

DISTRICT OF
OAK  BAY

MEMO TO: Committee of the Whole

FROM: Helen Koning, Chief Administrative Officer

DATE: January 25, 2016

RE: Special Committee of the Whole – Update on Uplands Combined Sewer Separation Project

A report from the Project Manager for the Uplands Combined Sewer Separation Project is before the Committee of the Whole for the Special meeting on February 2, 2016. The intent of the Committee of the Whole meeting is not to select an option, but to have members understand and discuss what we know so far, to ask questions, seek clarification, and provide staff and consultants further direction.

With respect to process, please note that the report and associated attachments and correspondence will be the only agenda item for this meeting. The agenda package has been released early in advance of the meeting to allow both the Committee members and the public additional time to review the materials. The meeting will take place at the Monterey Centre in order to welcome and accommodate a larger public turn out, and to provide an opportunity for the public to gather and ask questions.

The Project Manager's report signifies another step in the process to find the appropriate solution for the separation of the combined sewer infrastructure within the Uplands neighbourhood. Council received a preliminary report a few months ago which was the first step in this process, and since that time staff, along with the project manager, engineering consultants and communication consultants, have been working with the community on the important conversations necessary to advance this complex project.

The various aspects of this project are considered in the report, and staff and the consultants are prepared to review the report and attachments in detail, supported by a PowerPoint presentation.

The consultants will report out on the various components of information gathered, and the insights gained including the important contributions from our public consultation process. Committee members will receive the presentation and have an opportunity to ask questions, and, as is the practice for these meetings, the Chair will invite members of the public to participate with questions and comments for the benefit of the Committee.

The Committee of the Whole members will also have an opportunity to hear from Oak Bay citizens from throughout the municipality including those homeowners whose property will be most impacted by this project. Staff, engineering and communication consultants, as well as our project manager, will be in attendance to answer questions, provide clarification, take suggestions, and seek direction as to the next steps in the process of advancing this important project.

At the end of the meeting staff will ask the following questions of the Committee:

- Do you have all the information you need?
- If not, what other information is needed in order to prepare to make a recommendation?
- Are there further steps or presentations that may assist you to better understand the material presented?
- Does the Committee wish to recommend embarking on follow up public consultation, and if so, on what matters/topics and in what form?
- Is a further staff report to an upcoming Committee of the Whole meeting required, or should a recommendation report be prepared by staff for an upcoming Council meeting?



Helen Koning, Chief Administrative Officer