

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, June 28, 2023
9:15 a.m.

Minutes of a regular meeting of the Dundurn Rural Water Utility held at the Dundurn Rural Water Utility office at 401 2nd Street, Dundurn, Sask. on Wednesday, June 28, 2023.

Present:

Resort Villages of Shields & Thode:	- Corey Fernets
Town of Hanley:	- Melissa Maddocks
R.M of Rosedale:	- Harold Dyck
R.M of Dundurn:	- David Shortt
Elected Members at Large:	- Murray McArthur
	- Jerry Mulder
	- Rosalind Arndt, Administrator
	- Jason Bellina, Maintenance & Operations Supervisor

Attending via ZOOM:

Elected Members at Large:	- Michael Kuzma
Town of Dundurn:	- Matt Jurkiewicz

Absent: - Todd Grabowski

The Regular meeting was called to order by Vice-Chair, Corey Fernets at 9:17 a.m.

1. APPROVAL OF AGENDA

58/2023 KUZMA) **THAT** the agenda be approved as presented.

CARRIED.

2. NEW BUSINESS – MAINTENANCE & OPERATIONS REPORT

Jason reviewed the Maintenance Operational Report, the SRC Water Sample Report, and the Daily Water Sample Reports for May, 2023 as attached.

Jason explained about damages to subscriber homes due to water issues. This discussion will be moved to the next Maintenance Committee meeting.

59/2023 JURKIEWICZ) **THAT** the Maintenance Operational Report, the SRC Water Sample Report, and the Daily Water Sample Reports for May, 2023, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

3. NEW BUSINESS – MONTHLY FINANCIAL REPORT

Michael reviewed the complete Financial Report for May, 2023.

60/2023 MCARTHUR) **THAT** the Financial Reports for May, 2023 as presented by Michael Kuzma, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

4. REVIEW OF MINUTES FROM May 24, 2023

61/2023 SHORTT) **THAT** the minutes from the May 24, 2023 Board meeting be approved as circulated.

CARRIED.

5. BUSINESS ARISING FROM PREVIOUS MINUTES (as stated on Agenda)

No Business Arising for this meeting.

6. NEW BUSINESS – CORRESPONDENCE

- a. RM of Corman Park – South Area Development Plan
- b. RM of Corman Park – Rezoning – Public Notice
- c. Leland Kimpinski – information letter
- d. Prairie Credit Union – Email Update
- e. Town of Dundurn – 2023 Tax Notice

62/2023 DYCK) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

7. NEW BUSINESS – ADMINISTRATOR REPORT / EMPLOYEE REPORT

63/2023 MULDER) **THAT** the Administrator’s Report and Employee Payroll Report for the June 28, 2023 meeting, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

64/2023 MADDOCKS) **THAT** for any subscriber wanting to Finance their new water connection through Dundurn Rural Water Utility, will have to attend to the office and sign in person.

CARRIED.

10:50 a.m. – Michael Kuzma left the meeting.

8. NEW BUSINESS – COMMITTEE REPORTS

The Board reviewed the HR Committee Meeting minutes held Wednesday, June 21, 2023.

65/2023 FERNETS) **THAT** the Board approve the recommendation from the HR Committee to change Policy # 8.4 from the Employee Hand Book which is attached to and forms a part of these Minutes.

CARRIED.

66/2023 MADDOCKS) **THAT** the Board approve the following recommendation from the HR Committee:

For 2024, all full-time employees will receive one half day off per month which must be taken off each month and cannot be carried over without management approval and that three days’ notice will be required.

DEFEATED.

67/2023 JURKIEWICZ) **THAT** the Board recommend to the HR Committee to reevaluate the 2024 staff compensation changes.

CARRIED.

68/2023 MULDER) **THAT** the Board approve the HR Minutes from June 21, 2023.

CARRIED.

11:21 a.m. - Harold Dyck left the meeting.

9. ACCOUNTS PAYABLE REVIEW AND APPROVAL

69/2023 MCCARTHUR) **THAT** the accounts from Cheque No. 5002 to Cheque No. 5007, along with other payments, a list of which is attached to and forms a part of the June 28, 2023 Minutes, be approved as presented.

CARRIED.

11. NEXT MEETING DATES

Until further notice, the Board has agreed to start the monthly meetings at **9:15 a.m.**

- a. **Annual “Tour”** – Wednesday, July 12, 2023
- b. **August Board Meeting** – Wednesday, August 23, 2023 – 9:15 a.m.
- c. **HR Committee** – end of July
- d. **Maintenance Committee** – at the call of the Chair
- e. **Finance Committee** –end of July
- f. **Policy Committee** – at the call of the chair

12. ADJOURNMENT

70/2023 SHORTT

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THAT this meeting be adjourned.
Time: 12:17 p.m.

Corey Fernets, Vice-Chair

Rosalind Arndt, Administrator