

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, May 24, 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, May 24, 2023.

Present:

Resort Villages of Shields & Thode:	- Corey Fernets
Town of Hanley:	- Melissa Maddocks
Town of Dundurn:	- Matt Jurkiewicz
R.M of Rosedale:	- Harold Dyck
R.M of Dundurn:	- David Shortt
Elected Members at Large:	- Murray McArthur - Todd Grabowski
	- Rosalind Arndt, Administrator - Jason Bellina, Maintenance & Operations Supervisor
Attending via ZOOM:	
Elected Members at Large:	- Michael Kuzma

Absent: - Jerry Mulder

The Regular meeting was called to order by Chair, Matt Jurkiewicz at 9:19 a.m.

1. APPROVAL OF AGENDA

44/2023 GRABOWSKI) **THAT** the agenda be approved as changed. The reading of the Oath of Office by Michael Kuzma was added.

CARRIED.

1.a. OATH OF OFFICE

Micheal Kuzma read his Oath of Office.

2. NEW BUSINESS – MAINTENANCE & OPERATIONS REPORT

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

45/2023 DYCK) **THAT** the Maintenance Operational Report, the SRC Water Sample Report, and the Daily Water Sample Reports for April, 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 April, 2023.

46/2023 MADDOCKS) **THAT** the Financial Reports for April, 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 MARCH 22, 2023

47/2023 SHORTT) **THAT** the minutes from the April 26, 2023 Board meeting be approved as circulated.

CARRIED.

48/2023 JURKIEWICZ) **THAT** the minutes from the May 3, 2023 AGM meeting be approved for information only.

CARRIED.

49/2023 FERNETS) **THAT** the minutes from the May 3, 2023 First Organizational meeting be approved as circulated.

CARRIED.

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

Jason and Rosalind met with South Floral Board members the first week of May. We have not heard back yet on their decision on joining our Utility.

6. NEW BUSINESS – CORRESPONDENCE

- a. City of Saskatoon – upcoming meeting
- b. Copper Construction – Contract for Solar Panels
- c. Town of Hanley – Corporate Bylaw
- d. R.M. of Dundurn –Discretionary Use Public Notice

50/2023 MCARTHUR) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

7. NEW BUSINESS – ADMINISTRATOR REPORT / EMPLOYEE REPORT

51/2023 KUZMA) **THAT** the Administrator’s Report and Employee Payroll Report for the May 24, 2023 meeting, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

8. NEW BUSINESS – COMMITTEE REPORTS

HR Committee Meeting – Wednesday, May 10, 2023.

52/2023 DYCK) **THAT** the Board approve the HR Minutes from May 10, 2023.

CARRIED.

53/2023 GRABOWSKI) **THAT** based on the recommendation of the Hiring Committee, the position of Temporary Maintenance & Operations Technician be offered to Ryan Murphy with the following conditions:

1. THAT the starting date will be May 15, 2023.
2. THAT the starting wage will be \$20.00 per hour for 8 hours per day.
3. THAT holiday pay will be paid with each cheque.
4. THAT the Temporary Maintenance & Operations Technician will follow direction from the Maintenance Supervisor/Lead Hand and Administrator.
5. And THAT acceptance of this offer must be received by Monday, May 15, 2023 at 8:00 a.m. signed by both the Maintenance & Operations Technician and the Administrator.

CARRIED.

9. ACCOUNTS PAYABLE REVIEW AND APPROVAL

54/2023 MADDOCKS) **THAT** the accounts from Cheque No. 4992 to Cheque No. 5001, along with other payments, a list of which is attached to and forms a part of the May 24, 2023 Minutes, be approved as presented.

CARRIED.

10. OTHER BUSINESS - IN-CAMERA

55/2023 SHORTT) **THAT** the Board move into in-camera as per the Local Authority Freedom of Information and Protection of Privacy Act III, for discussion of long-term strategic planning.

Time: 10:40 a.m.

CARRIED.

56/2023 JURKIEWICZ) **THAT** the Board move out of in-camera.

Time: 11:10 a.m.

CARRIED.

11:11 a.m. – Harold Dyck and Mike Kuzma left the meeting.

11. NEXT MEETING DATES

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

- a. **June Board Meeting** – Wednesday, June 28, 2023 – 9:15 a.m.
- b. **Annual “Tour”** – Wednesday, July 12, 2023
- c. **HR Committee** – Wednesday, June 21, 2023 – 4:45 a.m.
- d. **Maintenance Committee** – at the call of the Chair
- e. **Finance Committee** – at the call of the Chair
- f. **Policy Committee** – at the call of the chair

12. ADJOURNMENT

57/2023 FERNETS) **THAT** this meeting be adjourned.
Time: 11:18 a.m.

Following the regular Board meeting, a small committee met with Greg Pohler of SaskWater to discuss water capacity to Dundurn Rural Water.

Matt Jurkiewicz, Chair

Rosalind Arndt, Administrator