

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, FEBRUARY 18, 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 7:04PM.

**APPROVAL OF AGENDA**

**Salyniuk/Leontowich**

**87/2025**

THAT Council amends the agenda to include 5.5 Water Tower Security Upgrades and adopts the agenda as amended.

**CARRIED**

**APPROVAL OF MINUTES**

**Salyniuk/Overduin**

**88/2025**

THAT Council approves the minutes of the regular council meeting held on February 4, 2025, as presented.

**CARRIED**

**CORRESPONDENCE**

**Salyniuk/Keller**

**89/2025**

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

RCMP Weekly Report January 29-February 4, 2025

RCMP Weekly Report February 5-11, 2025

Communities in Bloom

Leon's Notice to Creditors

Saskatchewan Public Safety Agency Policy change for Dispatching Emergency Services

**CARRIED**

**OLD BUSINESS**

**Detachment Action Plan**

**Salyniuk/Overduin**

**90/2025**

THAT Council approves the amended response letter for the Melville Royal Canadian Mounted Police for the Detachment Action Plan; amendment to clarify policy around high speeds of Royal Canadian Mounted Police travelling through town in answering a call or when RCMP are in pursuit.

**CARRIED**

**Saskatchewan Highway 52**

**Salyniuk/Overduin**

**91/2025**

THAT Council approves the response letter in support of the need to repair Highway 52.

**CARRIED**

**Management of Overtime Policy HRP-49 Review**

**Overduin/Salyniuk**

**92/2025**

THAT Council, having reviewed the Management of Overtime Policy HRP-49 make the following amendment to the policy regarding banked-time (Time in Lieu):

- An employee can bank up to two weeks per calendar year

And that the amended policy be adopted and set to be reviewed again in Spring of 2029.

**CARRIED**

**SUMA Registration**

**Salyniuk/McCotter**

**93/2025**

THAT Council authorizes attendance of Rene Dubreuil 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 plus taxes; that hotel, meals and travel be authorized as per the Town policy on travel reimbursement; that the current workshop remuneration of \$125/day be paid for each of the 4 days.

**CARRIED**

**Water Tower Security Upgrades**

**McCotter/Keller**

**94/2025**

THAT Council approves the quote from Cattle Drive Welding for \$1800.00 plus tax to secure the water tower ladder cage an additional 7-8 feet to address unauthorized access of the water tower.

**CARRIED**

**FINANCIAL STATEMENTS**

**Town of Ituna Audited Financial Statements 2024**

**Salyniuk/Overduin**

**95/2025**

THAT Council approves the audited Town of Ituna Financial Statements for the year ended December 31, 2024.

**CARRIED**

**List of Accounts for Approval**

**Leontowich/Salyniuk**

**96/2025**

THAT Council authorizes the payment of cheques numbered 4919 to 4956, for a total amount of \$92771.17 found on the List of Accounts for Approval attached hereto and forming part hereof.

**CARRIED**

**FOREMAN'S REPORT**

**Overduin/Keller**

**97/2025**

THAT Council accepts the foreman's report regarding the water treatment plant, snow removal and water breaks as presented.

**CARRIED**

**ADMINISTRATOR'S REPORT**

**Leontowich/Salyniuk**

**98/2025**

THAT Council, having received the Administrator's written report regarding vault clean up, audit, MuniSoft training, meetings and assessment maintenance, file the report as read.

**CARRIED**

**Administrator Days Off**

**Overduin/Leontowich**

**99/2025**

THAT Council approves each March 3, April 17, April 18 and April 30, 2025, as a day off for the Administrator.

**CARRIED**

**Recreation Practitioner Gathering in Grenfell**

**Leontowich/Overduin**

**100/2025**

THAT Council approves attendance of the Recreation Practitioner on March 12 to attend the Recreation Practitioner Gathering in Grenfell at no cost to the Town as meals, mileage and attendance fees are covered by Parkland Valley Sports Recreation and Culture.

**CARRIED**

**Office Closure**

**Leontowich/Keller**

**101/2025**

THAT Council approve the closure of the office on March 13 and 14 for vault cleaning and March 26 for the Administrator and Assistant Administrator away for Building and Technical Standards training.

**CARRIED**

**MAYOR AND COUNCIL REPORTS**

**Salyniuk/Overduin**

**102/2025**

THAT Council accepts the verbal report from Councillor McCotter regarding Emergency Measures Officer as presented.

**CARRIED**

**NEW BUSINESS**

**Salyniuk/Keller**

**Library Annual Funding**

**103/2025**

THAT Council approve the annual library operating grant of \$1440.00.

**CARRIED**

**Active Transportation Fund**

**Krett/Leontowich**

**104/2025**

THAT Council approves the application to the Active Transportation Fund to replace the washrooms and winterize them for the Ituna and District Regional Park, provide 4 km of paved paths for active transportation with fencing, lights, and benches, repair sidewalk from the pickleball court to the park, and resurface current 1km trail; the grant covers 100% of all eligible expenditures excluding Government Sales Tax and Provincial Sales Tax.

**CARRIED**

**Targeted Sector Support Initiative**

**McCotter/Salyniuk**

**105/2025**

THAT Council approves application to the Targeted Sector Support Initiative for \$100,000.00 to undertake the project of amalgamating the Fire Department, Fire Association and Town Fire Department to one central committee and to provide a regional Emergency Measures Operation Plan; the participating region is responsible to pay \$25,000 which would be divided in accordance with contribution portions for fire services.

**CARRIED**

**Tax Enforcement – Title Acquisition**

**Salyniuk/McCotter**

**106/2025**

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:

*NW 16-25-11-2 EXT 47, 107405771*

**CARRIED**

**Tax Enforcement – Title Acquisition**

**McCotter/Salyniuk**

**107/2025**

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 14-BLK/PAR B-PLAN FW641 EXT 0, 138471420*

**CARRIED**

**Council Renumeration**

**Krett/Salyniuk**

**108/2025**

That Council table the discussion regarding Council renumeration until March 18, 2025.

**CARRIED**

**Staff Wages**

**Salyniuk/Krett**

**109/2025**

That Council table the discussion regarding staff wages until March 18, 2025.

**CARRIED**

**ADJOURNMENT**

**Salyniuk/Leontowich**

**110/2024**

THAT Council adjourns the regular council meeting at 8:54 PM.

**CARRIED**

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Mayor

\_\_\_\_\_  
Administrator