

DEPARTMENT	PUBLIC WORKS SERVICES
DIRECTOR	KYLE SHAW



INITIATIVE	DETAILS	ANTICIPATED COMPLETION DATE	% OF TASK COMPLETE	UPDATE & COMMENTS
CAPITAL PROJECTS:				
Civic - Centre for Arts - Accessibility	Install accessible door openers	11/30/23	90%	Awaiting installation of Door opening buttons
Civic - Centre for Arts - HVAC	Needs assessment for 2024 design/replacement	11/30/23	10%	Design phase - construction 2024
Civic - City Hall - Renovation	New meeting room and staff offices	Complete	100%	Complete
Civic - Filberg Centre - Stairs	Exterior Stair Repair	10/21/23	80%	Stairs complete; concrete surfacing on upper patio by PWS.
Civic - Filberg Centre - Accessibility	Install 4 accessible door openers & accessible ramp	09/30/23	40%	Installation under way.
Civic - Lewis Outdoor Washroom	EOL roof replacement	12/31/23	10%	Tender Closes September 15th
Civic - LINC	EOL roof replacement	12/30/23	10%	Tender Closes September 15th
Civic - Museum - Façade	Repair of deteriorating masonry	11/30/23	10%	Awarded to sole source contractor; coordinating project timing with Museum
Civic - Museum - Lift Upgrade	Assessment/design for EOL replacemnt of freight elevator	09/30/23	90%	Consultant report received; upgrade of current unit not recommended
Civic - PWS - Telus Bld. Renovation	Renovate former Telus building for staff use	12/21/23	0%	On Hold - Pending Roof Replacement
Civic - PWS - Charging Stations	Procurement & installation of PW fleet EV charge stations	10/15/23	60%	In Progress
Civic - PWS - Training Bld.	EOL roof replacement	11/31/23	10%	Tender Closes September 15th
Civic - Park Café	Roof Replacement	Complete	100%	Complete
Civic - Lagoon Walkway Lookout	Roof Replacement	Complete	100%	Complete
Fleet - PWS - Heavy Vehicles	UTL - Backhoe	TBD	75%	Ordered, awaiting delivery
Fleet - Heavy Vehicle	Single Axle Dump Truck w/ Sander & Plow	TBD	90%	RFP Complete/ Contract Awarded - ETA 2023
Fleet - Light Vehicle - 3/4 Tonne Ex Cab 4wd	Vendor - Metro Motors 2023 F-F250	TBD	90%	RFP Complete/ Contract Awarded - ETA 2024
Fleet - Light Vehicle - Hybrid SUV	Vendor - Metro Motors Ford 2023 Ford Escape Hybrid	Complete	100%	Complete
Fleet - Equipment - Tow Behind Mower	Vendor - Oakcreek Golf & Turf - Progressive TD65-B Model	Complete	100%	Complete
Parks - Playground Equip. Renewal	Riverside Fitness Park	10/31/23	30%	Equipment ordered, October 2023 install
Parks - Pedestrian Bridge Renewal	Riverway Trail - 31st Street	Complete	100%	Complete
Parks - Marina Storage Compound Relocation	Construction	Complete	100%	Complete
Parks - Cemetery - Lawn Crypts	Construction	09/30/23	75%	Installation in progress
Trans - PCPRP - Pine Pl.	Road surface treatment	Complete	100%	Complete
Trans - PCPRP - Cedar Cres. - Hemlock Pl.	Road surface treatment	Complete	100%	Complete
Trans - PCPRP - Lewis Ave. - 17-19th	Road surface treatment	Complete	100%	Complete
Trans - PCPRP - 22nd, 23rd, 25th, Harmston & Grant	Road surface treatment	Complete	100%	Complete
Trans - PCPRP - VMP Final Pavement Lift	Road surface treatment / bike lanes	Complete	100%	Complete
Trans - CNP Implementation	SDS Bylaw Update, 1st Street, Puntledge, Piercy Ave	10/01/23	55%	Neighbourhood bikeway implementation projects underway, painted bike lanes layouts under development
UTL - Water - Water Smart Action Plan - DMZ	District Meter Zone - Zone 1	10/01/23	99%	DMZ PRV Installation @ Cowichan Ave - 120/138 Zone, Minor Contractor deficiencies
Water - Secondary Transmission - South Courtenay	Design Consultation w/ CVRD	12/31/25	25%	CVRD Lead Project / Detailed Design Underway / Construction 2025
OPERATIONAL PROJECTS:				
Civic - Pool	2023 Start-up	Complete	100%	Complete
Parks - Morrison Sr. Park	Environmental Mitigation Works	06/31/23	10%	Scheduled for September Start - Tree Mitigation/Site Remediation
Parks - Conservation	Smart Water Action Plan - Irrigation Controller Upgrade	Complete	100%	complete
Parks - Mile of Flowers	2023 Planning	Complete	100%	complete
Trans - Pattison Bus Shelters	Renewal of Pattison Bus Shelters	03/15/22	91%	Confirmed with Pattison that Raylec will receive work order for electrical (final item for completion)
Trans - Crown Isle	Speed Reduction Trial/Study (40km)	10/25/23	95%	Speed reduction signage in place - report to Council in Oct.
Trans - Snow & Ice Control	Policy Update	12/15/23	33%	In Progress
Trans - Road Condition Assessment	Condition assesment	11/01/23	75%	Awaiting Data from contractor
FLEET - EV Review	Policy Development	HOLD	55%	Draft Provincial Regulations/Guidelines Under Review by Municipalities
FLEET - EV Review	Fleet Review - EV Conversion / Options	HOLD	55%	Framework defined, emissions calculated
UTL - Cart Procurement and Delivery	On track with Emterra / Rehrig/ Production to begin Aug 15th	11/30/23	50%	Carts in production, delivery begins Sept 8 in Courtenay (Recycling carts first)
UTL - RecycleBC Transition Plan	Submission and Approval of RBC Transition Plan for Automated	Complete	100%	Complete and approved. Change order signed.
UTL - Solid Waste Rate development	New model for rates based on automated cart options	09/18/23	95%	Rate development to be reviewed with Finance - Sept 6, 2023
UTL - Bylaw Rewrite	Full rewrite of Solid Waste Bylaw and Repeal	10/31/23	25%	Legal has returned first draft to the City for review
UTL - Solid Waste Service	Interim Organics Implementation	Complete	100%	Interim program rollout w/ communication plan
UTL - Solid Waste Service	Yard Waste in Excess of 360 L (2023)	12/31/23	95%	Monitoring tonnages with Finance.
UTL - Water & Sewer - Rate Review	Revamp Rate Structures; include future capital funds/reserve	10/31/23	95%	Final Report in DRAFT
Strategic Initiatives				
Civic - EV Charging Stations	Procurement & installation of 3 EV charge stations	11/01/23	85%	In Progress
Civic - Accesability Improvments	Grant Application - Vertical Asset Review	HOLD	10%	Grant Unsuccessful
Trans - CNP Update / 5yr Implementation Plan	Complete Review, Update & Develop 5yr Imp Plan	Complete	100%	Complete
Trans - CNP BCAT 2023 Grant	5th Street, LakeTrail MUP	10/01/23	90%	Submission Under Development
DCBIA - Street Lights - Laneway	BC HYDRO Lighting Review - Lanes	TBD	90%	BC Hydro confirmed 6 of 8 - installation subject to crew availability
Trans - SD71	Safe Active School Program	TBD	10%	Anticipated RFP for the fall
Trans - Traffic Calming Policy	Policy Development	TBD	15%	Policy principles and general framework scoped, awaiting quotation for draft development
UTL - Water - Water Smart Action Plan	Green Field Development - Irrigation Requirements	10/30/23	40%	New Development Irrigation Requirements / Bylaw Update