIONALE: The conditions of operating permit 4011609 require regular water sampling and maintenance procedures. Award of this contract facilitates meeting the permit conditions as stipulated by Vancouver Coastal Health.

BELLA COOLA AIRPORT

At the request of the Senior Administrative Assistant, the Public Works Manager undertook a detailed obstacle limitation survey on the area west of runway 05 in order to assist in meeting regulatory requirements.

The CCRD acknowledges and appreciates the assistance of the following organizations:

- **Bella Coola Air Ltd.** for use of radios, air traffic monitoring, interpretation of T.C. guidelines, and historical information relating to airport development.
- **Ministry of Forests Lands and Natural Resource Operations** for their help in providing cadastral information and printing services.

SHEARWATER WATER SYSTEM

ACTION ITEM: Discussions were undertaken with the Infrastructure Branch of the Ministry of Communities, Sport and Cultural Development. The aim of these discussions was to identify the process

required to initiate a feasibility study on the construction and operation of a potable water system for the community of Shearwater. The CCRD was advised that we must retain the services of a qualified engineering firm to complete a feasibility study/conceptual design consistent with *Design Guidelines for Rural Residential Community Water Systems* (2012) and costing in sufficient detail to allow accurate financial analysis of tax rate implications for rate payers in the potential service area. There is partial funding available under the Infrastructure Planning Grant to a maximum of \$10 000.00. The proposed 2014 budget contains an allowance for \$10 000.00 to provide matching funds required under this grant program and to contribute to completion of a feasibility study. It is recommended that the Board of Directors issue a statement of support for the initiation of a feasibility study.

RATIONALE: The Infrastructure Planning Grant application procedures recommend including: "Council or board resolution supporting the project".

Respectfully submitted,

A handwritten signature in black ink that reads "Ken McIlwain". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Ken McIlwain, RPF
Public Works Manager