

DUNDURN RURAL WATER UTILITY
Regular Meeting
Minutes

Wednesday, October 28, 2020
9:30 a.m.

Minutes of a regular meeting of the Dundurn Rural Water Utility held at the Dundurn Rural Water Utility office at 401 2nd Street, Dundurn, Sask. and via ZOOM Video Conferencing on Wednesday, October 28, 2020.

Present:

R.M. of Dundurn: - David Aldred
R.M. of Rosedale: - Harold Dyck
Town of Hanley: - Darice Carlson
Resort Villages of Thode & Shields: - Corey Fernets

Elected Members at Large: - Nelson Crowder - Murray McArthur
- Rosalind Arndt, Administrator
- Jason Bellina, Maintenance & Operations Supervisor

ATTENDED via: ZOOM Video Conferencing:

Elected Member at Large: - Lloyd Gratrix
Subject Matter Professional: - Michael Kuzma

Absent: Town of Dundurn: - Eileen Prosser

The regular meeting was called to order by Chair, Darice Carlson at 9:31 a.m.

Darice asked for any conflicts of interest. None noted.

1. APPROVAL OF AGENDA

148/2020 CROWDER) **THAT** the agenda be approved as changed.

CARRIED.

Corey Fernets is the new representative for the Resort Villages of Thode and Shields. Corey was introduced to all and then Corey read and signed the Oath of Office, attached and hereby forming a part of these minutes.

2. APPOINTMENT OF SUBJECT MATTER PROFESSIONAL

149/2020 DYCK) **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.

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.

150/2020 MCARTHUR) **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.g. REVIEW OF MAINTENANCE MINUTES

151/2020 FERNETS) **THAT** based on the recommendation of the Maintenance Committee, the Board will install solar panels at Pump House #3 but **THAT** the Utility will wait until Spring of 2021 to see if there will be a provincial or federal grant for solar panel installation.

CARRIED.

152/2020 ALDRED) **THAT** the Board approves the Maintenance minutes from October 19, 2020.

CARRIED.

9:54 a.m. – Jason left the meeting.

4. REVIEW OF BOARD MEETING MINUTES FROM September 16, 2020

153/2020 CARLSON) **THAT** the minutes from the September 16, 2020 meeting be approved as circulated.

CARRIED.

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

Motion # 137/2020 - This motion will be amended when the actual truck is purchased.

6. NEW BUSINESS – CORRESPONDENCE

- a. SaskWater – copy of letter sent to City of Saskatoon
- b. SARWP – Annual Seminar
- c. Resort Village of Thode – Sunset Clause in Corporate Bylaw
- d. R.M. of Dundurn – Approval of water connection
- e. R.M. of Dundurn – Sunset Clause in Corporate Bylaw
- f. Water Security Agency – PDWA for Elkwood & Rescinding of PDWA
- g. Resort Village of Shields – Sunset Clause in Corporate Bylaw
- h. Resort Village of Thode – Appointment to DRWU Board
- i. Dundurn & District Fire Commission – Additional Fire Hydrants

154/2020 GRATRIX) **THAT** the Correspondence, having been read, be accepted and filed.

CARRIED.

7. NEW BUSINESS – ADMINISTRATOR REPORT

155/2020 CROWDER) **THAT** the Board approves to use the Interest Authorization Corporate Entity with Seal Affixed One Signing Officer form from ISC whenever a Miscellaneous Interest will be discharged.

CARRIED.

156/2020 DYCK) **THAT** the Administrator’s Report and Employee Payroll Report for the October 28, 2020 meeting, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

157/2020 McARTHUR) **THAT** the Dundurn Rural Water Utility purchase one hundred dollar gift cards for all staff and Office cleaner as approved by the Board.

CARRIED.

158/2020 FERNETS) **THAT** the Board appoint Darice Carlson and Michael Kuzma to attend the special SaskWater and City of Saskatoon meeting to be held November 18, 2020 at the Saskatoon Inn.

CARRIED.

159/2020 ALDRED) **THAT** the Board accepts the review of all information regarding SaskWater and the City of Saskatoon.

CARRIED.

8. NEW BUSINESS – MONTHLY FINANCIAL REPORT

Michael reviewed the complete Financial Report along with GIC Investments and the DRWU Capital 5 year plan.

160/2020 DYCK) **THAT** the Financial Report ending September 30th, 2020 as presented by Michael Kuzma, which is attached to and form a part of these Minutes, be approved as presented.

CARRIED.

9. NEW BUSINESS – COMMITTEE REPORTS

- a. **Maintenance Committee** – reviewed under Maintenance
- b. **Finance Committee** – no meeting held
- c. **Policy Committee** – September 23, 2020

161/2020 MCARTHUR) **THAT** the Board approves the Policy minutes as reviewed.

CARRIED.

162/2020 ALDRED) **THAT** the Board accepts the recommendation of the Policy Committee to approve the Policy Manual in its entirety.

CARRIED.

- d. **HR Committee** – no meeting held

10. NEW BUSINESS – CORPORATE BYLAW

163/2020 CROWDER) **THAT** motion # 112/2020 be amended to add “unless partner municipalities appoint a different representative” after the word notice.

CARRIED.

11. ACCOUNTS PAYABLE REVIEW AND APPROVAL

164/2020 DYCK) **THAT** the accounts from Cheque No. 4353 to Cheque No. 4392, along with other payments, a list of which is attached to and forms a part of the October 28, 2020 Minutes, be approved as presented.

CARRIED.

12. NEXT MEETING DATES

The Board discussed start time for future meetings. The Board has agreed to start the meetings at **9:30 a.m.**

- a. **Nov 2020 Regular Board Meeting** - Wednesday, November 25, 2020 – 9:30 a.m.
- b. **Dec 2020 Regular Board Meeting** – Wednesday, December 16, 2020 – 9:30 a.m.
- c. **Policy** Committee – at the call of the Chair
- d. **Maintenance** Committee – at the call of the Chair
- e. **Finance** Committee – at the call of the Chair
- f. **HR** Committee – at the call of the Chair

13. ADJOURNMENT

165/2020 DYCK) **THAT** this meeting be adjourned.
Time: 11:36 p.m.

Darice Carlson, Chair

Rosalind Arndt, Administrator