

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, December 18, 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 2nd Street, Dundurn, Sask. on Wednesday, December 18, 2019.

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:	- Nelson Crowder - Murray McArthur - Lloyd Gratrix (via telephone)
	- Rosalind Arndt, Administrator

Regrets: -

The regular meeting was called to order by Chairman, Dwayne Heidt at 5:13 p.m.

1. APPROVAL OF AGENDA

140/2019 ALDRED) **THAT** the agenda be approved as changed.

Point 6.e. will be added – Motion # 96/2019 – Talk Mail Program

CARRIED.

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.

141/2019 CROWDER) **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. Work Bench / Table for Shop

142/2019 GRATRIX) **THAT** the Board approves the purchase of a work bench for the shop to a maximum of \$1,400.00.

CARRIED.

2.g. Case No. 133-2019

Dwayne and Jason will handle the entire case at court.
An actual meter assembly will be taken to court.

2.h. Budget Vs. Actual

Out of budget Maintenance expenses will be transferred to a new general ledger account – “Water Line Maintenance”

2.i. New Building Discussion

143/2019 KUZMA) **THAT** the Board approves the following Change Order:
Change Order #5 – to add receptacles for the wall oven and the microwave oven.

CARRIED.

2.j. Water Fill Station

This will be tabled until a future meeting.

2.k. Solar Panels

Solar Panels will be added to a future Maintenance meeting.
Rosalind will follow up with the Federal Grant application.

6:01 p.m. – Jason Bellina left the meeting.

3. REVIEW OF BOARD MEETING MINUTES FROM NOVEMBER 27, 2019

144/2019 DYCK) **THAT** the minutes from the November 27, 2019 meeting be approved as circulated.

CARRIED.

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

- a. Water Fill Station
- b. Change Order #5 Approval

5. NEW BUSINESS – CORRESPONDENCE

- a. Resort Village of Thode – Appointee to the Board
- b. Town of Dundurn – Community Sign Board

145/2019 KUZMA) **THAT** the Board approves the renewal of the “Our Community” sign board agreement at a cost of \$150.00 for 5 years.

CARRIED.

- c. Prairie Law Group – Case
- d. SaskWater – Holiday Greetings
- e. Town of Dundurn – Water Rate Increase
- f. Resort Village of Thode – Office Space in New Building
- g. Waylyn Signs – New Building Sign
- h. Town of Dundurn – Angle Parking
- i. Town of Dundurn – Council Appointment
- j. WCB – 2020 Rates
- k. Resort Village of Shields – Appointee to the Board

146/2019 CROWDER) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

6. NEW BUSINESS – ADMINISTRATOR REPORT

147/2019 KUZMA) **THAT** Motion #96/2019 be amended by striking out the words “for year one, and \$1,260.00 for year two and \$1,190.00 for year three”.

CARRIED.

148/2019 DYCK) **THAT** the Board approves the cost to purchase one dry-mounted map at a cost of \$165.35 for one DRWU map to be dry-mounted.

CARRIED.

149/2019 ALDRED) **THAT** the Administrator’s Report and Employee Payroll Reports for the December 18, 2019 meeting, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

11. IN-CAMERA

150/2019 GRATRIX) **THAT** the Board move into in-camera.
Time: 6:43 p.m.

CARRIED.

151/2019 GRATRIX) **THAT** the Board come out of in-camera.
Time: 7:12 p.m.

CARRIED.

Lloyd left the meeting. 7:13 p.m.

7. NEW BUSINESS – MONTHLY FINANCIAL REPORT

152/2019 CROWDER) **THAT** the Financial Report ending November 30, 2019 which is attached to and form a part of these Minutes, be approved as presented.

CARRIED.

8. NEW BUSINESS – COMMITTEE REPORTS

Maintenance Committee – No meeting held.

New Building Committee – No meeting held.

Finance Committee – No meeting held.

HR Committee – No meeting held.

Policy Committee – no meeting held.

9. ACCOUNTS PAYABLE REVIEW AND APPROVAL

153/2019 CARLSON) **THAT** the accounts from Cheque No. 4129 to Cheque No. 4152, along with the Payroll listing and other payments, a list of which is attached to and forms a part of the December 18, 2019 Minutes, be approved as presented.

CARRIED.

10. NEXT MEETING DATES

- a. **February 2020 Regular Board Meeting** - Wednesday, Feb 26, 2020 – 5:00 p.m.
- b. **HR Committee** – at the call of the chair.
- c. **Finance Committee Meeting** – at the call of the chair.
- d. **Maintenance Committee** – at the call of the chair.
- e. **Policy Committee** – at the call of the Chair.

12. OTHER BUSINESS

No other business presented for this meeting.

13. ADJOURNMENT

154/2019 DYCK) **THAT** this meeting be adjourned.
Time: 7:37 p.m.

Dwayne Heidt, Chairman

Rosalind Arndt, Administrator