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**MINUTES OF A MEETING OF THE MAGIC LAKE ESTATES WATER AND SEWER COMMITTEE held Tuesday, December 10, 2019 in the Main Conference Room, 479 Island Highway Victoria, BC**

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**PRESENT:** **Committee Members:** K. Heslop (Chair), M. Fossil, W. Foster, J. Deschenes, M. Kenwell, D. Howe, Southern Gulf Islands Electoral Area Director (9:36 a.m.)

**Staff:** T. Robbins, General Manager; I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager, Infrastructure Operations; M. Cowley, Manager Regional Wastewater; S. Orr (recorder)

**REGRETS:** D. Reed

The meeting was called to order at 9:29 a.m.

**1. APPROVAL OF AGENDA**

The agenda be amended as follows:

- Item 3.4 be moved to Item 3.1

**MOVED** by M.Fossil, **SECONDED** by M. Kenwell,  
That the agenda be approved as amended.

**CARRIED**

**2. ADOPTION OF MINUTES OF NOVEMBER 12, 2019**

**MOVED** by M.Fossil, **SECONDED** by J. Deschenes,  
That the minutes of the meeting held November 12, 2019 be adopted.

**CARRIED**

**3. COMMITTEE BUSINESS**

**3.1. Grants Discussion**

T. Robbins congratulated the committee on a successful referendum and stated that staff met with Ministry of Municipal Affairs and Housing to discuss the referendum results and next steps. He stated the next intake date for the *Canada-British Columbia Investing in Canada Infrastructure Program Green Infrastructure Grant* is February 26, 2020, with the announcement scheduled for 2021. The project will begin in 2020 as planned. He stated that if the Province requires modifications to the scope of services it would be best to communicate this to the ratepayers.

***Director Howe joined the meeting.***

A discussion took place about the grant application and staff answered questions from the committee.

**3.2. Water Update (verbal report with handout)**

I. Jesney presented a handout and stated that staff are awaiting information from the contractor's lawyer regarding revised schedule. He provided a background to the committee on the issue.

Staff answered questions from the committee.

**3.3. Wastewater Update (verbal report with handout)**

M. Cowley presented a handout and provided updates on the referendum and notification process which stated:

- The official results of the referendum from the Chief Election Officer are summarized as follows:

Yes	207	(85%)
No	36	(15%)
<b>Total ballots cast</b>	<b>243</b>	<b>(100%)</b>

- For comparison, in 2015, the total number of ballots cast was 220 and 57% voted "No". This time the referendum succeeded with a significant majority.
- Funds would not be available to start the planning and initiation work until February or March 2020. However, in order to commence with some planning work and to complete an application for the BC Green Infrastructure grant, the Committee could approve using funds from the Capital Reserve Fund. The deadline for the grant submission is February 26, 2020. Evaluation and announcement of the grants would likely not happen until late 2020.
- It is estimated that about \$20,000 would be needed to commence with the planning work and about \$15,000 will be needed to pay for the referendum costs, so a total of \$35,000 would enable staff to proceed sooner rather than later. The total final referendum cost will be known by the end of December.

A discussion took place about the grant application process.

**MOVED** by M. Kenwell, **SECONDED** by W. Foster,  
That the Magic Lake Estates Water and Sewer Committee use \$35,000 from capital reserves to fund the grant process and pay for the referendum costs.

**CARRIED**

Staff answered questions from the committee.

**3.4. Operations Update (verbal report with handout)**

M. McCrank presented a handout and provided the following update:

Water Operations Highlights:

- Corrective maintenance of broken chemical supply line (poly aluminum chloride) at the Magic Lake Water Treatment Facility.

- Replacement of a damaged water meter located at the Chart Drive wastewater pump station site.

Wastewater Operations Highlights:

- Corrective maintenance of a broken Ultra-violet lamp at the Schooner Wastewater Treatment Facility.

Staff answered questions from the committee about maintenance.

**4. NEW BUSINESS**

Discussion took place and staff replied to questions from the committee regarding:

- Presence of blue green algae against the dam on Buck Lake.
- Water runoff from surrounding properties.
- Temporary use permits.

**5. ADJOURNMENT**

The Magic Lake Estates Water and Sewer Committee meeting was adjourned at 10:30 a.m.

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Chair

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Secretary