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**REPORT TO MAGIC LAKE ESTATES WATER AND SEWER LOCAL SERVICES  
COMMITTEE  
MEETING OF TUESDAY, MAY 12, 2015**

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**SUBJECT     WASTEWATER INFRASTRUCTURE RENEWAL PROJECT – REFERENDUM  
AND NEXT STEPS UPDATE - MAY 2015**

**ISSUE**

To provide an update on the Referendum process and the next steps required to advance the Magic Lakes Estates wastewater infrastructure renewal project.

**BACKGROUND**

Since the April 14, 2015 Magic Lake Estates Water and Sewer Local Services Committee meeting, the BC Inspector of Municipalities approved the Loan Authorization Bylaw. At the CRD Board meeting on May 13, 2015, a staff report request the appointment of the Chief Election Officer – Thomas F. Moore for the Referendum Vote on June 27.

**PROGRESS – NEXT STEPS IN THE PROCESS**

- |   |                   |
|---|-------------------|
| 1. Confirm a loan amortization period (20 year selected)  | Feb 10 (complete) |
| 2. CRD Board approval of 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> readings – Loan Authorization Bylaw. | Feb 11 (complete) |
| 3. Send Loan Authorization Bylaw to Inspector of Municipalities (4-6 weeks)                                       | Mar 3 (complete)  |
| 4. Submit New Building Canada – Small Communities Fund Grant Application  | Feb 18 (complete) |
| 5. Approval of Town Hall meeting (Venue to be determined)   | Mar 10 (complete) |
| 6. CRD Board to establish Referendum question, polls & Election Officer   | Apr 8 (complete)  |
| 7. Prepare Mail-out to include with water bill – Notice   | Apr 9 (complete)  |
| 8. Based Referendum date of June 27 – Approval of Inspector of Municipalities                                     | Apr.24 (approved) |
| 9. Prepare PowerPoint Presentation for May 12 Committee Meeting   | May 12            |
| 10. Advertise official notices prior to Referendum (Chief Election Officer)                                       | May - Jun         |
| 11. Proposed Town Hall Meeting  | Jun 6             |
| 12. Advance voting  | Jun 18 & Jun 25   |
| <b>13. Referendum Voting Day</b>  | <b>Jun 27</b>     |
| 14. Board receives Referendum results and, if successful, adopts bylaws   | Jul 8             |
| 15. 30-day quashing period ends   | Aug 8             |
| 16. Apply for Certificate of Approval   | Aug 10            |
| 17. Potential announcement of New Building Canada Fund Grant  | Fall 2015         |
| 18. Secure initial draw on MFA Loan   | October           |

In preparation for the June 6, 2015 Town Hall meeting, a draft PowerPoint presentation was developed, a copy of which will be provided at the meeting. Previously, the committee communicated the date of the Town Hall meeting in the community notice insert sent out with the April water bill. However, staff recommend a second Community Notice to communicate to the property owners the time and place of the meeting. A draft Community Notice is included in Appendix A.

## **ALTERNATIVES**

### **Alternative 1**

That the Magic Lake Estates Water and Sewer Local Services Committee:

1. Receive this report for information; and
2. Approve a mail-out to communicate to the property owners of the time and place of the Town Hall meeting and approve funds from the Capital Reserves in the amount of \$800 for this purpose.

### **Alternative 2**

That the Magic Lake Estates Water and Sewer Local Services Committee:

1. Request additional information from staff; and
2. Use alternative means to communicate to the property owners of the time and place of the Town Hall meeting.

## **IMPLICATIONS**

**Alternative 1** - The Referendum process for the proposed infrastructure replacement project is on schedule and preparations have been made for the Town Hall meeting. In our last Community Notice, we had not confirmed the time and place of the meeting and therefore, another community notice is required.

**Alternative 2** - The committee requests additional information.

## **CONCLUSION**

The Referendum process for the proposed infrastructure replacement project is on schedule as is preparation for the Town Hall meeting. Communication of the time and place of the Town Hall meeting is very important and there is likely no alternative but to do a mail-out.

## **RECOMMENDATION**

That the Magic Lake Estates Water and Sewer Local Services Committee:

1. Receive this report for information; and
2. Approve a mail-out to communicate to the property owners of the time and place of the Town Hall meeting and approve funds from the Capital Reserves in the amount of \$800 for this purpose.

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Craig Gottfred, P.Eng.  
Manager, Wastewater Engineering and  
Planning

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Peter Sparanese, P.Eng.  
Senior Manager, Infrastructure  
Engineering & Operations  
Concurrence

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Ted Robbins, B.Sc., C.Tech.  
General Manager, Integrated Water  
Services  
Concurrence

CG:ls:

Attachments: 1:      Appendix A: Community Notice  
Referendum Question

## Notice of Public Meeting

# Magic Lake Estates Wastewater System

The Capital Regional District (CRD) is working with the Magic Lake Estates Water and Sewer Local Services Committee to address the issues facing the aging and failing sewer infrastructure in Magic Lake Estates. Options have been developed and all have significant financial, social and environmental impacts on the taxpayers and community. Through public consultation, an option has been chosen to apply for a grant and initiate the referendum process to borrow funds for the project.

The CRD invites all residents on the Magic Lake Estates sewer system to a town hall style presentation followed by a question and answer period and open house.

**Date:** Saturday, June 6, 2015

**Time:** 1:15 to 1:45 Presentation

1:45 to 3:00 Question and Answer period followed by Open House, time permitting

**Location:** St. Peter's Anglican Church, 4703 Canal Road, Pender Island



If you are unable to attend the public meeting please visit the project website at [www.crd.bc.ca/magiclake-sewer](http://www.crd.bc.ca/magiclake-sewer).

For more information, please contact:

Craig Gottfred, P.Eng.

Manager, Wastewater Engineering and Planning

Tel: 250.474.9620

Mobile: 250.661.2024

Email: [cgottfred@crd.bc.ca](mailto:cgottfred@crd.bc.ca)

On April 8, 2015, the Capital Regional District Board approved the Referendum question as follows:

*Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw No.4008, "Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 1, 2015", authorizing the Capital Regional District to borrow an amount up to but not to exceed SIX MILLION FIFTY THOUSAND DOLLARS (\$6,050,000) for the purpose of administering, planning, designing, acquiring and constructing the capital renewal and upgrade of the Magic Lake Estates Wastewater System.*

*YES or NO?*