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**Minutes of a Meeting of the Magic Lake Estates Water and Sewer Committee
Held Tuesday, November 12, 2019 in the Main Conference Room, 479 Island Highway
Victoria, BC**

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

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

The meeting was called to order at 9:30 a.m.

Introductions were made around the table.

1. 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.
- Nominations were called for two additional times, and hearing none, K. Heslop was elected as Chair by acclamation.

2. APPROVAL OF AGENDA

MOVED by W. Foster, **SECONDED** by M.Fossil,
That the Magic Lake Estates Water and Sewer Committee approve the agenda as circulated.
CARRIED

3. ADOPTION OF MINUTES OF OCTOBER 8, 2019

MOVED by M.Fossil, **SECONDED** by W. Foster,
That the Magic Lake Estates Water and Sewer Committee adopt the minutes of the meeting held October 8, 2019.
CARRIED

Director Howe joined the meeting at 9:32 am

4. COMMITTEE BUSINESS

4.1. Water Update (verbal report with handout)

I. Jesney presented a handout and provided updates on the following:

Water Treatment Plant – Stainless Steel Replacement

- Design engineer, Kerr Wood Leidal, is awaiting approval from the contractor to proceed with work.
- Still awaiting a revised schedule from the contractor, Rohl.

Schooner, Capstan and Signal Hill PRV

- Installation of wraps is complete.

Staff answered questions from the committee.

4.2. Wastewater Update (verbal report with handout)

I. Jesney presented a handout and provided updates on the referendum and notification process.

Staff answered questions from the committee.

4.3. Operations Update (verbal report with handout)

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

Water Operations Highlights:

- Participated in the annual Buck Lake Dam and Magic Lake Dam regulatory inspections.
- Corrective maintenance on the chlorine chemical feed system at the Magic Lake Water Treatment Facility.

Wastewater Operations Highlights:

- Significant preventative maintenance activity performed; draining, cleaning and inspection of the Cannon Wastewater Treatment Plant Aeration Ditch.

Capital Improvement work:

- Participated in the 10 year Dam Safety Review for Buck Lake Dam with Hatch Engineering Consultant and Infrastructure Engineering staff.
- Pressure Regulating Station Replacements: Assisted with the installation of kiosk wraps.

Staff answered questions from the committee.

4.4. Grants Discussion

I. Jesney stated that an inter-governmental grant for water and wastewater opportunities opens on October 30, 2019 and closes on February 26, 2020. He circulated the *“Canada-British Columbia Investing in Canada Infrastructure Program Green Infrastructure – Environmental Quality Sub-Stream Program Guide”* for information.

Staff answered questions from the committee.

5. 2020 OPERATING AND CAPITAL BUDGET

I. Jesney introduced the 2020 Operating and Capital Budget report and provided an overview of the key factors in the water and wastewater services influencing the budget.

D. Reed joined the meeting at 10:28 am

Staff answered questions from the committee.

MOVED by Director Howe, **SECONDED** by D. Reed,
That the Magic Lake Estates Water and Sewer Committee:

1. Approve the 2020 Operating and Capital Budget for the:
 - Magic Lake Estates Water System Local Service as presented and recommend that the 2019 actual surplus or deficit be balanced on the 2019 transfer to the Capital Reserve Fund; and
 - Magic Lake Estates Sewerage System Local Service as presented and recommend that the 2019 actual surplus or deficit be balanced on the 2019 transfer to the Capital Reserve Fund; and
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2020 Operating and Capital Budget and the five year Financial Plan for the Magic Lake Estates Water and Sewer Services as presented.

CARRIED

6. NEW BUSINESS

M. Kenwell asked if the committee would be interested in updates from other committees that she is part of.

7. ADJOURNMENT

The meeting be adjourned at 11:02 a.m.

CARRIED

Chair

Secretary