



Memo

TO: Chair, Public Works, and Environmental Services Committee

SUBJECT: Sewer Main Extension to Greendale Road

DATE: November 16, 2021

FROM: Chief Administrative Officer

BACKGROUND

A request was issued for qualified engineering firms to provide estimates for detailed engineering designs and construction drawings, and cost estimates for the above project.

The Greendale Road properties were annexed in 2008 subject to the understanding as was outlined in the attached newspaper clipping. Letters were sent to the taxpayers of Greendale Road about the anticipated extension of sewer services to the area. In the meantime, no building permit for new construction has been approved for the Greendale Road area or elsewhere in the Town as per the building regulations bylaw.

In December of 2019 letters (see sample letter) were sent out to the property owners in the affected area. There was no negative response; in fact, the few verbal responses have been positive.

Tenders

The following responded to our proposal call:

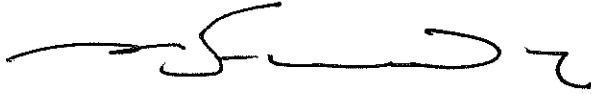
WSP;
Cascara;
Cowichan Engineering Services;
Herold Engineering;
McElhanney.

After a review of all the quotes, it is staff's recommendation that Herold Engineering be awarded the contract to undertake the engineering services for the sewer main extension to Greendale Road and this is based on its firm and complete proposal and its prior experience in such works.

RECOMMENDATION

that it be recommended that the Engineering Services contract for the sewer main extension to Greendale Road be awarded to Herold Engineering for the tender price of

\$88,707 which is inclusive of taxes, with the additional requirement that a sewer modelling and impact analysis for beyond the proposed extension area be provided.

A handwritten signature in black ink, appearing to read 'Joseph A. Fernandez', written over a horizontal line.

Joseph A. Fernandez



The Town of Lake Cowichan

Request for Quotes

for Sewer Main Extension to Greendale Road

The Town of Lake Cowichan is seeking a qualified engineering firm experienced with all aspects of providing detailed engineering design and construction drawings for a sewer system extension. This would involve the addition of approximately 900 linear meters of a sewer collection system and transmission mains to an existing sewer system. The firm must also be able to provide detailed cost estimates of the project that would extend along Greendale Road.

Following a review and assessment of the submissions received, the intent of the Town of Lake Cowichan is to invite up to five (5) consultants to submit full consulting proposals. It is expected the Request for Proposals will be provided to those shortlisted firms in late August.

The RFQ submission shall include the following information:

1. Corporate Profile.
2. Identification of principal project manager with details on previous experience in project management. Please provide up to two (2) references.
3. Ability to ascertain accurate costing for the sewer system extension which would be recovered through local service taxes.
4. A list of comparable projects completed by the firm and sub-consultants.

For technical information contact: Jas Sandhu, Superintendent, Public Works, and Engineering Services at 250-749-6244 or jas.sandhu@lakecowichan.ca.

Please submit the documents clearly marked "Town of Lake Cowichan Sewer Project" either by e-mail (jfernandez@lakecowichan.ca) or hardcopy before 3:00 pm Friday August 6th, 2021 (local time) to:

ATT: Joseph A. Fernandez, CAO
TOWN OF LAKE COWICHAN
39 South Shore Rd.
P.O. Box 860 Lake Cowichan,
B.C. V0R 2G0

December 4th, 2019

100
Rockland Road
LAKE COWICHAN, BC V0R 2G0

Dear Property Owner(s) of property on Rockland Road:

Re: Local Area Service for Sewer

The Town has the authority to provide a service such as sewer to a specific area within the community. This local area service must be wholly paid by the benefitting local property owners capable of being connected to the service and which may be recovered over several years.

The Town is planning on extending the sewer main to the Greendale area in 2021. The cost of the extension is estimated at \$900,000 and the cost of that will be structured and recovered as a combination of property value and linear frontage parcel taxes.

This is just a notice of intent. Once we get close to the date of implementation, we will determine the benefitting area, the estimated cost which would be borrowed and the method of recovery through taxes.

Council may proceed with the local service unless it receives a sufficient portion against the service after the second publication of the notice proposing implementation of the service. Only once the sewer service is extended, can the Town plan on road improvements to Greendale Road.

After construction, the Town would assume the responsibility of operating and maintaining those portions of the Local Area Service works that become part of the municipal infrastructure.

As indicated above, this is for information only. When Council is intent on proceeding with implementation, the requirements under the *Community Charter* will be adhered to.

Yours truly,

Joseph A. Fernandez
Chief Administrative Officer

JAF/rlr

No free ride for Greendale, town says

Property owners wanting to join Lake Cowichan will have to pay for upgrades

BY LEXI BAINAS
CITIZEN STAFF

Lake Cowichan ratepayers are worried homeowners outside the community will get a free ride to municipal services while townspeople are stuck with the bill.

But they were reassured by town council last week that that's not in the cards.

About 30 Greendale Road residents living just east of the town boundaries have applied to join Lake Cowichan.

Town council has suggested the homeowners get a break on taxes over the next five years and not be expected to hook up to the town sewer system immediately in return for getting additional tax revenue for the town.

Rod Peters, chair of the Lake Cowichan Ratepayers Association, wondered why the town agreed to a five-year tax freeze, why anyone should be allowed to avoid hooking up to the sewer system, what the cost of running a sewer line to



LEXI BAINAS/CITIZEN

Lake Cowichan Administrator Joe Fernandez, flanked by town councillors Pat Foster (left) and Pat Weaver, assures members of the Lake Cowichan Ratepayers Association that the town's taxpayers won't be paying for sewer upgrades to accommodate incoming Greendale Road residents.

Greendale Road will be and who will upgrade Greendale Road itself.

Chief Administrative Officer Joe Fernandez said the town is offering a five-year phase-in so it can secure the tax money the area is now paying for Lake Cowichan, rather than seeing it go to the

Cowichan Valley Regional District.

The Greendale residents, said Coun. Pat Foster, "are already hooked up to town water but, because they are outside the town boundaries, they pay more than the townspeople for the service. It (their water use) is also metered,

so we know how much they are using.

"When the sewer system goes out there," she said, "if (the expansion of the village to include Greendale) all goes through, it is at their cost. The taxpayers of the town will not be picking up the cost of putting in the sewer system

or the lift station."

Fernandez said that so far the Ministry of Transportation has not expressed any interest in paying for repairs to Greendale Road.

Coun. Pat Weaver reminded the ratepayers that talks are still at a preliminary stage.

"The answers have raised more questions," said LCRA member Don Gordon. "I think we have a problem here. Obviously you don't have the financial information."

There are also concerns about overloading the sewer system, Gordon said, saying the sewer lagoons must now be almost at capacity.

"The cost of upgrading will be very substantial and we'll probably be back to some kind of parcel tax," he said. "I think it's great if areas like that wish to come in, but my feeling is they should pay their fair share, including the same amount of taxes."

Greendale property owners will benefit from being serviced with town water and sewer, as well as seeing insurance costs drop, according to Gordon.

He called for a meeting to get accurate information to the public.