

**DUNDURN RURAL WATER UTILITY**  
**Regular Meeting**  
**Minutes**

**Tuesday April 16<sup>th</sup>, 2019**  
**5:00 p.m.**

Minutes of a regular meeting of the Dundurn Rural Water Utility held at the Dundurn Rural Water Utility office at 410 2<sup>nd</sup> Street, Dundurn, Sask. on Tuesday April 16, 2019.

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Present:

R.M. of Dundurn:	- David Aldred	
Town of Hanley	- Darice Carlson	
Town of Dundurn:	- Michael Kuzma	
R.M. of Rosedale:	- Harold Dyck	
R.V.'s of Thode & Shields:	- Dwayne Heidt	
Elected Members at Large:	- Lloyd Gratrix	- Nelson Crowder
	- Jason Bellina, Acting Administrator	

Absent:

	- Darald Mischkolz
	- Ros Arndt, Administrator

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Chairman, Dwayne Heidt called the meeting to order at 5: 00pm

**1. APPROVAL OF AGENDA**

27/2019 CROWDER ) **THAT** the agenda be approved as presented.

**CARRIED.**

**2. 5:30 p.m. – DELEGATION: TERRY BLOCK, CORIX WATER PRODUCTS**

Terry and Trent discussed the Badger Meter starter package and radio system.

28/2019 DYCK ) **THAT** the Utility purchase the Badger Meter starter package including training, setup, website, support, and 10 radios for \$7,785.00, and **THAT** the Utility purchase 10 water meters and 12 radios for \$4,222.12.

**CARRIED.**

**6:20 p.m.** – Terry Block left the meeting.

**3. 6:30 p.m. – DELEGATION: MAX LINGARD, TWIGG & COMPANY**

Max reviewed the 2017 Financial Statement for the Dundurn Rural Water Utility with the Board of Directors.

29/2019 HEIDT ) **THAT** the Board accept the Dundurn Rural Water Utility Audited Financial Statement for the year ended December 31, 2018 for information purposes only.

**CARRIED.**

7:30 p.m. – Max Lingard left the meeting.

**4. NEW BUSINESS – OPERATIONS & MAINTENANCE REPORT**

Jason reviewed the Maintenance Operational Reports, the SRC Water Sample Reports, the Daily Water Sample Reports, the Maintenance Monthly Hours Summary, and the locator quotes as attached.

30/2019 KUZMA ) **THAT** the Maintenance Operational Report, SRC Report, Daily Sample Report, Monthly Hours Summary, and the locator quotes which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**5. REVIEW OF BOARD MEETING MINUTES FROM MARCH 27, 2019**

31/2019 CARLSON ) **THAT** the minutes from the March 27, 2019 Regular Board Meeting be approved as circulated.

**CARRIED.**

**6. BUSINESS ARISING FROM MINUTES (as stated on Agenda)**

6.a. Sunset Clause letter

32/2019 KUZMA ) **THAT** the drafted letter requesting a change to the Sunset clause in Bylaw 1/2014 be sent to the 7 corporate partners.

**CARRIED.**

6.b. Conexus Credit Union Mortgage

6.c. Tenders for New Building.

33/2019 KUZMA ) **THAT** the Board awards the Tender for building the new office building and shop to Miners Construction in the amount of \$633,700.00.

**CARRIED.**

6.c. Letter from Resort Village of Thode

**7. NEW BUSINESS – CORRESPONDENCE**

- a. KTI – Sensus System Support Expiring
- b. Barry – Court Summons
- c. Meghan Groff – Truck Fill
- d. SaskWater – Rate Change on Invoice

34/2019 DYCK ) **THAT** the Correspondence, having been read, be accepted and filed.

**CARRIED.**

**8. NEW BUSINESS - ADMINISTRATOR REPORTS**

35/2019 DYCK ) **THAT** the Board approves adding a miscellaneous interest on ISC on outstanding lots

**CARRIED.**

36/2019 CROWDER ) **THAT** the Administrator’s Report and Employee Payroll Report for the April 16, 2019 meeting, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**9. NEW BUSINESS - MONTHLY FINANCIAL REPORTS**

37/2019 KUZMA ) **THAT** the Financial Report for March 31, 2019 which is attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**10. NEW BUSINESS - COMMITTEE REPORTS**

No HR, Maintenance, Policy, Finance or Building Committee meetings were held.

**11. ACCOUNTS PAYABLE REVIEW AND APPROVAL**

38/2019 KUZMA ) **THAT** the accounts from Cheque No. 3928 to Cheque No. 3941, along with the Payroll listing and other payments, a list of which is attached to and forms as part of the April 16, 2019 Minutes, be approved as presented.

**CARRIED.**

**12. ANNUAL MEETING**

The Annual Meeting is set for: Wednesday, May 15, 2019 at 7:00 p.m. at the Dundurn Town Hall in Dundurn, SK.

There are 2 positions in Water District #1: a 1 year term (vacant) and a 2 year term  
There is 1 position in Water District #2: a 2 year term

**13. OTHER BUSINESS**

39/2019 HEIDT ) **THAT** the Dundurn Rural Water Utility staff will do the administrative duties for Dundurn and Area Waste Water Utility at a cost of \$250.00.

**CARRIED.**

**14. NEXT MEETING DATES**

- a. **Building Committee Meeting** – May 7, 2019 – 9:00 a.m.
- b. **First Organizational Meeting** – Wednesday, May 15, 2019 – After AGM
- c. **May regular Board Meeting** – May 22, 2019 – 5:00 p.m.
- d. **All Committee meetings** – at the call of the Chair

**15. ADJOURNMENT**

40/2019 HEIDT ) **THAT** this meeting be adjourned.  
Time: 8:03 p.m.

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Dwayne Heidt, Chairman

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Jason Bellina, Acting Administrator