



Making a difference...together

MAGIC LAKE ESTATES WATER AND SEWER COMMITTEE

Notice of Meeting on **Tuesday, July 14, 2020 at 9:30 am**
Goldstream Meeting Room, 479 Island Highway, Victoria, BC

For members of the public who wish to listen to the meeting via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

Kathy Heslop (Chair)
Wally Foster
David Reed

Jean Deschenes
Director Dave Howe

Michael Fossil
Marika Kenwell

AGENDA

1. APPROVAL OF AGENDA

Recommendation: That the agenda be approved.

2. ADOPTION OF MINUTES OF MAY 12, 2020

Recommendation: That the minutes of May 12, 2020 be adopted.

3. APPROVAL OF RESOLUTION

1. That this resolution applies to the Magic Lake Estates Water and Sewer Committee for the meetings being held between July 1, 2020 and December 31, 2020.
2. That the attendance of the public at the place of the meeting cannot be accommodated in accordance with the applicable requirements or recommendations under the *Public Health Act*, despite the best efforts of the Magic Lake Estates Water and Sewer Committee, because:
 - a. The available meeting facilities cannot accommodate more than (8) people in person, including members of the Magic Lake Estates Water and Sewer Committee and staff, and
 - b. There are no other facilities presently available that will allow physical attendance of the Magic Lake Estates Water and Sewer Committee and the public in sufficient numbers; and
3. That the Magic Lake Estates Water and Sewer Committee is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:
 - a. By allowing the public to hear or participate via teleconference or electronic meeting software,
 - b. By providing notice of the meeting in newspaper or local notice Board, including the methods for providing written or electronic submissions,
 - c. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
 - d. By strongly encouraging the provision of, and subsequently receiving and distributing to members, written correspondence from the public in advance of the meeting, and
 - e. By making the minutes of the meeting available on the CRD website following the meeting.

Recommendation: That the Magic Lake Estates Water and Sewer Committee adopt the resolution as presented.

To ensure quorum, advise Sharon Orr at 250-474-9622 or sorr@crd.bc.ca if you are unable to attend.

4. COMMITTEE BUSINESS

- 4.1. Water Update
- 4.2. Wastewater Update
- 4.3. Operations Update
- 4.4. Grants Discussion

5. NEW BUSINESS

6. ADJOURNMENT

Next meeting: August 11, 2020

MINUTES OF A MEETING OF THE MAGIC LAKE ESTATES WATER AND SEWER COMMITTEE held Tuesday, May 12, 2020 in the Main Conference Room, 479 Island Highway Victoria, BC

PRESENT: **Committee Members (via tele-conference):** K. Heslop, J. Deschenes, M. Fossil, W. Foster (9:38 am), M. Kenwell, D. Reed, D. Howe, Southern Gulf Islands Electoral Area Director

Staff (at 479 Island Highway): I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager Wastewater Operations; M. Cowley, Manager, Wastewater Engineering and Planning; S. Orr (recorder)

The meeting was called to order at 9:32 am

1. APPROVAL OF AGENDA

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

CARRIED

2. ADOPTION OF MINUTES OF FEBRUARY 11, 2020

MOVED by J. Deschenes, **SECONDED** by D. Reed,
That the minutes of the meeting held February 11, 2020 be adopted.

CARRIED

3. COMMITTEE BUSINESS

3.1. Water Update

I. Jesney stated the following:

- Capital Regional District (CRD) staff and the CRD lawyer continue to work on the Stainless Steel Replacement issue involving Rohl/insurer through Rohl's lawyer.
- Currently the insurer is prepared to pay for the work although a contract has not been executed.
- Due to the COVID-19 situation progress is at a standstill.

3.2. Operations Update

M. McCrank stated the following:

Water Operations Highlights:

- Critical maintenance completed on the chemical feed system.
- Service leak repairs:
 - 2646 / 2648 Galleon Way
 - 2705 Anchor Way
- Magic Lake 150 mm portable lake syphon successful testing and commissioning activities.
- Corrective maintenance performed on the Buck Lake raw water pumps.
- Corrective maintenance performed on the Magic Lake Water Treatment Plant saturator pumps.

- Preventative maintenance performed on the Magic Lake Estates Water Treatment Plant dissolved air flotation tanks.

Wastewater Operations Highlights:

- Emergency response to Schooner Wastewater Treatment Facility, due to tank high level critical alarm.
- Cutlass Crescent Pump Station pump rail bracket replacement.
- Several emergency responses to Schooner Wastewater Treatment for low intensity Ultra-violet alarms.

3.3. Grants Discussion

There was no discussion.

4. MAGIC LAKE ESTATES SEWER UPGRADES- RFP 2020-578 CONSULTING SERVICES CONTRACT

M. Cowley introduced the report and provided a summary of the proposals received for the Magic Lake Estates Sewer Upgrades contract.

Discussion took place and staff answered questions from the committee about:

- Financial information presented in the report;
- Infrastructure Program - British Columbia – Green Infrastructure - Environmental Quality grant application; and,
- Contractor work during COVID-19.

MOVED by M. Kenwell, **SECONDED** by D. Reed,

1. That the Magic Lake Estates Water and Sewer Committee direct staff to proceed with awarding a contract to Stantec Consulting Ltd. in the amount of \$163,085.83 including 5% disbursements (excluding taxes).

CARRIED

Item 2 not considered.

2. Approve a provision for an increase of fees up to a maximum of \$281,174.10 to complete the entire 6.3 km sewer replacement design, should the grant be received.

5. CORRESPONDENCE

5.1. Letter from Island Health, dated February 20, 2020, re: Investing in Canada Infrastructure Program Grant Support

MOVED by D. Howe, **SECONDED** by M. Fossil,

That the correspondence from Island Health be received for information.

CARRIED

6. NEW BUSINESS

Discussion took place about the following:

- Lump sum payments for loan re-payment
- Electronic meeting procedures
- Sewer upgrade project cost to taxpayers
- Notification about contractors coming onto Pender Island for work

7. ADJOURNMENT

MOVED by D. Howe, **SECONDED** by M. Fossil,
That the Magic Lake Estates Water and Sewer Committee be adjourned at 10:36 am.

Chair

Secretary