

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, JULY 15, 2025, IN THE ADMINISTRATION CENTRE AT 7-1st Avenue NE, ITUNA, SASKATCHEWAN.

PRESENT: Mayor: Rene Dubreuil
Aldermen: Roger Keller, Kevin Krett, Nancy Leontowich (by phone), Edward McCotter, Peter Overduin (by phone), Mark Salyniuk
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

Krett/Keller
272/2025
THAT Council adopts the agenda as presented.

CARRIED

APPROVAL OF MINUTES
Regular Meeting June 17, 2025
Salyniuk/McCotter
273/2025

THAT Council approves the minutes of the regular council meeting held on June 17, 2025, as presented.

CARRIED

Special Meeting June 30, 2025
Keller/Salyniuk
274/2025

THAT Council approves the minutes of the special council meeting held on June 30, 2025, as presented.

CARRIED

DELEGATION
Sunshine Manor
Krett/McCotter
275/2025

THAT Council accepts the verbal presentation by Glenn Leontowich regarding planned renovations and suggested partnership contributions to sunshine manner meant to increase the safety of the entrance be accepted as presented.

CARRIED

CORRESPONDENCE
Krett/Keller
276/2025

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

- New Zealand Ball
- Creditor’s Notice Package
- Melville/Ituna Police Weekly Report June 11-18, 2025
- CAFT Fees
- Waste Removal Contract Terms
- Saskatchewan Housing Authority Email
- Letter Regarding the Airstrip
- Letter Regarding the Airstrip
- Derelict Buildings
- Deer Park Villa Chicken Project
- Dr. Naquash Closing Practice Notice
- Tree Fungus

CARRIED

New Zealand Ball
Leontowich/Overduin
277/2025

THAT Council ratifies their decision to sponsor the Canada Day International Boys U18 fastball team for \$250.

CARRIED

Letter Regarding Deer Park Villa Project

Salyniuk/McCotter

278/2025

THAT Council allows Deer Park Villa to temporarily have chickens on the property for educational purposes as the group goes through the life cycle of the chicken.

CARRIED

OLD BUSINESS

Offer of Intent to Purchase NW-12-25-11-2, NE 12-25-11-2

Overduin/Keller

279/2025

THAT Council accepts the offer of intent to purchase made by Clayton Air Service of \$55,000 for the Regional Airstrip located at NW-12-25-11-2, NE-12-25-11-2 Plan 64R03513 Extension 0, owned by the Town of Ituna; sale contingent on adjacent land deal required for extending the airstrip without which there is no sale; and that Clayton Air Service accepts and includes in the sale agreement the terms and conditions set by the Town of Ituna as follows:

- (1) that residents from the Town of Ituna or within the Partnership Region which includes the Rural Municipality of Ituna Bon Accord #246, The Rural Municipality of Tullymet #216, the Rural Municipality of Gary #245 and the Village of Hubbard who fly planes for non-commercial purposes to still have free access to use the airstrip for landing and taking off with prior clearance from Clayton Air Service;
- (2) that Clayton Air Service has the right to ban any individuals who are being negligent, not adhering to the rules of use, damaging the property, or not reporting runway use;
- (3) that all other non-commercial use beyond the Partnership Region is at the discretion of Clayton Air Service in terms of fees and charges;
- (4) that the landing site be available for air ambulance services such as STARS; and
- (5) that the Town of Ituna has first right of refusal to purchase the airstrip again if the plans are to no longer operate the land as an airstrip.

CARRIED

Structural Assessment

Krett/McCotter

280/2025

THAT Council ratifies the structural assessment of Lot 3-4 Block 12 Plan AF1276 from RJC Engineers for \$3,200 to determine the structural integrity of the building to determine if the building will be renovated or removed.

CARRIED

Fee Changes

Krett/McCotter

281/2025

THAT Council makes the following rate changes for fees of service:

- NSF Cheques \$75
- Tax Enforcement Charges \$35/hour
- Business License Fees \$35
- Animal Licenses \$15/hive for bees
- Building Permit Fees for Demolition Small residential projects \$75 refundable deposit; large project demolition \$2500 refundable deposit; refund based on remediation requirements.
- Tax Certificates \$35 single /\$40 multiple
- Custom Work Grass Cutting \$250/hour; minimum charge one hour

Fees changes to come into effect as of July 16, 2025.

CARRIED

FINANCIAL STATEMENTS

List of Accounts for Approval

Overduin/Leontowich

282/2025

THAT Council authorizes the payment of cheques numbered 5191 to 5252, the Town Mastercard and Utilities for a total amount of \$102,046.50 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

STAFF REPORTS
Administration Report
Leontowich/Overduin
283/2025

THAT Council having received the Administration written report for July 15 regarding tax levy, sewer line replacement, GST remittance, Transit Grant award, Targeted Sector Support grant update, new sale by tender, Building Community Ties and the flower beds, community surveys, and a social club update, files it as read.

CARRIED

Advertising for Sale by Tender
Krett/Salyniuk
284/2025

THAT Council approves the advertising of the Sale by Tender for newly acquired Lot 25-26 Block 19 Plan Y6120, and all other lots acquired in 2025 in the Ituna News.

CARRIED

Ituna Building Community Ties
Salyniuk/McCotter
285/2025

THAT Council provides a donation to Ituna Building Community Ties of \$150 for the work done by the students weeding, transplanting and planting around the Town office.

CARRIED

Mulch Purchase
Salyniuk/McCotter
286/2025

THAT Council authorize spending up to 12 bags of rubber mulch to redo the flower beds surrounding the Town Office.

CARRIED

Lead Hand Report
McCotter/Keller
287/2025

THAT Council having received the Lead Hand’s written report regarding the new gas regulator, grass cutting, street patching, grader repairs, lagoon, file it as read.

CARRIED

Utility Reads
McCotter/Salyniuk
288/2025

THAT Council having received the Utility logs for June, file them as read.

CARRIED

COUNCIL REPORTS
Krett/McCotter
289/2025

THAT Council accepts the verbal report of Mayor Dubreuil and Councillor Krett regarding the landfill.

CARRIED

NEW BUSINESS
Museum Request for the Fire Engine Location
McCotter/Krett
290/2025

THAT Council accepts the proposal to put the Old Fire Truck on lot 1 Block 5 AH3660; the Museum to be responsible for preparing the site, including costs for installing the cement pad, the cover structure, insuring the fire truck against damage or theft, and for securing and maintaining the fire truck and the site.

CARRIED

Midwest Road Survey
Krett/Salyniuk
291/2025

THAT Council accepts the proposal from Midwest Survey for up to \$2775.00 plus applicable taxes to survey 7th Avenue SW south of Block 19 to determine the limits of the street.

CARRIED

Development Permit
Salyniuk/Keller
292/2025

THAT Council approves the proposed development permit application form and permit, a copy attached hereto and forming part hereof.

CARRIED

Tax Enforcement
Keller/McCotter
293/2025

THAT Council tables the Consent to take title issued of Lot 19 Block A Plan FW641 issued June 25, 2025, until clarification regarding the Canada Revenue Agency interest can be provided.

CARRIED

Tax Exemption Request
McCotter/Krett
294/2025

THAT Council approves the abatements of the municipal levy for Lot 30-33 Block 4 Plan AH3660 for \$3143.65 as this property should be exempt in accordance with the *Saskatchewan Residential Services Act*, Part 5, Section 18 and be added to the maintenance list; that Lot K, Block K, Plan PLA be exempt for the municipal portion of \$2663.50 for the next three years to be reviewed in 2028.

CARRIED

Tax Exemptions
Salyniuk/Krett
295/2025

THAT Council approves the tax adjustments totaling \$9275.00 by removing the second Base Tax in accordance with Bylaw 2-2025 from the following properties:

Legal Address	Amount	Reason
20 05 AH3660	1325.00	Bylaw 2-2025 Base Tax
10 11 AF1276	1325.00	Bylaw 2-2025 Base Tax
11 11 AF1276	1325.00	Bylaw 2-2025 Base Tax
17 11 AF1276	1325.00	Bylaw 2-2025 Base Tax
F 63R33064	1325.00	Bylaw 2-2025 Base Tax
1-2 K 66R35041	1325.00	Bylaw 2-2025 Base Tax
1-4 21 Y6120	1325.00	Bylaw 2-2025 Base Tax
TOTAL	\$9275.00	

Transit Repair Quote
Krett/McCotter
296/2025

THAT Council approves the service quote from Crestline Coach Limited for \$955.03 to service the lift on the transit bus.

CARRIED

Landfill Costs
Salyniuk/Leontowich
297/2025

THAT Council approves the payment of \$25 for landfill fees incurred and that the fees be charged to Lot 19-24 Block 34 AV3793 as Custom Work

CARRIED

Hiring of a Casual Transit Driver
Krett/Overduin
298/2025

THAT Council approves the hiring of a casual transit driver at \$16.50/hour to allow for expansion of services and as a back up driver for the full-time transit driver; the probation period to be 50 hours of driving for the Town of Ituna.

CARRIED

ADJOURNMENT

Krett/Keller

299/2025

THAT Council adjourn the regular council meeting at 9:15PM.

CARRIED

Mayor

Administrator