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**Minutes of the Annual General Meeting of the Magic Lake Estates Water and Sewer Local Services Committee**

**Held August 17, 2013 at the Pender Island Elementary School, Pender Island, BC**

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**PRESENT:** **Committee Members:** J. Petrie (Chair), M. Steel (Vice Chair), J. Fisher, J. Gill, Alternate CRD Director for SGI, D. Masselink, P. Watson

**Staff:** T. Tanton, Senior Manager, Infrastructure Engineering; L. Siemens (recorder)

30 Members of the Public

**ABSENT:** J. MacDonald

The meeting was called to order at 1:05 pm.

**1. Approval of Agenda**

**MOVED** by J. Gill, **SECONDED** by P. Watson that the agenda be approved as distributed.

**CARRIED**

**2. Adoption of Minutes of Annual General Meeting of August 11, 2012**

**MOVED** by M. Steel, **SECONDED** by J. Gill that the minutes of the Annual General Meeting of August 11, 2012 be adopted as previously circulated.

**CARRIED**

**3. Chair's Report**

Chair Petrie presented a written report. The report will be provided as an attachment to the minutes.

The chair responded to questions from the public.

**4. Annual Report**

T. Tanton presented a written report and PowerPoint presentation. The following topics were addressed:

Water System

- Water Supply and Demand
- Total Water Production 2007-2012
- Annual Water Use
- Drinking Water Quality
- Operations
- Water System Upgrade Project
- Buck Lake Dam Spillway Replacement
- Water Treatment and Infrastructure Improvements

Sewer System

- Permit Compliance – Marine Discharge
- Asset Condition Evaluation and Engineering Study
- Operations
- Chart Drive Septic System

Annual Budget and Financial Report

- Magic Lake Water #1 and #2
- Magic Lake Water – 2012 Statement of Operations
- Magic Lake Sewer – 2012 Statement of Operations

A question and answer period followed.

**MOVED** by M. Steel, **SECONDED** by P. Watson that the Magic Lake Estates Water and Sewer Services 2012 Annual Report be received for information.

**CARRIED**

**5. Election of Officers**

Alternate Director D. Massilink advised that the terms for John MacDonald, John Fisher and Jim Petrie will expire on October 31, 2013 and that an election will be conducted. Chair Petrie advised that J. MacDonald has resigned his position as of the date of this AGM. It was explained that one position expiring represents the water service area and that two positions expiring represent the sewer service area. Nominations were then called for the water service area. The following nominations were received and all agreed to stand.

- John Boos
- Alex Wilson
- John Fisher

Nominations were called for two more times, and hearing none, an election was held by secret ballot. John Fisher was elected to represent the water service area for a term beginning November 1, 2013 and expiring on October 31, 2015.

Nominations were called for representation on the sewer service area. The following nominations were received:

- Jim Petrie
- Alex Wilson
- Gary Steeves
- Marika Kenwell

Jim Petrie, Alex Wilson and Marika Kenwell agreed to stand. Gary Steeves declined the nomination. Nominations were called for two more times, and hearing none, an election was held by secret ballot. Jim Petrie and Alex Wilson were elected to represent the sewer service area for a term beginning November 1, 2013 and expiring on October 31, 2015.

All names of those elected will be forwarded to the Capital Regional District Board for appointment.

**MOVED** by J. Petrie, **SECONDED** by M. Steel,  
That the ballots be destroyed.

**CARRIED**

**6. New Business**

A letter from Brian Evans to the Magic Lake Estates Water and Sewer Committee was read out.

A question and answer period on consumption based billing took place.

There was no further new business. Chair Petrie thanked J. MacDonald for his service on the committee.

**7. Adjournment**

The meeting was adjourned at 3:40 pm.