

DUNDURN RURAL WATER UTILITY

Regular Meeting Minutes

Tuesday, September 01, 2022 (for August)

12:15 p.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. On Thursday, September 1, 2022.

Present:

Town of Hanley: - Melissa Maddocks
Resort Villages of Shields & Thode: - Corey Fernets
Elected Members at Large: - Lloyd Gratrix - Murray McArthur
- Michael Kuzma

- Rosalind Arndt, Administrator
- Jason Bellina, Maintenance & Operations Supervisor

ATTENDED via ZOOM Video Conferencing:

- Jerry Mulder, Elected Member at Large
- David Shortt, R.M. of Dundurn
- Matt Jurkiewicz, Town of Dundurn

Absent:

- Nick Patkau, R.M. of Rosedale

The Regular meeting was called to order by Chair, Lloyd Gratrix at 11:53 a.m.

1. APPROVAL OF AGENDA

78/2022 MULDER) **THAT** the agenda be approved as presented.

CARRIED.

6. NEW BUSINESS – MONTHLY FINANCIAL REPORT

Michael reviewed the complete Financial Report for July and August, 2022.

79/2022 GRATRIX) **THAT** the Financial Reports for July and August, 2022 as presented by Michael Kuzma, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

12:12 p.m. – LUNCH break.

12:35 p.m. – Resume meeting.

2. NEW BUSINESS – MAINTENANCE & OPERATIONS REPORT

Jason reviewed the Maintenance Operational Reports, the SRC Water Sample Reports, the Daily Water Sample Reports and the Maintenance Monthly Hours Summaries for July and August as attached.

80/2022 MCARTHUR) **THAT** the Maintenance Operational Reports, the SRC Water Sample Reports, the Daily Water Sample Reports and the Maintenance Monthly Hours Summaries for July and August, 2022, which are attached to and form a part of these Minutes, be approved as presented.

CARRIED.

The Board reviewed the minutes from the Maintenance Committee meeting held August 09, 2022.

81/2022 GRATRIX) **THAT** as per the recommendation from Maintenance **THAT** the Utility obtain three (3) quotes to install solar panels at Pump Houses #8 and #10 – together and individually for 2023.

CARRIED.

3.a. REVIEW OF MINUTES FROM JUNE 22, 2022

82/2022 KUZMA) **THAT** the minutes from the June 22, 2022 board meeting be approved as corrected. The motions from Business Arising will be added to the June minutes.

CARRIED.

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

83/2022 FERNETS) **THAT** from the recommendation of the Policy Committee **THAT** the following changes be made to Bylaw No. 2-2020:

1. b) delete the words “will continue to pay monthly Op Fee with water” and replace with “will pay the monthly Curb Stop fee”
2. Remove Point #2 in it is entirety

CARRIED.

84/2022 MADDOCKS) **THAT** from the recommendation of the Policy Committee **THAT** the new Policy “Sub-Division Developments with Construction of Own Water Distribution System” be added to the Policy Manual as attached.

CARRIED.

PASSING OF MOTION FROM IN-PERSON VOTE AT ANNUAL TOUR (July 13, 2022)

- 85/2022 SHORTT) **THAT** the Board ratify the vote to allow our Maintenance Employee, Don Suttie to assist with the following duties at the Town of Dundurn:
- Perform daily regulatory water testing at the Water Treatment Plant;
 - To check the Spray Park;
 - To check the Skate Park.
- And **THAT** the Town of Dundurn will be charged \$30.00 per hour worked.
- CARRIED.**

7. NEW BUSINESS – CORRESPONDENCE

- a. SaskWater – Email – Update on New Water Rates
- b. RM of Corman Park – Summer Newsletter
- c. SARWP – Spring Newsletter
- d. R.M. of Dundurn – New DRWU Representative
- e. RM of Corman Park – Discretionary Use Comment Sheet
- f. South East Concept Plan – August 2022 Newsletter
- g. SAL Engineering – Certificate of Substantial Performance

- 86/2022 MULDER) **THAT** the Correspondence, having been read, be accepted and filed.
- CARRIED.**

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

- 87/2022 KUZMA) **THAT** the Board approve **THAT** Chantel Hendry’s 1 day of holidays from 2021 be carried over to September 2, 2022 and **THAT** Brian McNutt’s 45 hours be carried over to January, 2023.
- 88/2022 MCARTHUR) **THAT** the Administrator’s Report and Employee Payroll Reports for the September 01, 2022 meeting, which is attached to and form a part of these Minutes, be approved as presented.
- CARRIED.**

9. NEW BUSINESS – UTILITY PROCEDURES BYLAW

The Board will review this bylaw at the September Board Meeting.

10. NEW BUSINESS – COMMITTEE REPORTS

The Maintenance Committee minutes were reviewed under Maintenance.

Finance Committee Budget Meeting will be reviewed at the September Board meeting.

11. ACCOUNTS PAYABLE REVIEW AND APPROVAL

89/2022 JURKIEWICZ) **THAT** the accounts from Cheque No. 4830 to Cheque No. 4867, along with other payments, a list of which is attached to and forms a part of the September 01, 2022 Minutes, be approved as presented.

CARRIED.

12. OTHER BUSINESS

No other business was discussed at this meeting.

13. NEXT MEETING DATES

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

- a. **September Board Meeting** - Wednesday, September 28, 2022 – 9:15 a.m.
- b. **HR Committee** – Wednesday, September 21, 2022 – 4:30 p.m.
- c. **Finance Committee** – at the call of the Chair
- d. **Policy Committee** – at the call of the Chair
- e. **Maintenance Committee** – at the call of the Chair

14. ADJOURNMENT

90/2022 MULDER) **THAT** this meeting be adjourned.
Time: 2:30 p.m.

Lloyd Gratrix, Chair

Rosalind Arndt, Administrator