

REPORT TO ELECTORAL AREA SERVICES COMMITTEE  
MEETING OF WEDNESDAY, 06 FEBRUARY 2008

**SUBJECT** INTERIM FUNDING FOR 2008 FEASIBILITY/PLANNING STUDIES FOR ENVIRONMENTAL SERVICES OPERATIONS

**PURPOSE**

To seek approval of the Electoral Area Services committee to provide interim funding from the feasibility reserve fund for purposes of carrying out planning studies identified for the spring 2008 period by the Operations Division of Environmental Services Department. Operations division staff have obtained commitments for funding the cost of the studies from the *Province of BC Infrastructure Planning Grant Program* and local water and/or sewer utilities.

**BACKGROUND**

Operations division staff regularly receive requests for assistance from water improvement districts or private water systems to provide technical expertise on the organization, operation and performance enhancement for their water or sewer systems. This work is usually the first step in the process to convert the improvement district to a service of the Capital Regional District (CRD). The province, through its *Infrastructure Planning Grant Program*, has supported applications for funding to assist the improvement districts to carry out this work. The provincial program provides 100% of the cost up to \$5,000 and 50% share of the next \$10,000 or portion, with the improvement district funding the remaining share.

The CRD has obtained commitments to fund the following studies, to be carried out during 2008:

Montague Improvement District Conversion Study	\$10,000
Reclaimed Water from Ganges Wastewater Plant	<u>\$15,000</u>
Total	\$25,000

Claims to the province and local water/sewer district are made on completion of the project. The projects are expected to be complete by December of 2008.

**FINANCIAL IMPLICATIONS**

Commitments for funding have been secured from the province and the Montague Water District for 100% of the Montague study cost. Staff await final confirmation from the Gulf Islands School District for its commitment to the reclaimed water project of \$2,000. If the funds for this portion of the study are not available, the total study cost will be reduced to the funds committed from the province and other sources, which amount to \$13,000.

**ALTERNATIVES**

1. That the committee approve interim funding for CRD staff to complete two engineering studies on behalf of water/sewer districts as detailed following:

Montague Improvement District Conversion Study	\$10,000
Reclaimed Water from Ganges Wastewater Plant	<u>\$15,000</u>
Total	\$25,000

2. That the CRD request the improvement districts to commit to the full costs of the study up front. This may be a hardship on smaller districts which have been struggling on a year-to-year basis.

**SUMMARY/CONCLUSIONS**

CRD Operations division receives numerous inquiries respecting the process to convert improvement districts to services of the CRD. To assemble the basic information necessary for the transfer process, extent and costs of upgrade necessary, operations costs under the CRD etc., staff recommend the completion of an engineering study. These studies are normally completed with the assistance of the province through its *Infrastructure Planning Grant Program*, which provides up to \$10,000 of a \$15,000 study. The division has received commitments from the province and from the Montague Improvement District to carry out a water study in this manner and from the province and other parties for a reclaimed water study. The costs for the studies have received interim funding through the feasibility fund for the electoral areas, with the funds repaid when claims are submitted at the completion of the project.

**RECOMMENDATION**

That the Electoral Area Services committee approve interim funding for Capital Regional District staff to complete two engineering studies on behalf of water/sewer districts as detailed following:

Montague Improvement District Conversion Study	\$10,000
Reclaimed Water from Ganges Wastewater Plant	<u>\$15,000</u>
Total	\$25,000



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Gary Hendren, ASCT  
Local Services Engineering Coordinator



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Dwayne Kalynchuk, PEng  
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Concurrence

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