

Mill Bay Waterworks District

MBWD Regular Board Meeting Minutes

June 16, 2026

4:00 pm (Kerry Park Lounge)

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

The meeting was called to order at 4:02pm by Chair Flynn.

1. ADOPTION OF THE AGENDA

MOTION: R2026-163 Moved by Trustee Orton, seconded by Trustee Mullan.

THAT June 16, 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 – May 19, 2026

MOTION: R2026-164 Moved by Trustee Jorgensen, seconded by Trustee Little

THAT the minutes from the May 19, 2026, Regular Board Meeting be adopted.

CARRIED

4. DELEGATION(S) – None

5. STAFF REPORTS

5.1 Managers' Report

Trustees reviewed the management report and all questions were answered.

5.2 Operators Report

Trustees reviewed the operations report and all questions were answered. The board requested that operations monitor our SCADA over the next few weeks to observe the well levels and recovery times and let the board know if recovery times are slowing down so that they can vote on implementing watering restrictions.

Korey left the meeting at 5:21pm

6. ENGINEERS REPORT – None

7. DEVELOPMENT REPORT –

7.1 Chairman Flynn to give an update on the developments in Mill Bay

8. NEW BUSINESS-

8.1 The refund policy was reviewed during the board meeting, and the vote was unanimous to adopt this policy into practice.

9. OLD BUSINESS –

10. BYLAWS – None

11. CORRESPONDENCE – None

12. FINANCIAL

12.1 Finance Report – Memorandum

Finance Report for the month of May 2026 was presented and all questions answered.

12.2 Accounts Payable

MOTION: R2026-165 Moved by Trustee Mullan, seconded by Trustee Orton
THAT the accounts payable for May in the amount of
\$114,118.66 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: R2026-166 Moved by Trustee Jorgensen
THAT the Regular Board Meeting for June 16, 2026, be adjourned.

CARRIED

Adjourned at 5:33 PM

Next Regular Board Meeting will be July 21, 2026, 4pm at Kerry Park Lounge.

Recorded by RaeAnn Reitor, District Manager



Dan Flynn (Chairperson)



RaeAnn Reitor (District Manager)