



# TOWN OF LAKE COWICHAN

**Public Works and Environmental Services Committee**  
**Tuesday, September 5<sup>th</sup>, 2017 at 5:00 p.m. – Council Chambers**

## AGENDA

**1. CALL TO ORDER**

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**INTRODUCTION OF LATE ITEMS** (if applicable)

**2. APPROVAL OF AGENDA**

**3. BUSINESS ARISING AND UNFINISHED BUSINESS**

(a) Watermain Upgrades – Timelines for Engineering and Tendering for:

- (i) Greendale Rd; and
- (ii) Ohtaki Footbridge and Greendale Trestle

(b) Water Treatment Plant Upgrade – Current status.

(c) Class 'D' Estimates for Sewer Treatment for Final Phase and Watermain Upgrades.

(d) National Disaster Mitigation Program

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(e) **Ongoing Items Still Being Addressed:**

- (i) Sidewalks and Walking Trail for North Shore Road – Update;
- (ii) Boat Ramp Improvements; and
- (iii) CLEC Water System Upgrades.

**4. DELEGATIONS AND REPRESENTATIONS**

None.

**5. CORRESPONDENCE**

(a) Ted Olynyk BC Hydro re: Municipal Beautification Funding.

(b) E. Lentz re: Repair/ replace retaining walls at 159 River Rd.

(c) Ted Olynyk BC Hydro re: Community wide power outage.

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**6. REPORTS**

**7. NEW BUSINESS**

**8. NOTICES OF MOTION**

**9. PUBLIC RELATIONS ITEMS**

**10. MEDIA/PUBLIC QUESTION PERIOD**

**11. ADJOURNMENT**

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Canada

Share information about the National Disaster Mitigation Program (NDMP)  
with your communities  
([shrbls/index-en.aspx](http://shrbls/index-en.aspx))

In recognition of increasing disaster risks and costs, Budget 2014 earmarked \$200 million over five years to establish the National Disaster Mitigation Program (NDMP) as part of the Government's commitment to build safer and more resilient communities. The NDMP will address rising flood risks and costs, and build the foundation for informed mitigation investments that could reduce, or even negate, the effects of flood events.

The NDMP fills a critical gap in Canada's ability to effectively mitigate, prepare for, respond to, and recover from, flood-related events by building a body of knowledge on flood risks in Canada, and investing in foundational flood mitigation activities.

Knowledge that is up-to-date and accessible will not only help governments, communities and individuals to understand flood risks and employ effective mitigation strategies to reduce the impacts of flooding, but will also further discussions on developing a residential flood insurance market in Canada.

## Main Objectives

The NDMP was established in April 2015 to reduce the impacts of natural disasters on Canadians by:

- Focusing investments on significant, recurring flood risk and costs; and
- Advancing work to facilitate private residential insurance for overland flooding.

## Eligibility

Provincial and territorial governments are the eligible recipients for funding under the NDMP. However, provincial and territorial authorities may collaborate with, and redistribute funding to eligible entities, such as municipal or other local governments, public sector bodies, private sector bodies, band councils, international non-government organizations or any combination of these entities.

## Program Components

Of the NDMP's \$200 million, the NDMP has an allotment of approximately \$183 million for NDMP projects that will be cost-shared with the provinces and territories (up to 50 per cent of eligible provincial projects and up to 75 per cent of eligible projects in the territories). Projects will be selected for funding through a competitive, merit-based process using objective and measurable criteria.

There are four funding streams available under the NDMP:

### **Risk Assessments**

This stream provides funding for the completion of risk assessments to inform flood risks. Risk assessments are the foundational step in disaster mitigation. These risk assessments will identify flood hazards; potential impacts; and community and infrastructure vulnerabilities as well as the overall flood risk profile for the area.

### **Flood Mapping**

This stream provides funding for the development and/or modernization of flood maps to further address flood risks. A flood map identifies the boundaries of a potential flood event based on type and likelihood and can be used to help identify the specific impacts of a flood event on, for example, structures, people and assets.

### **Mitigation Planning**

This stream provides funding for the development and/or modernization of mitigation plans to address flood risks. A comprehensive mitigation plan allows applicants to develop realistic and sustainable mitigation solutions by clearly outlining the plan's objectives, key activities, expected outputs, timelines, and roles and responsibilities.

### **Investments in Non-structural and Small Scale Structural Mitigation Projects**

This stream provides funding for other non-structural and small scale structural disaster mitigation projects. Eligible projects would include actions such as the replacement of storm culverts, or projects that improve flood resilience by proactively preventing or mitigating damages and losses.

In general, provinces and territories can access any funding stream; however, there must be evidence to indicate that proposals are evidence-based. For example, applicants for flood mapping funding must indicate that their perceived need for flood mapping was informed by a risk assessment. Applicants for mitigation planning must demonstrate that their proposals reflect a need to prevent or mitigate identified and significant flood risks.

Further, provinces and territories can apply to access different streams of funding for different projects.

In addition to the funds that will be dedicated to cost-shared projects with provinces and territories, the NDMP will also assist in building the foundation for future, informed proactive prevention and mitigation by investing \$17 million in three key areas:

- Risk, resilience and return on investment tools to provide provinces, territories and communities with the needed information and capacity to plan and evaluate their flood mitigation projects;
- A risk and resilience repository that will collect, store, manage and share NDMP information to inform future policy and program direction for all levels of government; and
- Public awareness and engagement activities

## How to Apply

Provincial and territorial authorities can apply for funding under any of the four funding streams by submitting their NDMP project proposals to the appropriate Public Safety Regional Office. Provinces and territories may also direct any questions to their appropriate Public Safety Regional Office.

The NDMP Project Proposal Form can be found in the "Resources" section below. The deadline for provinces and territories to submit NDMP proposals to Public Safety Canada for funding for 2018-2019 is October 31, 2017.


Communities and municipalities who are interested in the NDMP proposal submission process should contact their appropriate Provincial/Territorial government department or ministry (cntct-en.aspx) as early as possible to discuss its internal process in regards to the NDMP.

## Contact Us

By e-mail: [ps.ndmp-pnac.sp@canada.ca](mailto:ps.ndmp-pnac.sp@canada.ca) (<mailto:ps.ndmp-pnac.sp@canada.ca>)

By fax: 613-954-0833

## Resources

- [Federal Floodplain Mapping Framework \(fldpln-mppng-en.aspx\)](#)
- [NDMP Terms and Conditions \(trms-cndtns-eng.aspx\)](#)
- [NDMP Program Guidelines \(prgrm-gdlns-eng.aspx\)](#)
- [NDMP Project Proposal Form \(PDF 572 KB\) \( dwnld/prjct-prpsl frm-2016-en.pdf\)](#) Please save the file to your desktop 
- [Risk Assessment Information Template \( fls/rait-en.pdf\)](#) (PDF 190 KB)
- [Risk Assessment Information Template – Users' Guide \(prgrm-gdlns-eng.aspx#a34\)](#)

**Date modified:**

2017-03-07

## Joseph Fernandez

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**From:** Waddell, Lisa <Lisa.Waddell@bchydro.com>  
**Sent:** August 28, 2017 2:51 PM  
**To:** Ross Forrest  
**Cc:** Joseph Fernandez  
**Subject:** BC Hydro - Beautification Fund Reminder



August 28, 2017

Mayor Ross Forrest  
Town of Lake Cowichan

Dear Mayor Forrest and Council:

As a friendly reminder, BC Hydro budgets \$1 million annually to support municipal beautification projects. Municipalities wanting to place existing overhead distribution lines underground or to place decorative wraps on BC Hydro service kiosks are welcome to apply for funding.

Additional details regarding the Beautification Fund and application form can be found at the following website: [www.bchydro.com/beautification](http://www.bchydro.com/beautification)

If you are considering a beautification project, an application form must be submitted by October 1st, 2017 with a description of the project, photos of the poles or kiosks, a map showing the extent of the project and an explanation of the project's objectives. Proposals for Beautification Fund participation should be submitted electronically through: [beautification@bchydro.com](mailto:beautification@bchydro.com).

Once BC Hydro has reviewed the applications, each applicant will be asked to confirm intent to fund two-thirds of the project's estimated cost. This confirmation must be received by November 17th, 2017. Successful applicants will be notified by the end of January 2018. All accepted projects must begin within the fiscal year that they are approved and be completed within 12 months.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Olynyk". The signature is fluid and cursive.

Ted Olynyk  
Community Relations Manager  
Vancouver Island-Sunshine Coast

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DELIVERED BY HAND August 24, 2017

RECEIVED AUG 24 2017

To Mayor and Council, Town of Lake Cowichan

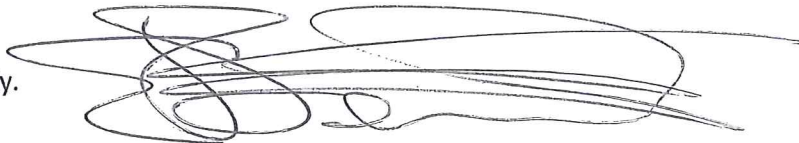
We have been advised by Public Works that we are responsible for repairing/replacing the damaged boulevard retaining walls adjacent to 159 River Road. The failure of the retaining walls is due to excessive drainage from above and below, and is causing damage to our property due to slippage of the slope and sinkholes in the boulevard.

We appeal the decision of Public Works based on principles of administrative fairness, equitable treatment of citizens, that persons causing damage to Municipal infrastructure should be held responsible and that Municipalities owe a duty of care, particularly when allowing development of unstable slopes with underground water. We are not responsible for these drainage issues and the subsequent failure of the retaining walls, and ask that Council reconsider Public Works decision in light of this information and photographic evidence, and attend to the repair/replacement of these retaining walls.

The historical drainage issues along River Road and North Shore have been exacerbated by continuing excavation and development on and around 163 River Road, including adjacent lots upslope from our property. This excavation and development began in 2013 and continues to this day. The boulevard and our property are directly impacted by these excavations and developments. Attached are photographs dating from April 2013 to present illustrating the excavation and drainage flow, including from drainage pipes laid on the driveway from one of the lots, draining down and under the panhandle driveway concrete onto the boulevard for the last four years even in times of drought. These pipes were recently placed back on one of the lots. A building was placed in the excavated portion of 163 River Road approximately one year ago. Excavation continues in and around 163 River Road and adjacent lot.

This is a matter of some urgency as our property continues to be damaged and we would appreciate your response as soon as possible. Thank you for your attention to this matter.

Yours truly,

A handwritten signature in black ink, consisting of several overlapping loops and lines, positioned to the right of the text "Yours truly,".

Mr. and Mrs. Edward Lentz

159 River Road, Box 440 Lake Cowichan



August 24, 2017

Joseph Fernandez  
Chief Administrative Officer  
Town of Lake Cowichan  
39 S Shore Road  
Lake Cowichan, BC V0R 2G0

Dear Mr. Fernandez:

**Re: Lake Cowichan Outage**

BC Hydro is making system improvements in Lake Cowichan. Regrettably, we need to have a community-wide outage to make these upgrades.

This outage will impact the whole town of Lake Cowichan for approximately 6 hours. To ease the impact on customers and local businesses, we are determining if the work can be done at night. However, in order to do the job at night we would need an exemption from the municipality. While a date is not confirmed, we are proposing October 19/20 (Thursday night/ Friday morning) outage. If we are unable to perform the work at night, then October 21 would likely be the day as this a non-instructional day at local schools.

Although the date is not finalized, we are hoping to receive your general agreement that night work is permissible and more desirable than a daylight outage. Once a date is confirmed, it will be shared with you immediately and communicated to the residents of Lake Cowichan and surrounding area.

Sincerely,

Ted Olynyk  
Community Relations Manager  
Vancouver Island-Sunshine Coast  
PO Box 1500, 400 Madsen Rd  
Nanaimo, BC V9R 5M3  
Phone: 250-755-7180  
Email: [ted.olynyk@bchydro.com](mailto:ted.olynyk@bchydro.com)