

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, JANUARY 21, 2025, IN THE ADMINISTRATION CENTRE AT 7-1<sup>ST</sup> Avenue NE, ITUNA, SASKATCHEWAN.**

**PRESENT:** Mayor: Rene Dubreuil  
Aldermen: Roger Keller, Kevin Krett, Nancy Leontowich, Edward McCotter,  
Peter Overduin, Mark Salyniuk  
Administrator: Angela Fetch Muzyka

**Call to Order:**

A quorum being present, Mayor Rene Dubreuil called the meeting to order at 7:03 PM.

**APPROVAL OF AGENDA**

**Leontowich/Overduin**

**31/2025**

THAT Council adopts the agenda as presented.

**CARRIED**

**APPROVAL OF MINUTES**

**McCotter/Krett**

**32/2025**

THAT Council approves the minutes of the regular council meeting held on January 7, 2025, as presented.

**CARRIED**

**Krett/Overduin**

**33/2025**

THAT Council approves the minutes of the special council meeting held on January 10, 2025, as presented.

**CARRIED**

**DELEGATION**

**Patrick Clancy – Allowance for bees and hens**

**Salyniuk/Overduin**

**34/2025**

THAT Council acknowledges the presentation by Mr. Clancy regarding changing the animal control bylaw to allow for bees and hens.

**CARRIED**

**Closed Session**

**Overduin/Krett**

**35/2025**

THAT Council adjourns to a closed session at 7:22 PM to discuss the bylaw changes regarding bees and hens in accordance with 15(1)(a) of *the Local Authority and Freedom of Information and Protection of Privacy Act*.

**CARRIED**

**Salyniuk/Keller**

**36/2025**

That Council rises and reports at 7:39PM.

**CARRIED**

**Krett/Overduin**

**37/2025**

THAT Council tables the bylaw changes to provide for bees and hens pending review of the Town Animal Control Bylaw and that Council obtain further information.

**CARRIED**

**CORRESPONDENCE**

**Salyniuk/McCotter**

**38/2025**

THAT Council, having received the following correspondences, moves to file them as read:

RCMP Weekly Report January 8-January 14, 2025  
Letter from resident regarding trash and treasure  
East Central Transportation Planning Committee  
Certificate of Approval to Close Road  
Carlton Trail Letter

**CARRIED**

**Trash and Treasure Hunt**

**Salyniuk/Keller**

**39/2025**

THAT Council approves a trash and treasure hunt event where items can be displayed as free the same weekend as the annual garage sale and that remaining free items must be removed within one week of the sale; that Ituna residents can pick up a coupon for one free trip to the landfill for their own household with an expiry of one month that begins the weekend of the garage sale event.

**CARRIED**

**Carlton Victory Church**

**Salyniuk/Overduin**

**40/2025**

THAT Council tables the request for quarterly use of the bus for events in Yorkton for the Carlton Victory Church to gain further information about the trips and to consider driver availability.

**CARRIED**

**OLD BUSINESS**

**Quotes for Water Tower**

**Salyniuk/Krett**

**41/2025**

THAT Council tables the welding quote to further secure the water tower gate to review regulations.

**CARRIED**

**Mentorship**

**Salyniuk/Krett**

**42/2025**

THAT Council authorizes the mentorship by Diana Lee be extended for another year at \$50/hour plus travel expenses on an as needed basis.

**CARRIED**

**LIST OF ACCOUNTS**

**McCotter/Salyniuk**

**43/2025**

THAT Council authorizes the payment of cheques numbered 4844 to 4895, credit card and utility payments in the total amount of \$351,391.31 after the removal of cheques 4852 and 4853 found on the List of Accounts for Approval attached hereto and forming part hereof.

**CARRIED**

**LEAD HAND'S REPORT**

**Salyniuk/Overduin**

**44/2025**

THAT Council, having received the Lead Hand's written report regarding sewer, water treatment, garbage truck repairs, Christmas lights and town maintenance, instructs it be filed as read.

**CARRIED**

**RECREATION PRACTITIONER'S REPORT**

**Salyniuk/Overduin**

**45/2025**

THAT Council, having received the Recreation Practitioner's written report regarding budget, instruct it be filed as read.

**CARRIED**

**Recreation Programming**

**Krett/Leontowich**

**46/2025**

THAT Council authorizes the budget of up to \$1350 for culture and recreation programming and events for the first quarter.

**CARRIED**

**ADMINISTRATOR'S REPORT**

**Salyniuk/Overduin**

**47/2025**

THAT Council, having received the Administrator's written report regarding audit preparation, engine retarder brakes, regional council meeting, and administration updates, instructs it be filed as read.

**CARRIED**

**Sick Pay Policy**

**48/2025**

**Salyniuk/Krett**

THAT Council table the discussion on sick pay to write a policy and that current sick pay practices be grandfathered in for the year ending December 31, 2024 until further instructions are received from Council.

**CARRIED**

**Regional Meeting  
Leontowich/Keller  
49/2025**

THAT Council call a regional meeting of the Rural Municipality of Bon Accord #246, the Rural Municipality of Tullymet #216 and the Town of Ituna to discuss matters that affect all councils such including the Regional Park and the application of the Targeted Sector Support Grant for an Emergency Measures Operation Plan and the Fire Department - proposed date February 12, 2025, at 1PM.

**CARRIED**

**MAYOR AND COUNCIL REPORTS**

**McCotter/Overduin  
50/2025**

THAT the Councillor's verbal report regarding the Provincial Disaster Assistance program, headlights, sidewalks, wheel alignments, and road cleaning be adopted as presented.

**CARRIED**

**NEW BUSINESS**

**SUMA Registration  
Salyniuk/Overduin  
51/2025**

THAT Council authorizes attendance to the Saskatchewan Urban Municipal Association Annual Convention to be held in Saskatoon, Saskatchewan at TCU Place on April 13-17 at a rate of \$550 per person plus \$50 for excursions for the following individuals:

Peter Overduin  
Kevin Krett  
Ed McCotter  
Nancy Leontowich  
Roger Keller  
Angela Fetch Muzyka

That convention fees, excursions be authorized for payment and that hotel, meals and travel be authorized as per the Town policy on travel reimbursement; that in accordance with the current remuneration resolution which states a remuneration for Councillors at \$125/day for the 4 days and the administrator will receive 1 Earned Day Off for the Sunday attendance and paid at regular pay the rest of the week.

**CARRIED**

**Sweeper Repair Quote  
Overduin/Keller**

**52/2025**

THAT Council approves the quote from Hydrate Hydraulics LTD to replace the gear pump on the street sweeper for \$1399.89 plus applicable taxes.

**CARRIED**

**Tax Enforcement  
McCotter/Salyniuk**

**53/2025**

THAT Council authorizes TAXervice, 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 25 Block 19 Plan Y6120 Ext 0  
Lot 26 Block 19 Plan Y6120 Ext 0

**CARRIED**

**Urban Municipal Administrators Association  
Salyniuk/Overduin**

**54/2025**

THAT Council authorizes the administrator, and the administrative assistant attend the Urban Municipal Administrator Association of Saskatchewan training on Building and Technical Standards on Thursday March 26, 2025, in Melville at a cost of \$100/participant and that meals and travel be paid in accordance with the Town Policy on travel reimbursement.

**CARRIED**

**List of Lands with Arrears  
Salyniuk/McCotter**

**55/2025**

THAT Council acknowledges receipt of the List of Lands with Arrears and authorizes administrator to remove those from the list of lands that owe less than 30% of last year's levy; that the remaining lands in arrears be advertised in the Ituna News to begin the tax enforcement process whereby the cost to advertise is added to the taxes of those lots being listed as in arrears.

**CARRIED**

**Parkland Regional Library Levy**

**Leontowich/Salyniuk**

**56/2025**

THAT Council authorizes the payment of the first part of the 2025 Levy for the Parkland Regional Library calculated based on the 2021 Census of 726 residents at \$17.60 per resident for a payment of \$6388.60.

**CARRIED**

**Canadian Public Works Association**

**McCotter/Salyniuk**

**57/2025**

THAT Council authorizes the registration of Lead Hand Rodney Holmstrom to the Canadian Public Works Association Conference in Saskatoon at the Saskatoon Inn February 24-27, 2025, at a cost of \$420.00 with meals and travel paid per the Town policy on travel reimbursement.

**CARRIED**

**Munisoft Training Schedule**

**Overduin/Salyniuk**

**58/2025**

THAT Council authorizes the administrator and administrative assistant attend virtual trainings through Munisoft for up to \$370.

**CARRIED**

**Grad Banners**

**Salyniuk/Keller**

**59/2025**

THAT Council authorizes the purchase of 28 grad banners of up to \$2380.00 plus tax through A Squared Printing Company for the 2025 graduating class of Ituna School.

**CARRIED**

**Snow Gate**

**Salyniuk/Keller**

**60/2025**

THAT Council purchase of a Sno Gate for up to \$15,350 plus tax from FerMarc for the grader.

**CARRIED**

**2024 Budget Amendments**

**Salyniuk/Krett**

**61/2025**

THAT Councils amends the 2024 Municipal Budget by:

Increasing 450-350-100 Grants by \$5000

Increasing 495-100-100 Long Term Debt Issued \$1,288,800

Decreasing 525-430-102 PS-P&C Vehicle Repair Tahoe \$300

Decreasing 525-430-105 PS-P&C Building Cost Share \$4000

Decreasing 525-600-140 PS-Fire Purchase of Cap Assets-Equip \$33000

Decreasing 530-290- 110 TS-Main-Cont – Sidewalk/Curb from \$12000 to \$7000

Decreasing 530-290-130 TS-Main-Cont- Shop \$2500

Decreasing 530-460-110 TS-Main- Dust Control \$12000

Decreasing 540-120-110 EH-Benefits from \$5840 to \$3300

Increasing 540-120-120 EH-Superannuation \$2540

Decreasing 540-220-100 EH-Cont. Repairs Recycling Building \$8000

Decreasing 560-220-100 P&D- Property Maintenance \$15000

Decreasing 580-110-110 UT-Water-Benefits from \$9410 to \$4800

Increasing 580-120-120 UT Benefits- Superannuation \$4610

Decreasing 580-285-160 UT-Water-ICIP No. 1 from \$600,000 to 300,000

Which results in a budget surplus of \$108,639.

**CARRIED**

**Reserve Transfers for 2024**

**Leontowich/Keller**

**62/2025**

THAT Council authorize the following transfers from reserves for 2024:

\$9103.73 from the Highway Reserve

\$5000 from the Canada Day Reserve

\$37000 form the Capital Reserve

\$100000 from the Land and Building Reserve

\$7298.51 from the Utility Reserve.

**CARRIED**

**ADJOURNMENT**  
**Salyniuk/McCotter**  
**63/2024**

THAT Council adjourns the regular council meeting at 9:28PM.

**CARRIED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator