

Yvan Sylvestre

From: Steve Epp
Sent: Monday, January 14, 2008 12:01 PM
To: Yvan Sylvestre
Subject: FW: Work plan - senanus watermain - 17304

Yvan,

See the reply below. I will visit you later today.

Steve

Steve Epp, Assistant Treasurer
 District of Central Saanich
 250-544-4204

From: Twidale, Connie CS:EX [mailto:Connie.Twidale@gov.bc.ca]
Sent: Monday, January 14, 2008 11:46 AM
To: Steve Epp
Cc: Rosalyn Tanner
Subject: RE: Work plan - senanus watermain - 17304

Hello Steve:

Thanks for outling your situation to me. As you know, there is quite a tight timeline to complete these projects that have been approved for funding (All projects need to be completed by March 31, 2010). Consequently, there is some urgency to provide the recipients with their agreements.

I would encourage you to provide us with your best estimate on dates and cashflow that is based on the project going ahead as planned.

Then we can prepare the agreement between the province and your local government for sign off. The agreement will outline the terms and conditions specific to your project, it is possible that some conditions may affect your design work.

So send in your best estimate, which will be used in the agreement. You can always amend your information/agreement at a later date if necessary.

Feel free to call if you need further information.

Cheers,

Connie Twidale

Connie Twidale, Grants Analyst
 Local Government Infrastructure and Finance 250-387-9173

From: Steve Epp [mailto:Steve.Epp@csaanich.ca]
Sent: Monday, January 14, 2008 11:15 AM
To: Twidale, Connie CS:EX

Cc: Rosalyn Tanner

Subject: Work plan - senanus watermain - 17304

Hi Connie,

I received your fax. This project is still in the petition stage. No design work has been done, therefore, we have no idea when the project will start and end. Can we delay the preparation of this form until we have a better idea about the time lines?

Regards,
Steve

Steve Epp, Assistant Treasurer
District of Central Saanich
250-544-4204

Rosalyn Tanner

From: Rosalyn Tanner
Sent: Wednesday, March 05, 2008 12:05 PM
To: Yvan Sylvestre; Sara Ribeiro
Cc: Gary Nason
Subject: RE: Senanus Water Main Grant Agreement

Yvan I don't have a copy of the agreement OR the application, so when you find them, could you please provide me with a copy? Just FYI, I should always get copies of any grant application that we make, so I can be prepared and budget for them.

Thanks.

Ros

From: Yvan Sylvestre
Sent: Wednesday, March 05, 2008 11:57 AM
To: Rosalyn Tanner; Sara Ribeiro
Cc: Gary Nason
Subject: Senanus Water Main Grant Agreement

Hi Ros, Hi Sara. I'm looking for a copy of the agreement that came with the successful grant application for the Senanus water main. It would detail the conditions such as the "water conservation plan" that we need to have in place before receiving the funds.

Yvan

Yvan Sylvestre, ASCT
Senior Engineering Technologist
District of Central Saanich
(250) 544-4208

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Wednesday, March 19, 2008 3:49 PM
To: 'Ken Chow'
Cc: Elizabeth.Davidge@gov.bc.ca; Yvan Sylvestre
Subject: RE: #17304 Central Saanich – Senanus Watermain

Hi Ken;

Thank you for confirming that the Central Saanich – Senanus Watermain project #17304 is excluded from an environmental assessment (EA) review under *the Canadian Environmental Assessment Act (CEAA)*.

As requested, should there be in any change in the project scope, we will advise WD immediately.

Nirmal

Nirmal Bhattacharya, P.Eng.,
 Municipal Engineer/Director of Engineering & Public Works,
 District of Central Saanich.

Tel.: (250) 544 4211

From: Ken Chow [mailto:Ken.Chow@wd.gc.ca]
Sent: March 19, 2008 3:31 PM
To: Nirmal Bhattacharya
Cc: Elizabeth.Davidge@gov.bc.ca
Subject: #17304 Central Saanich – Senanus Watermain

Attention: Nirmal Bhattacharya, Director of Engineering & Public Works

Good Afternoon, Nirmal.

This email is to advise the Corporation of the District of Central Saanich that Western Economic Diversification Canada (WD) has determined that the Central Saanich – Senanus Watermain project #17304 is excluded from an environmental assessment (EA) review under *the Canadian Environmental Assessment Act (CEAA)*.

WD's decision was based on the Central Saanich – Senanus Watermain application dated January 31, 2007, and the following project scope:

The project involves the installation of approximately 3km of watermain along existing roadways to bring potable water to 64 homes.

If the scope of the project is incorrect or should change, please advise WD immediately as any change may have an impact on the decision to exclude the project from an EA review under *the Canadian Environmental Assessment Act (CEAA)*.

Note: With respect to reporting/monitoring for this project, Corporation of the District of Central Saanich would indicate that the project has been excluded in the EA section of the report (i.e. Section III Environmental Monitoring).

WD has advised the Ministry of Community Services that the project is an exclusion under the CEAA. If you have any questions, please contact Wendy Bertrand-Bolton at 604-666-7394 or by email at wendy.bertrand-bolton@wd.gc.ca. An acknowledgement of this email would be appreciated.

All the Best with your project!

Ken Chow

Administrative Assistant | Assistant Administratif

Infrastructure

Email | Courriel: ken.chow@wd.gc.ca <<mailto:ken.chow@wd.gc.ca>>

Telephone | Téléphone: 1.604.666.7388

Toll Free | No sans frais: 1.888.338.9378


Facsimile | Télécopieur: 1.604.666.7433

Western Economic Diversification Canada | Suite 700, 333 Seymour Street, Vancouver BC V6B 5G9

Diversification de l'économie de l'Ouest Canada | Bureau 700, 333 rue Seymour, Vancouver Colombie-Britannique V6B 5G9

<<http://www.wd.gc.ca/>>

Government of Canada | Gouvernement du Canada

 Please consider the environment before printing this email.

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Monday, March 10, 2008 2:46 PM
To: Yvan Sylvestre
Cc: Roland Rocheleau; Rosalyn Tanner
Subject: RE: Senanus Water Main Grant Agreement

Thanks Yvan;

That is better.

By the way, "use of low flush toilets" is another water conservation measure. Input from the Finance Department would have to be included as well.

Nirmal

From: Yvan Sylvestre
Sent: March 10, 2008 2:42 PM
To: Roland Rocheleau; Nirmal Bhattacharya
Subject: FW: Senanus Water Main Grant Agreement

I have received this response from Liam Edwards. Sounds like we may be able to tailor the report from the Brentwood project (with additional information as requested) to satisfy this projects requirements as well.

Yvan

From: Edwards, Liam CS:EX [mailto:Liam.Edwards@gov.bc.ca]
Sent: Monday, March 10, 2008 1:24 PM
To: Yvan Sylvestre
Subject: RE: Senanus Water Main Grant Agreement

Hi Yvan,

I have attached an e-mail that I sent to Roland Rocheleau giving some general guidance on what is required for this contract condition. The condition will be outlined in your MRIF contract when you receive it - not sure when that will be, but the condition for MRIF is essentially the same as it was under BCCWIP (the previous grant).

I know that your community operates under the CRD conservation initiatives, however, the CRD is not necessarily responsible for pricing, which plays a large role in water conservation. As stated in the attached e-mail, we don't need anything big and fancy and glossy, we essentially would like a summary of your communities existing water system, existing demands, existing conservation efforts (linked to the CRD is find), future needs of the system, future conservation efforts and how the community will implement them (e.g. financing, timing, scheduling, will it be a CRD project, or just Central Saanich, etc.).

Please don't hesitate to contact me for further clarification on this.

Kind regards, Liam

Liam Edwards

Infrastructure Resource Officer
Municipal Engineering Services Branch
Ministry of Community Services BC
PO Box 9838 STN Prov Govt BC V8W 9T1
ph: 250.356.0218
fax: 250.356.1873

http://www.cserv.gov.bc.ca/lgd/infra/engineering_index.htm

From: Yvan Sylvestre [mailto:Yvan.Sylvestre@csaanich.ca]
Sent: Wednesday, March 5, 2008 4:29 PM
To: Edwards, Liam CS:EX
Subject: Senanus Water Main Grant Agreement

Hi Liam, I'm not certain if Central Saanich has been sent the contract or contract condition list for the Senanus Water Main Extension and could use clarification on a few items that we pulled from a contract list from a watermain replacement that occurred in Central Saanich last year. Specifically if the contract will require the preparation of water conservation report (plan) and if so to what scale would it need to be prepared, since we generally operate under the existing conservation initiatives of the CRD.

If you are able to send any additional info that would apply to the Senanus watermain project or any advice you may have in this regard it would be greatly appreciated.

Thanks
Yvan

Yvan Sylvestre, AScT
Senior Engineering Technologist
District of Central Saanich
(250) 544-4208

Yvan Sylvestre

From: Edwards, Liam CS:EX [Liam.Edwards@gov.bc.ca]
Sent: Monday, March 10, 2008 1:24 PM
To: Yvan Sylvestre
Subject: RE: Senanus Water Main Grant Agreement

Attachments: BCCWIP # 4146 Final Claim



BCCWIP # 4146
 Final Claim

Hi Yvan,

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Kind regards, Liam

Liam Edwards

Infrastructure Resource Officer
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 PO Box 9838 STN Prov Govt BC V8W 9T1
 ph: 250.356.0218
 fax: 250.356.1873

http://www.cserv.gov.bc.ca/lqd/infra/engineering_index.htm

From: Yvan Sylvestre [mailto:Yvan.Sylvestre@csaanich.ca]
Sent: Wednesday, March 5, 2008 4:29 PM
To: Edwards, Liam CS:EX
Subject: Senanus Water Main Grant Agreement

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(plan) and if so to what scale would it need to be prepared, since we generally operate under the existing conservation initiatives of the CRD.

If you are able to send any additional info that would apply to the Senanus watermain project or any advice you may have in this regard it would be greatly appreciated.

Thanks
Yvan

Yvan Sylvestre, ASCT
Senior Engineering Technologist
District of Central Saanich
(250) 544-4208

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Wednesday, March 05, 2008 3:25 PM
To: Sara Ribeiro
Cc: Rosalyn Tanner; Yvan Sylvestre
Subject: Grant Approval Letter for the Senanus Watermain Extension Project

Hi Sara;

As mentioned in my voice mail message, we are looking for the copy of the grant approval letter for the Senanus Watermain Extension project (which was presented to Council), and would appreciate receiving a copy of the same for our files as well as for contact information.

We understand that the District has to enter into a contract agreement with the Province in this regard. If Administration has not received any documentation on this issue, we would like to follow up with the appropriate person(s) to identify and clarify all the conditions of this grant approval.

Thanks.

Nirmal

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Wednesday, March 05, 2008 3:18 PM
To: Yvan Sylvestre
Cc: Roland Rocheleau
Subject: Liam Edwards Contact Info

Hi Yvan;

As requested, Liam Edwards' contact information is as follows.

Liam Edwards

Infrastructure Resource Officer
Municipal Engineering Services Branch
Ministry of Community Services BC
PO Box 9838 STN Prov Govt BC V8W 9T1
ph: 250.356.0218
fax: 250.356.1873.

E-mail: Liam.Edwards@gov.bc.ca

Thanks.

Nirmal

P.S.:

I have left a message for Sara to provide you a copy of the grant approval for the Senanus Watermain Extension project.
Nirmal

Yvan Sylvestre

From: Sara Ribeiro
Sent: Wednesday, March 05, 2008 12:49 PM
To: Rosalyn Tanner; Yvan Sylvestre
Cc: Gary Nason; Ruby Shea; Pamela Bell
Subject: RE: Senanus Water Main Grant Agreement

Hi, Yvan – further to our brief chat downstairs, my notes indicate [REDACTED] of the West Saanich Voters Association came in to view the Senanus grant application materials after April 19, 2007. All materials were provided by Pam to Ruby and then returned again to Pam afterwards. As I recall, the materials were in an accordion folder and contained quite a bit of information. [REDACTED] initially went to engineering to view these documents and it was referred to me for possible FOI implications. It was deemed permissible for [REDACTED] to view the documents, but we did not provide [REDACTED] with a copy as the photocopying and subsequent cost was too high.

I have asked Ruby to check the Agreements in the vault and will advise if we locate anything. In review of the Admin files, I cannot find any documentation pertaining to the application process as it was handled predominantly by the consultant and engineering.

Ruby - The Council Resolution (No. 1371.06) of December 18/06 authorized Staff and the consultant to proceed with the MRIF grant application and at the January 29/07 (Resolution No. 78.07) Special Council Meeting, Council outlined the Senanus MRIF application as priority #1. The materials would be after that time...as the deadline would have been mid-February I believe.

Thanks,

Sara C. Ribeiro
 Municipal Clerk
 T: (250) 544-4202

This message is intended only for the use of the individual or entity names above. It may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or their employee or agent responsible for receiving the message on their behalf, your receipt of this message is in error and not meant to waive privilege in this message. Please notify us immediately, and delete the message and any attachments without reading the attachments. Any dissemination, distribution or copying of this communication by anyone other than the intended recipient is strictly prohibited. If there is an attachment to this e-mail, we make every effort to ensure the attachment(s) are accurate; however, The District of Central Saanich cannot guarantee the accuracy of information provided. The latest or most accurate version may be obtained from the Municipal Hall at (250) 652-4444. Thank you.

From: Rosalyn Tanner
Sent: Wednesday, March 05, 2008 12:05 PM
To: Yvan Sylvestre; Sara Ribeiro
Cc: Gary Nason
Subject: RE: Senanus Water Main Grant Agreement

Yvan I don't have a copy of the agreement OR the application, so when you find them, could you please provide me with a copy? Just FYI, I should always get copies of any grant application that we make, so I can be prepared and budget for them.

Thanks.

Ros

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Yvan Sylvestre

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Yvan Sylvestre, ASCT
Senior Engineering Technologist
District of Central Saanich
(250) 544-4208

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Wednesday, February 13, 2008 12:01 PM
To: Yvan Sylvestre
Subject: FW: BCCWIP # 4146 Final Claim

Hi Yvan;

As noted below, this will be a requirement for the Senanus Watermain extension project as well. Thanks. Nirmal

"As I mentioned on the phone, for the Municipal Rural Infrastructure Grant that your community has been award, there will be a similar condition requiring your community to submit a council endorsed water conservation plan."

From: Roland Rocheleau
Sent: February 13, 2008 11:40 AM
To: Nirmal Bhattacharya
Subject: FW: BCCWIP # 4146 Final Claim

FYI

From: Edwards, Liam CS:EX [mailto:Liam.Edwards@gov.bc.ca]
Sent: Wednesday, February 13, 2008 11:28 AM
To: Roland Rocheleau
Subject: BCCWIP # 4146 Final Claim

Hello Roland,

Following up on our phone conversation I wanted to send you this e-mail to be clear about the requirements to release the final claim for the BCCWIP Grant # 4146 - "Brentwood Revitalization - Watermain Replacement Project.

The contract condition for water conservation can be found in your contract under Schedule C.5.2 and reads as follows:

Water conservation must be part of the project planning and implementation. Before payment of the first claim, the recipient must submit a succinct water conservation plan to Municipal Engineering Services Branch, Ministry of Community Services. The water conservation plan should be based on *United States Environmental Protection Agency (USEPA) Water Conservation Guidelines* <http://www.epa.gov/owm/water-efficiency/webguid.html>. The plan must identify current water conservation measures and water conservation measures intended for implementation in the future for the entire domestic water system.

- Where the water conservation plan identifies the need for additional actions, such as water audits, leak detection surveys, application of conservation rate structures and/or universal metering,

Municipal Engineering Services Branch should be kept advised of the scheduled dates for submission of any applicable reports.

For this project, submission of a simple one page water conservation summary will satisfy this contract condition. The summary should include the following:

- Establish a basic community water system profile including but not limited to:
 - Current population served (may be broken into sectors as well)
 - Expect population growth
 - Current maximum day demand
 - Current average day demand
 - Total water system expenditures
- What your community is currently doing towards water conservation, including how your community promotes water conservation; and
- What types of initiatives your community intends to implement in the future.

As I mentioned on the phone, for the Municipal Rural Infrastructure Grant that your community has been awarded, there will be a similar condition requiring your community to submit a council endorsed water conservation plan.

It is not the intention to burden the local government with the preparation of an expensive study, but rather to identify the community's commitment to water conservation. The plan does not need to be a big glossy document, more so we prefer something that is clear and comprehensive. Effective water conservation plans should be recent (updated every five (5) years) and include the following:

- An outline of the community's current water system profile (i.e. how much water is available, how much water is being used, etc.)
- An outline of the community's current water conservation initiatives and why it's important to conserve water and the linkages between drinking water and wastewater.
- A targeted goal for reducing water consumption (e.g. 350 L/capita/day by xxxxyear)
- An outline of conservation actions/measures that will be implemented (e.g.. universal metering, inclined block pricing, conservation plumbing fixtures, leakage reduction, rebate programs, education programs, xeriscaping)
- The next four bullets/points could be summarized in a simple table using a column for each point. This table can

be referred back to see how the implementation strategy is progressing. The table can be as simple as one page, or more detailed breaking down each task into sub-tasks etc.

- A schedule of when conservation actions/measures will be implemented.
- Identification of who has authority/responsibility to implement conservation action/measures.
- Details of how conservation actions/measures will be funded and implemented.
- Linkage to regulatory mechanisms and policies.

Water conservation planning and demand management practices are recommended to ensure the most efficient use of the community water resource, an approach in keeping with the Water Conservation Strategy for British Columbia http://www.env.gov.bc.ca/wsd/plan_protect_sustain/water_conservation/wtr_cons_strategy/toc.html.

As far as practical, a water conservation plan should be based upon the *United States Environmental Protection Agency (USEPA Water Conservation Guidelines)* <http://www.epa.gov/watersense/pubs/guide.htm>. These guidelines provide sufficient options to suit any size of community.

I hope this helps and I look forward to moving forward with signing off your final claim for the BCCWIP project.

Kind regards, Liam

Liam Edwards

Infrastructure Resource Officer
Municipal Engineering Services Branch
Ministry of Community Services BC
PO Box 9838 STN Prov Govt BC V8W 9T1
ph: 250.356.0218
fax: 250.356.1873

http://www.cserv.gov.bc.ca/lgd/infra/engineering_index.htm

Yvan Sylvestre

From: Yvan Sylvestre
Sent: Monday, March 10, 2008 2:42 PM
To: Roland Rocheleau; Nirmal Bhattacharya
Subject: FW: Senanus Water Main Grant Agreement

Attachments: BCCWIP # 4146 Final Claim



BCCWIP # 4146
 Final Claim

I have received this response from Liam Edwards. Sounds like we may be able to tailor the report from the Brentwood project (with additional information as requested) to satisfy this projects requirements as well.

Yvan

From: Edwards, Liam CS:EX [mailto:Liam.Edwards@gov.bc.ca]
Sent: Monday, March 10, 2008 1:24 PM
To: Yvan Sylvestre
Subject: RE: Senanus Water Main Grant Agreement

Hi Yvan,

I have attached an e-mail that I sent to Roland Rocheleau giving some general guidance on what is required for this contract condition. The condition will be outlined in your MRIF contract when you receive it - not sure when that will be, but the condition for MRIF is essentially the same as it was under BCCWIP (the previous grant).

I know that your community operates under the CRD conservation initiatives, however, the CRD is not necessarily responsible for pricing, which plays a large role in water conservation. As stated in the attached e-mail, we don't need anything big and fancy and glossy, we essentially would like a summary of your communities existing water system, existing demands, existing conservation efforts (linked to the CRD is find), future needs of the system, future conservation efforts and how the community will implement them (e.g. financing, timing, scheduling, will it be a CRD project, or just Central Saanich, etc.).

Please don't hesitate to contact me for further clarification on this.

Kind regards, Liam

Liam Edwards

Infrastructure Resource Officer
 Municipal Engineering Services Branch
 Ministry of Community Services BC
 PO Box 9838 STN Prov Govt BC V8W 9T1
 ph: 250.356.0218
 fax: 250.356.1873

http://www.cserv.gov.bc.ca/lqd/infra/engineering_index.htm

From: Yvan Sylvestre [mailto:Yvan.Sylvestre@csaanich.ca]
Sent: Wednesday, March 5, 2008 4:29 PM
To: Edwards, Liam CS:EX
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Hi Liam, I'm not certain if Central Saanich has been sent the contract or contract condition list for the Senanus Water Main Extension and could use clarification on a few items that we pulled from a contract list from a watermain replacement that occurred in Central Saanich last year. Specifically if the contract will require the preparation of water conservation report (plan) and if so to what scale would it need to be prepared, since we generally operate under the existing conservation initiatives of the CRD.

If you are able to send any additional info that would apply to the Senanus watermain project or any advice you may have in this regard it would be greatly appreciated.

Thanks
Yvan

Yvan Sylvestre, ASCT
Senior Engineering Technologist
District of Central Saanich
(250) 544-4208

Yvan Sylvestre

From: Yvan Sylvestre
Sent: Thursday, March 06, 2008 9:14 AM
To: 'johns@bullockbaur.ca'
Subject: Central Saanich Meeting

John, thanks for setting up a meeting on short notice. I have a couple of other thing to put on the table, one minor, one not.

The Senanus water main project is still very much alive and we may be going to design stage soon. I could use an updated estimate for the design cost in 2008 dollars for the "residential demand" scenario. 2007 was \$73,000.

The grant that we successful on getting has strings attached. A requirement that before payment of the first claim, the District (grant recipient) must submit a succinct water conservation plan to the Municipal Engineering services Branch, Ministry of Community Services. The water conservation plan should be based on United States Environmental Protection Agency (USEPA) Water Conservation Guidelines. The plan must identify current water conservation measures and water conservation measures intended for implementation in the future for the entire domestic system (as defined in the BC Drinking Protection Act). I'm trying to get the scope reduced somewhat, using the argument that we generally operate under the existing water conservation plan that the CRD has in place. I'm not optimistic that we'll get away with it.

Right to the point, does Bullock Baur do this sort of thing or work with anyone that does? If so I could use a ballpark estimate for the preparing a water conservation plan.

And we'll go over the scope of the Verling-West Saanich Rd connection.

See you tomorrow at 10am, your office.

Yvan

Yvan Sylvestre, AScT
Senior Engineering Technologist
District of Central Saanich
(250) 544-4208

Yvan Sylvestre

From: Yvan Sylvestre
Sent: Wednesday, March 05, 2008 4:29 PM
To: 'Liam.Edwards@gov.bc.ca'
Subject: Senanus Water Main Grant Agreement

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Thanks

Yvan

Yvan Sylvestre, ASCT
Senior Engineering Technologist
District of Central Saanich
(250) 544-4208



The Corporation of the District of Central Saanich
facsimile
TRANSMITTAL

to: Connie Iwdale
attn: _____
fax #: 250-356-1873
from: Resalyn Janner
re: Canada-BC MRIF program - Senatus
date: May 2/08
pages: 2 (including cover sheet)

****PLEASE NOTE****

This message is intended for the use of the addressee only and may contain information that is privileged or confidential. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this transmission in error, please notify the sender immediately.

Thank you.

Connie
as discussed. Sorry for delay,
I have been away from the
office, & just returned today.

Please call if any
questions.

Regards

R Janner

Canada-British Columbia Municipal Rural Infrastructure Fund Program

WORK PLAN

(Information Required per Contribution Agreement)

Name of Recipient:	The Corporation of the District of Central Saanich
Name of Project:	Senanus Watermain
Project No.	17304

The date the project is scheduled to start actual construction:	2008 / 10 / 01	(year/month/day)
The *date the project is scheduled to be completed by:	2010 / 03 / 31	(year/month/day)

***NOTE: Your project must complete no later than March 31, 2010**

Timetable: Re-imbusement of Estimated Claims by Fiscal Year

Fiscal Year Ending	Estimate (must add up to maximum re-imbusement amount)
March 31, 2008	0
March 31, 2009	225,000
March 31, 2010	901,666
MAXIMUM AMOUNT FOR RE-IMBURSEMENT	\$ 1,126,666

Contact Person: <i>Rosalyn Tanner</i>	Title: <i>Dir. of Financial Serv.</i>	Telephone No.: <i>250-544-4207</i>
Signature: <i>Rosalyn Tanner</i>	Date: yyyymmdd <i>2008 05 12</i>	



Mail to: Ministry of Community Services
Infrastructure and Financial Management, Local Government Infrastructure and Finance
PO Box 9838 Stn Prov Govt, Victoria BC V8W 9T1
Phone: (250) 387-4060 Fax: (250) 356-1873

**Ministry of Community Services****Facsimile Cover Sheet**

To: Roslyn Tanner
Branch/Company: The Corporation of the District of Central Saanich
Phone: 250 - 652 - 4444
Fax: 250 - 652 - 0135

From: Connie Twidale, Grants Analyst
Local Government Infrastructure and Finance
Phone: 250 - 387 - 9173
Fax: 250 - 356 - 1873
E-Mail: Connie.Twidale@gov.bc.ca

Date: May 5, 2008
Total pages: 2 (including Cover Page)
Status: URGENT

Comments:

**Re: Canada - BC Municipal Rural Infrastructure Fund Program
Project No. 17304 - Senanus Watermain**

Roslyn: Per my conversation with you and Steve Epps, we are very close to drafting up the agreement for your project.

I am attaching a work plan for the above noted project. Please complete the form with the required information and return it to this office no later than May 8, 2008.

Once the information is received back, we will prepare the agreement and send it out to your Chief Administrative Officer.

THIS TRANSMISSION IS INTENDED SOLELY FOR THE USE OF THE INDIVIDUAL OR INSTITUTION TO WHOM IT IS ADDRESSED AND MAY NOT BE DISTRIBUTED, COPIED OR DISCLOSED TO OTHER UNAUTHORIZED PERSONS. THIS MATERIAL MAY CONTAIN CONFIDENTIAL OR PERSONAL INFORMATION WHICH MAY BE SUBJECT TO THE PROVISIONS OF FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT. ANY OTHER DISTRIBUTION, COPYING OR DISCLOSURE IS STRICTLY PROHIBITED.

IF YOU HAVE RECEIVED THIS TRANSMISSION IN ERROR, PLEASE NOTIFY THE SENDER IMMEDIATELY BY TELEPHONE. THANK YOU.

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Wednesday, May 28, 2008 4:27 PM
To: Gary Nason; Rosalyn Tanner; Sara Ribeiro; Yvan Sylvestre
Subject: FW: Municipal Rural Infrastructure Fund - Progress Reporting

FYI. Nirmal

From: Davidge, Elizabeth CS:EX [mailto:Elizabeth.Davidge@gov.bc.ca]
Sent: May 28, 2008 4:26 PM
To: Nirmal Bhattacharya
Subject: Municipal Rural Infrastructure Fund - Progress Reporting

Schedule D, Section D1 of the contract between the Province and successful applicants under the above-noted program, specifies that quarterly progress reports have to be submitted to the Ministry.

We are requesting that, with the first quarter of 2008 (January to March), you start submitting progress reports for Project #17304 - Senarus Watermain.

A link to the report is given below. **Reports must be submitted each quarter, regardless of whether you have received a contract or construction has commenced.** Claims will not be paid until progress reports are received; you don't have to wait until submitting a claim to send us a report.

<http://www.canadabcmrif.ca/en/forms/Quarterly%20Progress%20Report%20Feb%204%202008.doc>

For the April to June quarter and beyond, as is done with all the other capital grant programs, the branch's standard practice is to give two to three weeks after the end of each quarter to receive the reports; otherwise a reminder E-mail will be sent from myself.

Elizabeth Davidge
Secretary
Local Government Infrastructure and Finance
387-4061

Pamela Bell

From: Nirmal Bhattacharya
Sent: June 5, 2008 11:38 AM
To: Pamela Bell
Cc: 'Ken Pleasance'
Subject: FW: Senanus Infrastructure Grant Application

Hi Pam;

I have since spoken with Ken. He is able to come at Noon on June 10th for the pre-meeting.

Nirmal

From: Nirmal Bhattacharya
Sent: June 5, 2008 11:29 AM
To: Pamela Bell
Cc: Gary Nason
Subject: FW: Senanus Infrastructure Grant Application

Hi Pam;

Please invite Ken Pleasance to come at 12 Noon to attend a pre-meeting with Gary and myself on June 10th. Thanks.

Nirmal

From: Nirmal Bhattacharya
Sent: June 5, 2008 11:15 AM
To: Gary Nason
Cc: Yvan Sylvestre; Pamela Bell
Subject: RE: Senanus Infrastructure Grant Application

Hi Gary,

As mentioned earlier, Yvan is away till Thursday, starting tomorrow. Therefore, do you want to meet with Yvan and myself this afternoon?

As the Meeting with Lori Waters is scheduled for 1 PM, we could request Ken to come at 12:30 PM to have the pre-meeting. Does that work for you?

Please advise. Thanks.

Nirmal

From: Gary Nason
Sent: June 5, 2008 10:01 AM
To: Pamela Bell
Cc: Nirmal Bhattacharya; Yvan Sylvestre
Subject: Accepted; Senanus Infrastructure Grant Application
When: June 10, 2008 1:00 PM-2:00 PM (GMT-08:00) Pacific Time (US & Canada).
Where: Council Chambers

Nirmal. We should have a pre-meeting.....you, Ken, Yvan and myself.....Anytime after 10:00am that morning I'll be free.
 GN

Yvan Sylvestre

From: Yvan Sylvestre
Sent: Thursday, July 31, 2008 4:12 PM
To: 'Elizabeth.Davidge@gov.bc.ca'
Cc: Nirmal Bhattacharya
Subject: RE: MRIF Progress Report - Project #17304

Elizabeth, the Q1 progress report will be faxed to your office in the morning. Please note that the Q2 progress report had indicated that the project construction had not yet started. The Q1 progress report will therefore reflect the same level of construction progress with an amended explanation under section IV to describe the project planning stage at that time.

Thanks
Yvan

From: Nirmal Bhattacharya
Sent: Monday, July 28, 2008 1:15 PM
To: Yvan Sylvestre
Subject: FW: MRIF Progress Report - Project #17304

For necessary action, Yvan (as requested). Thanks. Nirmal

From: Davidge, Elizabeth CD:EX [mailto:]
Sent: July 28, 2008 1:11 PM
To: Nirmal Bhattacharya
Subject: MRIF Progress Report - Project #17304

Thank you for sending the April to June progress report for the Senanus Watermain. We started everyone reporting for the January to March quarter. As we have not received a report for the first quarter of 2008, could you please fill one out and fax or E-mail it to me. That way, Central Saanich will be up-to-date in reporting.

Elizabeth Davidge
 Secretary
 Local Government Infrastructure and Finance
 (250) 387-4061

Yvan Sylvestre

From: Yvan Sylvestre
Sent: Tuesday, July 22, 2008 11:59 AM
To: Rosalyn Tanner
Cc: Nirmal Bhattacharya; Gary Nason
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

Ros,

I've spoken to the Ministry of Community Development and there is no need to look for a contract, we don't have one yet. They will be issuing the contract once we have filled the requirements for the Environmental Impact Assessment, which I will remind they they have waived.

Even though the requirements for submitting the quarterly progress reports are stipulated in the contract, I shall submit a progress indicating that the project is on hold for the time being, subject to resolving issues a,b,c....

Yvan

From: Rosalyn Tanner
Sent: Tuesday, July 22, 2008 10:32 AM
To: Yvan Sylvestre
Cc: Nirmal Bhattacharya
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

I have a copy of the Gas Tax Community Works agreement – is this the one you mean? If not, then Engineering should have all the documents involved in the Senanus file, shouldn't they?

However, when these requests for reports come in, perhaps you could send them to me, as I have already been in contact with the ministry about this project. Hope this answers your question?

Thanks, Yvan.

Ros

Rosalyn Tanner, OMA

Director of Financial Services

District of Central Saanich

Ph: (250) 544-4207

Email: rosalyn.tanner@csaanich.ca

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From: Yvan Sylvestre
Sent: Tuesday, July 22, 2008 10:07 AM
To: Rosalyn Tanner
Subject: FW: Municipal Rural Infrastructure Fund - Progress Reporting

The "Progress Report" form refers to meeting conditions outlined in the contribution agreement. Do you have a copy of the agreement?

Yvan

From: Nirmal Bhattacharya
Sent: Monday, July 21, 2008 5:02 PM
To: Yvan Sylvestre
Subject: FW: Municipal Rural Infrastructure Fund - Progress Reporting

FYI and a response. Please discuss if necessary. Thanks.

Nirmal

From: Davidge, Elizabeth CD:EX [mailto:Elizabeth.Davidge@gov.bc.ca]
Sent: July 21, 2008 3:50 PM
To: Nirmal Bhattacharya
Subject: Municipal Rural Infrastructure Fund - Progress Reporting

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Elizabeth Davidge
Secretary
Local Government Infrastructure and Finance
387-4061

Yvan Sylvestre

From: Yvan Sylvestre
Sent: Tuesday, July 22, 2008 11:13 AM
To: Rosalyn Tanner
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

Thanks Ros but I've looked and looked and looked in our files, no contract. I'm trying to get word from WD if they have sent a contract. If so I would expect that it had been administered at the corporate level.

Yvan

From: Rosalyn Tanner
Sent: Tuesday, July 22, 2008 10:32 AM
To: Yvan Sylvestre
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Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

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To: Yvan Sylvestre
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Elizabeth Davidge
 Secretary
 Local Government Infrastructure and Finance
 387-4061

Yvan Sylvestre

From: Yvan Sylvestre
Sent: Tuesday, June 17, 2008 10:01 AM
To: Nirmal Bhattacharya
Subject: RE: Senanus Point Waterline Proposal

Nirmal, upon another quick review of the file, I have been unable to find any reference to an archeological review. There was a geotechnical investigation conducted as part of the report.

Yvan

From: Nirmal Bhattacharya
Sent: Monday, June 16, 2008 1:43 PM
To: Yvan Sylvestre
Cc: Gary Nason; Hope V. Burns; Rosalyn Tanner
Subject: FW: Senanus Point Waterline Proposal

Hi Yvan;

Has the cost of any potential archaeological review been included in the estimate Bullock Baur prepared for this project?

Nirmal

From: Mackie, Al TSA:EX [mailto:Al.Mackie@gov.bc.ca]
Sent: June 16, 2008 1:19 PM
To: Nirmal Bhattacharya
Subject: FW: Senanus Point Waterline Proposal

Nirmal Bhattacharya,

When I sent this email I was under the impression that Lori Waters was working for the Municipality. Turns out she is not (she was not trying to mislead me, I just did not pay close enough attention) so here is a copy for you.

Al Mackie

From: Mackie, Al TSA:EX
Sent: June 13, 2008 4:47 PM
To: 'lori@watersbiomedical.com'
Subject: Senanus Point Waterline Proposal

Dear Lori Waters:

I have reviewed the captioned waterline proposal in terms of potential to impact archaeological resources. The project will serve at least 7 properties with known archaeological sites on them. The record for this area is old, probably incomplete and likely inaccurate. Given the nature of archaeological resources (buried) it is likely that there are more sites in the area, and that some of the known sites are larger than recorded and thus span additional properties. All of the known sites are along the water's edge and this is where we would expect the majority of sites to occur. However, sites are found (in well studied areas) in a variety of inland locations and there is no reason to think they will not do so in the vicinity of this waterline project and ancillary connections, etc.

Sites are protected under provisions of the *Heritage Conservation Act (HCA)*, whether they are recorded or not. Because there is a fairly high likelihood that this project could conflict with archaeological sites it is recommended that an archaeological overview assessment (AOA) be conducted to ascertain which areas may warrant an archaeological impact assessment (AIA). Such a study should be conducted by a suitably qualified archaeologist and should take into consideration the waterline placement, hookups and any revisions to or new waterlines to service the properties in question. It should also consider the nature of the road construction and the potential for survival of older land surfaces or archaeological materials beneath the roads. Archaeological potential should be identified by accepted methods based on palaeoenvironmental and cultural considerations.

It may be that the AOA will recommend no further work (this office should confirm that such a conclusion is acceptable) is warranted, or may indicate that an AIA is warranted in parts of the area. An AIA would require an HCA permit, issued to a suitably qualified archaeologist.

Sincerely

Al Mackie

Al Mackie | Archaeologist | Archaeology Branch

Phone: 250-953-3302 | Fax: 250-953-3340 | Web: <http://www.tsa.gov.bc.ca/archaeology/>
Mail: PO Box 9816 Stn Prov Govt, Victoria BC V8W 9W3
Street: 3-1250 Quadra Street, Victoria, BC V8W 2K7

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Thursday, July 31, 2008 4:14 PM
To: Yvan Sylvestre
Cc: Rosalyn Tanner
Subject: RE: MRIF Progress Report - Project #17304

Thanks Yvan. Nirmal

From: Yvan Sylvestre
Sent: July 31, 2008 4:12 PM
To: 'Elizabeth.Davidge@gov.bc.ca'
Cc: Nirmal Bhattacharya
Subject: RE: MRIF Progress Report - Project #17304

Elizabeth, the Q1 progress report will be faxed to your office in the morning. Please note that the Q2 progress report had indicated that the project construction had not yet started. The Q1 progress report will therefore reflect the same level of construction progress with an amended explanation under section IV to describe the project planning stage at that time.

Thanks
Yvan

From: Nirmal Bhattacharya
Sent: Monday, July 28, 2008 1:15 PM
To: Yvan Sylvestre
Subject: FW: MRIF Progress Report - Project #17304

For necessary action, Yvan (as requested). Thanks. Nirmal

From: Davidge, Elizabeth CD:EX [mailto:]
Sent: July 28, 2008 1:11 PM
To: Nirmal Bhattacharya
Subject: MRIF Progress Report - Project #17304

Thank you for sending the April to June progress report for the Senanus Watermain. We started everyone reporting for the January to March quarter. As we have not received a report for the first quarter of 2008, could you please fill one out and fax or E-mail it to me. That way, Central Saanich will be up-to-date in reporting.

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Secretary
Local Government Infrastructure and Finance
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Elizabeth Davidge
Secretary
Local Government Infrastructure and Finance
(250) 387-4061

Yvan Sylvestre

From: Nirmal Bhattacharya
Sent: Tuesday, July 22, 2008 12:10 PM
To: Yvan Sylvestre
Cc: Gary Nason; Rosalyn Tanner
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

Thanks Yvan. Nirmal

From: Yvan Sylvestre
Sent: July 22, 2008 11:59 AM
To: Rosalyn Tanner
Cc: Nirmal Bhattacharya; Gary Nason
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

Ros,

I've spoken to the Ministry of Community Development and there is no need to look for a contract, we don't have one yet. They will be issuing the contract once we have filled the requirements for the Environmental Impact Assessment, which I will remind they they have waived.

Even though the requirements for submitting the quarterly progress reports are stipulated in the contract, I shall submit a progress indicating that the project is on hold for the time being, subject to resolving issues a,b,c....

Yvan

From: Rosalyn Tanner
Sent: Tuesday, July 22, 2008 10:32 AM
To: Yvan Sylvestre
Cc: Nirmal Bhattacharya
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

I have a copy of the Gas Tax Community Works agreement – is this the one you mean? If not, then Engineering should have all the documents involved in the Senanus file, shouldn't they?

However, when these requests for reports come in, perhaps you could send them to me, as I have already been in contact with the ministry about this project. Hope this answers your question?

Thanks, Yvan.

Ros

Rosalyn Tanner, CMA

Director of Financial Services

District of Central Saanich

Ph: (250) 544-4207

E-mail: rosalyn.tanner@csaanich.ca

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Sent: Tuesday, July 22, 2008 10:07 AM
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Subject: FW: Municipal Rural Infrastructure Fund - Progress Reporting

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Yvan

From: Nirmal Bhattacharya
Sent: Monday, July 21, 2008 5:02 PM
To: Yvan Sylvestre
Subject: FW: Municipal Rural Infrastructure Fund - Progress Reporting

FYI and a response. Please discuss if necessary. Thanks.

Nirmal

From: Davidge, Elizabeth CD:EX [mailto:Elizabeth.Davidge@gov.bc.ca]

Sent: July 21, 2008 3:50 PM

To: Nirmal Bhattacharya

Subject: Municipal Rural Infrastructure Fund - Progress Reporting

Further to my E-mail of late May, this is to let you know that we have not as yet received a progress report for the January to March, and April to June quarters for **Project #17304 - Senanus Watermain**.

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Elizabeth Davidge

Secretary

Local Government Infrastructure and Finance

387-4061

Yvan Sylvestre

From: Rosalyn Tanner
Sent: Tuesday, July 22, 2008 11:14 AM
To: Yvan Sylvestre
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

Have you checked with Sara? Sometimes she receives that type of thing and doesn't realize that we need it. On the other hand, if you would like copy of the agreement that I have (Gas Tax Community works) you are welcome to have one.

R

From: Yvan Sylvestre
Sent: Tuesday, July 22, 2008 11:13 AM
To: Rosalyn Tanner
Subject: RE: Municipal Rural Infrastructure Fund - Progress Reporting

Thanks Ros but I've looked and looked and looked in our files, no contract. I'm trying to get word from WD if they have sent a contract. If so I would expect that it had been administered at the corporate level.

Yvan

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Thanks, Yvan.

Ros

Rosalyn Tanner, CMA

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Ph: (250) 544-4207

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Elizabeth Davidge
Secretary
Local Government Infrastructure and Finance
387-4061

Yvan Sylvestre

From: Roland Rocheleau
Sent: Wednesday, June 18, 2008 4:13 PM
To: Yvan Sylvestre
Subject: FW: Senanus Water Main

In case you haven't seen this e-mail from last year.

Have fun tonight.

Rolly

From: Bright, Doug [mailto:Doug.Bright@uma.aecom.com]
Sent: Monday, July 09, 2007 10:28 AM
To: Roland Rocheleau
Cc: Akehurst, Ron
Subject: RE: Senanus Water Main

Hi Roland,

The construction of a watermain within the road bed/RoW area does not legally require an environmental screening, since it is covered under the CEAA Exclusion List (Part 8; <http://canadagazette.gc.ca/partII/2007/20070613/html/sor108-e.html>, accessed today).

See Section 58(1) (b) in particular:

"58. (1) The proposed construction, installation, operation, modification, abandonment or replacement of a portion of the following physical works if that portion is located alongside or underneath a railway or road:

- (a) an oil and gas pipeline or other commodity pipeline;
- (b) a water pipe;
- (c) a sewer or drain;
- (d) a steam line or tunnel; or
- (e) a buried telecommunication or electrical power line.

(2) Subsection (1) does not apply if the project

(a) is to be carried out within 30 m of a water body; or

(b) involves the likely release of a polluting substance into a water body, or results in an increase in airborne emissions or noise during the operation of the physical work"

<http://canadagazette.gc.ca/partII/2007/20070613/html/sor108-e.html>

You may wish to further discuss the EAD requirements with Western Economic Diversification in light of this.

As for level of effort, there would be time commitments associated with documenting details of project design, discussing with the Tsartlip, obtaining and interpreting historical aerial photos and undertaking a search of the BC Contaminated Sites Registry (the latter two activities intended to identify potential for encountering contaminated soils, per the EAD document).

If we had to provide the thorough level of documentation as described, I estimate an overall level of effort in the range of \$5,000. I think that this is overkill, however. An abbreviated version of the EAD, with evidence of discussions with the Tsartlip is what I believe would be appropriate and that is still beyond what is legally mandated under CEAA.

Please let me know if -

(1) you would like me to speak with Wendy Bertrand-Bolton on your behalf in order to clarify the need to a detailed EAD;

(2) you will be seeking clarification from Wendy about the appropriate scope for an EAD; or

(3) you would like me to provide a more detailed breakdown of the estimated level of effort for UMA based on the EAD scope as provided.

Best regards,

Doug

Doug A. Bright, Ph.D., R.P.Bio.

Senior Environmental Scientist

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From: Roland Rocheleau [mailto:Roland.Rocheleau@csaanich.ca]
Sent: Monday, July 09, 2007 9:59 AM
To: Bright, Doug
Subject: RE: Senanus Water Main

Doug

I've attached a letter from the feds explaining the EAD requirements for this application. The water main works is an extension along Mt Newton Cross Road from 1469 to 680 (crossing West Saanich Road) and continuing west along Senanus Drive to the end. If you could provide a ball park cost estimate for us to go to Council with would be appreciated.

If you need more details for this estimate let me know.

Thanks

Rolly

From: Bright, Doug [mailto:Doug.Bright@uma.aecom.com]
Sent: Friday, July 06, 2007 5:26 PM
To: Akehurst, Ron; Roland Rocheleau
Subject: RE: Senanus Water Main

Hi Roland

We do these type of screening assessments routinely. I think that PWGSC or others have come up with written guidelines for EAD completion, since there used to be substantial variation between practitioners regarding the level of documentation.

The actual level of effort depends on the proposed project scope. I am not sure what the western most extent is for the current water main (Wallace Drive?). If the intent is to use the existing road RoW, I can't imagine any real environmental or archeological concerns. It sounds more like a documentation issue, accompanied by brief discussions with the Tsartlip band council or band administrator. I will wait for a few more details from you before providing an estimated level of effort.

Regards,

Doug

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