

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY JUNE 18, 2019 IN THE ADMINISTRATION CENTRE AT ITUNA, SASKATCHEWAN.**

**PRESENT:** Mayor: Doug Scully  
Alderman: Don Leontowich, Leon Moxham, Rene Dubreuil, and Kyle Wendz.  
In Attendance: Crystal Campbell - CAO

**Call to Order:**

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

**Adoption of Agenda**

**115/2019 – Wendz/Leontowich:** That item number 6.5 be moved into the Committee of the Whole and the agenda be adopted as amended.

**CARRIED.**

**MINUTES**

**116/2019 – Leontowich/Dubreuil:** That the minutes of May 14, 2019 be approved as presented.

**CARRIED.**

**CORRISPONDENCE**

**117/2019 – Wendz/Moxham:** That the 2019 WTP Inspection & Source Inspection Report from the Saskatchewan Water Security Agency be approved as received.

**CARRIED.**

**Bylaw No. 05-2019 Emergency Measures Organization Bylaw**

**118/2019 – Wendz/Moxham:** That bylaw no. 03-2019 being a bylaw to establish an Emergency Measures Organization be given a third reading.

**CARRIED.**

**119/2019 – Leontowich/Wendz:** That bylaw no. 03-2019 being a bylaw to establish an Emergency Measures Organization having been read a third time be adopted.

**CARRIED.**

**OLD BUSINESS**

**Tree Removal Request**

**120/2019 – Wendz/Moxham:** That the request to have the trees removed from the boulevard at 105 1<sup>st</sup> Street NW be denied as the trees are healthy.

**CARRIED.**

**Rural Water Testing**

**121/2019 – Wendz/Leontowich:** That the Town is not responsible or liable to preform rural water testing on private wells within another municipality the request from the rural resident Norman Boczulak to have his well tested be denied and that it be recommended that he approach the RM to which he pays property taxes for.

**CARRIED.**

**Main Street Water Break**

**122/2019 – Wendz/Leontowich:** That the Administrator be in contact with the registered property owner of 302 Main Street North and inform them that digging of the water break in front of their

establishment will commence as soon as possible and that if it is found that the break is on their service line they shall be responsible for the full cost of the repairs and pavement reinstatement as per Bylaw No. 01-2019.

**CARRIED.**

**3<sup>rd</sup> Street NE Break**

**123/2019 – Leontowich/Moxham:** That Municipal Utilities be contacted to complete the repair on 3<sup>rd</sup> Street NE if they are unavailable to do this due to unforeseen circumstances a 3<sup>rd</sup> party contractor or subcontractor be contacted to have this repair completed as soon as possible.

**CARRIED.**

**1<sup>st</sup> Avenue E Sink Hole**

**124/2019 – Leontowich/Wendz:** That public works use crusher dust to pack the hole as best as possible as a method of trying to rectify the situation.

**CARRIED.**

**Utility Account No. 0702 0030**

**AR Account No. DEL003**

**125/2019 – Leontowich/Moxham:** That a registered letter be sent to the registered owner of these accounts notifying them that if these accounts are not rectified within 72 hours from the receipt of letter delivery services shall be discontinued and disconnected.

**CARRIED.**

**Fire Ban**

**126/2019 – Wendz/Dubreuil:** That the fire ban for the Town of Ituna be lifted immediately.

**CARRIED.**

**FINANCIALS**

**127/2019 – Dubreuil/Moxham:** That the Bank Reconciliations and Financial Statement for the month of May 2019 be approved as presented.

**CARRIED.**

**LIST OF ACCOUNTS FOR APPROVAL**

**128/2019 – Wendz/Dubreuil:** That the accounts payable for the month of May/June 2019 be approved as presented.

**CARRIED.**

**NEW BUSINESS:**

**Centennial Park**

**129/2019 – Wendz/Leontowich:** That the decorative stones at Centennial Park be moved back 6ft from where they are placed to make more room in the alley.

**CARRIED.**

**CAO Leave**

**130/2019 – Wendz/Leontowich:** That the request from the CAO for family leave from July 12<sup>th</sup> through 19<sup>th</sup>, 2019 be approved.

**CARRIED.**

**Stray Cats**

**131/2019 – Wendz/Leontowich:** That the Town contact an animal rescue and see if they would come to Town and assist us with our stray cat issue.

**CARRIED.**

**AE Water Distribution System Assessment  
Engineering Services Scope Change**

**132/2019 – Leontowich/Wendz:** That the Engineering services scope change from AE for the water distribution system assessment plan be approved and the project proceed.

**CARRIED.**

**Mileage Invoice**

**133/2019 – Dubreuil/Moxham:** That the mileage invoice received from W. Boland for picking up the transit driver from Melville while the passenger van was being looked at be approved as presented.

**CARRIED.**

**Landfill Ground Water Monitoring  
Corrective Action Plan**

**134/2019 – Wendz/Dubreuil:** That the Landfill Ground Water Monitoring and Corrective Action Plan estimate from Associated Engineering be approved and accepted.

**CARRIED.**

**Volunteer Firefighter BBQ**

**135/2019 – Leontowich/Moxham:** That the Town share the cost of the BBQ with the Volunteer Firefighters Association as done annually.

**CARRIED.**

**BYLAW No 06-2019 MILL Rate Bylaw**

**136/2019 – Wendz/Dubreuil:** That bylaw no. 05-2019 being a bylaw to establish a uniform MILL Rate to be levied against all taxable property within the municipality be introduced and read a first time.

**CARRIED.**

**137/2019 – Moxham/Leontowich:** That bylaw no. 06-2019 be given a second reading.

**CARRIED.**

**BYLAW No 07-2019 Base Tax Bylaw**

**138/2019 – Leontowich/Dubreuil:** That bylaw no. 07-2019 being a bylaw to establish base tax to properties within the municipality be introduced and read a first time.

**CARRIED.**

**139/2019 – Wendz/Moxham:** That bylaw no. 07-2019 be given a second reading.

**CARRIED.**

**Special Meeting Date**

**140/2019 – Wendz/Dubreuil:** That a special meeting be held on Friday June 21, 2019 at 9:00 am to discuss change of meeting date and to read and possibly pass Bylaw Numbers 06-2019 and 07-2019.

**CARRIED.**

**CONFIDENTIAL COMMITTEE OF THE WHOLE**

**141/2019 – Leontowich/Wendz:** That the Council adjourn to confidential committee of the whole to discuss areas covered under the Local Authority and Freedom of Information and Privacy Act. (8:31 p.m.)

**CARRIED.**

**Rise and Report**

**142/2019 – Dubreuil/Leontowich:** That we rise and report. (9:35pm)

**CARRIED.**

**ClearTech**

**143/2019 – Wendz/Leontowich:** That the estimate for onsite turbidimeter and colorimeter calibration be approved as presented.

**CARRIED.**

**Foreman Designation**

**144/2019 – Dubreuil/Wendz:** That the Council appoints retroactively to their April 2019 decision that Edward McCotter be given the title of Foreman for the Town of Ituna this title includes the pay increase budgeted for in the 2019 Municipal budget. This title gives Edward McCotter the authorization and responsibilities of the day to day operations of the Public Works Sector for the Town including the authority to hire employees to conduct and complete the operations of the Town as laid forth by the Council and CAO as he sees fit as long as it fits within the Town’s adopted budget, bylaws and policies, if not approval for a budget expense, bylaw or policy variance must be approved prior and approved by the Council.

**CARRIED.**

**2019 Summer Students**

**145/2019 – Wendz/Dubreuil:** That all 4 summer student applicants be hired for the summer season.

**CARRIED.**

**Towing Invoice**

**146/2019 – Wendz/Dubreuil:** That invoice number 21 received from Norman Boczulak for towing out a belly dump gravel truck on October 18, 2018 from the landfill be denied for payment.

**CARRIED.**

**Landfill Reimbursement**

**147/2019 – Wendz/Dubreuil:** That the request for a landfill invoice reimbursement from Norman Boczulak for a May 4<sup>th</sup>2019 dump without a coupon be denied.

**CARRIED.**

**Adjournment**

**148/2019 – Leontowich/Wendz:** That the meeting adjourn at 9:39p.m.

**CARRIED.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator

TOWN OF ITUNA  
June 2019  
Accounts for Approval

| Payment           | Date       | Vendor                         | Amount    |
|-------------------|------------|--------------------------------|-----------|
| -----             |            |                                |           |
| Computer Cheques: |            |                                |           |
| 1225              | 2019-05-31 | Campbell, Crystal              | 1,747.47  |
| 1226              | 2019-05-31 | Yakimoski, Stacey              | 1,231.53  |
| 1227              | 2019-05-31 | Edward McCotter                | 1,712.92  |
| 1228              | 2019-05-31 | Zaporozan, Art                 | 524.45    |
| 1229              | 2019-05-31 | Wengrowich, Deborah            | 530.12    |
| 1230              | 2019-05-31 | Don Forget                     | 638.85    |
| 1231              | 2019-05-31 | Gerard, Tara                   | 1,141.36  |
| 1232              | 2019-05-31 | Don Forget                     | 700.00    |
| 1233              | 2019-05-31 | Scully, Doug                   | 125.00    |
| 1234              | 2019-05-31 | Kozak, Glen                    | 125.00    |
| 1235              | 2019-05-31 | Dubreuil, Rene                 | 125.00    |
| 1236              | 2019-05-31 | Moxham, Leon                   | 125.00    |
| 1237              | 2019-05-31 | John Sopel                     | 62.50     |
| 1238              | 2019-05-31 | Shewchuk, Kendi                | 37.50     |
| 1239              | 2019-05-31 | Stacey Yakimoski               | 500.00    |
| 1240              | 2019-06-14 | Campbell, Crystal              | 1,747.47  |
| 1241              | 2019-06-14 | Yakimoski, Stacey              | 1,231.53  |
| 1242              | 2019-06-14 | Edward McCotter                | 1,744.70  |
| 1243              | 2019-06-14 | Zaporozan, Art                 | 524.45    |
| 1244              | 2019-06-14 | Wengrowich, Deborah            | 625.00    |
| 1245              | 2019-06-14 | Don Forget                     | 433.86    |
| 1246              | 2019-06-14 | Gerard, Tara                   | 767.89    |
| 1247              | 2019-06-14 | Rodney Holmstrom               | 140.00    |
| 1248              | 2019-06-18 | Advantage Insurance Brokers    | 771.68    |
| 1249              | 2019-06-18 | Associated Enviro. Consultants | 15,054.63 |
| 1250              | 2019-06-18 | Canada Post                    | 1,160.25  |
| 1251              | 2019-06-18 | Prairie Co-operative Limited   | 2,076.86  |
| 1252              | 2019-06-18 | Dash Trucking Ltd              | 1,164.00  |
| 1253              | 2019-06-18 | Foam Lake Review               | 549.99    |
| 1254              | 2019-06-18 | Dr. Ghomeshi                   | 450.00    |
| 1255              | 2019-06-18 | Insurguard Security Inc.       | 172.05    |
| 1256              | 2019-06-18 | Ituna Volunteer Fire Dept.     | 1,000.00  |
| 1257              | 2019-06-18 | JOHN DEERE FINANCIAL           | 514.31    |
| 1258              | 2019-06-18 | Frank MacKenzie                | 31.39     |
| 1259              | 2019-06-18 | Ed McCotter                    | 297.00    |
| 1260              | 2019-06-18 | Northside Sales & Service Ltd. | 18.32     |
| 1261              | 2019-06-18 | Oat Stem - Avena Gardens       | 1,747.77  |
| 1262              | 2019-06-18 | OK Tire & Auto Service         | 659.35    |
| 1263              | 2019-06-18 | Steven Olson                   | 6,020.00  |
| 1264              | 2019-06-18 | OSS Waste Disposal Ltd.        | 2,921.02  |
| 1265              | 2019-06-18 | Parkland Regional Library      | 4,626.60  |
| 1266              | 2019-06-18 | SEDA                           | 327.60    |
| 1267              | 2019-06-18 | S H A - FINANCIAL SERVICES     | 69.00     |
| 1268              | 2019-06-18 | SUMA                           | 712.98    |
| 1269              | 2019-06-18 | Taxervice                      | 8,603.70  |
| 1270              | 2019-06-18 | Wolseley Canada Inc.           | 2,605.39  |
| 1271              | 2019-06-18 | Stacey Yakimoski               | 371.27    |

TOWN OF ITUNA  
June 2019  
Accounts for Approval

| Payment                | Date       | Vendor                     | Amount   |
|------------------------|------------|----------------------------|----------|
| -----                  |            |                            |          |
| Pre-Authorized Debits: |            |                            |          |
| 2-Man                  | 2019-06-28 | Sask Energy                | 76.63    |
| 3-Man                  | 2019-06-28 | SaskTel                    | 146.86   |
| 3-Man                  | 2019-06-28 | SaskPower                  | 1,957.78 |
| 3-Man                  | 2019-06-28 | Sask Energy                | 99.17    |
| 4-Man                  | 2019-06-28 | SaskTel                    | 152.35   |
| 4-Man                  | 2019-06-28 | SaskPower                  | 198.55   |
| 4-Man                  | 2019-06-28 | Sask Energy                | 96.83    |
| 5-Man                  | 2019-06-28 | SaskTel                    | 199.01   |
| 5-Man                  | 2019-06-28 | SaskPower                  | 173.36   |
| 5-Man                  | 2019-06-28 | Sask Energy                | 207.26   |
| 6-Man                  | 2019-06-28 | SaskTel                    | 61.18    |
| 6-Man                  | 2019-06-28 | SaskPower                  | 64.79    |
| 6-Man                  | 2019-06-28 | Sask Energy                | 77.42    |
| 7-Man                  | 2019-06-28 | SaskPower                  | 61.69    |
| 7-Man                  | 2019-06-28 | Sask Energy                | 143.45   |
| 8-Man                  | 2019-06-28 | SaskPower                  | 76.81    |
| 9-Man                  | 2019-06-28 | SaskPower                  | 380.86   |
| 9-Man                  | 2019-06-28 | Sask Energy                | 40.43    |
| 10-Man                 | 2019-06-28 | SaskPower                  | 99.99    |
| 11-Man                 | 2019-06-28 | SaskPower                  | 93.73    |
| 12-Man                 | 2019-06-28 | SaskPower                  | 202.73   |
| 1-Man                  | 2019-06-20 | ROYAL BANK OF CANADA VISA  | 876.89   |
| 5-Man                  | 2019-05-31 | Receiver General of Canada | 4,068.23 |
| 5-Man                  | 2019-06-04 | MEPP                       | 2,347.36 |
| 6-Man                  | 2019-06-04 | Receiver General of Canada | 1,054.76 |
| 1-Man                  | 2019-06-28 | SaskTel                    | 499.01   |
| 1-Man                  | 2019-06-28 | SaskPower                  | 2,380.60 |
| 1-Man                  | 2019-06-28 | Sask Energy                | 199.87   |
| 2-Man                  | 2019-06-28 | SaskTel                    | 73.43    |