

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, NOVEMBER 19, 2024, IN THE ADMINISTRATION CENTRE AT 7-1st Avenue NE, ITUNA, SASKATCHEWAN.

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

Call to Order:

A quorum being present, Mayor Rene Dubreuil called the meeting to order at 7:02PM.

APPROVAL OF AGENDA

Overduin/Leontowich

438/2024

THAT Council adopts the agenda as amended to include in New Business
10.5 Meeting Time

CARRIED

APPROVAL OF MINUTES

Salynuik/Krett

439/2024

THAT Council approves the minutes of the regular council meeting held on November 5, 2024, as presented.

CARRIED

CORRESPONDENCE

McCotter/Salynuik

440/2024

THAT the following correspondence be filed as read:

Melville/Ituna Police Weekly Report October 30- November 6, 2024
Melville/Ituna Police Weekly Report November 6 -November 12, 2024
November RCMP District Commander Update
Ituna Minor Sports
Ituna Curling Club
Deer Park Villa

CARRIED

Ituna Minor Sports

Salynuik/Overduin

441/2024

THAT Council tables the sponsorship letter for Ituna Minor Sports to December 3 to get more information.

CARRIED

Ituna Curling Club

McCotter/Overduin

442/2024

THAT Council authorizes \$400.00 be paid to the Ituna Curling Club for annual advertising.

CARRIED

Deer Park Villa

Salynuik/Leontowich

443/2024

THAT Council authorizes the use of the bus and driver on December 14, 2024, for Deer Park Villa's Christmas Party for a flat rate of \$72.00.

CARRIED

OLD BUSINESS

Water Treatment Plant Scope Change

Krett/Salynuik

444/2024

THAT Council accepts the Scope Change to include tendering of option A and B proposed by Associated Engineering for \$175,900 to retender the Water Treatment Plant and redesign the plant as the previous design once tendered was outside of budget for the Town, document attached hereto and forming part hereof.

CARRIED

FINANCIAL REPORTS
Overduin/Leontowich
445/2024

THAT Council approves for the month of September 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 the Statement of Financial Activities for the same month, documents attached hereto and forming part hereof.

CARRIED

LIST OF ACCOUNTS
List #1

Overduin/Keller
446/2024

THAT Council authorizes the payment of cheques numbered 4708 to 4751 and utility billing in the total amount of \$70,044.83 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

List #2
Salynuik/Krett
447/2024

THAT Council authorizes the payment of cheques numbered 4752 to 4759 in the total amount of \$6,084.77 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

ADMINISTRATOR'S REPORT
Leontowich/Overduin
448/2024

THAT the Administrator's written report regarding election updates, upcoming grants, council training opportunities, and committee appointments be filed as read.

CARRIED

Canada Summer Jobs Grant
McCotter/Leontowich
449/2024

THAT Council authorizes the application for 4 summer students for summer 2025 through the Canada Summer Jobs grant program offering the students \$16.50/hour

CARRIED

Rink Operating Grant
Overduin/Keller
450/2024

THAT Council authorizes the application for a rink operating grant through the Saskatchewan Parks and Recreation Association for both the curling rink and the skating rink.

CARRIED

Canada Housing and Infrastructure Fund
Overduin/Keller
451/2024

THAT the Canada Housing and Infrastructure Fund application be tabled; that quotes be collected to engage professional advice on the grant; and that the Mayor call a special meeting on to discuss the Canada Housing and Infrastructure Fund application when this information is prepared.

CARRIED

Municipal Revenue Sharing Grant
McCotter/Overduin
452/2024

THAT the Council of the Town of Ituna confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submitted the 2023 Audited Financial Statement to the Ministry of Government Relations
- Submission of the 2023 Public Reporting on Municipal Waterworks to the Ministry of Government Relations
- In Good Standing with respect to reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

Board or Committee Appointments

Salynuik/McCotter

453/2024

THAT Council table board appointments to the December 3 meeting to allow each Council member to consider which of the following boards they have interest in:

- a. Landfill Committee
- b. Emergency Measures Committee
- c. Physicians Recruitment and Retention
- d. Library Board
- e. Museum Board
- f. Fire Association Board
- g. Regional Park Board
- h. Arena Board
- i. Curling Club
- j. Recreation Board
- k. Shamrock Appeals Board
- l. East Central Transportation Hub
- m. Central Prairie Development Alliance
- n. Development Appeals Board

CARRIED

Administrator Absence

Krett/Salynuik

454/2024

THAT Council authorizes the absence of the administrator for 5 working days as outlined in the employee policy for bereavement of a family member - grandmother, dates to be determined and shared with council and staff once the funeral dates have been set.

CARRIED

Board and Committee Training

Salynuik/McCotter

455/2024

THAT Council authorizes the attendance of the Recreation Practitioner to Board and Committee training in Fort Qu’Appelle, registration fees being covered by Parkland Valley Recreation Sport and Culture and pay travel in accordance with Town Policy on travel reimbursement.

CARRIED

FOREMAN’S REPORT

Leontowich/Overduin

456/2024

THAT Council accept the foreman’s report regarding effluent release, equipment repairs and maintenance, caved in manhole, and conference attendance be filed as read.

CARRIED

NEW BUSINESS

Deputy Mayor Appointments

Overduin/Leontowich

457/2024

THAT Council as provided for by *the Municipalities Act* subsection 91(1) hereby makes the Deputy Mayor appointments spanning the duration of this council’s four-year term as follows:

Councillor	Start Date	End Date
Kevin Krett	November 20, 2024	July 22, 2025
Roger Keller	July 23, 2025	March 17, 2026
Nancy Leontowich	March 18, 2026	November 10, 2026
Edward McCotter	November 11, 2026	July 15, 2027
Peter Overduin	July 16, 2027	March 21, 2028
Mark Salynuik	March 22, 2028	Until First Meeting of New Council

CARRIED

**Signing Authority
Krett/Leontowich
458/2024**

THAT Council authorizes the following individuals signing authority for legal documents pertaining to the Town of Ituna and signing authority over all cheques and financial instruments which the Town of Ituna has authority over:

- Administrator Angela Fetch Muzyka

And one of the others:

- Rene Dubreuil Mayor
- Roger Keller, Kevin Krett, Nancy Leontowich, Edward McCotter, Peter Overduin, Mark Salynuik during their terms of office as Deputy Mayor;

And in absence of Administrator:

- when delegated in writing Administrative Assistant Stacey Yakimoski has signing authority;

all of the above have signing authority over the list of accounts 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

**Abatements
Salynuik/Overduin
459/2024**

THAT Council authorize the abatements of \$3209.10 in municipal taxes, \$17.15 in school tax for a total of \$3226.25 for Lot 17 Block 7 AF1276 as the property title was acquired by the Town on June 24, 2021, through tax enforcement but the property continued to be levied taxes from 2021-2024.

CARRIED

**Election Results
Overduin/Leontowich
460/2024**

THAT Council accept the Declaration of Election Results from the November 13, 2024, election as presented; a copy attached hereto and forming part hereof.

CARRIED

**Meeting Time
McCotter/Salynuik
461/2024**

THAT Council adopts a 1:30PM meeting time for regular meetings of council.

CARRIED

**Meeting Time
McCotter/Salynuik
462/2024**

THAT Council rescind the motion to adopt a 1:30PM meeting time for future meetings; that the current meeting time of 7:00PM continue to be the start time for regular council meetings.

CARRIED

**ADJOURNMENT
Mark/Peter
463/2024**

THAT Council adjourns the regular council meeting at 8:57PM.

CARRIED

Mayor

Administrator