

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD  
ON TUESDAY MARCH 17, 2020 IN THE ADMINISTRATION CENTRE AT ITUNA,  
SASKATCHEWAN.**

**PRESENT:** Mayor: Doug Scully  
Alderman: Don Leontowich, Rene Dubreuil, Leon Moxham  
and Glen Kozak.  
In Attendance: Crystal Campbell – CAO  
Bruce Hamilton – Assistant Foreman

**Call to Order:**

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

**APPROVAL OF AGENDA**

**41/2020 – Leontowich/Dubreuil:** That the agenda be approved with the following amendments:  
Section 16 of *LAFOIP Act* – Personnel Discussions.  
That this item be discussed under committee of the whole.

**CARRIED.**

**MINUTES**

**42/2020 – Kozak/Dubreuil:** That the minutes from February 18, 2020 be approved as presented.

**CARRIED.**

**CORRESPONDENCE**

**Van Houtte Service Termination**

**43/2020 – Leontowich/Moxham:** That due to the fact that Van Houtte is discontinuing operation the Town shall not enter into agreement with Keurig Canada but will purchase their own machine for the Office.

**CARRIED.**

**Tax Enforcement Proceedings**

**44/2020 – Dubreuil/Leontowich:** That due to the circumstances involved surrounding the properties, the Town enter into agreement with Roll 453 000 and 534 000 as per their request.

**CARRIED.**

**Tax Enforcement Proceedings**

**45/2020 – Kozak/Moxham:** That Taxservice, on behalf of the Town of Ituna, be authorized to proceed under the *Tax Enforcement Act* to acquire title for the following described land: Lot 4 Block/Par G Plan No 66R35041 Ext 0, Title No. 129860578.

**CARRIED.**

**Tax Enforcement Proceedings**

**46/2020 – Moxham/Dubreuil:** That Taxservice, on behalf of the Town of Ituna, be authorized to proceed under the *Tax Enforcement Act* to acquire title for the following described land: Lot 6 Block/Par 10 Plan No AF1276 Ext 0, Title No. 139873630 and Lot 7 Blk/Par 10 Plan AF1276 Ext. 3, Title No. 139873607.

**CARRIED.**



**CONFIDENTIAL COMMITTEE OF THE WHOLE**

**47/2020 – Leontowich/Dubreuil:** That the Council adjourn to confidential committee of the whole at 7:50 p.m. to discuss areas covered under sections 16(b) and 28(1) of the *Local Authority and Freedom of Information and Privacy Act*.

**CARRIED.**

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 Mayor  
 CAO



## RISE AND REPORT

48/2020 – Dubreuil/Leontowich: That the Council rise and report at 8:36 p.m.

**CARRIED.**

## NEW BUSINESS

### Customer 266

49/2020 – Kozak/Moxham: That the Council having received and read all of the correspondence from Customer No. 266 respond to all of her correspondences by requesting that a formal letter of apology be written to the Administrator and sent to the Mayor.

Upon such time that the apology is received and accepted all contact with her and the Office shall cease and shall be done by mail through the Mayor to prevent further harassment & threats toward the Town's employees.

**CARRIED.**

### Newspaper Advertisement

50/2020 – Leontowich/Dubreuil: That an advertisement be put into the Ituna News and the Town's Facebook page informing the public that the Council would like to stress that verbal harassment, physical harassment, sexual harassment, libel or slander in any form (social media, email, telephone or in person) against Municipal Staff at any time will not be tolerated.

Any evidence of the conduct listed above against our staff will result in the evidence being forwarded to legal authorities for further actions.

**CARRIED.**

### Meter Readings

51/2020 – Kozak/Leontowich: That due to the COVID-19 pandemic meter reading cards should be left on residents doors for them to read in order to protect the health of employees.

**CARRIED.**

### Office Closure

52/2020 – Dubreuil/Moxham: That due to the COVID-19 pandemic the Town Office shall be closed to the public indefinitely in order to protect Office staff from contracting the virus.

**CARRIED.**

### COVID-19 Advertisement

52/2020 – Kozak/Leontowich: That an statement be placed on Facebook that amid all of the chaos going on around the world centered around the COVID-19 virus and the Government of Saskatchewan recently declaring a Provincial State of Emergency, the Council of the Town of Ituna would like to remind residents that now more than ever is the time to come together as a community to ensure that we are all safe and healthy, especially those in our community who are higher risk of more severe outcomes if they are exposed to the COVID-19 virus.

Council asks that residents reach out to their neighbours in the community or offer their services to aid them in getting groceries and supplies that they may need or what extra help they may need, a simple phone call to check on them during the day may also be all they need right now. We are to remind everyone that during this time it is about neighbours helping neighbours and taking this time to rally around each other to get through this pandemic together. It is about community.

**CARRIED.**



## **FINANCIAL REPORTS**

### **2020 Audited Financial Statement**

**53/2020 – Moxham/Leontowich:** That the audited financial statement for the year 2020 from Miller & Company be approved as presented to Council.

**CARRIED.**

### **Bank Statements**

**54/2020 – Leontowich/Moxham:** That the February Checking and Savings Account Bank Reconciliations be approved as presented to Council.

**CARRIED.**

### **Financial Report**

**55/2020 – Kozak/Dubreuil:** That the Financial Report for the month of February be approved as presented to Council.

**CARRIED.**

## **LIST OF ACCOUNTS**

**56/2020 – Kozak/Moxham:** That the list of accounts for approval having been presented to the Council be approved for payment as presented.

**CARRIED.**

## **NEW BUSINESS**

### **Fire Department Budget**

**57/2020 – Leontowich/Moxham:** That the Fire Department budget for the year 2020 be approved as presented to Council.

**CARRIED.**

### **Fire Chief Indemnities**

**58/2020 – Dubreuil/Leontowich:** That the Council approve the increase of the Fire Chief's indemnity to One Hundred Twenty Five (\$125.00) dollars per month and the Deputy Fire Chief's indemnity to Seventy Five (\$75.00) dollars per month effective immediately.

**CARRIED.**

### **2020 Board of Revisions**

**59/2020 – Kozak/Moxham:** That the Mayor Craig Sawchuk, Deputy Mayor Howard Sedlovitch and Councillor Petrunia Olson of Goodeve be appointed as the Town of Ituna's 2020 Board of Revision and that Angela Romanson be appointed as secretary to the board.

**CARRIED.**

### **Ituna Library Financial Statement**

**60/2020 – Leontowich/Moxham:** That the financial statement from the Ituna Branch of the Parkland Regional Library be approved as presented.

**CARRIED.**

### **Council Board Re-Appointments**

**61/2020 – Moxham/Dubreuil:** That the Council be appointed to sit on the following boards & Committees for the year 2020:

Councillor Leontowich: Water, Sewer, Water Treatment Plant, Lagoons, Golf Course, Lift Stations, Wells and Arena, Lion's & Millennium Park.

Councillor Dubreuil: Town Equipment, Town Shop, Transit, Landfill, and RM/Town Relationships.

Councillor Kozak: Museum, Museum Building,


Communities in Bloom, Curling Rink, Curling Rink Building & Arena, Tourism, Town Events, Skateboard Park, Library, Library Building, Health & Wellness and Doctor Retention.  
Councillor Moxham: RCMP, C.O.P, Fire Department, Regional Park and Recycling.  
Mayor Scully: Emergency Readiness, Recycling, Recycling Building, Administration Building and Town Safety.

**CARRIED.**

**ADJOURNMENT**

**62/2020 – Kozak/Dubreuil:** That the meeting adjourn at 8:58 p.m.

**CARRIED.**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator



TOWN OF ITUNA  
February/March 2020  
Accounts for Approval

Payment	Vendor	Amount
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Computer Cheques:		
1695	Advantage Insurance Brokers	318.00
1696	Federation of Canadian	276.72
1697	Bruce Hamilton	35.80
1698	East Central Transportation	30.00
1699	Ituna Library	1,440.00
1700	Saskatchewan Command	205.00
1701	Campbell, Crystal	1,755.82
1702	Yakimoski, Stacey	1,237.69
1703	Campbell, Crystal	1,755.82
1704	Yakimoski, Stacey	1,237.69
1705	McGuire, James	1,861.46
1706	Hamilton, Bruce	1,203.53
1707	Don Forget	139.51
1708	Scully, Doug	125.00
1709	Kozak, Glen	125.00
1710	Leontowich, Don	125.00
1711	John Sopel	62.50
1712	Sawchuk, Kendi	37.50
1713	Stacey Yakimoski	500.00
1714	Campbell, Crystal	1,755.82
1715	Yakimoski, Stacey	1,237.69
1716	McGuire, James	1,861.46
1717	Hamilton, Bruce	1,432.72
1718	Adventure Printing Ltd.	349.65
1719	Associated Enviro. Consultants	1,291.06
1720	Clartech Industries Inc.	3,047.52
1721	Prairie Co-operative Limited	1,165.01
1722	Cummins Mid-Canada Ltd.	3,128.63
1723	Deer Park Villa	100.00
1724	Foam Lake Review	508.73
1725	Dr. Ghomeshi	450.00
1726	Jay's Transportation Group Ltd	230.15
1727	JOHN DEERE FINANCIAL INC.	9.07
1728	Lakeside Septic Services Inc.	1,732.50
1729	Miller Moar Grodecki	14,652.00
1730	Northside Sales & Service Ltd.	108.67
1731	Steven Olson	6,470.00
1732	OSS Waste Disposal Ltd.	2,267.29
1733	Sametz Pharmacy	11.96
1734	Saskatchewan Urban	571.94
1735	Supreme Office Products Ltd.	184.97
1736	Taxervice	455.70
1737	Town of Ituna "Petty Cash"	60.90
1738	Trustmark Insurance Brokers	5,751.56
Other Payments		
1	ROYAL BANK OF CANADA VISA	1,779.41
202002	Horizon School Division #205	1,085.65
202002	MEPP	1,545.00
202002	Receiver General of Canada	4,808.43