

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, FEBRUARY 20, 2024 IN THE ADMINISTRATION CENTRE AT ITUNA, SASKATCHEWAN.

PRESENT: Mayor: Mayor Rene Dubreuil
Aldermen: Diane Olech, Linda Smuk, John Machuik, and Gail Renkas
Absent: Kevin Krett

Acting Administrator: Angela Fetch Muzyka

Call to Order:

A quorum being present, Mayor Rene Dubreuil called the meeting to order at 7:06PM.

Approval of Agenda

81/2024

Machuik/Olech

THAT Council approves the agenda as amended adding 12.3 under New Business as Purchase of an Arc Welding Unit and a Wood chipper.

CARRIED

Approval of Minutes

82/2024

Smuk/Olech

THAT Council approves the minutes of the regular council meeting held on February 8, 2024, as presented.

CARRIED

Correspondence

Smuk/Machuik

83/2024

THAT correspondence be filed as read:

Melville/Ituna Police Weekly Report Feb 7-15, 2024

East Centre Area Transportation Planning Committee Executive Meeting December 14, 2023

Parkland Regional Library Financial Statement January 1-December 31, 2023

Ministry of Parks, Culture and Sport Heritage Webinars

SaskPower Scheduled Work 225 2nd Street SW

Combined Traffic Services Southeast District

CARRIED

Lead Hand's Report

Machuik/Renkas

84/2024

THAT Council accepts the Lead Hand's verbal report as presented.

CARRIED

Tools Needed

Machuik/Renkas

85/2024

Tools Needed

THAT Council authorizes the purchase of up to \$1000 worth of tools to replenish small tools needed for the shop by the Lead Hand.

CARRIED

Waterworks Compliance Inspection

Olech/Smuk

86/2024

THAT Council acknowledges the findings of the Waterworks Compliance inspection.

CARRIED

Replacement Quotes for the Hotsy

Machuik/Olech

87/2024

THAT Council approves the Lead Hand's request to take the Hotsy to get a repair quote and confirm that the Hotsy can be repaired.

CARRIED

Generator Repair

Renkas/Smuk

88/2024

THAT Council ratifies the decision to pay a repair fee of \$2883.41 to Cummins Sales and Service for repair to the generators at the water treatment plant and the lift station.

CARRIED

MANAGEMENT OF OVERTIME POLICY

Smuk/Olech

89/2024

THAT Council approves the Management of Overtime Policy HRP-49 attached hereto and forming in part hereof and sets the next review of the policy in spring of 2025.

CARRIED

Computer Upgrades

Olech/Smuk

90/2024

THAT Council approves the purchase of up to \$9928.95 to Munisoft for administration computer systems, to upgrade the software and security, and purchase a laptop for Public Works.

CARRIED

Permitted Use for Lots 8-12 Block 04 Plan AH3660 and Lot 17-20 Block 04 Plan AH3660

Olech/Renkas

91/2024

THAT Council ratifies the decision made in October 2023 to allow the sale of vehicles to occur on lots 8-12 Block 04 Plan AH3660 and Lot 17-20 Block 04 Plan AH3660 while the Town Centre Commercial District is not in development.

CARRIED

FINANCIAL REPORTS:

Town of Ituna Financial Statements for Year Ended December 31, 2023

Machuik/Renkas

92/2024

THAT Council approves the audited Town of Ituna Financial Statements for the year ended December 31, 2023.

CARRIED

Auditor's Report for 2023

Olech/Renkas

93/2024

THAT Council acknowledges the Auditor's report for year ending 2023 from Prairie Strong.

CARRIED

LIST OF ACCOUNTS:

List of Accounts for Approval

Smuk/Machuik

94/2024

THAT Council authorizes the payment of cheques numbered 4200 to 4231 in the total amount of \$124,239.35 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

Administrator's Report:

Delegate Signing Authority over Accounts

Smuk/Renkas

95/2024

THAT Council authorizes Angela Fetch Muzyka, in her role as Acting Administrator, signing authority for legal documents pertaining to the Town of Ituna and signing authority and access to the financial accounts of which the Town of Ituna has authority over including online banking and electronic banking, the main accounts being listed here:

Maximizer Bid Account Town of Ituna, Town of Ituna Savings Investing in Canada Infrastructure program and Infrastructure Improvement Savings Fund.

CARRIED

Town Credit Card

Machuik/Olech

96/2024

THAT Council authorizes the Acting Administrator to apply for a corporate credit card to be used for Town of Ituna business through the Cornerstone Credit Union.

CARRIED

Meeting Extension

Machuik/Renkas

97/2024

THAT Council makes a motion to continue the meeting beyond 10:00PM.

CARRIED

New Business:

Ituna Branch of Parkland Regional Library Operating Grant

Olech/Machuik

98/2024

THAT Council authorizes payment of \$1440.00 to the Ituna Branch of the Parkland Regional Library for their annual operating grant.

CARRIED

SASKATCHEWAN ASSESSMENT MANAGEMENT AGENCY

Machuik/Smuk

99/2024

That Council authorizes payment of \$25.00 to the Saskatchewan Assessment Management Agency for a virtual registration to attend the annual Saskatchewan Assessment Management Agency meeting for Councillor Smuk; and authorizes the Acting Administrator to travel to Saskatoon on April 9 for the free training session for administrators, with travel costs to be reimbursed in accordance with municipal policy on travel reimbursement.

CARRIED

Machuik/Renkas

100/2024

THAT Council authorizes the purchase of an arc welding unit for public works at a cost up to \$500.

CARRIED

Adjournment

Machuik/Dubreuil

101/2024

THAT Council adjourn the regular council meeting on February 20, 2024 at 10:28PM.

CARRIED

Mayor

Administrator