

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

**Wednesday, September 27, 2023**  
**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, September 27, 2023.

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Present:

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|-------------------------------------|--------------------|
| Resort Villages of Shields & Thode: | - Corey Fernets    |
| Town of Hanley:                     | - Melissa Maddocks |
| R.M of Dundurn:                     | - David Shortt     |
| R.M. of Rosedale                    | - Harold Dyck      |
| Town of Dundurn:                    | - Matt Jurkiewicz  |

|                           |                   |
|---------------------------|-------------------|
| Elected Members at Large: | - Todd Grabowski  |
|                           | - Jerry Mulder    |
|                           | - Murray McArthur |

|                          |                 |
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| Attending via ZOOM:      |                 |
| Elected member at Large: | - Michael Kuzma |

Rosalind Arndt, Outgoing Administrator  
Jason Bellina, Administrator

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The Regular meeting was called to order by Chairman, Matt Jurkiewicz at 9:21 a.m.

**1. APPROVAL OF AGENDA**

83/2023 McARTHUR ) **THAT** the agenda be approved as presented.

**CARRIED.**

**2. REVIEW OF 2024 BUDGET / Finance Meeting September 12, 2023 & Water Rate Bylaw**

Michael reviewed the 2024 Budget.

84/2023 DYCK ) **THAT** the 2024 budget which is attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

**Bylaw No. 1-2023 Water Rate Bylaw – New Rates**

**BYLAW NO. 1-2023 – FIRST READING**

85/2023 SHORTT ) **THAT** Bylaw No. 1-2023, being a bylaw to fix the rates to be charged for the use and consumption of water, be read a first time.

**CARRIED.**

**BYLAW NO. 3-2022 – SECOND READING**

86/2023 GRABOWSKI ) **THAT** Bylaw No. 1-2023 be read a second time.

**CARRIED.**

**BYLAW NO. 3-2022 – THIRD READING**

87/2023 MULDER ) **THAT** Bylaw No. 1-2023 be given three readings at this meeting.

**CARRIED UNANIMOUSLY.**

**BYLAW NO. 3-2022 – THIRD AND FINAL READING**

88/2023 FERNETS ) **THAT** Bylaw No. 1-2023, being a bylaw to fix the rates to be charged for the use and consumption of water, be read a third time, and finally adopted.

**CARRIED.**

**3. REVIEW OF MINUTES FROM August 23, 2023**

89/2023 JURKIEWICZ ) **THAT** the minutes from the August 23, 2023 Board meeting be approved as circulated.

**CARRIED.**

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

The board reviewed the Grant-in-Lieu budget item.

Matt Jurkiewicz declared a conflict of interest and did not participate.

90/2023 DYCK ) **THAT** the Dundurn Rural Water Utility will pay the Town of Dundurn a Grant-in-Lieu payment in 2024.

**DEFEATED.**

**5. NEW BUSINESS – MONTHLY FINANCIAL REPORT**

Michael reviewed the complete Financial Report for August, 2023.

91/2023 McARTHUR ) **THAT** the Financial Reports for August, 2023 as presented by Michael Kuzma, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

Mike Kuzma left the meeting at 9:58a.m

**6. NEW BUSINESS – CORRESPONDENCE**

- a. Village of Kenaston – water supply to Village
- b. R.M. of Corman Park – Open House
- c. R.M. of Rosedale – Grant-in-Lieu
- d. SaskWater - New Connections
- e. APsystems – Pumphouse 8 & 10 Warranty

92/2023 SHORTT ) **THAT** the Correspondence, having been read, be accepted and filed.

**CARRIED.**

**7. NEW BUSINESS – ADMINISTRATOR REPORT / EMPLOYEE REPORT**

93/2023 GRABOWSKI ) **THAT** the Administrator’s Report, Employee Payroll Report, the SRC Water Sample Reports, the Daily Water Sample Reports for the September 27, 2023 meeting, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

94/2022 MULDER ) **THAT** the Dundurn Rural Water Utility purchase one hundred dollar gift cards for all staff and the Office cleaner, as approved by the Board.

**CARRIED.**

**8. NEW BUSINESS – COMMITTEE REPORTS**

The Finance Meeting minutes were reviewed under Monthly Financial Report.

The Board reviewed the Maintenance meeting minutes from September 11<sup>th</sup>, 2023.

95/2023 JURKIEWICZ ) **THAT** the Board approve the Committee meeting Minutes from September, 2023.

**CARRIED.**

96/2022 FERNETS ) **THAT** based on the recommendation from the Maintenance Committee, the board approves the purchase of a Snowblower attachment for the Skid Steer for approximately \$12,000.00.

**CARRIED.**

Mike Kuzma rejoined the meeting at 10:45 a.m.

The board reviewed the Letter to be forwarded to councils regarding peak flow times. A meeting will be set up with the Operators.

**9. ACCOUNTS PAYABLE REVIEW AND APPROVAL**

97/2023 MADDOCKS ) **THAT** the accounts from Cheque No. 5022 to Cheque No. 5025, along with other payments, a list of which is attached to and forms a part of the September 27, 2023 Minutes, be approved as presented.

**CARRIED.**

**10. OTHER BUSINESS**

98/2023 KUZMA ) **THAT** the board approves the Administrator to investigate a new email domain for Dundurn Rural Water Utility.

**CARRIED.**

**11. NEXT MEETING DATES**

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

- a. **October Board Meeting** – Wednesday, October 25, 2023 9:15 a.m.
- b. **Maintenance** Committee – at the call of the Chair
- c. **Finance** Committee – at the call of the Chair
- d. **HR** Committee – at the call of the Chair

**12. ADJOURNMENT**

99/2023 McARTHUR ) **THAT** this meeting be adjourned.  
Time: 11:05 a.m.

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Matt Jurkiewicz, Chair

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Jason Bellina, Administrator