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## GOVERNMENT SERVICES COMMITTEE

MONDAY, JUNE 21, 2010  
6:00 P.M.

COUNCIL CHAMBERS, CITY HALL  
410 ESPLANADE

*Mandate –To advise Council on a broad spectrum of issues related to departmental matters*

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COUNCILLOR D. PATERSON, CHAIR

Page

1. CALL TO ORDER

2. AGENDA APPROVAL

3. MINUTES

3.1. May 17, 2010

1 - 2

4. DELEGATION

None

5. CITY MANAGER'S REPORT

6. STAFF/ COMMISSION REPORTS

6.1. Town of Ladysmith Annual Water Report  
Draft for Review (available in Council Chambers)

6.2. Proposed Solar Hot Water Ready Bylaws

3 - 4

6.3. Sewer Treatment Plant Phase Two – Tender Results

5 - 7

6.4. Golf Course Lake – Irrigation

8 - 14

7. MEMBER SUBMISSIONS

**8. CORRESPONDENCE**

**15 - 16**

- 8.1. Bud Bell, Sealegs Kayaking  
*Log Debris at Transfer Beach*

Staff Recommendation:

That the Committee consider if it wishes to recommend to Council to direct staff to clean up log debris at Transfer Beach.

- 8.2. Rob Johnson  
*James Dunsmuir's Rail Car*

**17**

Staff Recommendation:

That the Committee consider if it wishes to refer this matter to staff for review, investigation and report back.

**9. NEW BUSINESS**

**10. UNFINISHED BUSINESS**

**ADJOURNMENT**



LADYSMITH

TOWN OF LADYSMITH  
MINUTES OF A REGULAR SESSION OF  
THE GOVERNMENT SERVICES COMMITTEE

MONDAY, MAY 17, 2010 - 5:30 P.M.

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**PRESENT:**

Councillor Duck Paterson, Chair  
Councillor Lori Evans

Mayor Rob Hutchins

Councillor Jillian Dashwood

**ABSENT:**

Councillor Steve Arnett

Councillor Scott Bastian

Councillor Bruce Whittington

**STAFF PRESENT:**

Pat Durban  
Felicity Adams

Sandy Bowden  
Joe Friesenhan

Rebecca Kalina

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**CALL TO ORDER**

Councillor Paterson called the meeting to order at 5:32 p.m.

**AGENDA APPROVAL**

The Chair asked for the Committee's consideration of the following addition to the agenda:  
5.3 - Waste Water Treatment Plant Commissioning

2010- 033

It was moved, seconded and carried that the agenda be adopted as amended.

**MINUTES**

2010- 034

It was moved, seconded and carried that Government Services Committee minutes of April 19, 2010 be adopted as circulated.

**DELEGATION**

Geoff Millar, the Manager of Economic Development for the Cowichan Valley Regional District presented the Committee with an update on the Regional Tourism Project.

The Chair thanked Mr. Millar for his presentation.

## REPORTS

2010-035

### SPECIAL OCCASION LICENSE REQUEST

It was moved, seconded and carried that it be recommended to Council that the following Special Occasion Licences be issued:

- Slo-Pitch Food Bank Tournament – Aggie Fields - September 4 and 5, 2010 from 12:00 p.m. to 5:00 p.m.
- Royal Canadian Legion Picnic – Transfer Beach Horseshoe Pitch – September 12, 2010 from 11:00 a.m. to 8:00 p.m.

### LOT 108 UPDATE – RECONFIGURATION OF FIELDS

The Director of Parks, Recreation and Culture, P. Durban, presented the site layout for Lot 108 which included the reconfiguration of the playing fields.

### WASTE WATER TREATMENT PLANT COMMISSIONING

The Director of Public Works, J. Friesenhan, explained that the waste water treatment plant will need to be commissioned during the early morning hours within the next week (approximately 3:00 a.m.). The contractor will circulate a notice to all houses within the area to inform them when the work will take place. The notice will also be posted on the Town's website.

## ADJOURNMENT

2010-036

It was moved, seconded and carried that the meeting be adjourned at 6:18 p.m.

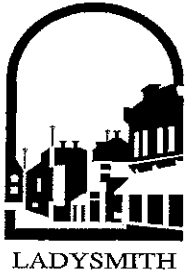
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Chair (Councillor D. Paterson)

CERTIFIED CORRECT

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Corporate Officer (S. Bowden)



Town of Ladysmith  
**STAFF REPORT**

To: Ruth Malli, City Manager  
From: Joe Friesenhan, Director of Public Works  
Date: June 17, 2010  
File No:

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Re: **SOLAR HOT WATER READY**

**RECOMMENDATION(S):**

That the Committee recommend to Council that staff prepare the bylaws to require that all new single family residences be made solar hot water ready.

**PURPOSE:**

To move the Town of Ladysmith towards Solar Hot Water Ready standards.

**INTRODUCTION/BACKGROUND:**

In 2009, the Building and Safety Standards Branch for the Province of British Columbia requested public input for a number of changes to the building code regulations. One of the proposed changes involved requiring single family homes to be solar hot water ready.

The Province is now proposing an optional requirement that would enable local governments to mandate that all new single family dwellings within their communities be solar hot water ready. The proposed requirement would only apply to local government jurisdictions that voluntarily adopt it.

The proposed requirement would support the Town in:

- Embracing green technology;
- Reducing greenhouse gas emissions;
- Increasing energy efficiency;
- Reducing costs at final solar panel installations

**SCOPE OF WORK:**

Develop a bylaw that would make it a requirement for every new single family home in Ladysmith to be solar hot water ready.

**ALTERNATIVES:**

Council can choose not to pursue the solar hot water ready option.

FINANCIAL IMPLICATIONS:

None for the Town. It is estimated that making a new home solar hot water ready would add approximately \$300 to the construction cost.

LEGAL IMPLICATIONS:

None.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The regulation would present positive public relation implications as it complements the visioning process the Town completed and supports the Town's desire to be a designated Solar Community.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Not applicable.

RESOURCE IMPLICATIONS:

Not applicable.

ALIGNMENT WITH STRATEGIC PRIORITIES:

The proposed bylaws support Strategic Direction e (Responsible Stewardship of the Environment).

SUMMARY:

The Building and Safety Standards Branch for the Province of BC has issued a request for municipalities to voluntarily develop solar hot water ready bylaws as a step in assisting municipalities and the Province to take action against climate change. Developing a bylaw to make all new residences solar hot water ready would add very little to the cost of a new residence (approximately \$300) but drastically reduce the cost of installing the system in the future.

I concur with the recommendation.



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Ruth Malli, City Manager



Town of Ladysmith  
**STAFF REPORT**

To: Ruth Malli, City Manager  
From: Joe Friesenhan, Director of Public Works  
Date: June 16, 2010  
File No:

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Re: **WASTE WATER TREATMENT PLANT - PHASE II**

**RECOMMENDATION(S):**

That the Committee recommend to Council that all submissions received for Tender #218.066.0304 Waste Water Treatment Plant Upgrade - Biosolids Phase 2, be rejected, and that a redesign be completed without the construction of Autothermal Thermophilic Aerobic Digesters in this phase of the Waste Water Treatment Plant Upgrade.

**PURPOSE:**

To inform Council of the tender results for the Waste Water Treatment Plant Phase II and to obtain Council approval of the next steps.

**INTRODUCTION/BACKGROUND:**

Phase I of the Sewer Treatment Plant (Headworks) is almost complete. Tenders for Phase II were accepted until 2:00 p.m. on May 27, 2010. Seven tenders were received as follows:

Rocky Point Metalcraft Ltd.	\$3,425,397.29
Maple Reinders Ltd.	\$3,492,000.00
CMF Construction Ltd.	\$3,586,790.00
Kinetic Construction Ltd.	\$3,621,464.84
Knappett Projects Ltd.	\$3,627,829.00
D. Robinson Contracting Ltd.	\$3,781,219.00
IDL Projects Ltd.	\$4,441,560.00

All tenders are subject to Harmonized Sales Tax (HST.) After review of the tenders, it was discovered that Rocky Point Metalcraft, Knappett Projects and D Robinson Construction were all missing the acknowledgement of Addendum 7. Each addendum as issued carries the following statement: "Acknowledgment of the Addendum in your tender submission is required." Because the acknowledgement was not included the recommendation is to reject those tenders. This would make the low tender for the project Maple Reinders Ltd. for \$3,492,000.00 plus HST. The budget for the project was \$2,201,000.

A redesign of the works would bring the project within budget and push forward the cost of the Autothermal Thermophilic Aerobic Digesters (ATADs) to Phase III of the Waste Water Treatment Process.

SCOPE OF WORK:

The work includes the purchase and installation of one Salsnes Filter on top of an ATAD, a scrubber for odour control, related piping, and a price for dewatering equipment.

ALTERNATIVES:

Council has the following options:

- Reject all tenders due to the fact that tenders exceeded budget and redesign without ATADs (will increase tender time but reduce construction time.)
- Award to low bidder and negotiate a reduced construction cost (due to large discrepancy, may not be easy)
- Award contract to low tender and secure additional funds to cover cost.

FINANCIAL IMPLICATIONS:

Additional funds may have to be borrowed, which would entail creation of a borrowing bylaw.

LEGAL IMPLICATIONS:

None.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Citizens expect a waste water treatment system that meets or exceeds current standards. However, they also expect the Town to use public funds in the most responsible manner.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Should Council choose to borrow funds at this time, Corporate Services would be involved in the process.

RESOURCE IMPLICATIONS:

As explained, tender submissions exceeded the funds budgeted for this phase of the project.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Sewer Treatment aligns with Strategic Directions D (Enhanced Standard of Infrastructure) and E (Responsible Stewardship of the Environment).



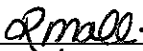
SUMMARY:

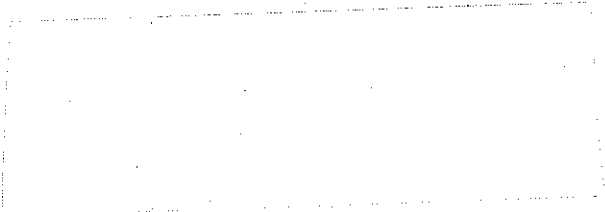
Tenders for Phase II of the sewage treatment facility came in approximately \$1,500,000 over budget. There are three options for Council to consider:

1. Reject all tenders and redesign without ATAD's
2. Award to low tender and negotiate a reduced contract.
3. Award tender and borrow extra money to complete.

It is recommended that Council choose to reject all submissions and redesign Phase II of the Waste Water Treatment Plan project without ATADs.

I concur with the recommendation.

  
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Ruth Malli, City Manager





Town of Ladysmith  
**STAFF REPORT**

To: Ruth Malli, City Manager  
From: Joe Friesenhan, Director of Public Works  
Date: June 17, 2010  
File No:

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Re: **GOLF COURSE IRRIGATION**

**RECOMMENDATION(S):**

It is recommended that the Committee recommend that Council authorize the construction of a lake on the Ladysmith Golf Course for the purpose of irrigating both the Golf Course and the Holland Creek Ballpark.

**PURPOSE:**

To obtain Council authorization to construct a lake on the golf course for the purpose of irrigation of the Golf Course and the Holland Creek Ball Diamond.

**INTRODUCTION/BACKGROUND:**

In the fall of 2008, the Ladysmith Golf Course Society approached the Town with a concern that the culvert in the creek on the seventh hole was not working properly. An investigation showed the water flowing through the dam on the outside of the culvert rather than through the culvert. Due to the depth of the culvert (11.5 m) there was no immediate danger of failure.

The heavy rains in the fall of 2009 created a vortex which took a large amount of material from the dam and covered the entire inlet of the culvert. All the water is now flowing outside the culvert through the dam. Due to the depth of the culvert, replacement has been estimated at approximately \$25,000 to \$30,000.

A geotechnical engineer was asked if the dam could be lined and utilized as a lake for the purpose of irrigating both the golf course and the Holland Creek Ballpark. During the construction of the storm main across Dogwood Drive by Arbutus Crescent, staff considered diverting the storm main into the creek to ensure that there would always be water in the lake if it was being used for irrigation purposes. The cost of upgrading the dam, diverting the storm main from Dogwood Drive and raising the culvert to an elevation which would create a lake is estimated at approximately \$35,000.

At present the volume of water used for irrigating the golf course is approximately 25,000 gal. per day and the Holland Creek Ballpark is approximately 10,000 gal per day. The lake would eliminate the need to supply that volume of water from the Town's potable water supply.

SCOPE OF WORK:

The work involved would be to upgrade the dam by putting in a clay liner and raising the location of the culvert to approximately 5 meters below the top of the dam, cutting a number of alder trees (which would end up under water,) redirecting the storm runoff from Dogwood Drive and Arbutus Crescent and changing the supply of the irrigation to a pump in the lake.

ALTERNATIVES:

1. Replace the existing culvert at its present location
2. Replace the culvert at a higher elevation to create a lake

FINANCIAL IMPLICATIONS:

Given that using the lake for irrigation of the Golf Course and the Holland Creek Ballpark is a conservation measure that would save approximately 25,000 gallons of potable water per day, if the \$35,000 cost of construction could be taken from the water utility reserve.

LEGAL IMPLICATIONS:

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Water conservation is very important for the residents of Ladysmith which would look favourably on a project that could save the quantity of water used for irrigation.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

RESOURCE IMPLICATIONS:

The work would be completed by a combination of private contractor and existing public works employees.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Water conservation is high on the strategic priorities.

SUMMARY:

After discovering that the existing 1200 mm diameter culvert at the base of the dam on hole number 7 was failing and starting to create a possible breach of the dam sometime in the future, staff looked at the possibility of creating a lake behind the

dam by raising the culvert approximately halfway up the dam and utilizing the lake as a source for irrigating both the Golf Course and Holland Creek Ballpark. The cost of repairing or replacing the culvert in its present location is approximately the same as the cost of creating a lake and irrigating the golf course and the ballpark from storm runoff water.

I concur with the recommendation.

  
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Ruth Mali, City Manager

**ATTACHMENTS:**

Pictures showing the condition of the existing culvert and dam

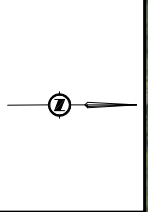
Picture showing approximate size of the proposed lake



**TOWN OF LADYSMITH**

TITLE:  
**Golf Course  
 Project 2010**

SHEET No:	1
SCALE:	N.T.S
FILE:	ADAD TILES\BASE MAPPING\LADYSMITH
DRAWN BY:	P.B.S.
DATE:	05\17\2010



INFORMATION SHOWN ON THESE DRAWINGS IS COMPILED FROM NUMEROUS SOURCES AND MAY NOT BE COMPLETE OR ACCURATE. THE TOWN OF LADYSMITH IS NOT RESPONSIBLE FOR ANY ERRORS, OMISSIONS OR DEFICIENCIES IN THESE DRAWINGS.





Creek and Bottom of Bank



Creek and Top of Existing Culvert



Washout halfway up the bank





The following correspondence was sent via e-mail from Bud Bell, Sealegs Kayaking, to Mayor Hutchins on Tuesday, June 1, 2010:

Hi Rob

Here are the photos of the log debris at Transfer Beach as discussed. These photos were taken Thursday, May 27

Bud





**16.**

The following correspondence was sent via e-mail to Mayor Hutchins by Rob Johnson on June 6, 2010:

Harry Blackstaff has located the private rail car of James Dunsmiur. He and I agree that this is something that we should get for Ladysmith. It is likely he used it a great deal while he was supervising the construction of the town. I believe that Harry said it is located in Port Alberni. It is presently undercover, and it has been protect from the elements for years.

May I suggest that we acquire it for Ladysmith. When we get it will have to insure that it is protected. The ideal location is in the old Comox shop north end. This site has the tracks that are needed. I realize that this site is leased to Atlantis Kayak manufacturing. I suggest that if we can get the rail car we inform Atlantis that their lease on the site will not be renewed. Harry said that there are two sets of track in the building, if this is correct then Loci #11 could also be stored there until we get ourselves a museum.

What are your thought?