

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

**Wednesday, November 23, 2022**  
**9:15 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. on Wednesday, November 23, 2022.

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Present:

Town of Dundurn:	- Matt Jurkiewicz
Resort Villages of Shields & Thode:	- Corey Fernets
Elected Members at Large:	- Murray McArthur
	- Rosalind Arndt, Administrator
	- Jason Bellina, Maintenance & Operations Supervisor

ATTENDED via ZOOM Video Conferencing:

- Melissa Maddocks, Town of Hanley
- David Shortt, R.M. of Dundurn
- Michael Kuzma, Elected Member at Large
- Lloyd Gratrix, Elected Member at Large
- Jerry Mulder, Elected Member at Large

Absent: - Nick Patkau, R.M. of Rosedale

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Matt Jurkiewicz appointed Murray McArthur as chair for this meeting.

The Regular meeting was called to order by Interim Chair, Murray McArthur at 9:18 a.m.

**1. APPROVAL OF AGENDA**

143/2022 GRATRIX ) **THAT** the agenda be approved as changed.

**CARRIED.**

David Shortt asked to add Grant-in-Lieu under Business Arising.

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

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

144/2022 KUZMA ) **THAT** the Board approves to purchase the mobile upgrade from Text2Car starting in January of 2023.

**CARRIED.**

145/2022 SHORTT ) **THAT** as per the recommendation of the Maintenance Committee **THAT** the Board short list the solar panel tenders to Copper Construction and Sundawg Solar Inc. pending outcome of the land lease review.

**CARRIED.**

146/2022 MULDER ) **THAT** the Maintenance Operational Report, the SRC Water Sample Report, the Daily Water Sample Report and the Maintenance Monthly Hours Summary for October 2022, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

### **3. NEW BUSINESS – MONTHLY FINANCIAL REPORT**

Michael reviewed the complete Financial Report for October, 2022.

147/2022 MADDOCKS ) **THAT** the Financial Reports for October, 2022 as presented by Michael Kuzma, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

### **4.a. REVIEW OF MINUTES FROM OCTOBER 26, 2022**

148/2022 FERNETS ) **THAT** the minutes from the October 26, 2022 Board meeting be approved as circulated.

**CARRIED.**

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

- 5.a. Bora Insurance - Landon is still preparing information on our insurance deductible.
- 5.b. Administrator Position - Jason has replied stating he is accepting the Administrator position in 2023.
- 5.c. Grant-In-Lieu - The RM will request that all Corporate partners review the Grant-in-Lieu for 2023 and going forward.

### **6. NEW BUSINESS – CORRESPONDENCE**

- a. Subscriber - Insurance Claim
- b. Town of Dundurn – 2021 Waterworks Financial Overview
- c. Sask. Municipal Board – Approval of Bylaw 3-2022
- d. Service Canada – EI Premium Reduction Program
- e. SaskWater – 2023 Water Rate-Revision
- f. Environment Canada – Input for Recovery Strategy for Big Sand Tiger Beetle
- g. SaskWater – New Service Connections

149/2022 JURKIEWICZ ) **THAT** the Correspondence, having been read, be accepted and filed.

**CARRIED.**

**7.a. and 7.b. NEW BUSINESS – ADMINISTRATOR REPORT / EMPLOYEE REPORT**

150/2022 MCARTHUR ) **THAT** the Administrator’s Report and Employee Payroll Report for the November 23, 2022 meeting, which is attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**8. NEW BUSINESS – COMMITTEE REPORTS**

**Maintenance Committee Report**

The Solar Panel tender review was discussed under the Maintenance Report.

No other Committee meetings were held.

**9. ACCOUNTS PAYABLE REVIEW AND APPROVAL**

151/2022 KUZMA ) **THAT** the accounts from Cheque No. 4903 to Cheque No. 4915 , along with other payments, a list of which is attached to and forms a part of the November 23, 2022 Minutes, be approved as presented.

**CARRIED.**

**10. NEXT MEETING DATES**

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

- a. **December Board Meeting** – Wednesday, December 14, 2022 – 9:15 a.m.
- b. **Policy Committee** – Tuesday, December 20, 2022 – 9:15 a.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. **1<sup>st</sup> Meeting of 2023** – Wednesday, February 22, 2023 – 9:15 a.m.

**11. OTHER BUSINESS**

No other business was discussed at this meeting.

**12. ADJOURNMENT**

152/2022 JURKIEWICZ ) **THAT** this meeting be adjourned.  
Time: 10:38 a.m.