

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

**Wednesday, August 28, 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 Wednesday, August 28, 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: - Norm Osback - Murray McArthur  
- Rosalind Arndt, Administrator

Absent: - Nelson Crowder, elected member at large  
- Lloyd Gratrix, elected member at large

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The regular meeting was called to order by Chairman, Dwayne Heidt at 5:02 p.m.

**1. APPROVAL OF AGENDA**

74/2019 ALDRED ) **THAT** the agenda be approved as changed.

**CARRIED.**

In-camera and SaskWater update will be added under Other Business.

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

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

75/2019 DYCK ) **THAT** the Maintenance Operational Reports, SRC Water Sample Reports, Daily Water Sample Reports and the Maintenance Monthly Hours Summaries which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**REVIEW OF NEW BUILDING COMMITTEE MINUTES and MAINTENANCE & OPERATIONS COMMITTEE MINUTES**

76/2019 KUZMA ) **THAT** the board approve Change Order #4 which is to upgrade the flooring for the new office.

**CARRIED.**

6:25 p.m. – Jason Bellina left the meeting.

**3. REVIEW OF BOARD MEETING MINUTES FROM JUNE 26, 2019**

77/2019 KUZMA ) **THAT** the minutes from the June 26, 2019 meeting be approved as circulated.

**CARRIED.**

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

- a. Meewasin Valley Authority – cancelling water connection
- b. Bronwyn Eyre Update –some Board members will be meeting with Minister Eyre on September 3, 2019
- c. May 2018 and May 2019 power bills

**5. NEW BUSINESS – CORRESPONDENCE**

- a. Meewasin Valley Authority – declining water connection from our Utility

78/2019 OSBACK ) **THAT** the Correspondence, having been read, be accepted and filed.

**CARRIED.**

**6. NEW BUSINESS – ADMINISTRATOR REPORT**

**Elkwood Estates – Extension**

79/2019 ALDRED ) **THAT** motion 135/2018 be amended to have the date changed to December 1, 2020.

**CARRIED.**

80/2019 OSBACK ) **THAT** Chantel Hendry’s 2 weeks of 2019 holidays be carried over to Spring of 2020.

**CARRIED.**

81/2019 ALDRED ) **THAT** the Administrator’s Report and Employee Payroll Reports for the August 28, 2019 meeting, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**7. NEW BUSINESS – MONTHLY FINANCIAL REPORT**

82/2019 KUZMA ) **THAT** the Financial Report ending July 31, 2019 which is attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

7:10 P.M. – Harold Dyck left the meeting.

**8. NEW BUSINESS – COMMITTEE REPORTS**

**New Building Committee – reviewed under Maintenance Report**

**Maintenance Committee – reviewed under Maintenance Report**

**HR Committee**

HR Committee – Dwayne reviewed the HR Committee minutes.

**Finance Committee**

**Review of 2020 Budget**

83/2019 KUZMA ) **THAT** the Board accepts the 2020 Budget as presented.

**CARRIED.**

**Policy Committee**

Policy Committee – No meeting was held.

**OTHER BUSINESS**

**In-Camera**

84/2019 KUZMA ) **THAT** the Board go into in-camera.  
7:31 p.m.

**CARRIED.**

7:31 p.m. – Rosalind left the meeting.

7:40 p.m. – Rosalind returned to the meeting.

In-camera session continued.

85/2019 CARLSON ) **THAT** the Board go out of in-camera.  
7:45 p.m.

**CARRIED.**

**8.c. Bylaw No. 1/2019 Water Rate Bylaw – New Rates**

**BYLAW NO. 1-2019 – FIRST READING**

86/2019 KUZMA ) **THAT** Bylaw No. 1-2019, being a bylaw to fix the  
rates to be charged for the use and consumption of water, be read a first time.

**CARRIED.**

**BYLAW NO. 1-2019 – SECOND READING**

87/2019 CARLSON ) **THAT** Bylaw No. 1-2019 be read a second time.

**CARRIED.**

**BYLAW NO. 1-2019 – THIRD READING**

88/2019 OSBACK ) **THAT** Bylaw No. 1-2019 be given three readings at  
this meeting.

**CARRIED UNANIMOUSLY.**

**BYLAW NO. 1-2019 – THIRD AND FINAL READING**

89/2019 McARTHUR ) **THAT** Bylaw No. 1-2019, being a bylaw to fix the  
rates to be charged for the use and consumption of water, be read a third time and  
finally adopted.

**CARRIED.**

**9. ACCOUNTS PAYABLE REVIEW AND APPROVAL**

90/2019 CARLSON ) **THAT** the accounts from Cheque No. 4004 to Cheque No. 4060, along with the Payroll listing and other payments, a list of which is attached to and forms a part of the August 28, 2019 Minutes, be approved as presented.

**CARRIED.**

**10. OTHER BUSINESS**

**Sask Water Update**

Dwayne and Rosalind reviewed the presentation of SaskWater representatives, Randy Avery and Chad Braun (prior to this Board meeting).

**11. NEXT MEETING DATES**

- a. **Maintenance** Committee – September 20, 2019 – 10:45 a.m.
- b. **Sept. 2019 regular Board Meeting** - Wednesday, Sept. 25, 2019 – 5:00 p.m.
- c. **HR** Committee – at the call of the Chair.
- d. **Finance** Committee Meeting – at the call of the Chair.
- e. **Policy** Committee – at the call of the Chair.

**12. ADJOURNMENT**

91/2019 CARLSON ) **THAT** this meeting be adjourned.  
Time: 8:05 p.m.

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Dwayne Heidt, Chairman

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Rosalind Arndt, Administrator