

Mill Bay Waterworks District

MBWD Regular Board Meeting Minutes

January 20, 2026

4:00 pm (Brentwood College, Fieldhouse Room)

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

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

1. ADOPTION OF THE AGENDA

MOTION: R2026-138 Moved by Trustee Little, seconded by Trustee Jorgensen.

THAT January 20, 2026, 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 – December 09, 2025

MOTION: R2026-139 Moved by Trustee Mullan, seconded by Trustee Flynn

THAT the minutes from the December 09, 2025, Regular Board Meeting be adopted.

CARRIED

4. DELEGATION(S) – None

5. STAFF REPORTS

5.1 Managers' Report

Trustees reviewed the management report and had all questions answered. Management was asked to set up a meeting with Brentwood to discuss renewing the irrigation agreement.

5.2 Operators Report

Trustees reviewed the reports, and all questions were answered. Trustees agreed with the recommendation of the Operations Manager to leave Well 15603 as an observation well.

6. ENGINEERS REPORT –

7. DEVELOPMENT REPORT –

7.1 Chairman Orton gave an update on the development plans affecting Mill Bay.

8. NEW BUSINESS-

8.1 The dates that the trustees requested for the strategic planning session were February 27 and March 6. The meeting will be from 9-11am at the Kerry Park Boardroom.

9. OLD BUSINESS –

10. BYLAWS –

11. CORRESPONDENCE – None

12. FINANCIAL

12.1 Finance Report – Memorandum

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

12.2 Accounts Payable

MOTION: R2025-140 Moved by Trustee Jorgensen, seconded by Trustee Flynn
THAT the accounts payable for December in the amount of \$49,267.13 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: R2025-141 Moved by Trustee Mullan
THAT the Regular Board Meeting for January 20, 2026, be adjourned.

CARRIED

Adjourned at 5:35 PM

Next Regular Board Meeting will be February 17, 2026, 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)