



Making a difference...together

MAGIC LAKE ESTATES WATER AND SEWER COMMITTEE
 Notice of Meeting on **Tuesday, February 9, 2021 at 9:30 am**
 Goldstream Conference 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. ELECTION OF VICE CHAIR

3. ADOPTION OF MINUTES OF JANUARY 12, 2021

Recommendation: That the minutes of the January 12, 2021 meeting be adopted.

4. PRESENTATIONS / DELEGATIONS

In keeping with directives from the Province of BC, this meeting will be held without the public present. A phone in number is provided above that will allow the public to listen to the meeting.

Presentation and Delegation requests can be made [online](#) or complete this [printable form](#) (PDF). Requests must be received no later than 4:30 pm two calendar days prior to the meeting.

5. COMMITTEE BUSINESS

- 5.1. Water Update
- 5.2. WasteWater Update
- 5.3. Operations Update
- 5.4. Grants Discussion

6. CORRESPONDENCE

7. NEW BUSINESS

8. ADJOURNMENT

Next meeting: March 9, 2021

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

MINUTES OF A MEETING OF THE MAGIC LAKE ESTATES WATER AND SEWER COMMITTEE held Tuesday, January 12, 2021 in the Goldstream Conference Meeting Room, 479 Island Highway Victoria, BC

PRESENT: **Committee Members:** K. Heslop, M. Fossil

By WebEx: J. Deschenes, W. Foster, M. Kenwell, D. Reed, P. Brent, Southern Gulf Islands Alternate Electoral Area Director

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

By WebEx: M. Cowley, Manager Wastewater Engineering and Planning

The meeting was called to order at 10 am.

1. RESOLUTION FOR APPROVAL

1. That this resolution applies to the Magic Lake Estates Water and Sewer Committee for the **meetings being held January 1, 2021 – December 31, 2021**, and
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 opening, 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.

MOVED by K. Heslop, **SECONDED** by M. Kenwell

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

CARRIED

The Committee requested that staff provide information regarding subscribing to agenda updates.

2. APPROVAL OF AGENDA

The following item was added:

3. Election of Chair

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

CARRIED

3. ELECTION OF CHAIR

- Nominations were called for Chair of the Magic Lake Estates Water and Sewer Committee for a one-year term.
- M. Fossil and M. Kenwell nominated K. Heslop.
- K. Heslop agreed to stand.
- K. Heslop nominated M. Fossil.
- M. Fossil declined.
- Nominations were called for two additional times, and hearing none, K. Heslop was elected as Chair by acclamation.

4. ADOPTION OF MINUTES OF NOVEMBER 26, 2020

MOVED by P. Brent, **SECONDED** by M. Kenwell,
That the minutes of the meeting held November 26, 2020 be adopted.

CARRIED

5. COMMITTEE BUSINESS

5.1. Water Update (verbal report with handout)

Ian Jesney provided the following update:

Water Treatment Plant – Stainless Steel Pipe Replacement

- Capital Regional District (CRD) staff and the CRD's lawyer continue to work on the Stainless Steel Replacement issue involving Rohl/insurer through Rohl's lawyer. The Contract documents are being updated to address COVID-19 issues, WorkSafeBC prime-contractor issue, bonding and updated cost estimates.
- There has been no progress with Rohl's lawyer since the last update in November 2020.

5.2. Wastewater Update (verbal report with handout)

M. Cowley provided the following update:

Collection System Upgrades

- The tender documents were completed in early December and issued for tender on December 10, 2020.
- A pre-tender meeting was held on January 7, 2021. About eight contractors attended the meeting, some left early.

- The tender is scheduled to close on January 28, 2021. Assuming that a contract is awarded in February 2021, it is anticipated that construction could commence March 2021 and be completed by the end of summer 2021.

One-time Lump Sum Payment Process

- A Bylaw has been prepared to enable the one-time lump sum payment for customers to pay for their share of the \$6 Million loan versus making debt-servicing payments over 30 years.
- A letter has been sent to all parcel owners in August 2020 to inform them of the process.
- The closing date to receive the lump sum payments was November 27, 2020 which was extended to December 4, 2020. A total of 137 lump sum payments have been received.

Staff answered questions from the Committee regarding employing local contractors for upcoming projects.

5.3. Operations Update (verbal report with handout)

M. McCrank provided the following update:

Water Operations Highlights

- Water service line leak repair – 3748 Privateers Road.
- Water service line leak repair – 4755 Bosun Way.
- Emergency response to extended power outage as a result of a significant weather event beginning on December 21, 2020.
- Buck Lake and Magic Lake intake screen maintenance and cleaning by diving contractor.

Wastewater Operations Highlights

- Emergency response due to extended power outage as a result of a significant weather event beginning on December 21, 2020.
- Emergency corrective maintenance on standby generator used primarily at Galleon Way Pump Station.

Capital Improvement work

- Air Valve Replacement Project: Work continued on air valve replacements for the Magic Lake Water Service project 18-04. Infrastructure Operations is completing this work.

Staff answered questions from the Committee regarding exceedances and outflows.

5.4. Grants Discussion

Staff provided an update stating that results of the Investing in Canada Infrastructure Program grant application should be announced in the spring of 2021.

6. CORRESPONDENCE

There was no correspondence.

7. MOTION TO CLOSE THE MEETING

MOVED by M. Fossil, **SECONDED** by M. Kenwell,

That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90(1)(g) litigation or potential litigation affecting the municipality.

CARRIED

8. RISE AND REPORT

The Committee rose from its Closed session at 10:41 am without report.

9. NEW BUSINESS

There was no new business.

10. ADJOURNMENT

MOVED by M. Fossil, **SECONDED** by M. Kenwell,

The meeting be adjourned at 10:42 am.

CARRIED

Chair

Secretary