

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, April 28, 2021
9:30 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. and via ZOOM Video Conferencing on Wednesday, April 28, 2021.

Present:

R.M. of Rosedale: - Harold Dyck

Resort Villages of Thode & Shields: - Corey Fernets

Elected Members at Large: - Murray McArthur
- Nelson Crowder

- Rosalind Arndt, Administrator
- Jason Bellina, Maintenance & Operations Supervisor

ATTENDED via: ZOOM Video Conferencing:

Town of Hanley: - Darice Carlson
R.M. of Dundurn: - Jay Olyniuk
Town of Dundurn: - Andrew Servetnyk
Elected Members at Large: - Lloyd Gratrix

Absent: Subject Matter Professional: - Michael Kuzma

The regular meeting was called to order by Chair, Darice Carlson at 9:30 a.m.

POINT OF ORDER

Corey Fernets stated Point of Order.

Corey requested that Darice Carlson and Nelson Crowder remove themselves from this meeting as their tenure was completed in 2020.

Corey Fernets moved that Jay Olyniuk assume the position of Acting Chair for this meeting.

Lloyd Gratrix nominated Harold Dyck to assume the position of Acting Chair for this meeting.

Harold Dyck declined.

Jay Olyniuk was appointed Acting Chair for this meeting.

Lloyd Gratrix nominated Harold Dyck as Vice-Chair for this meeting.

Harold Dyck accepted and was appointed Acting Vice-chair for this meeting.

42/2021 DYCK) **THAT** Darice Carlson remain as signing authority until the First Organizational Meeting following the Annual Meeting.

CARRIED.

1. APPROVAL OF AGENDA

43/2021 DYCK) **THAT** the agenda be approved as changed.

CARRIED.

The email vote requesting the Annual General Meeting to be held via ZOOM only was discussed.

Corey Fernets requested a recorded vote for the following motion:

To ratify the email vote to hold the Annual General Meeting via ZOOM only.

Harold Dyck– yes

Jay Olyniuk– no

Corey Fernets– no

Andrew Servetnyk– no

Murray McArthur – yes

Lloyd Gratrix– yes

The Town of Hanley will appoint someone to sit as the acting representative to this Board and that vote will be counted towards this matter.

2. NEW BUSINESS – OPERATIONS & MAINTENANCE REPORT

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

44/2021 OLYNIUK) **THAT** the Maintenance Operational Report, the SRC Water Sample Report, the Daily Water Sample Report and the Maintenance Monthly Hours Summary which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

2.f. DAMAGE TO SUBSCRIBER’S HOMES FROM OUR METER ASSEMBLY BOARD

Jason explained the situation of a hose coming off at a Subscriber’s home this past week. Rosalind has forwarded this information to our Insurance Company for comment.

45/2021 OLYNIUK) **THAT** the Board inform the Subscriber **THAT** this matter has been forwarded to our insurance company for review.

CARRIED.

10:38 a.m. – Jason left the meeting.

3. REVIEW OF BOARD MEETING MINUTES FROM March 24, 2021.

46/2021 FERNETS) **THAT** the minutes from the March 24, 2021 meeting be approved as circulated.

CARRIED.

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

4.a. MEMORANDUM OF AGREEMENT (MUTUAL AID AGREEMENT)

The signed mutual aid agreement has been received from the 2 Resort Villages and the Town of Hanley. We are just waiting to hear back from the Town of Dundurn.

4.b. Motion # 35/2021

47/2021 DYCK) **THAT** Motion 35/2021 be amended by adding “due to non-payment of taxes or foreclosure” after the word institution.

CARRIED.

5. NEW BUSINESS – CORRESPONDENCE

- a. SARWP – Annual Spring newsletter and invoice
- b. Resort Village of Thode – Annual Meeting
- c. Provincial Archives of Saskatchewan – Closed Subscriber files
- d. R.M. of Corman Park – Spring newsletter and Assessment Notice
- e. Partnership For Growth – email on new Planning District
- f. Saskatoon North Partnership for Growth – Letter on Planning District
- g. R.M. of Dundurn – Corporate Bylaw
- h. SaskWater – 2020 Annual Notice to Consumer
- i. Town of Hanley – copy of letter sent to Corporate Partners
- j. Resort Village of Thode – DRWU Operating Agreement

48/2021 SERVETNYK) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

6. NEW BUSINESS – ADMINISTRATOR REPORT

49/2021 GRATRIX) **THAT** KMS Construction and RNR Construction provide a quote to install the 2 add-on's for the 2021 Infill Project.

CARRIED.

50/2021 GRATRIX) **THAT** the Administrator's Report and Employee Payroll Report for the April 28, 2021 meeting, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

6.c. REVIEW OF FCM INFORMATION

Corey Fernets provided information on grants available through FCM.

This matter will be tabled until a future meeting.

7. NEW BUSINESS – MONTHLY FINANCIAL REPORT

In Michael's absence, Rosalind reviewed the complete Financial Report.

51/2021 DYCK) **THAT** the Financial Reports ending March 31, 2021 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 Board approved Nelson Crowder and Darice Carlson to speak to the review of the H.R. Committee minutes from April 8, 2021 Committee meeting.

Jay Olyniuk declared a Conflict of Interest and left the meeting. 11:02 a.m.

52/2021 FERNETS) **THAT** based on the recommendation of the H.R. Committee, **THAT** the Board approves a 4% increase to Chantel Hendry's hourly wage effective May 1st, 2021.

CARRIED.

53/2021 SERVETNYK) **THAT** based on the recommendation of the H.R. Committee, **THAT** the board review the Saskatchewan Consumer Price Index at the May Board meeting.

CARRIED.

54/2021 MCARTHUR) **THAT** based on the recommendation of the H.R. Committee, **THAT** the wage for the Full-time 1-year term position for maternity relief be set at \$18/hour.

CARRIED.

Jay Olyniuk returned to the meeting – 11:11 a.m.

9. ACCOUNTS PAYABLE REVIEW AND APPROVAL

55/2021 GRATRIX) **THAT** the accounts from Cheque No. 4500 to Cheque No. 4514, along with other payments, a list of which is attached to and forms a part of the April 28, 2021 Minutes, be approved as presented.

CARRIED.

10. OTHER BUSINESS

ANNUAL MEETING DISCUSSION

Any staff member desiring to attend the Annual General Meeting will be able to bank three (3) hours.

To date, we have had 15 Subscribers ask to join in on the ZOOM Annual Meeting.

56/2021 GRATRIX) **THAT** Darice Carlson and Nelson Crowder will be paid their regular Board honorarium for attending today's Board meeting.

CARRIED.

No other business was presented at this meeting.

11. NEXT MEETING DATES

Until further notice, the Board has agreed to start the monthly meetings at **9:30 a.m.**

- a. **May Board meeting** – Wednesday, May 26, 2021 – 9:30 a.m.
- b. **Annual Meeting** – Wednesday, May 5th at 7:00 p.m.
- c. **HR Committee** – at the call of the chair
- d. **Finance Committee** – at the call of the chair
- e. **Maintenance Committee** – at the call of the Chair
- f. **Policy Committee** – at the call of the Chair

12. ADJOURNMENT

57/2021 DYCK) **THAT** this meeting be adjourned.
Time: 11:32 p.m.

Jonathon Olyniuk, Acting Chair

Rosalind Arndt, Administrator