

Mill Bay Waterworks District

MBWD Regular Board Meeting Minutes

July 08, 2025

4:00 pm (Brentwood College, Fieldhouse Room)

In attendance: Gary Orton (Chair), Dan Flynn (Trustee), Brian Mullan (Trustee), Alex Jorgensen (Trustee), RaeAnn Reitor (District Manager)

The meeting was called to order at 4:00pm by Trustee Gary Orton.

1. ADOPTION OF THE AGENDA

MOTION: R2025-105 Moved by Trustee Orton, seconded by Trustee Jorgensen

THAT July 08, 2025, Agenda for the Regular Board Meeting be adopted.

CARRIED

2. MATTERS ARISING FROM MINUTES – None

3. ADOPTION OF MINUTES

3.1 Regular Board Meeting Minutes – June 10, 2025

MOTION: R2025-106 Moved by Trustee Jorgensen, seconded by Trustee Flynn

THAT the minutes from the June 10, 2025, Regular Board Meeting be adopted.

CARRIED

4. DELEGATION(S) – None

5. STAFF REPORTS

5.1 Managers' Report

Trustees reviewed the management report. Management informed the trustees that since the resolution was passed in June, we have collected about half of the amount owing. A letter will be ready for review at the August meeting for the overdue accounts.

5.2 Operators Report

Trustees reviewed the reports and had no questions at this time.

6. ENGINEERS REPORT –

7. DEVELOPMENT REPORT –

8. NEW BUSINESS-

- 8.1 The submitted leak allowance application was presented to the board. Trustees reviewed the information, and a motion was presented to grant a leak forgiveness. Administration will notify the customer of the boards decision.

MOTION: R2025-107 Moved by Trustee Orton, seconded by Trustee Flynn

THAT the board approved a leak forgiveness for this application.

CARRIED

9. OLD BUSINESS – None

10. BYLAWS –

10.1 Bylaw 319 was reviewed by Trustees.

First, Second and Third Readings: Approved on July 08, 2025.

MOTION: R2025-108 Moved by Trustee Flynn, Seconded by Trustee Mullan
THAT Bylaw 318 be signed and submitted to the province.

CARRIED

11. CORRESPONDENCE – None

12. FINANCIAL

12.1 Finance Report – Memorandum

Finance Report for the month of June 2025 was presented and all questions answered.

12.2 Accounts Payable

MOTION: R2025-109 Moved by Trustee Orton, seconded by Trustee Jorgensen
THAT the accounts payable for June in the amount of
\$ 82,037.86 be approved.

CARRIED

13. IN CAMERA/ CLOSED SESSION

Recommendation:

THAT the regular board meeting be suspended and the board move into the in camera meeting.

14. ADJOURNMENT

MOTION: R2025-110 Moved by Trustee Flynn

THAT the Regular Board Meeting for July 08, 2025, be adjourned.

CARRIED

Adjourned at 5:26 PM

Next Regular Board Meeting will be August 19, 2025, 4pm at Brentwood College, Field House Room, located in the Foote Athletic Hall.

Recorded by RaeAnn Reitor, District Manager



Gary Orton (Chairperson)



RaeAnn Reitor (District Manager)