

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, April 27, 2022
4:30 p.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 27, 2022.

Present:

Town of Dundurn:	- Matt Jurkiewicz	
Town of Hanley:	- Melissa Maddocks	
R.M. of Rosedale:	- Nick Patkau	
Resort Villages of Thode & Shields:	- Corey Fernets	
Elected Members at Large:	- Lloyd Gratrix	- Murray McArthur
	- Jerry Mulder	
	- Rosalind Arndt, Administrator	
	- Jason Bellina, Maintenance & Operations Supervisor	

ATTENDED via ZOOM Video Conferencing:

- None

Absent:

- Ryan McGinn, R.M. of Dundurn
- Michael Kuzma, Elected Member at Large

The regular meeting was called to order by Chair, Lloyd Gratrix at 4:58 p.m.

1. APPROVAL OF AGENDA

47/2022 MADDOCKS) **THAT** the agenda be approved as presented.

CARRIED.

2. NEW BUSINESS – OPERATIONS & MAINTENANCE REPORT

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

48/2022 McARTHUR) **THAT** the Maintenance Operational Report, the SRC Water Sample Report, the Daily Water Sample Reports and the Maintenance Monthly Hours Summary, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

2.f. REVIEW OF MAINTENANCE COMMITTEE MEETING – April 20, 2022

The Board reviewed the minutes from the April 20th Maintenance Committee meeting.

49/2022 JURKIEWICZ) **THAT** from information received from the Solar Panel companies following the Maintenance Committee meeting, **THAT** the Solar Panel tenders for Pump Houses #4 and #5 will be awarded to Sundawg Solar Inc. for \$139,500.00 plus taxes.

CARRIED.

50/2022 FERNETS) **THAT** from the recommendation of the Maintenance Committee, that Dundurn Rural Water will purchase gravel for Pump Houses 6, 8, 9 and 10 from KMS Construction at a cost of \$4,320 plus taxes.

CARRIED.

Following the water line break, it was decided that the Phase number that each subscriber is in will now be added to the service address on the water bills.

Jason contacted SRC to inquire if due to a water line break emergency, can water samples be taken into SRC on days that SRC is closed. We would have to give them a specific time of day of when we would take the sample in. Jason will now check with ALS Lab in Saskatoon if they would be able to complete the sampling after regular hours of operation.

Update on Badger outstanding invoices:

Rosalind read email to and from Badger regarding the length of time the Badger software issue has taken. We will continue to work with Iconix and Badger on this matter.

5:43 p.m. – Jason Bellina left the meeting.

3.a. REVIEW OF MINUTES FROM MARCH 23, 2022

51/2022 PATKAU) **THAT** the minutes from the March 23, 2022 board meeting be approved as circulated.

CARRIED.

3.b. REVIEW OF MINUTES FROM APRIL 6, 2022

52/2022 MULDER) **THAT** the minutes from the April 6, 2022 special meeting be approved as circulated.

CARRIED.

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

a. Edgemont Estates

53/2022 GRATRIX) **THAT** the Board will inform Edgemont Estates **THAT** the full Sustainability Charge will be part of the Construction Costs based on the requested capacity.

CARRIED.

The Board will hold a ZOOM meeting with Edgemont Estate representatives at 9:15 a.m. – Thursday, April 28th, 2022.

b. South Floral Water Corporation

54/2022 MADDOCKS) **THAT** the Board will enter into an agreement with South Floral Water Corporation stating we will provide one hour of service each month at a rate of \$100 per hour. If more than one hour of service is required any month, the rate will be \$100 per hour for each additional hour.

CARRIED.

c. SaskWater Agreement – review from James Ridgway

55/2022 MCARTHUR) **THAT** the Board sign the SaskWater Potable Water Supply Agreement effective January 1, 2022.

CARRIED.

5. NEW BUSINESS – CORRESPONDENCE

- a. Lingard & Dreger – Relationship with Dundurn Rural Water
- b. Lingard & Dreger – Details on completion of Financial Statements
- c. South Floral Water Corp. – Add Fees to Agreement
- d. Jensen Stromberg – Accountant for Town of Dundurn – Verifying taxes owed
- e. Letter **TO** Jensen Stromberg – Not in agreement with taxes owed to Town
- f. SaskWater – Drinking Water Quality and Compliance Report for 2021
- g. Town of Dundurn – Assessment Notice for 2022
- h. Town of Dundurn – Requesting quote for administering Dundurn & Area Waste Water Utility

56/2022 MADDOCKS) **THAT** Dundurn Rural Water will provide all administration duties for Dundurn and Area Waste Water Utility at a rate of \$400 per month and **THAT** this amount will be reviewed annually at the anniversary of the contract.

CARRIED.

- i. R.M. of Dundurn – New representative for Dundurn Rural Water Board
- j. Prairie Law Group – Review of SaskWater Agreement
- k. SaskWater – City of Saskatoon Connection Fees & Grandfathering Rules

57/2022 FERNETS) **THAT** Galen Heinrichs of the City of Saskatoon and Greg Pohler from SaskWater be invited to the May Board meeting to review the grandfathering rules.

CARRIED.

I. R.M. of Dundurn – Tax Enforcement

58/2022 PATKAU) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

6.a. and 6.b. NEW BUSINESS – ADMINISTRATOR REPORT / EMPLOYEE REPORT

59/2022 MULDER) **THAT** the Administrator’s Report and Employee Payroll Reports for the April 27, 2022 meeting, which is attached to and form a part of these Minutes, be approved as presented.

CARRIED.

7. NEW BUSINESS – MONTHLY FINANCIAL REPORT

In Michael Kuzma’s absence, Rosalind reviewed the complete Financial Report for March 2022.

60/2022 GRATRIX) **THAT** the Financial Report for March 2022 as presented by Rosalind Arndt, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

8. NEW BUSINESS – COMMITTEE REPORTS

The minutes from the April 20th Maintenance Committee meeting were reviewed under the Operations & Maintenance Report.

No other Committee meetings were held.

9. ACCOUNTS PAYABLE REVIEW AND APPROVAL

61/2022 MADDOCKS) **THAT** the accounts from Cheque No. 4760 to Cheque No. 4787, along with other payments, a list of which is attached to and forms a part of the March 23, 2022 Minutes, be approved as presented.

CARRIED.

10. NEW BUSINESS – ANNUAL GENERAL MEETING FOR 2021

The Annual General Meeting will be held **Wednesday, May 4, 2022** at 7:00 p.m. at the Dundurn Community Hall. Information has been added to our website.

11. OTHER BUSINESS

No other business was discussed at this meeting.

12. NEXT MEETING DATES

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

- a. **Annual General Meeting** – Wednesday, May 4, 2022 – 7:00 p.m. at the Dundurn Community Hall
- b. **HR Committee** – Tuesday, May 17, 2022 – 1:30 p.m.
- c. **May Board Meeting** - Wednesday, May 25, 2022 – 9:15 a.m.
- d. **Policy 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

13. ADJOURNMENT

62/2022 PATKAU) **THAT** this meeting be adjourned.
Time: 7:46p.m.

Lloyd Gratrix, Chair

Rosalind Arndt, Administrator