

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, OCTOBER 21, 2025, IN THE ADMINISTRATION CENTRE AT 7-1st Avenue NE, ITUNA, SASKATCHEWAN.

PRESENT: Mayor: Rene Dubreuil
Aldermen: Roger Keller, Kevin Krett (by phone & in-person), 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 7:06PM.

APPROVAL OF AGENDA
Salyniuk/Overduin
397/2025
THAT Council adopts the agenda as presented.

CARRIED

APPROVAL OF MINUTES
Overduin/Keller
398/2025
THAT Council approves the minutes of the regular council meeting held on October 7, 2025, as presented.

CARRIED

DELEGATION
Brodie and Brittany Gent
Leontowich/Keller
399/2025
THAT Council hears the delegation of Brodie and Brittany Gent regarding the proposed sale of Lot 2 Block 39 Plan F02808 including their concerns regarding the encroachment of the home from the sale lot that partially sits on their property as shown in the legal survey provided by GeoVerra dated July 20, 2022 and their unanswered tender made for the property dated June 2, 2021, when the property was first advertised as part of the tax enforcement proceedings.

CARRIED

CORRESPONDENCE
Salyniuk/Keller
400/2025
THAT Council, having received the following correspondence, moves to file them as read:
Melville/Ituna Police Weekly Report October 8-14, 2025
Combined Traffic Services Saskatchewan
Letter of Concern Regarding Authorization of a Cannabis Business
Employment and Social Development- Ageism Targeting Older Adults
Permit to Operate Water
Letter of Concern Regarding Loose Dogs
Request to Park a Trailer for Social Club Repairs
Letter Proposing a Vape Business
Letter to Council Regarding a Manhole on 7th Street NW

CARRIED

Request to Park a Trailer
Leontowich/Overduin
401/2025
THAT Council agrees to allow RCI Construction to park their trailer on the sidewalk during working hours in front of the Ituna Social Club and that materials for the restoration can be stored on the lot behind the building while the restoration is taking place.

CARRIED

Proposal for a Vape Business
Salyniuk/McCotter
402/2025
THAT Council approves the establishment of a vape business in Ituna; owner to acquire applicable permits and licensing and to follow legislation related to vaping, vape retailing, and related regulations.

CARRIED

OLD BUSINESS

Lot 33-40 Block 19 Plan Y6120

McCotter/Salyniuk

403/2025

THAT Council table the encroachment agreement for the fence on the boundary of 7th Avenue SW described as Block 19 Plan Y6120, that the garden and the sidewalk be removed, once removed that the road be returned to the original lane width.

CARRIED

Bylaw 05-2025 Tax Incentives Bylaw – Second Reading

Overduin/Salyniuk

404/2025

THAT Bylaw Number 5-2025 being a bylaw of the Town of Ituna to Provide Incentives for the Establishment of New Businesses or Expansion of Existing Business or Constructing New Residences within the Town of Ituna, be read a second time.

CARRIED

Bylaw 05-2025 Repealing Bylaw – Motion for Third Reading

Leontowich/Keller

405/2025

THAT Bylaw Number 5-2025 being a bylaw of the Town of Ituna to Provide Incentives for the Establishment of New Businesses or Expansion of Existing Business or Constructing New Residences within the Town of Ituna, be given the third reading at this one meeting.

CARRIED UNANIMOUSLY

Bylaw 05-2025 – Third Reading

McCotter/Salyniuk

406/2025

THAT Bylaw Number 5-2025 being a bylaw of the Town of Ituna to Provide Incentives for the Establishment of New Businesses or Expansion of Existing Business or Constructing New Residences within the Town of Ituna, be read a third and final time and be adopted; and that Bylaw 5-2025 be attached hereto and forming part hereof.

CARRIED

Request for a Tax Concession

Salyniuk/Leontowich

407/2025

THAT Council authorizes a tax concession for Digger’s Mechanical Centre for Lots 7-9 Block 12 Plan AF1276 to be applied on the 2026 and 2027 levies as described in Bylaw 5-2025 of the Tax Incentives Bylaw.

CARRIED

Agreement Between the Town and the Fire Association

Overduin/Keller

408/2025

THAT Council enters into an agreement with the Fire Association regarding the terms for joint ownership of the new fire hall to be located at 104-5th Avenue NE, Ituna, Saskatchewan; agreement attached hereto and forming part hereof.

CARRIED

FINANCIAL STATEMENTS

List of Accounts for Approval

McCotter/Leontowich

409/2025

THAT Council authorizes the payment of cheques numbered 5406 to 5439, for a total amount of \$138,882.20 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

Statement of Accounts

McCotter/Overduin

410/2025

THAT Council files the Statement of Financial Activities for September as read, attached hereto and forming part hereof.

CARRIED

STAFF REPORTS
Administrator Report
Overduin/Keller
411/2025

THAT Council having received the Administration written report for October 21 regarding the upcoming strategic planning, Canada Revenue Agency, Fire Hall purchase, Emergency Measures Committee, Landfill meeting and surgical follow up appointment, files it as read.

CARRIED

Fire Association
McCotter/Krett
412/2025

THAT Council write a cheque to the Fire Association for the \$66,666.66 plus the amount required for the December portion of the taxes levied to purchase the new Fire Hall, the Fire Association to provide a single bank draft to Rusnak Kachur Rusnak Balacko for the remaining balance at least one week prior to the close of the sale.

CARRIED

Recreation Report
Overduin/Keller
413/2025

THAT Council receives the Recreation Report regarding a town parade and files it as read.

CARRIED

COUNCIL REPORTS
Overduin/Salyniuk
414/2025

THAT Council receives the verbal report of Mayor Dubreuil on the fire association meeting and the agreement between the Fire Association and the Town on the running of the Fire Hall including the Town committing to snow clearing and grass cutting and setting up SaskPower and SaskEnergy, from Mayor Dubreuil and Councillor Krett regarding the landfill committees meeting about applying for a feasibility study for the landfill, and Councillor McCotter’s update on the Targeted Sector Support Meeting and the hiring of Louise Schweitzer from Casa Boldt Consulting to write the Emergency Measures Plan and Aaron Buckingham to address the Fire Amalgamation.

CARRIED

Rural Municipality of Tullymet Delegation
Overduin/Salyniuk
415/2025

THAT Council ask that Mayor Dubreuil and Councillor McCotter attend the next Tullymet meeting to improve the understanding of ongoing regional initiatives and the Rural Municipality of Tullymet’s intent to participate.

CARRIED

NEW BUSINESS
Quote for Grant Writing
Overduin/Salyniuk
416/2025

THAT Council accepts the quote from Associated Engineering for \$5000 to write the Canadian Housing and Infrastructure Funding grant for the landfill study; the Town’s portion to be paid is \$2,500 plus applicable taxes.

CARRIED

Winter Maintenance Agreement
McCotter/Salyniuk
417/2025

That Council accepts the minor contract no. 8137-25-05 between the Government of Saskatchewan Ministry of Highways and the Town of Ituna for an estimated fee of \$21,465.00 for winter maintenance on Highway #15-04 and #310-01 that runs through the Town including:

- Main Street, 6th Avenue Northeast to 5th Avenue Southwest;
- 5th Avenue Southeast between Main Street and 3rd Street Southwest;
- 1st Avenue Northeast between Main Street and 5th Street Northeast; and that

the agreement expires on March 31/03/2026 attached hereto and forming part hereof.

CARRIED

Amendment No. 3

Salyniuk/Keller

418/2025

THAT Council authorizes the amendment for Canada’s Infrastructure Program Ultimate Recipient Agreement to adjust the scope of work regarding the rehabilitation of the water treatment facility attached hereto and forming part hereof.

CARRIED

Sponsorship Request

McCotter/Salyniuk

419/2025

THAT Council approves a donation of \$150 to Ituna Minor Sports for their Minor Hockey Day on January 18, 2026.

CARRIED

Clear Tech Quote

McCotter/Keller

420/2025

THAT Council approves the quote from Clear Tech of \$297.44 plus tax for a Pocket Pro PH Tester as requested by the Environmental Protection Officer for effluent testing.

CARRIED

Tax Abatement

Leontowich/Overduin

421/2025

THAT Council approves the abatement of \$1325 for lot 6 Block 51 Plan 63R45327, the amount of the base tax charged to the owner as this is an accessory building, and the base tax is charged to the residence; that future requests for amendment are due by June 15 of each calendar year to be considered for abatement.

CARRIED

Asbestos Assessment Quotes

McCotter/Leontowich

422/2025

THAT Council approves the quote for Asbestos Assessment Quote from Got Mold for \$130 per sample, \$350 per commercial report and \$250 per residential report, mileage at \$0.70/km plus applicable taxes to test Lot 3-4 Block 12 Plan AF1276, Lot 10 Block 11 Plan AF1276 and Lot 23-26 Block 35 Plan AV3793.

CARRIED

Demolition Tenders

McCotter/Salyniuk

423/2025

THAT Council table the demolition tenders pending the asbestos testing.

CARRIED

Canada Summer Jobs

Salyniuk/McCotter

424/2025

THAT Council authorizes administration to apply for four summer students at \$17.00/hour to work in public works and the administration office from May to August, 2026.

CARRIED

PST Audit

McCotter/Keller

425/2025

THAT Council authorizes the payment of the Provincial Sales Tax in the amount of \$49,985.68 as found in the Provincial Sales Tax Audit be paid and that the Ituna Arena Committee be charged for this amount as the bills related to uncharged Provincial Sales Tax are bills that belong to the arena.

CARRIED

SK Recycles Letter of Intent

McCotter/Salyniuk

426/2025

THAT Council authorizes the submission of the Phase 2 Letter of Intent with Saskatchewan Recycles to receive curbside service directly by Saskatchewan Recycles beginning February 1, 2028, a copy attached hereto and forming part hereof.

CARRIED

Bobcat Quote
McCotter/Leontowich
427/2025

THAT Council approves the quote from Bobcat of Regina Ltd for \$1534.73 to purchase bristles and coolant for the bobcat.

CARRIED

Offer to Purchase Lot 26-27 Block 6 Plan AH3660
Krett/Keller
428/2025

THAT Council tables the offer to purchase for Lot 26-27 Block 6 Plan AH3660 Civic Address 111-6th Avenue NE to Derrick Lemioer for \$500.

CARRIED

Motion to Extend the Meeting
Krett/Salyniuk
429/2025

THAT Council agrees to continue the meeting past 10:00PM.

CARRIED

Associated Engineering
Krett/McCotter
430/2025

THAT Council authorizes Associated Engineering to write the Canada Housing Infrastructure Fund for four million in grant funding to complete water line replacement, road renewal, camera work, and sewer repairs as needed.

CARRIED

Canada Community Building Fund
Leontowich/Overduin
431/2025

THAT Council allocate the upcoming Canada Community Building Fund of \$232,465.20 in the Investment Plan to asphalt repairs, manhole repairs and curbstop repairs for approval from the Government of Saskatchewan.

CARRIED

ADJOURNMENT
McCotter
432/2025

THAT Council adjourns the regular council meeting at 10:32 PM.

CARRIED

Mayor

Administrator