

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

**Wednesday, December 15, 2021**  
**9:00 a.m.**

Minutes of a regular meeting of the Dundurn Rural Water Utility held at the Dundurn Rural Water Utility office at 401 2<sup>nd</sup> Street, Dundurn, Sask. and via ZOOM Video Conferencing on Wednesday, December 15, 2021.

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Present:

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

ATTENDED via ZOOM Video Conferencing:

Town of Hanley:	- Melissa Maddocks
Subject Matter Professional:	- Michael Kuzma

Absent: - Jay Olyniuk, R.M. of Dundurn

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The regular meeting was called to order by Administrator, Rosalind Arndt at 9:03 a.m.

**1. APPROVAL OF AGENDA**

153/2021 MCARTHUR ) **THAT** the agenda be approved as presented.

**CARRIED.**

**1. APPOINTMENT OF SUBJECT MATTER PROFESSIONAL**

154/2021 PATKAU ) **THAT** the Board appoints Michael Kuzma as Subject Matter Professional for this meeting and **THAT** Michael will be reimbursed one hundred dollars for attending this meeting.

**CARRIED.**

## **2. NOMINATIONS FOR VICE-CHAIR**

Murray McArthur nominated Matt Jurkiewicz.

155/2021 GRATRIX ) THAT nominations cease.

**CARRIED.**

Matt Jurkiewicz declared Vice-Chair of the Dundurn Rural Water Utility. At this point, Matt Jurkiewicz took over the chair for this meeting.

## **3. 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.

156/2021 FERNETS ) **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.**

### **3.f. REVIEW of MAINTENANCE COMMITTEE MINUTES**

Jason reviewed the minutes from the Maintenance Committee meeting held on December 14<sup>th</sup>.

157/2021 MADDOCKS ) **THAT** the minutes from the December 14, 2021 Maintenance Committee meeting be approved as read.

**CARRIED.**

### **5.a. REVIEW of SOUTH FLORAL WATER CORP. CORRESPONDENCE**

The South Floral Water Corp. has asked if Dundurn Rural Water Utility could take over some or all of the maintenance, billing, insurance, etc. for their Utility.

Jason will review the system with the chair. In the interim, Dundurn Rural Water will assist with the sampling and testing.

**10:02 a.m.** – Jason Bellina left the meeting.

**4. REVIEW OF BOARD MEETING MINUTES FROM NOVEMBER 24, 2021**

158/2021 MCARTHUR ) **THAT** the minutes from the November 24, 2021 meeting be approved as circulated.

**CARRIED.**

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

**South Floral Water Corporation** – reviewed under Maintenance Operations & Maintenance Report.

**SaskWater** – Rosalind reviewed information verbally received from Greg Pohler, our SaskWater representative regarding water reseller rates from the City of Saskatoon and the new Connection Fee being implemented. SaskWater will be sending out an official letter by the end of December.

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

Michael Kuzma reviewed the complete Financial Report ending November 30, 2021.

159/2021 PATKAU ) **THAT** the Financial Report ending November 30, 2021 as presented by Michael Kuzma, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**7. NEW BUSINESS – CORRESPONDENCE**

- a. Badger Meter – Beacon Issue
- b. Edgemont East – New Development

160/2021 JURKIEWICZ ) **THAT** Dundurn Rural Water Utility will request SAL Engineering to provide an estimated cost to service the new Edgemont East residential subdivision located at: LSD's 11, 14, 15 and 16-34-35-05-W3 in the R.M. of Corman Park.

**CARRIED.**

- c. RBC – RBC – Hanley Branch – Closure
- d. Sask. Worker's Comp Board – 2022 Premium Rate Notice
- e. Sask. Worker's Comp. Board – Certificate of Achievement

161/2021 GRATRIX ) **THAT** the Correspondence, having been read, be accepted and filed.

**CARRIED.**

**8.a. and 8.b. NEW BUSINESS – ADMINISTRATOR REPORT / EMPLOYEE REPORT**

162/2021 MADDOCKS ) **THAT** the Administrator’s Report and Employee Payroll Reports for the December 15, 2021 meeting, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**8.d. – New Project along Highway #11**

The Board reviewed information on a new development along Highway #11 south of Baker Road. Information on this development has been forwarded to SAL Engineering and SaskWater.

Matt declared a potential Conflict of Interest regarding this next item: 11:10 a.m.

**8.e. – Town of Dundurn – Appeal Information**

The Board reviewed all information regarding the Town of Dundurn – Tax Appeal to Sask. Municipal Board. The information has been forwarded to our lawyer. We will wait for further direction.

Matt rejoined the meeting: 11:16 a.m.

**9. NEW BUSINESS – COMMITTEE REPORTS**

Maintenance Committee meeting was held December 14, 2021. These minutes were reviewed under Operations & Maintenance Report. No other regular Committee meetings were held since the last Board meeting.

**10. ACCOUNTS PAYABLE REVIEW AND APPROVAL**

163/2021 MCARTHUR ) **THAT** the accounts from Cheque No. 4651 to Cheque No. 4670, along with other payments, a list of which is attached to and forms a part of the December 15, 2021 Minutes, be approved as presented.

**CARRIED.**

Mike Kuzma left the meeting. Time: 11:25 a.m.

**11. NEXT MEETING DATES**

Until further notice, the Board has agreed to start the monthly meetings at **9:00 a.m.**

- a. **AGM** – January 26, 2022 – 7:00 p.m. at the Dundurn Town Hall
- b. **February Board Meeting** - Wednesday, February 23, 2022 – 9:00 a.m.
- c. **Maintenance** Committee – at the call of the Chair
- d. **HR** Committee – at the call of the Chair
- e. **Finance** Committee – at the call of the Chair
- f. **Policy** Committee – at the call of the Chair

**12. OTHER ITEMS FOR DISCUSSION**

No other items were added.

**13. ADJOURNMENT**

164/2021 PATKAU ) **THAT** this meeting be adjourned.  
Time: 11:30 a.m.

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Matt Jurkiewicz, Vice-Chair

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Rosalind Arndt, Administrator