

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA  
HELD ON TUESDAY, September 12, 2017  
IN THE ADMINISTRATION CENTRE AT ITUNA, SASKATCHEWAN

**PRESENT:** Mayor: Doug Scully  
Alderman: Kyle Wendz, Cyndi Salyniuk, Don Leontowich, Nancy Deleurme, Rene Dubreuil, Glen Kozak  
Administrator: Geri Kreway  
Acting Administrator for Meeting: Kristen Beselaere

*Call to Order:*

A quorum being present, Mayor Scully called the meeting to order at 7:27p.m.

**602/2017 – Agenda  
Leontowich/Wendz**

That we adopt the agenda as presented.

**CARRIED.**

**603/2017 – August 8, 2017 Minutes  
Deleurme/Kozak**

That the minutes from the Regular Meeting of Council held on August 8th, 2017 be accepted and adopted as presented.

**CARRIED.**

*Foreman's Report:*

**604/2017 – Foreman's Report  
Kozak/Leontowich**

That we accept the foreman's report as presented and file.

**CARRIED.**

*Old Business:*

**605/2017 – Ituna Transit  
Deleurme/Dubreuil**

That the Ituna Transit continues regular service and that we advertise to hire a Transit Driver immediately.

**CARRIED.**

*Correspondence:*

**606/2017 – File Correspondence  
Kozak/Salyniuk**

That we file the correspondence as presented.

**CARRIED.**

*Financials:*

**607/2017 – Financials  
Wendz/Salyniuk**

That we approve financials, August RBC and Cornerstone Credit Union bank reconciliations as presented.

-General Cheque's #27 - 65; \$83,203.12

-Utilities - \$6,896.24

-Payroll Cheques August Deposit #08170101-08170108 & 08170201-08170202 - \$21,679.90

**CARRIED.**

*Mayor & Council Reports:*

**608/2017 – Mileage Rate  
Leontowich/Kozak**

Mileage for Town business to be paid to the Mayor, Council Members and staff at a rate of \$0.50 per kilometre.

**CARRIED.**

*Administrator's Report:*

**609/2017 – Celebration  
Kozak/Deleurme**

Motion to have coffee and donuts for Leon.

**CARRIED.**

**610/2017 – Rent  
Wendz/Kozak**

Approve rental for \$100.00 per day for the empty half of the Library.

**CARRIED.**

**611/2017 – Advertise Rental of Library Space  
Kozak/Leontowich**

Motion to advertise rental of the empty half of the Library for \$750.00 a month on the Town website and Ituna News (ad at a cost of \$75-\$85).

**CARRIED.**

**612/2017 – File Administrator's Report**

**Wendz/Leontowich**

That we file the Administrator's Report as presented.

**CARRIED.**

*New Business:*

**613/2017 – Bylaw #9 – 2016 A Bylaw to Amend Bylaw No. 03-2015 known as the RM of Ituna Bon Accord, Town of Ituna and Village of Hubbard District Plan**

**Wendz/Kozak** That Bylaw #09-2016; A Bylaw to amend Bylaw No. 03-2015 known as the RM of Ituna Bon Accord, Town of Ituna and Village of Hubbard District Plan be read a second time.  
**CARRIED.**

**614/2017 – Bylaw #9 – 2016 A Bylaw to Amend Bylaw No. 03-2015 known as the RM of Ituna Bon Accord, Town of Ituna and Village of Hubbard District Plan**

**Deleurme/Salyniuk** That we proceed with the third reading of Bylaw #9-2016.  
**CARRIED UNANIMOUSLY.**

**615/2017 – Bylaw #9 – 2016 A Bylaw to Amend Bylaw No. 03-2015 known as the RM of Ituna Bon Accord, Town of Ituna and Village of Hubbard District Plan**

**Leontowich/Salyniuk** That the Bylaw #9-2016 be read a third time, adopted and attached hereto.  
**CARRIED.**

**616/2017 – Bylaw #10– 2016 A Bylaw to Amend Bylaw No. 04-2015 known as the Official Community Plan**

**Deleurme/Dubreuil** That Bylaw #10-2016; A Bylaw to amend Bylaw No. 04-2015 known as the Official Community Plan be read a second time.  
**CARRIED.**

**617/2017 – Bylaw #10– 2016 A Bylaw to Amend Bylaw No. 04-2015 known as the Official Community Plan**

**Kozak/Leontowich** That we proceed with the third reading of Bylaw #10-2016.  
**CARRIED UNANIMOUSLY.**

**618/2017 – Bylaw #10– 2016 A Bylaw to Amend Bylaw No. 04-2015 known as the Official Community Plan**

**Wendz/Salyniuk** That the Bylaw #10-2016 be read a third time, adopted and attached hereto.  
**CARRIED.**

**619/2017 – Maternity Leave**

**Kozak/Wendz** That we accept Kristen Beselaere’s formal notice to begin maternity leave Tuesday, October 10<sup>th</sup>, 2017.  
**CARRIED.**

**620/2017 – Resignation of Foreman**

**Leontowich/Dubreuil** That we accept Leon Filarchuk’s formal notice of resignation effective Friday, September 15<sup>th</sup>, 2017.  
**CARRIED.**

**621/2017 – Resignation of Economic Development Officer**

**Kozak/Salyniuk** That we accept Karla Sauve’s formal resignation from the position of Economic Development Officer effective August 17<sup>th</sup>, 2017.  
**CARRIED.**

**622/2017 – Work Placement**

**Wendz/Salyniuk** Motion to continue Work Placement partnership with the Ituna School for the 2017/2018 school year.  
**CARRIED.**

**623/2017 – Offer to Purchase**

**Kozak/Dubreuil** Motion to accept offer to purchase property located at Lot 28-31 Block 20 Plan Y6120.  
**CARRIED.**

**624/2017 – EMO Incident Command System (ICS) 200**

**Kozak/Deleurme** Motion to send Andy Anderson to Yorkton for EMO course and cover mileage and meals for the day.  
**CARRIED.**

**625/2017 – Issue 6 month Notices**

**Wendz/Kozak** That we authorize to proceed on sending 6 month tax notice requesting title on the following properties:

Lot 6-7 Block 15 Plan AF1276  
Lot 29-30 Block 03 Plan AH3660  
Lot 6&30 Block 12 Plan AF1276  
Lot 2 Block 39 Plan FO2808  
Lot 1-4 Block 20 Plan Y6120  
Lot 5-6 Block B Plan FM4917  
Lot 8&11 Block 10 Plan AF1276

**CARRIED.**

**626/2017 – Building Permit**

**Wendz/Leontowich** That the Building Permit Application for 22 5<sup>th</sup> Avenue SW be approved.  
**CARRIED.**

**627/2017 – Confidential Committee of the Whole**

**Salyniuk/Deleurme** That we move into confidential Committee of the Whole at 8:50 pm.  
**CARRIED.**

**628/2017 – Confidential Committee of the Whole**  
**Wendz/Kozak** That Council Rise and report at 9:45 pm  
**CARRIED.**

**629/2017 – Termination**  
**Deleurme/Dubreuil** That the Administrator be terminated effective immediately and paid severance less deductions in accordance with the Town of Ituna HR Policy #32.  
**Recorded Vote: For: Leontowich, Salyniuk, Dubreuil, Deleurme**  
**Against: Wendz, Kozak, Scully**  
**CARRIED.**

**630/2017 – Meeting Acting Administrator**  
**Deleurme/Leontowich** That council appoint Kristen Beselaere as Administrator for the purpose of this meeting.  
**CARRIED.**

**631/2017 – Motion to continue meeting past 10:00PM**  
**Wendz/Kozak** Motion to continue meeting past 10:00PM.  
**CARRIED.**

**632/2017 – Advertise Positions**  
**Salyniuk/Dubreuil** To advertise for the following positions: Administrator, Assistant Administrator, Foreman, Economic Development Officer for 2 days a week, and tender out for the Custodian.  
**CARRIED.**

**633/2017 – Foreman Salary**  
**Kozak/Leontowich** Motion to set the salary for Foreman at \$50,000 for employee without experience/certification or \$55,000 with.  
**CARRIED.**

**634/2017 – Administrative Assistant Salary**  
**Salyniuk/Dubreuil** Motion to set the salary for an Administrative Assistant at \$18/hour without experience and \$20/hour with.  
**CARRIED.**

**635/2017 – Economic Development Officer Wage**  
**Salyniuk/Dubreuil** Motion to set wage for Economic Development Officer at \$15.30/hour.  
**CARRIED.**

**636/2017 – Custodian Wage**  
**Salyniuk/Dubreuil** Motion to set monthly contract pay for Custodian at \$500.  
**CARRIED.**

**637/2017 – Town of Ituna Facility Locks**  
**Deleurme/Dubreuil** That Vince’s Locksmith be contacted to re-key all Town of Ituna building locks as soon as possible.  
**Recorded Vote: For: Leontowich, Salyniuk, Dubreuil, Deleurme**  
**Against: Wendz, Kozak, Scully**  
**CARRIED.**

**638/2017 –Adjournment**  
**Scully** That we adjourn at 10:10 pm.  
**CARRIED.**

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Mayor

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Administrator