



# CITY OF PRINCE GEORGE

**Engineering and Public Works**

*In Pursuit of Service Excellence*

1100 Patricia Blvd. Prince George, BC V2L 3V9

Tel: 250-561-7600

**Killarney-Sussex-Wildwood Sanitary Sewer LAS  
Working Group Meeting  
Minutes of May 26, 2015 – 6:30 pm**

|                                 |                   |                 |               |
|---------------------------------|-------------------|-----------------|---------------|
| <b>City Representatives</b>     |                   |                 |               |
| Hayley Sedola                   | Gina Layte Liston | Kristy Brown    | Todd Angus    |
|                                 |                   |                 |               |
| <b>Resident Representatives</b> |                   |                 |               |
| Sharon Lemp                     | Gord Simmons      | Bertha Strasdin | Rob Carstairs |
| Dennis Friesen                  | David Pow         |                 |               |

**1. MINUTES OF PREVIOUS MEETING:**

- Any outstanding issues will be detailed below. Minutes will help form the Agenda for next meeting on Tuesday, June 23, 2015, 6:30 pm, 2<sup>nd</sup> Floor Conference Room, City Hall. The agenda will be sent out one week in advance.

| Item                | Description  | Action By   |
|---------------------|--|-------------|
| <b>New Business</b> |  |             |
| 1.                  | <p><b>Resident Interview Comments</b></p> <ul style="list-style-type: none"> <li>Main theme surrounded the importance of returning survey/vote forms. If you don't vote, it counts as a no</li> <li>Better communication from City/Working Group to resident's wanted</li> <li>Value of home can increase when connected to sanitary sewer system</li> <li>Neighbourhood needs the sanitary project, will be able to decommission past-due septic systems</li> <li>Residents want definite #'s, breakdowns of costs and a lower 'highest probable cost'</li> </ul> | <b>N/A</b>  |
| 2.                  | <p><b>Design Drawings</b></p> <ul style="list-style-type: none"> <li>Four section drawings containing sewer alignment (which may change)</li> <li>Profiles on bottom of drawings show circles indicating the estimated highest point they could have a gravity sewer, assuming plumbing in basement. If the points are below the depth of the sanitary main, pumps may need to be used</li> </ul>  | <b>City</b> |

|                  |   |                             |
|------------------|---|-----------------------------|
|                  | <ul style="list-style-type: none"> <li>• Discussion on depth of main, elevations on Killarney, Sussex and Wildwood</li> <li>• Would pump costs, for those that need them, be shared by all residents as part of project cost?</li> <li>• Need for pumps appears to depend on which side of the street you live on. Houses on one side are lower than the road.</li> <li>• Drawings are for information only, and will change significantly with the addition of the watermain. They are unfinished, so not ready to be distributed.</li> <li>• We could look at depth of project and material handling costs to see cost/benefit for raising or lowering the sewer main</li> <li>• Can correlations to Wallace or Ridgeview be made?</li> </ul>   |                             |
| <p><b>3.</b></p> | <p><b>Working Group Goals</b></p> <ul style="list-style-type: none"> <li>• People don't feel they're getting the information they need. Resident representatives well positioned to hear about the neighbourhood's needs</li> <li>• Input on decisions on balance of project costs vs. benefits (e.g. how deep should the sewer be installed to provide gravity connections?). Get both City and resident perspective.</li> <li>• <b>When we get to formal petition in October we want the community to be well informed. Want neighbourhood to understand the project and its costs, and feel secure in making a decision.</b></li> <li>• Don't have to sell the project – let residents make their own decision.</li> <li>• Most people would be on board at reduced cost.</li> <li>• Work together to reduce costs, but recognize that this project is more challenging than the one done in 2014; and therefore, will likely be more expensive.</li> <li>• LAS petition must state highest probable cost. All formal documentation needs to state this cost.</li> <li>• Could watermain project cover costs such as landscaping, paving, geo-tech, survey; split of some kind? Cannot have Water Utility fund LAS Project, but there would be a split on shared expenses.</li> <li>• Ensure residents understand that not voting counts as a "no".</li> </ul> | <p><b>Working Group</b></p> |
| <p><b>4.</b></p> | <p><b>Timelines</b></p> <ul style="list-style-type: none"> <li>• Report to Council, Sep. 25?</li> <li>• Oct. 31, 2015 for Formal Petition mailing</li> <li>• Resident letters, website</li> <li>• Mail out/Vote deadlines</li> <li>• Public Meeting Agenda</li> <li>• Design/Costing complete by September</li> <li>• Council dates/Readings. Hayley will prepare draft Communication and Timeline documents</li> </ul>   | <p><b>Working Group</b></p> |

|  |   |   |
|--|---|---|
| <b>5.</b>  | <b>Communication Plan</b> <ul style="list-style-type: none"><li>• City provides information to Resident Working Group members who then sell project to other residents, not City's job to sell project</li><li>• Website</li><li>• Breakdown of all project costing</li><li>• Working group needs to communicate consistent messages. Resident and City working group member should be giving same information</li><li>• All communications from working group to be reviewed &amp; signed by all members</li><li>• Possible field trip to Ridgeview project?</li><li>• Correlate project cost into daily 'cup of coffee' or "ease payment" for 20 years</li><li>• Hayley will provide a draft Communication Plan</li></ul> | <b>Working Group</b><br><br><br><br><br><br><br><b>City</b> |
| <b>6.</b>  | <b>Action Items</b> <ul style="list-style-type: none"><li>• Draft Communication Plan</li><li>• Timelines</li></ul>  | <b>City</b>   |
|  |   |   |
| <b>Next Meeting: Tuesday, June 23, 2015 6:30 pm – City Hall – 2<sup>nd</sup> Floor Conference Room</b> |   |   |
| <b>Notes by:</b> Todd Angus - Please contact the writer with any errors or omissions                   |   |   |