



Making a difference...together

MAGIC LAKE ESTATES WATER AND SEWER COMMITTEE

Notice of Meeting on **Tuesday, October 8, 2019 at 9:30 a.m.**

Main Conference Room, 479 Island Highway, Victoria BC

Kathy Heslop (Chair)
Wally Foster
Alex Wilson

Jean Deschenes
Director Dave Howe

Michael Fossil
David Reed

AGENDA

1. Approval of Agenda
2. Adoption of Minutes of the meeting held September 10, 2019
3. Committee Business
 - 3.1. Water Update (verbal report with handout)
 - 3.2. Operations Update (verbal report with handout)
 - 3.3. Wastewater Update (verbal report with handout)
 - 3.4. Grants Discussion
 - 3.5. Update on Sewer/Water Billing
 - 3.6. Update on Water Conservation Incentives
4. New Business
5. Adjournment

Next Meeting: November 12, 2019

To ensure quorum, advise Sharon at 250-474-9622 if you are unable to attend.



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**Minutes of a Meeting of the Magic Lake Estates Water and Sewer Committee
Held Tuesday, September 10, 2019 in the Main Conference Room, 479 Island Highway
Victoria, BC**

PRESENT: Committee Members: K. Heslop (Chair); M. Fossil; D. Reed, W. Foster D. Howe, Southern Gulf Islands Electoral Area Director (via tele-conference)

Staff: I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager, Infrastructure Operations, S. Orr (recorder)

REGRETS: A. Wilson

The meeting was called to order at 9:30 a.m.

1. APPROVAL OF AGENDA

The following item was added to the agenda:

3. Grants Discussion

MOVED by W. Foster, **SECONDED** by D. Reed,
That the Magic Lake Estates Water and Sewer Committee approve the agenda as amended.

CARRIED

2. ADOPTION OF MINUTES OF JULY 9, 2019

MOVED by M.Fossil, **SECONDED** by W. Foster,

That the Magic Lake Estates Water and Sewer Committee adopt the minutes of the meeting held July 9, 2019.

CARRIED

3. GRANTS DISCUSSION

A discussion took place about the process for applying for grants and how they might apply to the wastewater treatment plant project. Staff answered questions from the committee

Discussion took place about the grants program at CRD and wonder if the community should put pressure on politicians for grant support.

D. Howe joined the meeting via tele-conference 9:48 a.m.

Discussion took place about funding opportunities. Director Howe stated that he is looking at hiring a grants specialist particularly for the Southern Gulf Islands.

Director Howe left the meeting at 10:09 a.m.

MOVED by D. Reed, **SECONDED** by W. Foster,
That grants discussion be included on every agenda.

CARRIED

4. WATER UPDATE

I. Jesney presented a handout and provided updates on the following:

Water Treatment Plant – Stainless Steel Replacement

- Agreements to carry out the work are still being finalized.
- Remediation work is anticipated for October 2019.

Schooner, Capstan and Signal Hill PRV

- Installation is complete with the exception of decorative wrapping.
- Image selection for wrapping is underway.

Buck Lake Dam – 2019 Dam Safety Review

- Hatch Ltd. will be carrying out field inspections in early October.

Staff answered questions from the committee.

5. OPERATIONS UPDATE

M. McCrank presented a handout and provided updates on the following:

Water Operations Highlights:

- Emergency response to a report of a water leak at 37236 Schooner Way.
- Installation of water service connection at 3709 Port Road.
- Emergency response to a failed SCADA computer monitor.
- Replacement of micro flush controller on Anchor Way.
- Emergency response to a report of a water leak at 3729 Bosun Way.

Wastewater Operations Highlights:

- Cannon waste water treatment plant air lift broken pipe repair.
- Repair to damaged manhole cover (S7115) located at 3777 Privateers Road.
- Environment Canada inspection of Schooner Way and Cannon waste water treatment facilities.

Capital Improvement work:

- Assisting the contractor, Ridgeline Mechanical, with the replacement of pressure regulating stations (PRS) including the newly replaced Signal Hill PRS during this period.

Staff answered questions from the committee.

6. WASTEWATER UPDATE

I. Jesney presented a handout and provided updates on the following:

Magic Lake Estates Wastewater Infrastructure Renewal

- The CRD Board passed the following motion at their July 10, 2019 meeting:
 1. That Bylaw No. 4320 “Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019” be introduced and read a first and second time;
 2. That Bylaw No. 4320 be read a third time;
 3. To direct staff to implement a referendum process under Section 344 of the *Local Government Act*;
 4. To direct staff to seek all possible grant funds eligible for wastewater infrastructure to assist with completing other required upgrades to the Magic Lake Estates Wastewater System;
 5. To appoint Kristen Morley, General Manager, Corporate Services & Corporate Officer, as Chief Election Officer and Emilie Gorman, Deputy Corporate Officer, as Deputy Chief Election Officer with the power to appoint election officials as required;
 6. Approve the wording of the bylaw question for the purposes of the ballot as follows:

Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw No. 4320, “Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019” authorizing the Capital Regional District to borrow an amount up to but not to exceed SIX MILLION DOLLARS (\$6,000,000) 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?”
 7. Approve that the General Voting Day be held on Saturday, November 23, 2019 with the Advance Voting opportunities held on Wednesday, November 13, 2019 and Wednesday, November 20, 2019 at voting places to be determined by the Chief Election Officer; and
 8. Approve the synopsis of Bylaw No. 4320, attached as Appendix A, for advertising purposes.
- Bylaw 4320 has been sent to the Inspector of Municipalities and we are awaiting for their approval.
- Information on the referendum was provided at the August 17, 2019 MLE Annual General Meeting.
- Background info can be found at www.crd.bc.ca/magiclake-sewer
- Referendum info can be found at www.crd.bc.ca/magiclake-vote

7. NEW BUSINESS

7.1. Correspondence

Letter from Clive and Shirley Lowes re: Water Usage

I. Jesney spoke to the correspondence received at the Annual General Meeting held August 17, 2019. He stated the letter is about combining wastewater and water prices.

A discussion took place about wastewater and water billing.

MOVED by M.Fossl, **SECONDED** by W. Foster,
That the correspondence be received for information.

CARRIED

MOVED by W. Foster, **SECONDED** by M.Fossl,
That the Magic Lake Estates Water and Sewer Committee direct staff to write a report
regarding combining water and wastewater billing.

CARRIED

A discussion took place about water conservation.

MOVED by W. Foster, **SECONDED** by M.Fossl,
That the Magic Lake Estates Water and Sewer Committee direct staff to report back on
whether or not the committee can offer incentive programs for water conservation.

CARRIED

8. ADJOURNMENT

MOVED by K. Heslop, **SECONDED** by W. Foster,
That the meeting be adjourned at 10:44 a.m.

CARRIED

Chair

Secretary