

Mill Bay Waterworks District
MBWD Regular Board Meeting Minutes
September 13, 2022
2:00 pm (at Mill Bay Community League Hall)

In attendance: Johanna Morrow (Acting Chairperson), Brook Adams (Trustee), David Crowe (Trustee), David Martin (Chief Operator), RaeAnn Reitor (Finance Assistant), Jonathan Musser (Associated Engineering).

Absent: Brian Young (Chairperson), Austin Tokarek (Trustee)

Johanna Morrow was elected Chairperson for this meeting.

The meeting was called to order at 2:06 pm.

1. Acknowledgment of the Land

Chairperson 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: 2022-60 Moved by Trustee Crowe, seconded by Trustee Adams

THAT the September 13, 2022, Agenda for the Regular Board Meeting be adopted.

CARRIED

3. Minutes

3.1 Regular Board Meeting Minutes July 12, 2022

MOTION: 2022-61 Moved by Trustee Adams, seconded by Trustee Morrow.

THAT the minutes from the August 9, 2022, Regular Board Meeting be adopted as presented.

CARRIED

3.2 Matters Arising from Minutes:

- a) Stage 2 Water Restrictions – District Manager in his monthly report advised MBWD went to Stage 2 Water Restrictions on August 16, 2022.
- b) Lashburn Privatization – District Manager in his monthly report provided an update on the Lashburn privatization project stating that the project is now in the hands of Brentwood College.
- c) Meeting with Gerald Hartwig (Mill Springs) – District Manager in his monthly report provided an update of the recent meeting that occurred between MBWD and the developer.
- d) Infinity Law Water Consumption Billing – District Manager in his monthly report provided an update on this matter and that a letter has been issued.
- e) Marina Village (Purdy Group) Feasibility Study Proposal – District Manager in his monthly report provided an update on the status of the project stating that the feasibility study was previously provided to the developer. The developer had since paid for the cost of the feasibility study which was subsequently completed and made available to the developer. There has been little activity since the release of that engineering report.

4. Reports

4.1 Operator's Report

a) Maintenance Report – August 2022

- MBWD Water Operator David Martin presented and discussed his report.
- In addition to the items listed in the report, it was discussed that a 72-hour pump test needs to be included in the 2023 budget.
- Dave Martin to follow up with Frances Kelsey School to determine if they require the irrigation line.

b) Monthly Source Production – Data was presented for information.

c) Monthly Well Meter Read Volumes – Data was presented for information.

4.2 Engineering Report

a) Associated Engineering Monthly Update Report

- Jonathan Musser presented his monthly report and discussed its contents.
- Communication has commenced with MoTi on Mill Bay Road watermain replacement project. MoTi has requested changes with the alignment.

4.3 District Manager's Report

- Report was presented and discussed.

5. Developments

5.1 Benko/Butterfield (Malahat Properties)

- Project update was provided in Manager's Report.

5.2 Ocean Terrace

- Project update was provided in Manager's Report.

5.3 Stonebridge (Limona Group)

- Nothing new to report.

5.4 Mill Springs (Gerald Hartwig)

- Project update was provided in Manager's Report.

5.5 Hidden Creek (Baranti Developments)

- Nothing new to report.

5.6 Marina Village (The Purdey Group)

- Project update was provided in Manager's Report.

5.7 Frayne Centre

- Nothing new to report.

5.8 Others (in-fill, East of Francis Kelsey)

- Nothing new to report.

6. Other Business

6.1 Online Banking Platform Update – District Manager in his monthly report provided an update on the new online banking platform.

6.2 Mais Conversion Update – District Manager in his monthly report provided an update on the Mais conversion from Vadim.

David Martin and Jonathan Musser left the meeting at 3:28 pm.

7. **Correspondence – None**

8. **Financials**

8.1 Accounts Payable (July 2022)

MOTION: 2022-62 Moved by Trustee Adams, seconded by Trustee Crowe

THAT the Accounts Payable for August 2022 in the amount of \$49,168.76 be approved.

CARRIED

8.2 Bank Balances – Managers Report

9. **Adjournment**

MOTION: 2022-63 Moved by Trustee Adams

THAT the Regular Board Meeting for September 13, 2022, be adjourned.

CARRIED

Adjourned 3:52 pm.

Next Regular Board Meeting October 11, 2022, at the Mill Bay Community Hall Board Room.

Recorded by Paul Carver, District Manager



Johanna Morrow (Acting Chairperson)



Paul Carver (District Manager)