

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, NOVEMBER 5, 2024, IN THE ADMINISTRATION CENTRE AT 7-1st Avenue NE, ITUNA, SASKATCHEWAN.

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

Call to Order:

A quorum being present, Mayor Rene Dubreuil called the meeting to order at 6:59PM.

APPROVAL OF AGENDA

Smuk/Machuik

415/2024

THAT Council adopts the agenda as presented.

CARRIED

APPROVAL OF MINUTES

Smuk/Machuik

416/2024

THAT Council approves the minutes of the regular council meeting held on October 15, 2024, as presented.

CARRIED

CORRESPONDENCE

Olech/Smuk

417/2024

THAT the following correspondence be filed as read:

- Melville/Ituna Police Weekly Report October 9-15, 2024
- Melville/Ituna Police Weekly Report October 16-22, 2024
- Melville/Ituna Police Weekly Report October 23-29, 2024
- Sasktel Cable Installation
- Subdivision Progress Update
- Letter Regarding Lots 7-9 Block 12 AF1276 from Parkland Agronomy
- Letter from Ituna and District Museum
- Saskatchewan Housing Corporation
- PBI Building Official Order to Remove Building Lot 10 Block 11 AF1276
- PBI Dwelling Inspection Lot 2 Block 39 Plan F02808
- PBI Fee Review for 2025
- Midwest Insurance Correspondence
- Municipal Utilities Lift Station Report

CARRIED

Lot 4 Plan 4 Block AH3660

Olech/Krett

418/2024

THAT Council authorizes engaging a building inspector to assess Lot 4 Block 4 Plan AH3660 to assess the building to determine what would be required to bring the building to code before the future use of the building can be determined.

CARRIED

Saskatchewan Housing Authority Revenue

Olech/Machuik

419/2024

THAT Council authorizes the move of the surplus revenue from the Saskatchewan Housing Authority of \$2383.93 to a Saskatchewan Housing Authority reserve for years that require payment.

CARRIED

OLD BUSINESS

Saskatchewan Parks and Recreation Association Contract

Smuk/Krett

420/2024

THAT Council ratifies the agreement with the Parks and Recreation Association which contributes \$25,000 for the hiring of the Recreation Practitioner; the Town of Ituna being the lead stakeholder in the partnership with the Rural Municipality of Bon Accord #246 and the Ituna and District Regional Park; copy of contract attached hereto and forming part hereof and that the Mayor and Administrator be authorized to sign the application.

CARRIED

Employment Contract Parks and Recreation Practitioner

Renkas/Olech

421/2024

THAT Council ratifies the employment contract for Rachel Bachinski as the Recreation Practitioner for \$50,000 an contract that began November 1, 2024 and ends October 31, 2025, a hiring as agreed upon by the stakeholders of this grant, the Town of Ituna being the lead stakeholder, the Rural Municipality of Ituna Bon Accord #246, the Ituna and District Regional Park and the funding partner Saskatchewan Parks and Recreation Association; copy of contract attached hereto and forming part hereof and that the Mayor and Administrator be authorized to sign the application.

CARRIED

Sewer Repair 112 1st Avenue NW

Krett/Olech

422/2024

THAT Council authorizes the sewer repair costs be billed to the owner of 112 1st Avenue NW from Barcod Construction, Newton Landscaping and the cost of materials; the costs being calculated and sent to the owner for work done from the home owner's foundation to the curb stop as the repairs required were a result of excessive grading where the sewer line was plumbed deeper than the main line and that the Town of Ituna pay for the Three Boys Plumbing costs of \$381.60 as public works required them to further investigate the issue.

CARRIED

FINANCIAL REPORTS

Machuik/Smuk

423/2024

THAT Council approves for the month of August 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.

CARRIED

LIST OF ACCOUNTS

Smuk/Renkas

424/2024

THAT Council authorizes the payment of cheques numbered 4689 to 4707 and utility billing in the total amount of \$21,358.47 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

ADMINISTRATOR'S REPORT

Olech/Smuk

425/2024

THAT the Administrator's written report regarding election updates, training public works repairs, and the start of the Recreation Practitioner be filed as read.

CARRIED

Water Reads

Krett/Machuik

426/2024

THAT Council accepts the water readings for October, and they be filed as read.

CARRIED

Aged Accounts

Krett/Smuk

427/2024

THAT Council authorizes moving accounts to taxes that have not been settled for utility and property related matters in over 90 days in the amount of \$1555.00 provided and the account is still in arrears once notice has been served in accordance with legislation to the following:

Property:	Cost	Description of Fees
Lot 6-7 15 Plan AF1276	\$200	Re: Sewer Camera
Lot 33-40 Block 19 Plan Y6120	\$410.00	Re: Permits
Lot 32 Block E Plan 66R35041	\$200.00	Re: Sewer Camera
Lot 4 Block K Plan 66R35041	\$295.00	Re: Permits
Lot 5-6 Block 26 Plan 62R42078	\$80.00	Re: Permit
Lot 1-2 Block 14 Plan AF1276	\$200.00	Re: Sewer Camera

CARRIED

Uncollectable Arrears

Machuik/Olech

428/2024

THAT Council authorizes uncollectable arrears of \$1380.38 be written off as the property is no longer owned by the owner who incurred the charges.

CARRIED

Holiday Event Movie Sponsorship

Machuik/Olech

429/2024

THAT Council approves sponsorship of \$250 to license a Christmas Movie for the holiday event provided admission is free to all who attend.

CARRIED

MAYOR AND COUNCIL REPORTS

Machuik/Olech

430/2024

THAT Council’s written reports regarding physicians’ recruitment and retention meeting notes, the library AGM be filed as read.

CARRIED

New Council Training

Smuk/Olech

431/2024

THAT Council authorizes the hiring of Diana Lee at a cost of \$1000 to deliver the new Council workshop to be held November 30, 2024, and that surrounding municipalities be invited to attend at the cost of \$35/participant to cover meal and incidental costs.

CARRIED

NEW BUSINESS

Appointment of Professional Building Inspector Officials for 2025

Renkas/Krett

432/2024

THAT Council hereby appoints:

- Bobby Baker Class 3 Licensed Building Official, Saskatchewan, BOL552
- Virginia Shepley Class 3 Licensed Building Official, Saskatchewan, BOL517
- Joshua Nitz Class 3 Licensed Building Official, Saskatchewan, BOL785
- Amanda Kaufman Class 2 Licensed Building Official, Saskatchewan, BOL405
- Cristin Korchinski R-Class 2 Licensed Building Official, Saskatchewan, BOL784/808
- David Kindred Class 2 Licensed Building Official, Saskatchewan, BOL514
- John Dulle Class 1 Licensed Building Official, Saskatchewan, BOL789
- Charles Fiss Class 1 Licensed Building Official, Saskatchewan, BOL836

of Professional Building Inspectors Inc as the Town of Ituna’s building inspectors and that the Mayor and Administrator be authorized to sign the appointment to give effect to the same.

CARRIED

Offer to Purchase Lot 13-14 Block 4 Plan AH3660

Smuk/Renkas

433/2024

THAT Council motions to table the request for purchase of Lot 13-14 Block 4 Plan AH3660 to notify the individuals that the lot is zoned Town Centre Commercial District and to ensure the interested party is aware of the permitted and discretionary uses for this property; further deliberation to take place upon response from the interested parties.

CARRIED

Tire Quotes

Renkas/Machuik

434/2024

THAT Council approves the purchase of skid steer tires from COOP estimated at \$442.95 per tire and \$30 per install.

CARRIED

Sask Alerts

Krett/Machuik

435/2024

THAT the Town of Ituna participate in the Sask Alert program, that the Administrator Angela Fetch Muzyka and the Administrative Assistant Stacey Yakimoski be designated to attend the Sask Alert training, have access to the public alerting system and that the Mayor and Deputy Mayor be hereby authorized to sign the Jurisdiction Authorization Form.

CARRIED

Hach Service Quote

Machuik/Olech

436/2024

THAT Council authorizes HACH to repair the Colorimeter for \$413.00 plus return shipping and that a preauthorized account with HACH be set up.

CARRIED

ADJOURNMENT

Machuik/Olech

437/2024

THAT Council adjourns the regular council meeting at 9:16PM.

CARRIED

Mayor

Administrator