

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, November 27, 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, November 27, 2019.

Present:

R.M. of Dundurn: - David Aldred
Town of Hanley: - Darice Carlson
Town of Dundurn: -
R.M. of Rosedale: - Harold Dyck
R.V.'s of Thode & Shields: - Dwayne Heidt

Elected Members at Large: - Nelson Crowder - Murray McArthur
- Lloyd Gratrix

- Rosalind Arndt, Administrator

Regrets: - Michael Kuzma, Town of Dundurn

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

1. APPROVAL OF AGENDA

125/2019 ALDRED) **THAT** the agenda be approved as changed.

CARRIED.

In-Camera will be added after Accounts Payable.

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.

126/2019 DYCK) **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. DAWWU UPDATE

The Board reviewed charges to Dundurn & Area Waste Water Utility for work completed at the Lagoon.

Policy Committee will review the charges at a future meeting.

2.g SOLAR PANEL DISCUSSION

The Board reviewed the revised Solar Panel Company Comparison chart.

The Board is requesting that each Solar Company quote on 28 kw size system.

2.h. WATER FILL STATION

The Board will review this at the December Board meeting.

2.i. ENDPPOINTS

When the Utility purchases endpoints from now on, the monthly activation charge does not have to paid for until they are installed or 6 months, whichever comes first.

2.j. NEW BUILDING UPDATE

Dwayne reviewed the minutes from the New Building Committee meeting held November 25, 2019.

127/2019 CARLSON) **THAT** the Board approve the following Change Orders:
#4 – Change Order – to revise flooring for office, board room and hallway
#6 – Change Order – add sink in shop

CARRIED.

Re: Change Order Directive #5 – Mark Gress is still working out a price to add receptacles for wall oven or microwave

2.k. Parking Curbs Along West Side of Building

Parking curbs cost: \$707.40 plus taxes. Dwayne and Jason met with Town of Dundurn representatives, Mayor Per Vinding and Administrator Eileen Prosser to discuss if a sidewalk is to be installed along the west side of our new office building. It was agreed upon that no sidewalk will be installed.

128/2019 ALDRED) **THAT** the New Building Update be approved as presented.

CARRIED.

6:26 p.m. – Jason Bellina left the meeting.

3. REVIEW OF BOARD MEETING MINUTES FROM OCTOBER 23, 2019

129/2019 GRATRIX) **THAT** the minutes from the October 23, 2019 meeting be approved as circulated.

CARRIED.

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

a. Motion # 110 2019 – Purchase of Fridge

130/2019 GRATRIX) **THAT** Motion # 110/2019 be amended by striking out \$125.00 plus taxes and inserting words \$199.00 plus taxes.

CARRIED.

5. NEW BUSINESS – CORRESPONDENCE

- a. RM of Corman Park – Christmas Tree Farm Approval
- b. RM of Corman Park - / Croft Aggregates – Aggregate Pit
- c. Water Security Agency – PDWA for Blackstrap Extension Line
- d. James Ridgway – Legal Costs

James Ridgway will be informed that the Utility will use our SGI legal team for the Greg Barry case.

- e. Letter to: Town of Dundurn – Parking on West side of New Office Building
- f. Provincial Court of Saskatchewan – Trial Notice

131/2019 CROWDER) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

6. NEW BUSINESS – ADMINISTRATOR REPORT

132/2019 CROWDER) **THAT** the Administrator’s Report and Employee Payroll Reports for the November 27, 2019 meeting, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

133/2019 CARLSON) **THAT** Dundurn Rural Water Utility will add a Miscellaneous Interest to each lot in Grasswood Property Estates Ltd. and Skyview Real Estate Development Corp. that are currently owned by the Developer.

CARRIED.

134/2019 CARLSON) **THAT** the Board will implement a new policy stating THAT a \$100 charge per title will be added to final bills when lots are sold for reimbursement if a Miscellaneous Interest is added to the title.

CARRIED.

8. NEW BUSINESS – COMMITTEE REPORTS

Maintenance Committee – reviewed under Maintenance Committee

New Building Committee – reviewed under Maintenance Report

Finance Committee – No meeting held.

HR Committee – No meeting held.

Policy Committee – no meeting held.

9. ACCOUNTS PAYABLE REVIEW AND APPROVAL

135/2019 CROWDER) **THAT** the accounts from Cheque No. 4101 to Cheque No. 4128, along with the Payroll listing and other payments, a list of which is attached to and forms a part of the November 27, 2019 Minutes, be approved as presented.

CARRIED.

9.a. IN-CAMERA

136/2019 CARLSON) **THAT** the Board move into in-camera.
Time: 6:59 p.m.

CARRIED.

137/2019 MCCARTHUR) **THAT** the Board come out of in-camera.
Time: 7:06 p.m.

CARRIED.

7. NEW BUSINESS – MONTHLY FINANCIAL REPORT

138/2019 CARLSON) **THAT** the Financial Report ending October 31, 2019 which is attached to and form a part of these Minutes, be approved as presented.

CARRIED.

10. OTHER BUSINESS

No other business presented for this meeting.

11. NEXT MEETING DATES

December 2019 Regular Board Meeting - Wednesday, Dec 18, 2019 – 4:00 p.m.

- a. **HR** Committee – at the call of the chair.
- b. **Finance** Committee Meeting – at the call of the chair.
- c. **Maintenance** Committee – at the call of the chair.
- d. **Policy** Committee – at the call of the Chair.

12. ADJOURNMENT

139/2019 GRATRIX

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THAT this meeting be adjourned.
Time: 7:20 p.m.

Dwayne Heidt, Chairman

Rosalind Arndt, Administrator