



Making a difference...together

**MINUTES OF A MEETING OF THE Magic Lake Estates Water and Sewer Committee, held Tuesday, February 13, 2024 at 9:30 a.m., In the Goldstream Conference Room, 479 Island Highway, Victoria, BC**

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**PRESENT:** **Committee Members:** M. Fossil (Chair); A. Cyr (Vice Chair); P. Brent (EA Director); J. Deschenes (EP); M. Rondeau (EP); R. Sullivan (EP)

**Staff:** J. Marr, Senior Manager, Infrastructure Engineering; J. Dales, Senior Manager, Wastewater Operations; J. Kelly, Manager, Capital Projects; D. Robson, Manager, Saanich Peninsula and Gulf Island Operations; M. Risvold (Recorder)

**REGRETS:** D. Reed

EP = Electronic Participation

The meeting was called to order at 9:35 am.

**1. ELECTION OF CHAIR**

The Senior Manager called for nominations for the position of Chair of the Magic Lake Estates Water and Sewer Committee for the term ending December 31, 2024.

P. Brent nominated M. Fossil. M. Fossil accepted the nomination.

The Senior Manager called for nominations a second time.

M. Rondeau nominated R. Sullivan. R. Sullivan accepted the nomination.

The Senior Manager called for nominations a third and final time.

Ballots were distributed by D. Dionne and M. Risvold and collected by D. Dionne. The confidential texting poll was opened by M. Risvold.

The ballots (including the texting votes) were counted by D. Dionne and M. Risvold.

The Senior Manager declared M. Fossil Chair of the Magic Lake Estates Water and Sewer Committee for the term ending December 31, 2024.

**MOVED** by A. Cyr and **SECONDED** by P. Brent,  
That the ballots be destroyed.

**CARRIED**

**2. ELECTION OF VICE CHAIR**

The Chair called for nominations for the position of Vice Chair of the Magic Lake Estates Water and Sewer Committee for the term ending December 31, 2024.

J. Deschenes nominated A. Cyr. A. Cyr accepted the nomination.

The Chair called for nominations a second time.

M. Rondeau nominated R. Sullivan. R. Sullivan accepted the nomination.

The Chair called for nominations a third and final time.

Ballots were distributed by D. Dionne and M. Risvold and collected by M. Risvold.  
The confidential texting poll was opened by M. Risvold.

The ballots (including the texting votes) were counted by D. Dionne and M. Risvold.

The Chair declared A. Cyr Vice Chair of the Magic Lake Estates Water and Sewer Committee for the term ending December 31, 2024.

**MOVED** by P. Brent and **SECONDED** by A. Cyr,  
That the ballots be destroyed.

**CARRIED**

### **3. APPROVAL OF AGENDA**

The following was added to the agenda as new business:

- Properties with Zero Water Usage
- Secondary Suite Capacity within the Magic Lake Estates Area
- Condition of the water distribution system

**MOVED** by P. Brent, **SECONDED** by A. Cyr,  
That the agenda be approved as amended.

**CARRIED**

### **4. ADOPTION OF MINUTES**

**MOVED** by P. Brent, **SECONDED** by J. Deschenes,  
That the minutes of the November 14, 2023 meeting be adopted.

**CARRIED**

### **5. CHAIR'S REMARKS**

The Chair made no remarks.

### **6. PRESENTATIONS/DELEGATIONS**

There were none.

### **7. SENIOR MANAGER'S REPORT**

J. Marr stated he is looking forward to working with the committee in 2024.

### **8. COMMITTEE BUSINESS**

#### **8.1. Project and Operations Update**

Staff provided a capital projects and operational update.

Staff responded to the following questions:

- If there is a habitat restoration plan for when the wastewater treatment project is complete as there is an overgrowth of invasive and toxic Daphne currently growing on the bank. Staff advised they will notify the design team of the Daphne growing and will determine if there is anything available to combat the future growth.
- The ability to share Capital Regional District (CRD) briefings and documents publicly. Staff advised information available on the CRD website is public and can be shared on social media etc., noting it is beneficial to share links to documents and webpages to ensure the information being shared is current.
- What is done to identify higher inflows traced back to private properties. Staff advised once the property is identified, CRD will approach the property owner to advise them of high flows.
- If the new wastewater facility will have more protection against freezing. Staff responded that it will be built in.

## **9. CORRESPONDENCE**

There was none.

## **10. NEW BUSINESS**

### **10.1. Properties with Zero Water Usage**

The committee requested quarterly statistics including the number of properties that are not using any water. Staff advised that will investigate what they could provide to the committee.

### **10.2. Capacity for Secondary Suites within the Magic Lake Estates Area**

The committee asked staff if the Magic Lake Estates Water and Wastewater systems will allow for secondary suites.

Staff advised both the water and wastewater systems were constructed for a full build-out of the existing lots but does not believe that included secondary suites.

Staff noted that the Magic Lake Estates is not fully built out, however, there could be an issue if secondary suites were permitted, and the lots get built out, there may not be capacity.

The Electoral Area Director requested a professional staff assessment as to how many secondary suites could be supported considering the level of risk.

Discussion ensued regarding:

- Management practices for community growth
- Anticipated usage for a full build-out
- Risks associated with a full build-out combined with secondary suites
- What is considered a full build-out

### **10.3. Leak Detection/Condition of the Water Distribution System**

The committee discussed initiating a plan to upgrade the water distribution system, wanting to begin the planning process, and the ability to have zone meters installed. Staff advised it is a great idea, noting assets should be considered as they are older.

An asset management plan will be presented to the committee to show the age of the assets and costs associated with upgrading.

Discussion ensued regarding:

- Zone meters
- Pressure regulating valve stations
- Unaccounted for water for 2022
- Addressing issues as an ongoing basis
- Leak detection program
- Annual report data

**MOVED** by P. Brent, **SECONDED** by A. Cyr,

That the committee direct staff to prepare a report and include the available options and estimated costs to reduce the amount of non-revenue water associated with system losses.

**CARRIED**

Staff responded to a question regarding invasive ivy removal at the wastewater treatment plant, and the ability for community members to volunteer their time for the removal work. Staff will follow-up with the committee as there would likely be an indemnification.

**Requests from the committee:**

- Staff to provide information indicating the number of properties that are not using any water.
- Staff to provide an assessment as to how many secondary suites the current systems can support considering the level of risk.
- Staff to provide follow-up to the committee regarding the ability for community members volunteering their time to remove ivy.

**11. ADJOURNMENT**

**MOVED** by P. Brent, **SECONDED** by M. Rondeau,

That the February 13, 2024 meeting be adjourned at 10:49.

**CARRIED**

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**CHAIR**

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**SECRETARY**