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**Minutes of the Magic Lake Estates Water and Sewer Local Services Committee**  
**Held Tuesday 21 June 2011**  
**Pender Island Library**  
**4407 Bedwell Harbour Road, Pender Island, BC**

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**Present:** Jim Petrie (C), Joseph Gill, John MacDonald, Mary Steel, Pat Watson  
CRD Electoral Area Director: Ken Hancock  
CRD: Tim Tanton, Senior Manager, Infrastructure Engineering, Mark Harper, Manager,  
Saanich Peninsula and Gulf Islands Operations, Lorrie Siemens (Recording Secretary)  
Three members of the public

**Regrets:** John Fisher

**1. CALL TO ORDER**

Chair Petrie called the meeting to order at 9:40 a.m.

**2. APPROVAL OF AGENDA**

The following item was added to the agenda as Item #8 and it was agreed that the item would be a standing agenda item for future meetings.

- Questions from the committee

**MOVED** by Mary Steel, **SECONDED** by Pat Watson,  
that the agenda of the Magic Lake Estates Water and Sewer Local Services committee meeting  
of June 21, 2011 be approved as amended.

**CARRIED**

**3. ADOPTION OF MINUTES OF MEETING HELD 26 APRIL 2011**

**MOVED** by Joseph Gill, **SECONDED** by John MacDonald,  
that the minutes of the Magic Lake Estates Water and Sewer Local Services Committee meeting  
of April 26, 2011 be adopted as presented.

**CARRIED**

**4. REVIEW OF ACTION LIST**

The action list was reviewed and updated.

Items requested by committee:

- Send committee members information on meter reading equipment with a picture.
- Advise committee members on the length of time it takes to read the meters at Magic Lake Estates.

**5. REPORT ON OPERATIONS**

Staff presented a written report to provide information relating to the operation of the Magic Lake Estates water and sewer systems. The report addressed the following topics:

- Drinking Water Supply and Demand
- Drinking Water Quality
- Drinking Water Operations
- Metering Project
- Wastewater Operations
- Sewer System Engineering Study

Staff provided the committee with the following documentation:

- Draft Standard Operating Procedure for sewer flushing at Magic Lake Estates.
- Revenue and Expense Summary Detail on the Metering Project to 31 May 2011 (Project CE.207)

**MOVED** by Pat Watson, **SECONDED** by John MacDonald,  
that the Magic Lake Estates Water and Sewer Local Services Committee receive the report on operations for information.

**CARRIED**

A lengthy discussion took place on hydrant flow testing.

**MOVED** by Joseph Gill, **SECONDED** by Pat Watson,  
that the CRD proceed with hydrant flow testing as soon as possible in cooperation with the Pender Island Fire Department.

**CARRIED**

**6. UPGRADE PROJECT UPDATE**

Staff presented a written report on the major water system upgrade project initiated by the Magic Lake Estates Water and Sewer Local Services Committee.

The report addressed the following topics:

- Water supply, treatment and distribution upgrades
- Buck Lake dam seismic assessment and spillway design
- Financial status

**MOVED** by Mary Steel, **SECONDED** by Director Hancock,  
that the Magic Lake Estates Water and Sewer Local Services Committee receive the report for information.

**CARRIED**

**7. CONSUMPTION BASED BILLING**

Staff presented a written report showing three alternative scenarios for introducing a usage charge for the Magic Lake Estates water service.

**MOVED** by Jim Petrie, **SECONDED** by Mary Steel,  
that the Magic Lake Estates Water and Sewer Local Services Committee direct staff to revise the  
scenarios based on one-year consumption data.

**CARRIED**

Staff will prepare information for the AGM using data based on existing usage patterns and  
comparisons will be made with other areas.

Staff will forward a draft presentation to the committee prior to the AGM.

**8. QUESTIONS FROM THE COMMITTEE**

Staff addressed questions from the committee on the following topics:

- Metering project costs.
- Fire hydrant flow testing.
- Concerns with supervision on the water main replacement project.
- Water samples transported to testing labs.
- Committee review of tenders and contracts.

**9. NEW BUSINESS**

Staff advised that during regular dam inspections, it was identified that there were two properties  
where trees are located on the dam that will be required to be removed. A letter will be sent to  
the CRD from the Provincial Dam Safety Branch advising that all trees must be removed from  
dams. CRD will then send a letter to the property owners advising that CRD will be removing the  
trees.

**10. ADJOURNMENT**

The meeting was adjourned at 12:40 p.m.