



Making a difference...together

**REPORT TO MAGIC LAKE ESTATES WATER AND SEWER LOCAL SERVICES  
COMMITTEE  
MEETING OF TUESDAY, FEBRUARY 10, 2015**

---

**SUBJECT     MAGIC LAKE ESTATES WASTEWATER INFRASTRUCTURE RENEWAL  
PROJECT – REFERENDUM AND NEXT STEPS**

**ISSUE**

To outline the Referendum process and the next steps required to advance to the Magic Lakes Estates Wastewater Infrastructure Renewal project.

**BACKGROUND**

At the January 13, 2015 committee meeting, the motion to approve a 25 year amortization period was defeated, as the vote resulted in a 2 - 2 tie. The community will want to know the amortization period as part of the Referendum process to ensure they understand the implications from a parcel tax perspective.

Since that committee meeting, a staff report was prepared for the Electoral Area Services Committee (EASC) on January 21, 2015 with the following recommendations to the Capital Regional District (CRD) Board:

*That the Electoral Area Services Committee recommends to the Capital Regional District Board:*

- a) That the Capital Regional District Board endorse the New Building Canada - Small Community Fund grant application to cover up to a maximum of two-thirds of the project's grant-eligible costs for the Magic Lake Estates Wastewater System Renewal Project and commit to completing a referendum process to seek elector consent of the loan authorization bylaw required to implement the project; and*
- b) That Bylaw No. 4008, "Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 1, 2015" be introduced and read a first and second time, and read a third time; and*
- c) That Capital Regional District staff implement a referendum process under Section 801.2 of the Local Government Act.*

The EASC approved the recommendations which will be presented to the CRD Board at the meeting of February 11, 2015 for their approval.

The New Building Canada - Small Communities Fund (SCF) grant application deadline is February 18, 2015. The staff are working on finalizing the grant submission.

**THE NEXT STEPS IN THE PROCESS**

- |  |                 |
|--|-----------------|
| 1) Confirm a loan amortization period 15 year or 25 year                             | Feb 10          |
| 2) Board approves the 1st, 2nd and 3rd readings of the Loan Authorization Bylaw      | Feb 11          |
| 3) Send Loan Authorization Bylaw to Inspector of Municipalities (4-6 weeks)          | Feb 12          |
| 4) Submit New Building Canada Building - Small Communities Fund Grant Application    | Feb 19          |
| 5) Determine date of referendum (Legislative & Information Services),                |                 |
| <i>If Referendum date is June 27, the following timeline would be followed</i>       |                 |
| 6) Staff report to Board to set question, establish polls & appoint Election Officer | Mar 11          |
| 7) Based Referendum date of June 27 - Approval of Inspector of Municipalities        | Apr 6           |
| 8) Proposed 2 <sup>nd</sup> Open House   | May 30 or Jun 6 |
| 9) Advertise Official Notices prior to Referendum                                    | Apr - May       |
| 10) Advance Voting (Wednesday before Vote)   | Jun 10 & Jun 24 |
| 11) Proposed Referendum Voting Day   | Jun 27          |
| 12) Board receives referendum results and, if successful, adopts bylaws              | Jul 8           |
| 13) 30 day Squashing Period ends   | Aug 8           |
| 14) Apply for Certificate of Approval  | Aug 10          |
| 15) Potential Announcement of New Building Canada Fund Grant                         | Fall 2015       |
| 16) Secure initial draw on MFA Loan  | October         |

In order to proceed with the referendum process and next steps, it is recommended that the committee identify the preferred amortization period of 15 years or 25 years.

**ALTERNATIVES**

**Alternative 1**

That the Magic Lake Estates Water and Sewer Local Services Committee approve an amortization period of 25 years for the loan authorization for the Magic Lake Estates Infrastructure Renewal Project.

**Alternative 2**

That the Magic Lake Estates Water and Sewer Local Services Committee approve an amortization period of 15 years for the loan authorization for the Magic Lake Estates Infrastructure Renewal Project.

**IMPLICATIONS**

**Alternative 1** - As indicated in the public feedback survey, there is strong support (56% of survey respondents) for this alternative and annual cost to the property owner was identified as a significant consideration.

**Alternative 2** - From the public feedback survey, only 32% of the respondents chose this alternative.

**CONCLUSION**

The loan amortization period is an item in the referendum process that needs to be finalized as part of the Magic Lake Estates Wastewater Renewal project.

**RECOMMENDATION**

That the Magic Lake Estates Water and Sewer Local Services Committee approve an amortization period of 25 years for the loan authorization for the Magic Lake Estates Infrastructure Renewal Project.

---

Craig Gottfred, P.Eng  
Manager, Wastewater Engineering and  
Planning

---

Peter Sparanese, P.Eng.  
Senior Manager, Infrastructure  
Engineering & Operations  
Concurrence

---

Ted Robbins, B.Sc., C.Tech.  
General Manager, Integrated Water  
Services  
Concurrence

CG:ls: