

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, April 26, 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, April 26, 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	- Jerry Mulder
	- Lloyd Gratrix	
	- Rosalind Arndt, Administrator	
	- Jason Bellina, Maintenance & Operations Supervisor	
Attending via ZOOM:		
Elected Members at Large:	- Michael Kuzma	

Absent:

The Regular meeting was called to order by Chair, Lloyd Gratrix at 9:16 a.m.

1. APPROVAL OF AGENDA

27/2023 MADDOCKS) **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, the Daily Water Sample Report and the Maintenance Monthly Hours Summary for March, 2023 as attached.

The Board reviewed the email from South Floral Water Corp. Jason and Rosalind will meet with South Floral Board members the first week of May. The Board is requesting information on South Floral water line breaks and will provide information on costs including Sustainability.

28/2023 SHORTT) **THAT** the Maintenance Operational Report, the SRC Water Sample Report, the Daily Water Sample Report and the Maintenance Monthly Hours Summary for March, 2023, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

4. REVIEW OF MINUTES FROM MARCH 22, 2023

29/2023 DYCK) **THAT** the minutes from the March 22, 2023 Board meeting be approved as circulated.

CARRIED.

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

No Business Arising from the March meeting.

Due to time constraints, Michael Kuzma reviewed the Financial Report at this time.

7. NEW BUSINESS – MONTHLY FINANCIAL REPORT

Michael reviewed the complete Financial Report for March, 2023.

30/2023 MCARTHUR) **THAT** the Financial Reports for March, 2023 as presented by Michael Kuzma, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

6. NEW BUSINESS – CORRESPONDENCE

- a. SARWP – Spring newsletter
- b. SaskWater – Drinking Water Quality and Compliance Report for 2022
- c. Darren Hagen – Edgemont East

A response will be sent to Darren Hagen outlining the standard policy and terms regarding a subdivision connection.

- d. SAL Engineering - email
- e. Prairie Law Group – Review of Directive
- f. Prairie Law Group – Review of Subscriber Agreement

31/2023 GRATRIX) **THAT** the Board approves the revised Subscriber Agreements and the Directive as reviewed by our legal counsel.

CARRIED.

- g. SAL Engineering – Flow Analysis – Major Land Corporation
- h. Copper Construction – Warranty question

32/2023 DYCK) **THAT** the Board approves extended warranty for the microinverters at Pump Houses #8 and #10.

DEFEATED.

33/2023 MULDER) THAT the Board reconsider Motion # 32/2023.

CARRIED.

34/2023 DYCK) **THAT** the Board approves extended warranty for the microinverters at Pump Houses #8 and #10.

CARRIED.

i. Intervalley Water – Hosting a Meet & Greet

35/2023 JURKIEWICZ) **THAT** representation from Dundurn Rural Water Utility will attend the meet and greet to be held in Martensville on Friday, June 9, 2023.

CARRIED.

j. Sask. Worker’s Comp. – WCB’s Compensation Institute Seminar

Jason, Brian and Chantel along with the Summer Student will attend by virtual attendance.

k. Village of Kenaston – requesting Flow Analysis

36/2023 MULDER) **THAT** the Board approve SAL Engineering to complete a flow Analysis and estimated cost for the Village of Kenaston.

CARRIED.

l. DND – possibility of a water connection

37/2023 FERNETS) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

11:00 a.m. – Mike Kuzma left the meeting.

7. NEW BUSINESS – ADMINISTRATOR REPORT / EMPLOYEE REPORT

38/2023 MULDER) **THAT** the Administrator’s Report and Employee Payroll Report for the April 26, 2023 meeting, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

Matt thanked Lloyd Gratrix for his years of service. This will be Lloyd’s last meeting as he has reached sunset.

Lloyd left the meeting – 11: 34 a.m.
Matt took over the chair.

9. NEW BUSINESS – COMMITTEE REPORTS

HR Committee Meeting – Wednesday, April 19, 2023

- 39/2023 FERNETS) THAT the Board move into in-camera.
Time: 11:45 a.m.
CARRIED.
- 40/2023 SHORTT) THAT the Board move out of in-camera.
Time: 12:13 p.m.
CARRIED.
- 41/2023 DYCK) **THAT** the Board approve the HR Minutes from April 19, 2023.
CARRIED.

10. ACCOUNTS PAYABLE REVIEW AND APPROVAL

- 42/2023 MCARTHUR) **THAT** the accounts from Cheque No. 4985 to Cheque No. 4991, along with other payments, a list of which is attached to and forms a part of the April 26, 2023 Minutes, be approved as presented.
CARRIED.

11. ANNUAL MEETING DISCUSSION

The AGM will be held Wednesday, May 3, 2023 at 7:00 p.m. at the Dundurn Community Hall.
Max Lingard will present the 2022 Financial Statement.

12. NEXT MEETING DATES

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

- a. **AGM** – Wednesday, May 3rd, 2023 – 7:00 p.m.
- b. **First Organizational Meeting** – Wednesday, May 3rd, 2023 – 8:00 p.m.
- c. **May Board Meeting** – Wednesday, May 24, 2023 – 9:15 a.m.
- d. **HR Committee** – at the call of the chair
- e. **Maintenance Committee** – at the call of the Chair
- f. **Finance Committee** – at the call of the Chair
- g. **Policy Committee** – at the call of the chair

13. OTHER BUSINESS

Annual Tour – to be held Wednesday, July 12, 2023

14. ADJOURNMENT

- 43/2023 FERNETS) **THAT** this meeting be adjourned.
Time: 12:33 p.m.

Matt Jurkiewicz, Vice- Chair

Rosalind Arndt, Administrator