

Mill Bay Waterworks District

MBWD Special Board Meeting Minutes

November 28, 2022

7:00 pm (Virtual Meeting)

In attendance: Brian Young (Chairman), Brook Adams (Trustee), David Crowe (Trustee), Johanna Morrow (Trustee), Austin Tokarek (Trustee), Paul Carver (District Manager).

The meeting was called to order at 7:11 pm.

1. Acknowledgment of the Land

Chairman Brian Young acknowledged that we are meeting on the unceded lands of the Hul'q'umi'num speaking peoples and do so with gratitude for their care and sustenance of the land for centuries.

2. Adoption of Agenda

MOTION: 2022-73 Moved by Trustee Morrow, seconded by Trustee Adams

THAT the November 28, 2022, Agenda for the Regular Board Meeting be adopted as amended to include Item 3.3, Staff Performance Evaluations.

CARRIED

3. OTHER BUSINESS

3.1 Brentwood College – Lashburn Road Privatization

a) Bill of Sale for disposal of MBWD assets

MOTION: 2022-74 Moved by Trustee Tokarek, seconded by Trustee Crowe

THAT the Bill of Sale be approved subject to it's amendment to require a security deposit being provided equal to 120% of the estimated value of the water meter vault to guarantee its construction in 2023.

CARRIED

b) Statutory Right-of-Way

The District Manager stated the purpose of the right-of-way is to guarantee continued legal access to MBWD on Lashburn Road from Deloume Road to the north end where our well is located. This well is currently being used by Brentwood College for irrigation purposes. MoTi, CVRD and TELUS also require similar rights-of-way. Our right-of-way agreement also includes language whereby MBWD has the right to install additional water infrastructure in the right-of-way should the need present itself.

3.2 2023 Budget

With a few minor changes, the 2023 Budget was approved in principle. The budget will be brought back for final adoption at the December 13, 2022, regular board meeting.

The District Manager advised the current account balances for 2022 are estimated values due to the data merge from Vadim to Mais. Reconciling those balances is a work in progress. Journal entries will be required once that reconciliation is complete.

3.3 Staff Performance Evaluations

It was decided that Chairman Young and Trustee Morrow will conduct the District Manager's year end performance evaluation. Chairman Young and Trustee Morrow will coordinate with the District Manager the process, schedule, and context of the performance evaluation.

4. **BYLAWS**

4.2 295 MBWD Brentwood College Lashburn Road Closure SRW Agreement Bylaw

MOTION: 2022-75 Moved by Trustee Morrow, seconded by Trustee Tokarek
THAT MBWD Brentwood College Lashburn Road Closure SRW Agreement Bylaw No. 295, 2022, be **INTRODUCED** and given first reading by the Trustees on the 28th day of November 2022;
AND FURTHER THAT MBWD Brentwood College Lashburn Road Closure SRW Agreement Bylaw No. 295, 2022, be **RECONSIDERED** and adopted by the Trustees on the 28th day of November 2022.

CARRIED

4.3 296 MBWD Brentwood College Lashburn Road Closure Disposal of Water Assets Bylaw

MOTION: 2022-75 Moved by Trustee Morrow, seconded by Trustee Adams
THAT MBWD Brentwood College Lashburn Road Closure Disposal of Water Assets Bylaw No. 296, 2022, be **INTRODUCED** and given first reading by the Trustees on the 28th day of November 2022;
AND FURTHER THAT MBWD Brentwood College Lashburn Road Closure Sale of Assets Bylaw No. 296, 2022, be **RECONSIDERED** and adopted by the Trustees on the 28th day of November 2022.

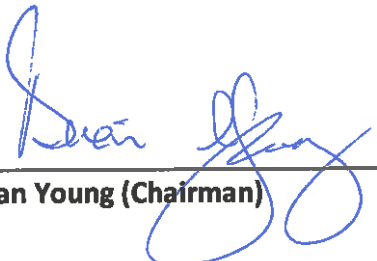
9. **Adjournment**

MOTION: 2022-76 Moved by Trustee Morrow
THAT the Special Board Meeting for November 28, 2022, be adjourned.

CARRIED

Adjourned 9:30 pm.

Recorded by Paul Carver, District Manager



Brian Young (Chairman)



Paul Carver (District Manager)