

Mill Bay Waterworks District

MBWD Regular Board Meeting Minutes

September 10, 2024

5:00 pm (Brentwood College, Fieldhouse Room)

In attendance: Gary Orton (Chair), Brook Adams (Trustee), Kevin Little (Trustee), Ron Bronstein (Trustee), Dan Flynn (Trustee), Stacey Glover (Financial Office Assistant), Paul Laraman (bystander),

The meeting was called to order at 5:00pm by Trustee Gary Orton.

1. ADOPTION OF THE AGENDA

MOTION: R2024-50 Moved by Trustee Little, seconded by Trustee Flynn

THAT the September 10, 2024, Agenda for the Regular Board Meeting be adopted.

CARRIED

2. ADOPTION OF MINUTES

2.1 Regular Board Meeting Minutes – August 13, 2024

MOTION: R2024-51 Moved by Trustee Little, seconded by Trustee Flynn

THAT the minutes from the August 13, 2024, Regular Board Meeting be adopted.

CARRIED

3. DELEGATION(S) - None

4. MATTERS ARISING FROM MINUTES - None

5. STAFF REPORTS

5.1 Managers' Report

Chairperson Orton reported that MBWD's new District Administrator, RaeAnn Reitor, will be starting tomorrow, September 11, 2024. There will be a more thorough Manager's Report at the October meeting.

5.2 Operators Report

The Operator's report was discussed in detail. All hydrants have been serviced and are working. The annual maintenance schedule has been re-established.

Illegal connections to our water system can compromise the quality of our water. All connections must be approved by MBWD and the Operator, with backflow prevention in place.

6. ENGINEERS REPORT – will be given by the Chairperson at the in-camera meeting.

7. DEVELOPMENT REPORT - will be given by the Chairperson at the in-camera meeting.

8. NEW BUSINESS

8.1 Leak Forgiveness Policy

The board of trustees would like to be notified by the District Administrator of any leak allowance applications. Information will be in the next newsletter to educate customers on checking for leaks.

9. OLD BUSINESS

9.1 Land Acknowledgement

This is ongoing; Trustee Bronstein will be meeting with Malahat Nation to discuss.

10. BYLAWS – None

11. CORRESPONDENCE -None

12. FINANCIAL

12.1 Finance Report – Memorandum

Finance Report for the month of August 2024 was presented.

12.2 Accounts Payable

MOTION: R2024-52 Moved by Trustee Flynn, seconded by Trustee Adams
THAT the accounts payable for August 2024 in the amount of \$77, 768.13 be approved.

CARRIED

13. ADJOURNMENT

MOTION: R2024-53 Moved by Trustee Little

THAT the Regular Board Meeting for September 10, 2024, be adjourned.

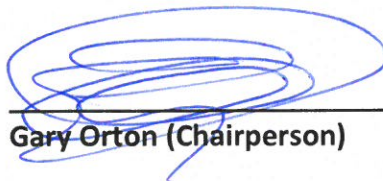
CARRIED

Adjourned at 5:40 PM

Next Regular Board Meeting will be October 08, 2024, at the Field House Room at Brentwood College.

Moved to In-Camera meeting.

Recorded by Stacey Glover, Financial Assistant



Gary Orton (Chairperson)



RaeAnn Reitor (District Administrator)