

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, DECEMBER 2,2025, 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 6:57 PM.

APPROVAL OF AGENDA
Leontowich/Keller
478/2025
THAT Council adopts the agenda as presented.

CARRIED

APPROVAL OF MINUTES
Overduin/Keller
479/2025
THAT Council approves the minutes of the regular council meeting held on November 18, 2025, as presented.

CARRIED

DELEGATION
Ituna and District Regional Park – Staff Request
Leontowich/Overduin
480/2025
THAT Council hears the verbal request by delegate Candace Keisig asking the Town to provide public works staff for park maintenance; duties to include but not limited to seasonal set up and closing of the park, site preparation for the health inspection, daily water sampling, building and grounds maintenance, firewood, equipment maintenance and repair, septic removal, and other duties as arise to maintain seasonal operations to the Ituna and District Regional Park for the months of April to October, the park would pay \$15,000 to the town for the service.

CARRIED

Bus Quotes
Salyniuk/Leontowich
481/2025
THAT Council hears the delegation of Hector Roy regarding the challenge of getting three quotes for the bus and upcoming bus inspection.

CARRIED

CORRESPONDENCE
Keller/Overduin
482/2025
THAT Council, having received the following correspondence, and moves to file them as read:
Melville/Ituna Police Weekly Report November 12-18, 2025
Melville/Ituna Police Weekly Report November 19-25, 2025
Urban Municipal Administrators Association of Saskatchewan Salary Guidelines
Recruitment and Retention Update
East Central Transportation Planning Committee

CARRIED

OLD BUSINESS
Recycling & Garbage Collection
Salyniuk/McCotter
483/2025
THAT Council tables the decision on recycling and garbage collection to get a copy of the proposed agreement and to find out the rates should household waste be required to be transported to Yorkton because the local landfill was closed.

CARRIED

Strategic Planning
Overduin/Salyniuk
484/2025
THAT Council amends the Strategic Plan’s Mission Statement to “Building for the Future” and adopts the strategic plan; next steps are to create a capital plan and action steps to achieve the strategic goals.

CARRIED

Vacant Lot and Derelict Building Policy

McCotter/Keller

485/2025

THAT Council adopts a Vacant Lot and Derelict Building Policy to ensure lots sold by the Town are developed within a two-year timeline.

CARRIED

Demolition Tenders

Krett/Salyniuk

486/2025

THAT Council tables the demolition tenders until the asbestos remediation costs have been reviewed.

CARRIED

Safety to Bus

Salyniuk/Keller

487/2025

THAT Council authorizes the bus be taken to Lestock Motors to determine what work is required to pass the annual safety inspection.

CARRIED

Snow Pusher

Krett/McCotter

488/2025

THAT Council tables the purchase of a snow pusher for consideration in the Capital Budget.

CARRIED

FINANCIAL STATEMENTS

List of Accounts for Approval

McCotter/Leontowich

489/2025

THAT Council authorizes the payment of cheques numbered 5496 to 5512, utilities and MasterCard statements for a total amount of \$15054.88 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

STAFF REPORTS

Administrator Report

Leontowich/Overduin

490/2025

THAT Council having received the Administration written report for December 2, regarding Munisoft Invoicing, e-notice campaign, grant applications, Canada Summer Job Application, trade procurement report, tax updates, water meter reading, office closures, transit bus decorating, administration days off, holiday garbage schedule, and holiday matters; files it as read.

CARRIED

Office Closure for Year End Processing

Leontowich/Keller

491/2025

THAT Council approves the office be closed to the public January 5-7, to allow administration to complete year end closing procedures; no payments may be processed during this period.

CARRIED

Electronic Notice Advertising

McCotter/Overduin

492/2025

That Council authorizes administration to put an ad in the Ituna News notifying residents of the option to receive notices, billing, and receipts electronically by signing up for the service.

CARRIED

Staff Year End Gifts

McCotter/Krett

493/2025

THAT Council authorizes the purchase of \$50 gift cards for permanent staff as a Christmas gift.

CARRIED

Utility Reads

McCotter/Salyniuk

494/2025

THAT Council having received the Utility logs for November 2025, file them as read.

CARRIED

Council Reports
Overduin/Leontowich
495/2025

THAT Council receives the verbal reports of Mayor Dubreuil and Councillor Krett regarding landfill report from the Ministry, Councillor Keller regarding museum finances, Councillor Leontowich regarding arena general meeting, Councillor McCotter regarding the Emergency Response Planning meeting to begin emergency planning, and council looking to review what is needed to set up the old fire hall as the space is transitioned for public works.

CARRIED

NEW BUSINESS
Advertising In the Paper
McCotter/Salyniuk
496/2025

THAT Council approves the cost to advertise in the Ituna News for the Christmas Edition at a cost of \$100 plus tax.

CARRIED

Curling Rink Sponsorship
Salyniuk/Overduin
497/2025

THAT Council approves the annual advertising sponsorship at the rink for a cost of \$400.

CARRIED

Targeted Sector Support Grant – One Vision Consulting
McCotter/Salyniuk
498/2025

THAT Council authorizes entering into an agreement with One Vision Consulting for assistance with the Fire Amalgamation at a cost of \$23000 plus GST; cost to be paid from the Targeted Sector Support Grant with 25% the responsibility of the partners; the Town is signing on behalf of the partners including the Rural Municipality of Bon Accord #246, the Rural Municipality of Gary #245, the Village of Hubbard and the Town of Ituna.

CARRIED

Wolseley Quote
Leontowich/Salyniuk
499/2025

THAT Council approves the purchase of meters and meter tails at a cost of \$1840.87 plus tax from Wolseley Water Works Group.

CARRIED

Curling Rink Repairs
Salyniuk/McCotter
500/2025

THAT Council approves the purchase of a new Lennox high effort furnace for the Curling Rink from Prograde Mechanical for a cost of \$5328.00 including tax.

CARRIED

First Aid Training
Leontowich/Overduin
501/2025

THAT Council approves the attendance of Stacey Yakimoski, Rodney Holmstrom, Aaron Tank, and Angela Fetch Muzyka to attend first aid training on December 3, 2025, at a cost of \$179 plus tax per person and half the cost of travel for the instructor to renew first aid training for staff.

CARRIED

Munisoft Year End Training
Krett/Keller
502/2025

THAT Council approves that administration takes the Payroll Year End Processing training on December 12, 2025 and Education Property Tax Return training on December 15, 2025, through Munisoft at a cost of \$119.00 plus tax for the courses.

CARRIED

ADJOURNMENT
McCotter/Krett
503/2025

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

CARRIED

Mayor

Administrator