

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA HELD ON TUESDAY, DECEMBER 16, 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 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
Leontowich/Keller
504/2025**

THAT Council adopts the agenda as amended:

- Remove 7.2 Financial Statements and 10.4 Street Lights
- Add 10.9 Photocopier Leasing

CARRIED

**APPROVAL OF MINUTES
McCotter/Overduin
505/2025**

THAT Council approves the minutes of the regular council meeting held on December 2, 2025, as presented.

CARRIED

**DELEGATION
Ottenbreit Sanitation Services – David Falcetta
McCotter/Salyniuk
506/2025**

THAT Council acknowledges the verbal report by David Falcetta, representative of Ottenbreit Sanitation Services regarding Red Coat Waste Authority and curbside garbage pick-up.

CARRIED

**Repeal SK Recycles Motion 426/2025
Salyniuk/Overduin
507/2025**

THAT Council repeal resolution 426/2025 where 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.

CARRIED

**Red Coat Waste Resource Authority
Krett/Salyniuk
508/2025**

THAT Council agrees to enter an agreement to join the Red Coat Waste Resource Authority to deliver recycling services on behalf of SK Recycles under the following terms:

- New recycling models begins as early as July 2026
- Ottenbreit Sanitation Services continues to complete reporting on our behalf
- Rebates from Multi Material Stewardship Western will remain in effect until the new recycling program begins.

CARRIED

**Garbage Collection
Salyniuk/Krett
509/2025**

THAT Council having considered the options for garbage collection to replace the current garbage system including:

- Financing a new Haul All Model M1600 with a cart arm at rates ranging from \$4380.50-\$7640.32 depending on length of term, 25% due upon delivery, total cost \$234,892.75
- Renting a garbage truck approximately \$6800/month with an opportunity for a rent-to-own arrangement.
- Purchasing a newer box for the garbage truck at \$14000 plus tax; or
- Hire Ottenbrite Sanitation Services to deliver bi-weekly curbside pick-up with combined garbage and recycling \$20/bin/month plus fuel surcharge to haul to the local landfill, that the rate is expected to drop to \$10.95 in July of 2026 when the new recycle program comes into effect and the cost to take garbage to Yorkton increase to \$15.10/bin/household; that

Council chooses to engage OSS Sanitation Services for 5 years of garbage services starting at 10.95/bin/month with a 3% annual increase.

CARRIED

Rate Change
McCotter/Salyniuk
510/2025

THAT Council increases the service levy to found on the Utility billing statements by \$10 starting in January to reflect additional services charges.

DEFEATED

Additional Bin Rate
Krett/Keller
511/2025

THAT Council approves the charge of \$10.95/month/bin for any location that would like more than one bin for garbage collection.

CARRIED

CORRESPONDENCE
McCotter/Krett
512/2025

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

- Melville/Ituna Police Weekly Report November 26 – December 2, 2025
- Melville/Ituna Police Weekly Report December 3-9, 2025
- Four Way Stop Request
- Johnson Shoyoma Study - Wellbeing in Policy

CARRIED

Request for a 4-Way Stop on 5th Street and 5th Avenue NE
McCotter/Salyniuk
513/2025

THAT Council, considering 5th Avenue NE an emergency lane, approves only two stop signs at the intersection of 5th Street NE and 5th Avenue NE running North and South on 5th Street NE.

CARRIED

OLD BUSINESS
Asbestos Quotes
McCotter/Salyniuk
514/2025

THAT Council having received the following quotes for asbestos remediation quotes:

- Winmar for 301 Main Street at \$30,000, and for 306 Main Street at \$180,000 with a combined cost of \$233,000;
- Got Mold just 301 Main Street for \$65,518.80.
- Wolfe’s Environmental for 301 Main Street at \$66,600 and for 306 Main Street at \$49,500 with a combined cost of \$116,100

tables the matters of asbestos remediation and demolition tenders to determine how the Town will pay for these remediation projects in addition to the demolition costs.

CARRIED

Safety to Bus
McCotter/Krett
515/2025

THAT Council having received the items required to safety the bus table the matter to a special meeting to consider timing and costs of repair, to see if a bus can be rented during the repair, to consider replacement costs and grants that are available for transit bus replacement and that a special meeting be called as soon as the information can be gathered.

CARRIED

FINANCIAL REPORTS
List of Accounts for Approval
Leontowich/McCotter
516/2025

THAT Council authorizes the payment of cheques numbered 5513 to 5552 for a total amount of \$148,807.57 found on the List of Accounts for Approval attached hereto and forming part hereof.

CARRIED

STAFF REPORTS
Administrator Report
Overduin/Keller
517/2025

THAT Council having received the Administration written report regarding Canada Revenue Agency updates, Sask Housing Authority, 2026 Conference Schedule, office inspections, and sewer matters; files it as read.

CARRIED

Lot 2 Block 39 Plan FO2808

McCotter/Salyniuk

518/2025

THAT Council, having received notice that the Canada Revenue Agency has released the lien on Lot 2, Block 39, FO2808 considers:

- A conditional offer was made which council accepted;
- A contest to this acceptance was made citing a prior tender to which no decision was ever made; and
- An encroachment found on this property proven by the owners of Lot 3, Block 39, FO2802 exists that requires a remedy,

Moves that a fair resolution is to:

- repeal the motion 389/2025 accepting the conditional offer to purchase;
- that a new tender for the property be published in the Ituna News, social media and the website to allow all individuals past and present who made offers or are interested in the property have an equal opportunity to provide a current bid; and
- that the tender includes the requirement of the purchaser to remedy, at their cost, the encroachment that exists on the neighbouring Lot 3 Block 39 Plan FO2808 within 6 months of the transfer of title.

CARRIED

Saskatchewan Public Works Association Conference

Krett/McCotter

519/2025

THAT Council authorizes up to two Public Works staff to attend the Saskatchewan Public Works Association Conference to gain educational training credits at a cost of \$420/person plus travel, accommodations and meals to attend.

CARRIED

Office Inspection

Leontowich/Krett

520/2025

THAT Council authorizes that \$400 plus travel and accommodations be paid to Urban Municipal Administrators Association of Saskatchewan for the board of examiners to do an office inspection.

CARRIED

Public Works Report

McCotter/Overduin

521/2025

THAT Council acknowledges the verbal report of the Lead Hand regarding burning of cattails at the lagoon and the brush pile, sanding, the first aid course, and the town taking the park as part of their maintenance schedule.

CARRIED

Shear Pins

Salyniuk/Leontowich

522/2025

THAT Council authorizes Councillor Krett to pick up shear pins for the grader at a cost of \$38 per 20 feet of material.

CARRIED

Council Reports

McCotter/Leontowich

523/2025

THAT Council acknowledges the verbal reports of Mayor Dubreuil and Councillor Salyniuk on attending the information session on Operational Health and Safety, and Councillor Overduin on the benefits of a Prairie Central Development Membership.

CARRIED

Prairie Central Development Membership

Overduin/Dubreuil

524/2025

THAT Council authorizes payment of the \$500 membership fees for the Prairie Central Development Committee working on Economic Development in the region.

CARRIED

NEW BUSINESS

Council Procedures Bylaw 7-2025 – First Reading

McCotter/Krett

525/2025

THAT Bylaw Number 7-2025 being a bylaw to regulate the proceedings of the Town of Ituna’s Municipal Council and Council Committees, be introduced and read a first time.

CARRIED

Changes To SGI Policy Requirements for Fire Suppression

McCotter/Keller

526/2025

THAT Council instructs administration to prepare a bylaw whereby property owners will be charged for fire services within Town limits to address the policy changes in how the Town is compensated for fire services.

CARRIED

Prairie Strong Audit Engagement Agreement

Overduin/Salyniuk

527/2025

THAT Council enters into agreement with Prairie Strong Chartered Professional Accountants for the 2025 Annual Audit estimated at a 3% increase over last year’s cost of \$16,960; the agreement to be attached hereto and forming part hereof.

CARRIED

Emergency Response Planning Bylaw 8-2025 – First Reading

Leontowich/Keller

528/2025

THAT Bylaw Number 8-2025 being a bylaw to Establish and Emergency Response Plan, be introduced and read a first time.

CARRIED

Emergency Response Planning Bylaw 8-2025 - Second Reading

Salyniuk/Overduin

529/2025

THAT Bylaw Number 8-2025 being a bylaw to Establish and Emergency Response Plan, be introduced and read a second time.

CARRIED

Emergency Response Planning Bylaw 8-2025 – Motion to give Third Reading

Overduin/Salyniuk

530/2025

THAT Bylaw Number 8-2025 being a bylaw to Establish and Emergency Response Plan, be given three readings at this one meeting.

CARRIED UNANIMOUSLY

Emergency Response Plan Bylaw 8-2025 - Third Reading

McCotter/Salyniuk

531/2025

THAT Bylaw Number 8-2025 being a bylaw to Establish and Emergency Response Plan, be read a third and final time and be adopted; and that Bylaw 8-2025 be attached hereto and forming part hereof.

CARRIED

Document Disposal Bylaw 9-2025 – First Reading

Salyniuk/Keller

532/2025

THAT Bylaw Number 9 being a Bylaw for the Destruction of Documents, be introduced and read a first time.

CARRIED

Document Disposal Bylaw 9-2025 - Second Reading

Leontowich/Overduin

533/2025

THAT Bylaw Number 9 being a Bylaw for the Destruction of Documents, be introduced and read a second time.

CARRIED

Document Disposal Bylaw 9-2025 – Motion to give Third Reading

McCotter/Keller

534/2025

THAT Bylaw Number 9 being a Bylaw for the Destruction of Documents, be given three readings at this one meeting.

CARRIED UNANIMOUSLY

Document Disposal Bylaw 9-2025 - Third Reading

Leontowich/Overduin

535/2025

THAT Bylaw Number 9 being a Bylaw for the Destruction of Documents, be read a third and final time and be adopted; and that Bylaw 9-2025 be attached hereto and forming part hereof.

CARRIED

Documents for Destruction

McCotter/Salyniuk

536/2025

THAT Council approves the list of documents for disposal for destruction; the list to be attached hereto and forming part hereof.

CARRIED

Municipal Revenue Sharing Declaration

Krett/Keller

537/2025

THAT Council of the Town of Ituna confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2024 Public Reporting on Municipal Waterworks to the Ministry of 2Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

RCAP Leasing

Krett/Overduin

538/2025

THAT Council extends the lease agreement with Webb’s Office Equipment for 66 months for the provision of a Sharp BP71C31and maintenance services, the terms include:

- Copier lease cost of \$385/quarter
- Colour copies at \$0.08 – 650 copies min./quarter
- Black and white copies at \$0.014
- Includes multi-layer security

CARRIED

ADJOURNMENT

McCotter/Keller

539/2025

THAT Council adjourns the regular council meeting at 9:37 PM.

CARRIED

Mayor

Administrator