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**Minutes of a Meeting of the Magic Lake Estates Water and Sewer Committee
Held Tuesday, November 14, 2017 in the Main Conference Room, 479 Island Highway,
Victoria, BC**

PRESENT: **Committee Members:** K. Heslop (Chair), D. Reed, J. Fossil, A. Wilson, J. Gill

Staff: I. Jesney, Senior Manager, Infrastructure Engineering, M. McCrank, Senior Manager, Infrastructure Operations, D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations, S. Mason, Manager Water Engineering and Planning, M. Cowley, Manager, Wastewater Engineering and Planning, J. Kyu-Chang, Financial Analyst, S. Orr (recorder)

ABSENT: Director D. Howe, W. Foster

The meeting was called to order at 9:35 a.m.

1 Election of Chair and Vice Chair

I. Jesney called for nominations for the Chair of the Magic Lake Estates Water and Sewer Committee for 2017-2018 term.

D. Reed nominated K. Heslop.

I. Jesney called a second and third time for further nominations and, as there were none, declared K. Heslop elected as Chair of the Magic Lake Estates Water and Sewer Committee for 2017 by acclamation.

K. Heslop assumed the Chair and called for nominations for the position of Vice-Chair of the S Magic Lake Estates Water and Sewer Committee for 2017.

D. Reed nominated A. Wilson.

K. Heslop called a second and third time for further nominations and, as there were none, declared A. Wilson elected as Vice-Chair of the Magic Lake Estates Water and Sewer Committee for 2017 by acclamation.

2 Approval of Agenda

The following item was added under New Business:

- Request for Sewer Service Area Inclusion – 2614 Chart Drive

MOVED by J.Gill, SECONDED by A. Wilson

That the revised agenda be approved as amended.

CARRIED

3 Adoption of Minutes of October 10, 2017

A. Wilson stated that under New Business the reference to Magic Lake Dam be changed to Buck Lake Dam.

MOVED by J.Gill, SECONDED by A. Wilson

That the minutes of October 10, 2017 be adopted as amended.

CARRIED

4 Motion to Close the Meeting

MOVED by J. Gill, SECONDED by A. Wilson,

That the Magic Lake Estates Water and Sewer Committee close the meeting in accordance with the Community Charter, Part 4, Division 3, 90(1)(g) litigation or potential litigation affecting the municipality.

CARRIED

The Magic Lake Estates Water and Sewer Committee closed the meeting at 9:42 a.m. and resumed in open session at 10:15 a.m.

5 Water Update

I. Jesney presented a verbal report and provided a handout that will be included as part of the agenda package. He recommended that every third barrier along Buck Lake be removed to address newt migration at a cost of \$8,000.00 out of the Capital Reserve.

MOVED by J. Gill, **SECONDED** by J. Fossil,

That the Magic Lake Estates Water and Sewer Committee approve the expenditure of \$8,000 from the capital reserve to remove every third barrier on Buck Lake to permit newt migration.

CARRIED

6 Wastewater Update

M. Cowley presented a verbal report and provided a handout that will be included as part of the agenda package.

7 Operations Report

M. McCrank presented a verbal report and provided a handout that will be included as part of the agenda package.

8 2018 Operating and Capital Budgets (staff report)

I. Jesney spoke to the report and provided an overview of the 2018 Operating and Capital Budget.

MOVED by J. Gill, **SECONDED** by D. Reed,

1. That the Magic Lake Estates Water and Sewer Committee approve the 2018 Operating and Capital Budget as amended, for the:

- Magic Lake Estates Water System Local Service as amended and recommend that the 2017 actual surplus or deficit be balanced on the 2017 transfer to the Capital Reserve Fund;

- Magic Lake Estates Water System Second Local Service as presented and recommend that the 2017 actual surplus or deficit be balanced on the 2018 parcel tax;
 - Magic Lake Estates Sewerage System Local Service as presented and recommend that the 2017 actual surplus or deficit be balanced on the 2017 transfer to the Capital Reserve Fund; and
2. That the Magic Lake Estates Water and Sewer Committee recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2018 Operating and Capital Budget and the five year Financial Plan for the Magic Lake Estates Water and Sewer Services as presented.

CARRIED

9 Correspondence

There was no correspondence.

10 New Business

Request for Sewer Service Area Inclusion – 2614 Chart Drive

M. Cowley provided a staff report and stated that the property owner has submitted a request to be included in the sewer service area inclusion. He stated that staff has done assessments and there is enough capacity to accommodate the request.

MOVED by J. Gill, **SECONDED** by D. Reed,

That the Magic Lake Estates Water and Sewer Committee approve in principle the request for inclusion of the property at 2614 Chart Drive in the Magic Lake Estates sewer service area subject to the property owner meeting the four conditions as noted within the November 14, 2017 staff report.

CARRIED
J. Fossil Abstain

A brief discussion took place about secondary suites.

An inquiry was made about the rules regarding attendance at meeting.

11 Adjournment

MOVED by J. Fossil, **SECONDED** by J. Gill,

That the meeting be adjourned at 11:32 a.m.

CARRIED