

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY  
SEPTEMBER 19, 2023 IN THE ADMINISTRATION CENTRE AT ITUNA, SASKATCHEWAN.**

**PRESENT:** Mayor: Mayor Dubreuil  
Alderman: Diane Olech, Gail Renkas, Linda Smuk, Rodney Holmstrom, Kevin Krett  
& John Machuik  
In Attendance: Crystal Campbell – CAO

**Call to Order:**

A quorum being present, Mayor Rene Dubreuil called the meeting to order at 6:00 p.m.

**APPROVAL OF AGENDA**

**177/2023 – Holmstrom/Renkas**

THAT the agenda be approved as presented.

**CARRIED.**

**MINUTES**

**178/2023 – Machuik/Olech**

THAT the minutes of the regular meeting of Council held on August 18, 2023 be approved as presented to Council.

**CARRIED.**

**CORRESPONDENCE**

**179/2023 – Renkas/Smuk**

THAT the following list of correspondence having been received and read by the Council be filed accordingly:

- 6.1. IT 22-001 Progress Aug 10, 2023 (Town of Ituna – New Arena) – *(Email forwarded Aug 15, 2023)*
- 6.2. FW: Meet your MLA – *(Email forwarded Aug 17, 2023)*
- 6.3. Report for Interim Operational Assistance (IOA) Water Treatment Plant Aug, 2023 – *(Email forwarded Sept 11, 2023)*
- 6.4. Ituna WTP 65% Design for Review – *(Email forwarded Sept 11, 2023) (Item 7.3)*
- 6.5. Municipal Extended Warranty Letter – *(Email forwarded Sept 11, 2023) (Item 7.1)*
- 6.6. Regional Park & Paving – *(Email forwarded Sept 11, 2023) (Item 11.6)*
- 6.7. Email of concern *(Item 11.9)*
- 6.8. Fall Fest Cancellation – *(Email forwarded Sept 19, 2023)*

**CARRIED.**

**OLD BUSINESS**

**Bobcat Warranty Extension**

**180/2023 – Krett/Holmstrom**

THAT due to supply shortages faced by Bobcat of Regina, it is proposed that the Town enter into an agreement for extended warranty coverage of 2,000 hours over 24 months with them. This extended warranty will protect our investments and ensure uninterrupted operations by providing coverage against potential equipment malfunctions or breakdowns. By taking proactive measures, the Town can minimize financial burdens and focus on our core responsibilities, while also addressing the challenges posed by the supply shortages.

**CARRIED.**

**Agenda Item 7.5**

**181/2023 – Machuik/Olech**

THAT based on careful consideration and the need for further analysis and deliberation, it is proposed that item number 7.5 on the agenda be postponed and brought forward for discussion at the Council meeting slated for October 17, 2023. This deferral will afford ample time for thorough examination and enable informed decision-making on the matter at hand.

**CARRIED.**

**CONFIDENTIAL COMMITTEE OF THE WHOLE**

**182/2023 – Holmstrom/Renkas**

THAT the Council convene in a confidential committee of the whole session at 6:10 p.m. to deliberate on matters falling within the purview of section 16(1) and 17(g) of the Local Authority and Freedom of Information and Privacy Act.

Explanation: In accordance with the relevant statutory provisions and to adhere to the principles of transparency and privacy under the Local Authority and Freedom of Information and Privacy Act, it is recommended that the Council adjourn to a confidential committee of the whole session at 6:13 p.m. This

closed-door meeting is necessary to discuss matters that pertain to areas specifically covered under section 16(1) and 17(g) of the aforementioned Act, which require confidentiality to protect sensitive information and preserve privacy rights.

- 5.1) Public Works Consultation 6:30 p.m. – 6:40 p.m.
- 5.2) Ituna Rink Building Meeting Consultation 6:41 p.m. – 7:01 p.m.
- 5.3) Ituna & District Regional Park Consultation 7:02 p.m. – 7:31 p.m.
- 5.4) TTP Tender Review 7:31 p.m. – 8:05 p.m.

**CARRIED.**

#### **RISE AND REPORT**

##### **183/2023 – Renkas/Machuik**

THAT the confidential committee of the whole adjourn and reconvene to deliver the report at 8:06 p.m.

**CARRIED.**

#### **BUSINESS ARISING FROM IN CAMERA**

##### **Property Tender**

##### **184/2023 – Renkas/Machuik**

THAT the Council, having received only one tender for roll number 138 000, hereby grants approval to the tender submitted by D. Moreau in the sum of One Thousand Dollars (\$1,000.00) for the acquisition of the three properties.

**CARRIED.**

#### **FINANCIAL REPORTS**

##### **August Financial Report & Bank Reconciliations**

##### **185/2023 – Machuik/Olech**

THAT the financial report and bank reconciliations for the month of August 2023, as presented to the Council, be duly approved. Furthermore, it is resolved that the list of accounts for approval for the month of August 2023 be approved for payment, as presented.

**CARRIED.**

#### **LIST OF ACCOUNTS**

##### **186/2023 – Machuik/Holmstrom**

THAT the Council approves the financial report and bank reconciliations for the month of August 2023 as presented in their current form. Furthermore, the Council approves the list of accounts for payment for the same period, August 2023, as presented.

**CARRIED.**

#### **NEW BUSINESS**

##### **Interim Operator Assistant Report**

##### **187/2023 – Holmstrom/Machuik**

THAT in adherence to the recommendations outlined in the IAO Onsite Report dated September 2, 2023, the Council approves the engagement of an electrician to perform a comprehensive megger test on the pump and assess the condition of the breaker.

**CARRIED.**

##### **Garage Door Panel**

##### **188/2023 – Krett/Renkas**

THAT the Council approves the quotation numbered 2346, dated September 5, 2023, received from Yorkton Garage Doors, for the procurement and installation of an 18x24 inch Garaga G5000 bottom section panel, at the quoted price of One Thousand Six Hundred Twenty Dollars and Sixty Cents (\$1,620.60).

**CARRIED.**

#### **LANDFILL COMMITTEE**

##### **189/2023 Machiuk/Holmstrom**

THAT recommendation be brought from the Town of Ituna Council to the Ituna & District Landfill Committee that the size of the committee be reduced from 8 members (4 from the Town of Ituna Council and 4 from the RM of Ituna Bon Accord #246 Council) to 4 members (2 from the Town of Ituna Council and 2 from the RM of Ituna Bon Accord Council).

**CARRIED.**

**2023 SWWA Convention**

**190/2023 – Machuik/Olech**

THAT it is proposed that Councillor Rodney Holmstrom be officially registered to attend the 2023 Saskatchewan Water and Wastewater Association (SWWA) Convention scheduled to take place from November 1<sup>st</sup> to 3<sup>rd</sup>, 2023 in Saskatoon.

**CARRIED.**

**2023 UMAAS Fall Workshop**

**191/2023 – Smuk/Krett**

THAT it is proposed that Administrator Crystal Campbell be officially registered to attend the 2023 UMAAS Fall Workshop scheduled to take place on October 16<sup>th</sup>, 2023 at the Horizon Credit Union Centre in Melville.

**CARRIED.**

**2023 SUMA Central Regional Meeting**

**192/2023 – Olech/Holmstrom**

THAT it is proposed that Councillor Smuk be officially registered to attend the 2023 SUMA Central Regional Meeting scheduled to take place online on October 16<sup>th</sup>, 2023.

**CARRIED.**

**Ituna & District Regional Park Paving Invoice**

**193/2023 – Olech/Holmstrom**

THAT it is hereby recommended that the Council of the Town reach a consensus to approve the disbursement of a cost share sum of Two Thousand Three Hundred Sixty Eight Dollars (\$2,368.00) to the Rural Municipality of Ituna Bon Accord No. 246, to be contributed towards the payment of Invoice No. 1006 from D&M Trucking Inc., issued on August 2, 2023, for the purpose of compensating the executed hot mix paving project conducted at the Regional Park.

**CARRIED.**

**Meeting Time Extension**

**194/2023 – Machuik/Krett**

THAT it is proposed that the meeting be continued beyond the designated time of 10:00 p.m.

**CARRIED.**

**Final Demolition Payment**

**195/2023 – Krett/Olech**

THAT it is recommended that a final payment be authorized for Northside Recycling Inc, in the total amount of Eight Thousand Five Hundred Thirty-seven Dollars and Ninety-nine Cents (\$8,537.99), as a final settlement for the demolition services rendered on Town-owned Municipal properties within the confines of the Town.

**CARRIED.**

**Property Pin Locates**

**196/2023 – Olech/Renkas**

THAT it is hereby resolved that, effective immediately, the Town shall implement a Property Pin Location Fee in the amount of Fifty Dollars (\$50.00) for residents who request the assistance of the Ituna Public Works Department in accurately determining the location of their property pins.

**CARRIED.**

**Request to Borrow by Way of Long Term Loan**

**197/2023 – Olech/Smuk**

THAT application be made to the Local Government Committee for permission to borrow the sum of One Million Seven Hundred and Eighteen Thousand Four Hundred Dollars (\$1,718,400.00) in 2023 repayable over a period of 10 years, for the purpose of the Arena Retrofit Project;  
AND that the amount of said debt shall be payable in 21 installments of Sixty-four Thousand Four Hundred Forty Dollars (\$64,440.00) in the years 2023 to 2033 inclusive, with interest at a rate of 4.47 per centum per annum, payable semi-annually.

**CARRIED.**

**ADJOURNMENT**

**198/2023 – Holmstrom/Machuik**

THAT the meeting adjourn. (10:21 p.m.)

**CARRIED.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator

TOWN OF ITUNA  
August/September 2023  
Accounts for Approval

Payment	Vendor	Amount
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Computer		
Cheques		
3896	JaT Tree Service	\$7,875.00
3897	MEPP	\$3,081.22
3898	Campbell, Crystal	\$2,043.30
3899	Yakimoski, Stacey	\$1,478.71
3900	Tank, Aaron	\$1,547.70
3901	Choat, Brandon	\$1,440.48
3902	Roy, Hector	\$1,056.24
3903	Holmstrom, Rodney	\$720.00
3904	Acme Infrastructure Services	\$6,703.91
3905	ATAP Infrastructure Management	\$1,725.15
3906	Blue Imp	\$205.35
3907	Johnson, Bob	\$70.00
3908	Choat, Brandon	\$133.19
3909	Prairie Co-operative Ltd.	\$2,804.17
3910	Fedorowich Construction Co.	\$291,758.10
3911	Heavy Construction Safety Association	\$183.75
3912	Hillside Welding	\$276.70
3913	Jay's Transportation Group Ltd.	\$178.34
3914	Munisoft	\$572.54
3915	Municipal Sewer	\$7,803.00
3916	Newton Landscaping	\$3,913.86
3917	OSS Waste Disposal Ltd.	\$7,673.69
3918	Sametz Pharmacy	\$13.96
3919	Ministry of Agriculture	\$126.00
3920	SHA – Financial Services	\$92.00
3921	Staples Professional	\$251.95
3922	Stray Arc Welding	\$801.94
3923	SUMA	\$3,319.12
3924	Petty Cash	\$46.90
3925	Zee Medical Service Co.	\$304.29
3926	Associated Engineering SK. Ltd.	\$100,727.66
3927	Flaman Sales Ltd.	\$3,518.70
3928	Ituna Community Arena Co-operative	\$22,378.86
3929	Northside Recycling	\$8,537.99
3930	RM of Ituna Bon Accord	\$2,368.75
3931	VOID	\$0.00
3932	Advantage Insurance Brokers	\$22,888.58
3933	AllRotaru Construction Inc.	\$111,000.00
3934	C.K. Electric	\$29,867.88
3935	E&H Redimix	\$11,946.42
3936	Ituna Community Arena Co-operative	\$7,023.74
3937	Resolution Contracting	\$954.05
3938	Wallace Construction Specialties Ltd.	\$2,158.49
Online		
Payments		
OP	Horizon School Division #205	11257.91
OP	Receiver General of Canada	5732.79
OP	Royal Bank Visa	650.58
OP	SaskPower	2481.98
OP	SaskTel	138.44
OP	SaskEnergy	71.75
OP	SaskPower	242.20
OP	SaskTel	323.97
OP	SaskEnergy	45.76
OP	SaskPower	2075.16
OP	SaskTel	177.66
OP	SaskEnergy	65.12
OP	SaskPower	128.39

Online Payments Continued...

OP	SaskTel	300.40
OP	SaskEnergy	49.63
OP	SaskPower	374.99
OP	SaskTel	60.70
OP	SaskEnergy	67.04
OP	SaskPower	48.44
OP	SaskTel	323.64
OP	SaskEnergy	45.76
OP	SaskPower	62.94
OP	SaskEnergy	50.59
OP	SaskPower	107.87
OP	SaskEnergy	43.58
OP	SaskPower	202.09
OP	SaskPower	106.78
OP	SaskPower	57.10
OP	SaskPower	138.92