

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA  
HELD ON TUESDAY FEBRUARY 13, 2018  
IN THE ADMINISTRATION CENTRE AT ITUNA, SASKATCHEWAN**

M-11 (a)

**PRESENT:** Mayor: Doug Scully  
Alderman: Glen Kozak, Cyndi Salyniuk, Rene Dubreuil, Kyle Wend  
Nancy Deleurme  
In Attendance Crystal Campbell - CAO

**Call to Order:**

A quorum being present, Mayor Scully called the meeting to order at 7:30 p.m.

**Agenda**

**20/2018 — Salyniuk/Wendz:** That the agenda be approved as presented.

**CARRIED.**

**Approval of Minutes**

**21/2018 — Kozak/Dubreuil:** That the minutes from the Regular Meetings of Council held on January 9, 2018 be approved as presented.

**CARRIED.**

**Old Business**

**23/2018 - Salyniuk/Dubreuil:** That the Council approve the quote from North Side Services for the required adjustments to the garbage truck at an estimated cost of One Thousand Nine Hundred Seventy-five Dollars and Eighty-eight cents (\$1,975.88) to a maximum cost of Twenty-six Hundred Dollars (\$2,600.00).

**CARRIED.**

**24/2018 - Salyniuk/Deleurme:** That the Council approve the service quotes from Premium Fire Protection Limited numbers 2039 and 2040 to repair the deficiencies as per the 2017 annual inspection on both the Ituna Curling Arena and Ituna Skating Rink.

**CARRIED.**

**25/2018 - Wendz/Kozak:** That the Council apply for the 2018 SWWA membership in the amount of Sixty Dollars and Fifty cents (\$60.50).

**CARRIED.**

**Correspondence**

**26/2018 - Salyniuk/Deleurme:** That a letter be written to the Arena Building Committee in regards to their request to have a land survey completed on parcel #109741068; informing them that Council feels the expenditure would fall under the responsibility of the Arena Building Committee to insure that an accurate paper trail is kept for all expenses related to the building of the new arena.

**CARRIED.**

**27/2018— Salyniuk/Dubreuil:** That the letter of resignation received by Karla Suave be accepted as presented and filed.

**CARRIED.**

**Financials**

**28/2018 - Deleurme/Kozak:** That we approve financials as presented:

Aug, Sept, Oct & Nov Amended Bank Reconciliations.  
December 2017 Bank Reconciliation  
January Financial Statement  
Preauthorized Payments - \$11,501.27  
Cheques No. 266 —322 —\$99,456.06

**CARRIED.**

**Administrator's Report**

**29/2018 Salyniuk/Kozak:** That the Administrator's report number 2-2018 be accepted and filed.

**CARRIED.**

**Mayor and Council Reports**

The Mayor and Council presented verbal reports on the boards that they are appointed to as well as the 2018 SUMA Convention.

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**NEW BUSINESS****Indemnity & Mileage**

**30/2018 Salyniuk/Deleurme:** That the indemnity and mileage rates for Council for the year 2018 be set as follows:

Indemnity Rates:

Regular Meeting

Mayor & Council: \$125.00

Special Meeting & Out of Town Meetings

Mayor & Council: \$100.00

Mileage:

\$0.55/km

These rates are to be retroactive to January 1, 2018.

**CARRIED.**

**Replacement Pump**

**31/2108 Wendz/Dubreuil:** That the Council accept the pump replacement cost from Municipal Utilities in the amount of One Thousand Sixty-eight Dollars and Seventy-five cents (\$1,068.75).

**CARRIED.**

**Water Plant Multi Ranger**

**32/2018 - Kozak/Wendz:** That the Council approve the water plant multiranger quote from Municipal Utilities in the amount of Fifteen Thousand Thirty-seven Dollars and Sixty cents (\$15,037.60).

**CARRIED.**

**SaskAlert**

**33/2018 - Deleurme/Salyniuk:** That the Town sign the Saskatchewan Public Alerting System Authorization User Designation Form and designate the Administrator Crystal Campbell and Administrative Assistant Stacy Yakimoski to be the designated officers on behalf of the Town of Ituna.

**CARRIED.**

**Liquor Permit Approval**

**34/2018 - Kozak/Salyniuk:** That the Town accept the issuance of a Special Event Liquor Permit for the Ituna Hockey Arena for their event to be held on February 16th, 17th and 18th of 2018.

**CARRIED.**

**MAMP**

**35/2018 — Dubreuil/Salyniuk:** That the Administrator Crystal Campbell be registered for the Municipal Asset Management Program for Administrators.

**CARRIED.**

**List of Lands with Arrears**

**36/2018 — Deleurme/Salyniuk:** That the List of Lands in Arrears for the year 2017 be advertised as presented and that the Administrator be granted permission to proceed with tax enforcement after the 60 day deadline.

**CARRIED.**

**Line of Credit**

**37/2018 — Salyniuk/Kozak:** That the Town of Ituna acquire a line of credit with the Cornerstone Credit Union in the amount of One Hundred Thousand Dollars (\$100,000.00) and that the signing Authorities for the line of credit be the exact same as the signing Authority for the Town's general bank account with their institution.

**CARRIED.**

**Credit Card**

**38/2018 - Kozak/Salyniuk:** That the Town of Ituna authorize the issuance of a credit card with a credit limit of Ten Thousand Dollars (\$10,000.00) to the Administrator Crystal Campbell.

**CARRIED.**

**39/2018 — Kozak/Salyniuk:** That the Town Forman Rodney Holmstrom be registered to attend the Iron and Manganese Removal Course in Yorkton on March 19, 2018.

**CARRIED.**

**2018 Tourist Guide Advertisement**

**40/2018 - Wendz/Deleurme:** That the Town of Ituna take out a business card size advertisement in the 2018 Tourist Guide to be printed in all 3 guides for the tourism area at a cost of Two Hundred and Seventy-five Dollars (\$275.00) plus applicable taxes.

**CARRIED.**

**SWWA Conference**

**41/2018 - Salyniuk/Kozak:** That the Town register the Forman Rodney Holmstrom for the 2018 SWWA conference scheduled for November 7-9<sup>th</sup>, 2018 in Saskatoon to meet the early bird registration deadline.

**CARRIED.**

**CAO Hire**

**42/2018 - Deleurme/Dubreuil:** That the Council approve the hire of Crystal Campbell on January 1<sup>st</sup>, 2018 for the position of CAO for the Town of Ituna at a starting salary of Fifty Six Thousand Dollars (\$56,000.00) per annum and that upon the end of her 6 month probationary term a review of her performance be completed and the UMAAS contract for employment be signed.

**CARRIED.**

**Job Applications**

**43/2018 - Salyniuk/Kozak:** That the applications for employment having been received and read be accepted as presented and filed.

**CARRIED.**

*Councillor Wendz declared interest in the next item on the agenda and removed himself from Council Chambers at 8:42pm.*

*Councillor Kozak also declared interest in the next item on the agenda and removed himself from Council Chambers at 8:45pm*

**Fire Department Budget**

**44/2018 - Salyniuk/Deleurme:** That the 2018 budget from the Ituna Volunteer Fire Department be approved as presented.

**CARRIED.**

*Councillor Wendz and Councillor Kozak returned to Council Chambers at 8:46pm*

*Mayor Scully declared interest in the next item on the agenda and removed himself from Council Chambers at 8:47pm*

*Deputy Mayor Cyndi Salyniuk assumed the Position of Chair upon Mayor Scully's absence.*

**Horizon Cu Provincials**

**45/2018 - Wendz/Dubreuil:** That the Town purchase 60 totes at a capped cost of Five Dollars (\$5.00) each totalling an estimated capped cost of Five Hundred Dollars (\$500.00).

**CARRIED.**

*Mayor Scully returned to Council Chambers and resumed Chair at 8:57pm.*

**Accounts**

**45/2018 - Salyniuk/Wendz:** That the list of accounts for approval attached hereto, forming a part of these minutes, be approved for payment.

**CARRIED.**

**Delegation**

David Renkas President of the Ituna and District Regional Park Board attended the meeting at 8:58pm presented the Parks Annual Report and update to Council.

**Confidential Committee of the Whole**

**46/2018 - Salyniuk/Kozak:** That Council adjourn to confidential committee of the whole to discuss a personnel and accounts protected under LAFOIP. (9:14 pm)

**CARRIED.**

**Rise and Report**

**47/2018 — Salyniuk/Deleurme:** That we rise and report. (10:01pm)

**CARRIED.**

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**Motion to proceed past 10:00pm**

**48/2018 - Wendz/Kozak:** That the Meeting of Council proceed past 10:00pm.

**CARRIED.**

**Personnel**

**49/2018 - Kozak/Deleurme:** That the position for Caretaker for the Ituna Municipal Centre be tendered out for the year 2018.

**CARRIED.**

**Queen's Bench Judgement**

**50/2018 — Salyniuk/Dubreuil :** That the Town comply with Section 72 of the February 6th, 2018 Queen's Bench judgement and await the Bench's final instructions.

**CARRIED.**

**Proposed Press Release**

**51/2018 — Wendz/Kozak:** That the Council approve the advertising of the proposed press release.

**Recorded Vote:**

**For:** Kozak, Wendz, Scully

**Against:** Salyniuk, Deleurme, Dubreuil

**DEFEATED.**

**Adjournment**

**52/2018 - Kozak/Wendz:** That the meeting adjourn at 10:04pm.

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Mayor

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Administrator

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Bank Code: AP - AP - GENERAL OP

Payment #	Vendor	Date	Amount
Computer Cheques			
330	Associated Engineering Sk.Ltd	13/02/2018	6,178.24
331	Barcod Sawchuk Construction Ltd	13/02/2018	10,123.20
332	Can- American Enterprises Inc.	13/02/2018	305.25
333	Cleartech Industries Inc.	13/02/2018	663.08
334	Prairie Co-operative Limited	13/02/2018	2,285.40
335	Dash Trucking Ltd	13/02/2018	556.50
336	Degs Electric	13/02/2018	133.20
337	East Central Transportation	13/02/2018	30.00
338	Dave Elash	13/02/2018	25.00
339	Federation of Canadian	13/02/2018	219.41
340	Louise Filarczuk	13/02/2018	25.00
341	Information Services Corp.	13/02/2018	122.00
342	Jays Transportation Group Ltd	13/02/2018	475.17
343	Nancy Leontowich	13/02/2018	25.00
344	Municipal Utilities Ltd.	13/02/2018	4,467.31
345	Northside Sales & Service Ltd.	13/02/2018	22.18
346	Parkland Printers Ltd.	13/02/2018	62.16
347	Sask Assessment Mgmt. Agency	13/02/2018	10,816.00
348	Sametz Pharmacy	13/02/2018	33.26
349	SGI CANADA	13/02/2018	1,000.00
350	Jaimie Smith	13/02/2018	25.00
351	Sask Urban Municipalities Assn	13/02/2018	2,247.93
352	Kyle Wendz	13/02/2018	25.00
353	Xylem Canada Company	13/02/2018	665.92
354	Bell, Kreklewich & Chambers	15/02/2018	3,500.00
355	Crystal Campbell	15/02/2018	637.95
356	Deleurme, Nancy	15/02/2018	1,037.95
357	RENE DUBREUIL	15/02/2018	1,264.75
358	Emterra Environmental (Regina)	15/02/2018	1,627.50
359	Rodney Holmstrom	15/02/2018	545.39
360	Glen Kozak	15/02/2018	937.95
361	Minister of Finance	15/02/2018	1,911.31
362	Receiver General of Canada	15/02/2018	5,685.44
363	Salyniuk, Cyndi	15/02/2018	1,037.95
364	Scully, Doug	15/02/2018	937.95
365	Saskatchewan Water and	15/02/2018	501.50
366	Kyle Wendz	15/02/2018	1,244.39
367-Man	Deleurme, Gerald	15/02/2018	1,393.00
368-Man	Yakimoski, Stacey	15/02/2018	1,157.14
369-Man	Holmstrom, Rodney	15/02/2018	1,623.31
370-Man	Campbell, Crystal	15/02/2018	1,619.02
371-Man	Zaporozan, Art	15/02/2018	734.85
372-Man	Wengrowich, Deborah	15/02/2018	520.60
373-Man	Zacharias, Stan	15/02/2018	528.73
374	Mun Employees' Pension Plan	15/02/2018	2,783.76
375-Man	Campbell, Crystal	27/02/2018	1,620.56
376-Man	Holmstrom, Rodney	27/02/2018	1,563.42
377-Man	Deleurme, Gerald	27/02/2018	1,249.38
378-Man	Yakimoski, Stacey	27/02/2018	967.30
379-Man	Zaporozan, Art	27/02/2018	635.74
380-Man	Wengrowich, Deborah	27/02/2018	305.98
381-Man	Zacharias, Stan	27/02/2018	224.48
382-Man	Don Forget	27/02/2018	380.00
383-Man	Scully, Doug	27/02/2018	250.00
384-Man	Salyniuk, Cyndi	27/02/2018	250.00
385-Man	Kozak, Glen	27/02/2018	250.00
386-Man	Leontowich, Don	27/02/2018	125.00
387-Man	Deleurme, Nancy	27/02/2018	250.00
388-Man	Dubreuil, Rene	27/02/2018	250.00
389-Man	Wendz, Kyle	27/02/2018	250.00
390-Man	Yakimoski, Stacey	27/02/2018	500.00
391	Ituna School	28/02/2018	50.00
Total:			80,883.51
Total for AP:			80,883.51

Rep Date  
14/0 2018 10:01 AM

TOWN OF ITUNA  
Payment Register  
As of 14/03/2018

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**Ban Code: AP-AUT - Accounts Payable Preauthorize**

Payment #	Vendor	Date	Amount
Other Payments			
1	SaskTel	28/02/2018	141.78
1	SaskPower	28/02/2018	1,874.91
1	Sask Energy	28/02/2018	297.69
2	SaskTel	28/02/2018	54.22
2	SaskPower	28/02/2018	184.36
2	Sask Energy	28/02/2018	51614
3	SaskTel	28/02/2018	492.91
3	SaskPower	28/02/2018	109.12
3	Sask Energy	28/02/2018	195.30
4	SaskTel	28/02/2018	186.51
4	SaskPower	28/02/2018	346.71
4	Sask Energy	28/02/2018	205.63
5	SaskTel	28/02/2018	73.43
5	SaskPower	28/02/2018	2,538.98
5	Sask Energy	28/02/2018	895.21
6	SaskTel	28/02/2018	146.86
6	SaskPower	28/02/2018	395.59
6	Sask Energy	28/02/2018	40.43
7	SaskPower	28/02/2018	367.95
7	Sask Energy	28/02/2018	530.47
8	SaskPower	28/02/2018	492.64
8	Sask Energy	28/02/2018	40.43
9	SaskPower	28/02/2018	34.96
9	Sask Energy	28/02/2018	678.22
10	SaskPower	28/02/2018	114.18
11	SaskPower	28/02/2018	178.36
Total:			11,133.59
Total for AP-AUT:			11,133.59

Payments Printed: 88