

DATE OF MEETING JUNE 20, 2022

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**SUBJECT PROPOSED BYLAW AMENDMENTS TO SUBDIVISION CONTROL
BYLAW 1989 NO. 3260 SCHEDULE A – MANUAL OF
ENGINEERING STANDARDS AND SPECIFICATIONS**

OVERVIEW

Purpose of Report

To introduce “Subdivision Control Amendment Bylaw 2022 No. 3260.06” and update the Manual of Engineering Standards and Specifications from Edition No. 13 to Edition No. 14.

Recommendation

1. That “Subdivision Control Amendment Bylaw 2022 No. 3260.06” (Text amendments and drawing replacements to the Manual of Engineering Standards and Specifications) pass first reading.
2. That “Subdivision Control Amendment Bylaw 2022 No. 3260.06” pass second reading.
3. That “Subdivision Control Amendment Bylaw 2022 No. 3260.06” pass third reading.

BACKGROUND

The Manual of Engineering Standards and Specifications (MoESS) forms part of the Subdivision Control Bylaw 1989 No.3260 as Schedule “A”. The Manual provides the direction and requirements for transportation, utility and other infrastructure that is built within the City of Nanaimo.

The amendment process for the MoESS is critical and enables the City to adapt to change. The MoESS undergoes regular review and updating to reflect current best practices, changes to regulations, adoption of new technology, recommendations from the public, Staff and engineering consultants, and to reflect Council policy. Typically, the bylaw is amended every few years, the last time was in 2020 with Edition No. 13, which was a major update.

Staff have been developing changes to the MoESS as proposed Edition No.14. This edition has a small number of important adjustments to some critical aspects, in particular geotechnical requirements. A future update to Edition No. 15, is planned to take place in 2023 and is expected to be more comprehensive.

As part of the update with Edition No. 14 there is some new wording related to geotechnical requirements and seismic considerations. Both are complex topics and require professional specialist involvement; however, there needs to be guidance from the City on reporting and performance expectations, and risk tolerance.

To provide that, Staff have developed the two documents “Seismic Design Guidelines for Water, Sewer Utilities and Roads”, and “Guidelines for Geotechnical Reports”. While these documents are important for reference, they do not form part of the MoESS bylaw. They are attached for information.

The update process for the proposed Edition No. 14 involved collaboration, research and review, supported by internal and external resources, stakeholders and Manual users. This includes Staff, engineering consultants, contractors and local developers.

DISCUSSION

The proposed Edition No. 14 includes the following key aspects:

- Added some clarity around the geotechnical requirements in Section 3:
 - To ensure assessment and reporting as per City guidelines.
 - To provide standard reporting requirements.
 - To ensure seismic considerations.
 - To conform with standard industry practice.
- Minor adjustments to refine some of the transportation elements and revised for clarity in Section 8 adopted with the last Edition No. 13.

See Attachment A for a copy of the Amendment Record of all Changes in the MoESS Edition No.14. The most significant change is the addition of new Section 3.70 Geotechnical Assessment and Reporting.

Engagement

In April and May of 2022, Staff undertook engagement with MoESS manual holders, developers, engineers and Staff. This consisted of providing letters to all manual holders and notification on the City website with review packages of the proposed changes. No comments were received.

OPTIONS

1.

1. That “Subdivision Control Amendment Bylaw 2022 No. 3260.06” (Text amendments and drawing replacements to the Manual of Engineering Standards and Specifications) pass first reading.
2. That “Subdivision Control Amendment Bylaw 2022 No. 3260.06” pass second reading.
3. That “Subdivision Control Amendment Bylaw 2022 No. 3260.06” pass third reading.
 - Advantages: This option will update the City’s standards and specifications. The manual is the way Council affects the balance of infrastructure quality, reliability, durability and cost.
 - Financial Implications: The changes proposed in Edition No. 14, reflect current best practices and modest community expectations around infrastructure performance and risk. While this may add cost to some infrastructure built by the development community, it will make it more durable and able to reliably provide the community with the services.

2. That Council provide Staff with alternate direction.

SUMMARY POINTS

- The City has a regular process to maintain and update infrastructure standards to keep up with industry best practices and community requirements.
- The proposed amendments to the Manual of Engineering Standards and Specifications Edition No. 14 are small but important and have broad implications for infrastructure durability and risk.
- The proposed "Subdivision Control Amendment Bylaw 2022 No. 3260.06" is attached for Council consideration of first three readings.

ATTACHMENTS

Attachment A – Amendment Record of all Changes in the MoESS Edition No. 14
Attachment B – Seismic Design Guidelines for Water, Sewer Utilities, and Roads 2022
Attachment C – Guidelines for the Completion of Geotechnical Reports – DRAFT
Attachment D – "Subdivision Control Amendment Bylaw 2022 No. 3260.06"

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