

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA
HELD ON TUESDAY March 14, 2018
IN THE ADMINISTRATION CENTRE AT ITUNA, SASKATCHEWAN**

M-11 (a)

PRESENT: Mayor: Doug Scully
Alderman: Glen Kozak, Cyndi Salyniuk, Rene Dubreuil, Don
Leontowich, Kyle Wendz, 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

53/2018 – Kozak/Leontowich: That the agenda be approved as presented.

CARRIED.

MINUTES

54/2018 – Deleurme/Salyniuk: That the minutes from the Regular Meetings of Council held on February 13, 2018 be approved as presented.

CARRIED.

OLD BUSINESS

2018 Green Club Operating Grant

55/2018 – Salyniuk/Deleurme: That the Green Club be provided with an operating grant for the year 2018 in the amount of Three Thousand Dollars (\$3,000.00)

CARRIED.

Platform Man Basket

56/2018 – Leontowich/Dubreuil: That the Council approve the purchase of the platform man basket for the bobcat as presented to Council at a cost of Nine Hundred and Fifty Dollars (\$950.00) plus applicable taxes.

CARRIED.

2018 Fire Department Operational Grant

57/2018 – Kozak/Leontowich: That the Fire Department be provided with an operational grant in accordance with their 2018 budget in the amount of Twenty-six Thousand One Hundred Eighty-five Dollars (\$26,185.00).

CARRIED.

2018 Ituna Rink Operational Grant

58/2018 – Wendz/Leontowich: That the Ituna Rink be provided with an operational grant for the year 2018 in the amount of Two Thousand Five Hundred Dollars (\$2,500.00).

CARRIED.

Water Issues

59/2018 – Kozak/Salyniuk: That a letter be written to utility account number 338 000 and inform them that unfortunately the water test taken from their location February 20, 2018 came back normal and as such Council suggest that they take whatever steps necessary on their own to try and narrow down the cause of their issue but unfortunately it is not caused by the Town's main line.

CARRIED.

CORRESPONDENCE

60/2018 – Kozak/Dubreuil: That the correspondence having been read be filed.

CARRIED.

FINANCIALS

61/2018 – Deleurme/Wendz: That the February Financial Statement and List of Accounts for Approval be approved as presented.

CARRIED.

ADMINISTRATOR'S REPORT

62/2018 – Dubreuil/Salyniuk: That the Administrators report number 3-2018 be accepted and filed.

CARRIED.

MAYOR & COUNCILLOR REPORTS

The Mayor and Council members presented verbal reports on the boards that they are appointed to.

NEW BUSINESS

Taxervice

63/2018 – Kozak/Deleurme: That the Town engage the services of Taxervice to perform the property tax enforcement proceedings for the Town for the year 2018.

CARRIED.

Casual Transit Driver

64/2018 - Salyniuk/Dubreuil: That an advertisement be published seeking a casual transit van driver to fulfill 2 to 4 shifts per month with the possibility of additional shifts being added in the future.

CARRIED.**Bobcat of Regina Lease Options**

65/2018 - Leontowich/Kozak: That the Town renew its lease option with Bobcat of Regina at an exchange rate of Two Thousand Eight Hundred Dollars (\$2,800.00).

CARRIED.**Utility Arrears**

66/2018 - Kozak/Salyniuk: That all accounts listed under the 90 days arrears column of unpaid accounts be sent disconnection notices and notified that services will only be reinstated upon receipt of all amounts owing along with the applicable disconnection/reconnection fees as per the Town of Ituna Bylaw 3-2017.

CARRIED.**General Receivable Accounts**

67/2018 - Deleurme/Salyniuk: That all accounts appearing on the general receivables arrears listing be added to the tax rolls accordingly.

CARRIED.**Degs Electric WTP Quote**

68/2018 - Dubreuil/Leontowich: That the quotes from Degs Electric for the addition of chlorine leak and potassium alarms to the WTP system be approved as presented at a quoted cost of Six Thousand Eight Hundred Forty-nine Dollars and Eight-six cents (\$6,849.86).

CARRIED.**Community Planning & Building Standards Workshop**

69/2018 - Deleurme/Kozak: That the CAD Crystal Campbell be registered to attend the Community Planning & Building Standards Workshop in Melville on April 12, 2018 at a cost of Seventy-five Dollars (\$75.00).

CARRIED.**Sewer Issues — 313 4' Street North East**

70/2018 - Dubreuil/Salyniuk: That a letter be written in response to the letter received by Council dated March 14, 2018 requesting a refund of Yorkton Plum bin and Heating visits to 313 4th Street NE. This letter is to state that until the determination with whom liability lays for the current sewer issues they are experiencing the Town will unfortunately be unable to grant them their refund request.

CARRIED.**Wagin Tails Vaccination Clinic**

71/2018 - Wendz/Leontowich: That the Town provide the North room of the Library building to the Wagin Tails Veterinary Clinic so that they can conduct a vaccination clinic for their customers in the area.

CARRIED.**Office Closure — SaskAlert Training**

72/2018 - Salyniuk/Kozak: That public notice be given that the next regular meeting of the Council of the Town of Ituna has been changed from April 3rd, 2018 at 7:30pm to April 17th, 2018 at 7:30pm.

CARRIED.**Meeting Date Change**

73/2018 - Salyniuk/Kozak: That public notice be given that the next regular meeting of the Council of the Town of Ituna has been changed from April 3, 2018 at 7:30pm to April 17th, 2018 at 7:30pm.

CARRIED.**Rescinding of Motions**

74/2018 - Salyniuk/Kozak: That resolution numbers 265/2016, 266/2016, 267/2016, 268/2016, 269/2016 & 270/2016 are hereby rescinded.

CARRIED.**Bylaw 9 - 2016**

75/2018 - Kozak/Dubreuil: That bylaw 9 - 2016 be given a 2nd reading.

CARRIED.

M-11 (a)

76/2018 - Salyniuk/Wendz: That bylaw 9-2016 be given its third reading at this meeting.
CARRIED UNANIMOUSLY.

77/2018 — Salyniuk/Dubreuil: That bylaw 9-2016 being a bylaw to amend Bylaw 3-2015 be read a third time and adopted.
CARRIED.

Bylaw 10-2016
78/2018 - Salyniuk/Dubreuil: That bylaw 10-2016 be given a 2nd reading.
CARRIED.

79/2018 — Wendz/Kozak: That bylaw 10-2016 be given its third reading at this meeting.
CARRIED UNANIMOUSLY.

80/2018 — Leontowich/Deleurme: That bylaw 10-2016 being a bylaw to amend Bylaw 4-2015 be read a third time and adopted.
CARRIED.

Confidential Committee of the Whole
81/2018 — Salyniuk/Kozak: That the Council convene into Confidential Committee of the Whole to discuss personnel and legal issues covered by LAFOIP. (8:36pm)
CARRIED.

Rise and Report
82/2018 — Kozak/Deleurme: That we rise and report. (9:13pm)
CARRIED.

Personnel
83/2018 - Wendz/Leontowich: That Rodney Holmstrom having successfully received his Class 1 certification as required receive a raise in salary bringing his monthly salary to Four Thousand Five Hundred Eighty-three Dollars and Thirty-four cents (\$4,583.34) per month effective March 1, 2018.
CARRIED.

Adjournment
84/2018 — Salyniuk/Dubreuil: That the meeting adjourn at 9:28pm.

Mayor



Administrator

Report Date
16/04/2018

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TOWN OF ITUNA
List of Accounts for Approval
As of 16/04/2018
Batch: 2018-00030 to 2018-00036

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amour
Bank Code: AP - AP - GENE AL OP					
Computer C eques:					
392	13/03/2018	Asset Management Sask.Inc. 1006	Assest Management Workshop	60.00	60.00
393	13/03/2018	Bell, Kreklewich & Chambers 14640	Town vs Barbour/Legal Fees	1,148.77	1,148.77
394	13/03/2018	Dr. M. Beny 02/18	February 2018 Travel Bursary	450.00	450.00
395	13/03/2018	Canada Post 03-2018	600 Office & 400 Water Postage	892.50	892.50
396	13/03/2018	Prairie Co-operative Limited 02/2018	February 2018 Statement	1,400.25	1,400.25
397	13/03/2018	Degs Electric 02/18 03012018	WTP - Pump repair VVTP Repairs	180.49 371.24	551.73
398	13/03/2018	Renee Dubreuil 2/2018	Public Works Winter Clothing	940.13	940.13
399	13/03/2018	Emterra Environmental (Regina) 12845	Recycling Bins - Pickup	1,470.00	1,470.00
400	13/03/2018	Grasslands News Group 2018	2018 Tourist Guides	275.00	275.00
401	13/03/2018	Insurguard Security Inc. 18673	Office Security - smoke alarm	442.89	442.89
402	13/03/2018	[tuna AG Foods 01/2018	Office Supplies/ Snacks	92.10	92.10
403	13/03/2018	Larry's Machine Shop 0000021251 0000021274 0000021275 0000021276	1 Ton Repairs Sander Repairs Sander Repairs VVTP Repairs	58.60 1,703.47 274.17 221.67	2,257.91
404	13/03/2018	Minister of Finance 01/2018	Water Analysis - Dec17/Feb8/18	483.00	483.00
405	13/03/2018	Professional Building 18022825	Building Inspections - Scully	330.75	330.75
406	13/03/2018	Prograde Mechanical 1494	Recycling Building Repairs	363.55	363.55
407	13/03/2018	Purolator Inc. 437348355	Shipping from Cleartech	20.28	20.28
408	13/03/2018	Receiver General For Canada 20180030078	2018 Radio Authorization Renew	581.00	581.00
409	13/03/2018	Sametz Pharmacy 02/14/2018	WTP - D.Water/ Shop - P.Towel	39.15	39.15
410	13/03/2018	S.A.R.M. SARM17383	Deposit Books -4	72.86	72.86
411	13/03/2018	John Sopel 02/2018	Feb/18 F.Chief Indemnity	62.50	62.50
412	13/03/2018	Southeast College 52310	Supervisory Skills - Foreman	425.00	425.00
413	13/03/2018	Sask Urban Municipalities Assn 000082065 03/2018	Office Supplies March 2018 Benefit Remittance	115.41 1,878.45	1,993.86
414	13103/2018	Town of Ituna "Petty Cash" 032018	Petty Cash Invoices	37.33	37.33
415	13/03/2018	Kyle Wendz 022018	Feb/18 D.Fire Chief Indemnity	37.50	37.50
416	13/03/2018	Wolseley Mechanical Group 2221360 2221361	Water Lines Water Line	558.45 1,172.16	1,730.61

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
417	15/03/2018	RMAA - Workshop Fund				
		2018		Com.Plg & Bldg Worshop	75.00	75.00
418-Man	15/03/2018	Campbell, Crystal				
		March15		AP Payroll Reconcile	1,593.74	1,593.74
419-Man	15/03/2018	Holmstrom, Rodney				
		March15		AP Payroll Reconcile Invoice	1,999.65	1,999.65
420-Man	15/03/2018	Deleurne, Gerald				
		March15		AP Payroll Reconcile Invoice	1,768.55	1,768.55
421-Man	15/03/2018	Yakimoski, Stacey				
		March15		AP Payroll Reconcile Invoice	1,173.66	1,173.66
422-Man	15/03/2018	Zaporozan, Art				
		March15		AP Payroll Reconcile Invoice	735.86	735.86
423-Man	15/03/2018	Wengrowich, Deborah				
		March15		AP Payroll Reconcile Invoice	508.05	508.05
424-Man	15/03/2018	Zacharias, Stan				
		March15		AP Payroll Reconcile Invoice	715.61	715.61
425-Man	15/03/2018	Holmstrom, Rodney				
		March15-1		AP Payroll Reconcile Invoice	72.05	72.05
426-Man	30/03/2018	Campbell, Crystal				
		March31		AP Payroll Reconcile	1,621.65	1,621.65
427-Man	30/03/2018	Holmstrom, Rodney				
		March31		AP Payroll Reconcile Invoice	1,665.28	1,665.28
428-Man	30/03/2018	Deleurne, Gerald				
		March31		AP Payroll Reconcile Invoice	1,253.23	1,253.23
429-Man	30/03/2018	Yakimoski, Stacey				
		March31		AP Payroll Reconcile Invoice	1,173.49	1,173.49
430-Man	30/03/2018	Zaporozan, Art				
		March31		AP Payroll Reconcile Invoice	834.95	834.95
431-Man	30/03/2018	Wengrowich, Deborah				
		March31		AP Payroll Reconcile Invoice	297.40	297.40
432-Man	30/03/2018	Zacharias, Stan				
		March31		AP Payroll Reconcile Invoice	841.41	841.41
433-Man	30/03/2018	Don Forget				
		March31		March Dump Contract	380.00	380.00
434-Man	30/03/2018	Scully, Doug				
		March31		AP Payroll Reconcile Invoice	250.00	250.00
435-Man	30/03/2018	Salyniuk, Cyndi				
		March31		AP Payroll Reconcile Invoice	250.00	250.00
436-Man	30/03/2018	Kozak, Glen				
		March31		AP Payroll Reconcile Invoice	250.00	250.00
437-Man	30/03/2018	Deleurme, Nancy				
		March31		AP Payroll Reconcile Invoice	125.00	125.00
438-Man	30/03/2018	Dubreuil, Rene				
		March31		AP Payroll Reconcile	250.00	250.00
439-Man	30/03/2018	Wendz, Kyle				
		March31		AP Payroll Reconcile Invoice	250.00	250.00
440-Man	30103/2018	Stacey Yakimoski				
		March31		March Janitor Contract	500.00	500.00
441-Man	30103/2018	Pat Krushen				
		March31		Quarterly Web Contract	375.00	375.00
442 - Man	30/03/2018	Leontowich, Don				
		March31		AP Payroll Reconcile Invoice	125.00	125.00
					Total for AR	35,243.25

Report Date
16/04/2018

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Bank Code: P-AUT - Accounts Payable Preauthorize

Other:

1-Man	29/03/2018	SaskTel Mar#01	SkTI - Town Shop	141.78	1 41.78
1-Man	29/03/2018	SaskPower Mar#01	SP - Water Tower	305.14	305.14
1-Man	29/03/2018	Sask Energy Mar//01	SkTI - Town Office Shop	184.33	184.33
2-Man	29/03/2018	SaskTel Mar#02	Sk TI - Fire Hall	54.22	54.22
2-Man	29/03/2018	SaskPower Mar#02	SP - Town Office	364.09	364.09
2-Man	29/03/2018	Sask Energy Mar#02	SE - Water Treatment Plant	492.39	492.39
3-Man	29/03/2018	SaskTel Mar#03	Sk TI - Town Office	493.38	493.38
3-Man	29/03/2018	Sask Power Mar#03	SP - Street Lights	1,890.81	1,890.81
3-Man	29/03/2018	Sask Energy Mar#03	SE - Recycling Building	342.53	342.53
4-Man	29/03/2018	SaskTel Mar#04	SkTI - Water Treatment Plant	1 86.51	1 86.51
4-Man	29/03/2018	Sask Power Mar#04	SP - Sewer Pump	405.62	405.62
4-Man	29/03/2018	Sask Energy Mar#04	SE - Library	219.67	219.67
5-Man	29/03/2018	SaskTel Mar#05	SkTI - Water Treatment Plant	146.86	146.86
5-Man	29/03/2018	SaskPower Mar#05	SP - Town Shop	171.36	171.36
5-Man	29/03/2018	Sask Energy Mar#05	SE - Museum & Ituna Agencies	445.20	445.20
6-Man	29/03/2018	SaskTel Mar#06	SkTI - Transit Van	73.43	73.43
6-Man	29/03/2018	SaskPower Mar#06	SP - Fire Hall	148.32	148.32
6-Man	22/03/2018	Sask Energy Mar#06	SE - Lift Station #1	41.04	41.04
7-Man	29/03/2018	SaskPower Mar#07	SP - Pump Well	2,270.82	2,270.82
7-Man	29/03/2018	Sask Energy Mar#07	SE - Fire Hall	573.11	573.11
8-Man	29/03/2018	SaskPower Mar#08	SP - #1 Lift Station	306.55	306.55
8-Man	29/03/2018	Sask Energy Mar#08	SE - Liftstation #2	41.64	41.64
9-Man	29/03/2018	Sask Power Mar#09	SP - Office Shop	35.40	35.40
9-Man	29/03/2018	Sask Energy Mar#09	SF - Town Shop	695.13	695.13
10-Man	29/03/2018	SaskPower Mar#10	SP - Recycling Bldg.	23.11	23.11
11-Man	29/03/2018	Sask Power Mar#11	SP- Museum/ Agencies	56.50	56.50

Total for AP-AUT: 10,108.94

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Grand Total: 45,352.1

Certified Correct this April 16, 2018

Mayor

Administrator