

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, July 16, 2024, IN THE ADMINISTRATION CENTRE AT 7-1<sup>st</sup> Avenue NE, ITUNA, SASKATCHEWAN.**

**PRESENT:** Mayor: Mayor Rene Dubreuil  
Aldermen: Diane Olech, Linda Smuk, Gail Renkas, John Machuik, and Kevin Krett  
Administrator: Angela Fetch Muzyka

**CALL TO ORDER**

A quorum being present, Mayor Rene Dubreuil called the meeting to order at 7:05PM.

**APPROVAL OF AGENDA**

**Smuk/Olech**

**275/2024**

THAT Council adopt the agenda as presented.

**CARRIED**

**APPROVAL OF MINUTES**

**Olech/Renkas**

**276/2024**

THAT Council approves the minutes of the regular council meeting held June 18, 2024.

**CARRIED**

**CORRESPONDENCE**

**Machuik/Renkas**

**277/2024**

THAT correspondence be filed as read:

Melville/Ituna Police Weekly Report June 11-18, 2024

Melville/Ituna Police Weekly Report June 19-June 25, 2024

Melville/Ituna Police Weekly Report July 2-9, 2024

Associated Engineering Update

Fire Call to 14-15 B GE1295

The FOMO Café

SAMA Primary Audit Report

Legion Publication

Claims Pro Letter

SGI Letter

Tax Enforcement – Lot 7-9 Block 12 AF1276 -Title Acquired

Letter From Lot 3-4 Block 39 FO2808

SWAA Conference Registration

Saskatchewan Health Authority Pre-Authorized Payment Agreement

**CARRIED**

**Legion Military Service Recognition Book**

**Machuik/Renkas**

**278/2024**

THAT Council approves the purchase of a 1/10 of a page ad in the Legion Publication for the Military Service Recognition book for \$238.10 plus GST.

**CARRIED**

**Insurance Claims**

**Olech/Smuk**

**279/2024**

THAT Council directs the administrator to forward the SGI letter, and the Claims Pro letter related to the flooding on June 28, 2024, to Advantage Insurance for response.

**CARRIED**

**Lot 3-4 Block 39 F02808**

**Smuk/Olech**

**280/2024**

THAT Council directs the administrator to advise the property owners of Lot 3-4 Block 39 F02808 to acquire a demolition permit to remove the shed that is situated on their property as per the legal land survey completed by GeoVerra supplied by the property owners, and that the Canada Revenue Agency be notified of the legal land survey that affects property 2 Block 39 F02802.

**CARRIED**

**Saskatchewan Water and Wastewater Communities and Operators' Conference**

**Machuik/Krett**

**281/2024**

THAT Council authorizes the Lead Hand and one Public Works employee to attend the Saskatchewan Water and Wastewater Communities and Operators Conference and Tradeshow November 6-8 in Saskatoon, registration is \$440.00 each and that travel, and meal costs be reimbursed in accordance with the municipal policy on travel and reimbursement.

**CARRIED**

**OLD BUSINESS**

**Nuisance Wildlife Control Officer**

**Smuk/Olech**

**282/2024**

THAT Council appoints Robert Ross and Rene Dubreuil as nuisance wildlife control officers in the Town of Ituna.

**CARRIED**

**Mural Locations**

**Machuik/Smuk**

**283/2024**

THAT Council approves the installation of mural tiles in Crossroads Park across from the Town Office by the Building Community Ties Ituna organization.

**CARRIED**

**FINANCIAL REPORTS**

**Smuk/Machuik**

**284/2024**

THAT Council approves for the months of April and May the General Bank Reconciliation, the Bank Reconciliation of the Investment in Canadian Infrastructure Program Savings Account, the Bank Reconciliation of the Infrastructure Improvement Savings Account and Statements of Financial Activities for those months.

**CARRIED**

**LIST OF ACCOUNTS**

**Olech/Smuk**

**285/2024**

THAT Council authorizes the payment of cheques numbered 4454 to 4515 excluding cheques 4457 and 4460 and payments in the total amount of \$200,796.75 found on the List of Accounts #1 for Approval attached hereto and forming part hereof.

**CARRIED**

**Renkas/Krett**

**286/2024**

THAT Council authorizes the payment of cheques numbered 4457 and 4460 and payments in the total amount of \$2035.70 found on the List of Accounts for Approval #2 attached hereto and forming part hereof.

**CARRIED**

**ADMINISTRATOR'S REPORT**

**Smuk/Machuik**

**287/2024**

THAT the Administrator's written report regarding administrative updates and rate payer concerns be filed as read.

**CARRIED**

**Administrator's Day at Water Week**

**Olech/Renkas**

**288/2024**

THAT Council permits the Administrative Assistant to attend Administrator's Day at Water Week in Regina on October 23, 2024, hosted by Advances Municipal Solutions, registration being at no cost for the workshop and that travel, and meal costs be reimbursed in accordance with the municipal policy on travel and reimbursement.

**CARRIED**

**Administrator Vacation Days**

**Machuik/Renkas**

**289/2024**

THAT Council authorizes the Administrator take vacation days August 14 to 16 inclusive.

**CARRIED**

**Community Event Planning**

**Machuik/Krett**

**290/2024**

THAT Council authorizes the administrative staff to meet with community partners to plan for a community winter event around the Christmas season.

**CARRIED**

**FOREMAN'S REPORT**

**Krett/Renkas**

**291/2024**

THAT the Forman's written report regarding ongoing maintenance and repairs be filed as read.

**CARRIED**

**Gravel**

**Krett/Machuik**

**292/2024**

THAT Council approves the purchase of 10 loads of gravel at no more than \$650/belly.

**CARRIED**

**Pipe**

**Smuk/Krett**

**293/2024**

THAT Council ratify the decision to pay \$2000 to Municipal Utilities to add a pipe to the North Lift Station for a third pump spot for emergencies.

**CARRIED**

**June Water Readings**

**Olech/Krett**

**294/2024**

THAT the June Water Readings be filed as read.

**CARRIED**

**Pavement Purchase**

**Olech/Smuk**

**295/2024**

THAT Council approved the purchase of excess pavement from Ben Tataryn for Town use.

**CARRIED**

**Grader Parts**

**Machuik/Krett**

**296/2024**

THAT Council approves the purchase of blades, a router bit, and mole board for the grader.

**CARRIED**

**COUNCILLOR REPORTS**

**Smuk/Renkas**

**297/2024**

THAT Council verbal reports regarding Physician Recruitment and Retention, the Fire Association and the Landfill Committee be filed as read.

**CARRIED**

**Fire Association – Closed Session**

**Olech/Machuik**

**298/2024**

THAT Council adjourn to a closed session at 8:45 PM to discuss strategic planning covered under section 16(1)(c) of the Local Authority and Freedom of Information and Protection of Privacy Act.

**CARRIED**

**Machuik/Krett**

**299/2024**

THAT Council rise and report at 9:40 PM.

**CARRIED**

**Fire Association**

**Machuik/Olech**

**300/2024**

That the Town of Ituna financially assist the current strategic initiative for the Fire Department once a suitable governing board and partnership agreements have been established.

**CARRIED**

**NEW BUSINESS**

**Hayter Contract for New Well**

**Renkas/Krett**

**301/2024**

THAT Council enters into agreement with Hayter Drilling Ltd. for the 2024 Backup Water Well Construction and Existing Water Well Rehabilitation and Decommissioning/Conversion Project, copy of agreement attached hereto and forming part hereof and that the Mayor and the Administrator be authorized to sign the agreement to give effect to the same.

**CARRIED**

**Property Tax Arrears Agreement and Repayment Schedule**

**Smuk/Olech**

**302/2024**

THAT Council approve the use of the Property Tax Arrears Agreement and with an individualized repayment schedule for use with residents in tax arrears, sample agreement attached hereto and forming part hereof, and that the Mayor and the Administrator be authorized to sign the agreement to give effect to the same.

**CARRIED**

**Workers Compensation Board Application for Voluntary Coverage**

**Olech/Smuk**

**303/2024**

THAT Council tables the application to acquire more information.

**CARRIED**

**Professional Building Inspector Officials Appointment**

**Renkas/Krett**

**304/2024**

THAT Council hereby appoints Charles Fiss a T-Class 1 Licensed Building Official who is employed by the Town's Contracted Building Inspector Company Professional Building Inspector's Incorporated as licensed building inspectors for the Town of Ituna and that the Mayor and Administrator be authorized to sign the appointment to give effect to the same.

**CARRIED**

**Final Notice-Pursue Title in 30 days Lots 1-5 Block 15 Plan AF1276**

**Machuik/Krett**

**305/2024**

THAT Council enters into an agreement provided by Taxervice as prescribed by the *Tax Enforcement Act*, having taken all the prescribed steps prior, to take title of Lots 1-5 Block 15 Plan AF1276 in 30 days if taxes in arrears are not paid, copy of agreement attached hereto and forming part hereof and that the Mayor and the Administrator be authorized to sign the agreement to give effect to the same.

**CARRIED**

**Council Bylaw 07-2020**

**Krett/Olech**

**306/2024**

THAT Council makes a motion to go past 10:00 PM

**CARRIED**

**Transit Service Requests**

**307/2024**

**Renkas/Smuk**

THAT Council authorizes for out-of-town transit riders a rate of \$1/per travelled km including travel for the passengers and the driver to and from the pick-up to a maximum of 10km outside of town, trips to be made during regular transit hours, with unlimited Town stops.

**CARRIED**

**Machuik/Diane**

**308/2024**

THAT Council approves the use of the Transit Bus to take Care Homes on trips to the surrounding rural municipality for the purpose of a recreational outing for the residents; the trip shall be arranged during regular transit hours and will be charged at a rate of \$8 per passenger per trip.

**CARRIED**

**Staff Wages**

**309/2024**

**Smuk/Olech**

That Council raises the transit driver's wage by \$1.00 per hour effective July 15, 2024.

**CARRIED**

**Tax Abatements**

**Machuik/Renkas**

**310/2024**

THAT Council approves tax abatements totaling \$19408.79 as set out on list attached hereto and forming part hereof.

**CARRIED**

**Curling Rink Fire Estimate**

**Krett/Renkas**

**311/2024**

THAT Council table the PFP Canada estimate to repair fire deficiencies and send the letter to the curling rink committee for review.

**CARRIED**

**Regional Recreation Practitioner**

**Machuik/Olech**

**312/2024**

THAT Council authorizes administration to apply for the Regional Recreation Practitioner Grant through the Saskatchewan Parks and Recreation Association with at least two other Regional Partners and that the salary be set at \$50,000.

**CARRIED**

**Gate Valve Replacement Estimates**

**Machuik/Krett**

**313/2024**

THAT Council, having received estimates from D.G.M Construction Inc., TSL Mechanical, and Diggers Excavating for four block valves, that the contract be awarded to TSL Mechanical for \$4200 per valve.

**CARRIED**

**Administrator's Probationary Review**

**Smuk/Olech**

**314/2024**

THAT Council adjourns to a closed session at 10:55 PM to discuss an employee review provided for under section 16(1)(d) of the Local Authority and Freedom of Information and Protection of Privacy Act.

**CARRIED**

**Machuik/Olech**

**315/2024**

THAT Council rise and report at 11:10 PM.

**CARRIED**

**ADJOURNMENT**

**Machuik/Renkas**

**316/2024**

THAT Council adjourn the regular council meeting at 11:10 PM.

**CARRIED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator