

MINUTES OF REGULAR MEETING OF THE COUNCIL OF THE TOWN OF ITUNA  
HELD ON TUESDAY, OCTOBER 21, 2008,  
IN THE MUNICIPAL OFFICE AT ITUNA, SASKATCHEWAN.

PRESENT: Mayor Glenn W. Leontowich, Aldermen Diane Olech, Bill Bereziuk, Jack Skrip,  
Robert Ross and Glen Kozak,  
  
Administrator Diana Lee

ABSENT: Alderman Lawrence Korchinski

**CALL TO ORDER:**

A quorum being present, Mayor Leontowich called the meeting to order at 7:30 PM.

409-2008 BEREZIUK/KOZAK  
That Agenda be approved as circulated, subject to amendments.  
  
CARRIED

410-2008 OLECH/ROSS  
That this meeting be closed to the public for the discussion of council and employee matters.  
  
CARRIED

*Moved to a closed session at 7:33 PM.*

*Alderman Jack Skrip arrived at 7:35 PM.*

*Returned to regular meeting at 7:55 PM.*

411-2008 ROSS/OLECH  
That regular meeting of Council resume.  
  
CARRIED

**DELEGATION:**

*Jim Inkson, Chairperson, Highway #310 Committee, attended Council meeting to provide a report on the progress being made with respect to reconstruction of #310 Highway.*

**MINUTES:**

412-2008 BEREZIUK/SKRIP  
That minutes of regular meeting of Council held on October 7, 2008, be approved as presented.  
  
CARRIED

**BUSINESS ARISING FROM MINUTES:**

*Request to Discontinue Tax Enforcement Proceedings:*

413-2008 OLECH/SKRIP  
That the motion with respect to request to discontinue action under *The Tax Enforcement Act*, Resolution No. 395-2008, be taken from the table.  
  
CARRIED

414-2008 SKRIP/BEREZIUK  
That administrator correspond with solicitor for Mervin Stephenson advising that the town is not prepared to abate any tax arrears on Lot 8, Block 10, Plan AF1276 and Lot 11, Block 10, Plan 101264925.  
  
CARRIED

*Lots 13 to 25, Block 4, Plan AH3660:*

415-2008 KOZAK/ROSS  
That administrator correspond with solicitor for Mervin Stephenson advising that the town's acceptance of Mr. Stephenson's Offer to Purchase Lots 13 to 25, in Block 4, Plan AH3660, was conditional upon the erection of a building on the subject lands and, upon satisfaction of that condition, the town would provide registerable transfers of title to the purchaser and, for further clarification, registerable transfers of title would be released to a financial institution once we have been provided with confirmation of construction but that these lands could not be used as security on any other project.  
  
CARRIED

**CORRESPONDENCE:**

- 416-2008 ROSS/SKRIP  
That request for Demolition permit to demolish elevator located on CN property, Site 1, be hereby approved and demolition permit be issued on the following terms and conditions:  
a) that permit fee be paid;  
b) that restoration deposit in the amount of \$5,000.00 be paid to the Town of Ituna well in advance of removal of the subject building, which said deposit shall be refunded upon restoration of site, including removal of any concrete and debris, filling in of all holes and depressions, and leveling and gravelling the property.
- CARRIED

*Lots 14 to 17, Block 20, Plan Y6120:*

- 417-2008 That offer to turn Lots 14 to 17, in Block 20, Plan Y6120 over to the town be accepted.
- CARRIED

*PSAB Training Workshops:*

- 418-2008 KOZAK/ROSS  
That Administrator, Mayor Leotowich and Alderman Olech be authorized to attend Public Sector Accounting Board Training Workshop to be held in Regina on December 3, 2008, and that they be reimbursed for costs incurred by them in accordance with town policy on travel reimbursement.
- CARRIED

- 419-2008 SKRIP/OLECH  
That the following correspondence, having been read, be filed:  
Provincial Public Safety Telecommunications Network – Telecommunications Network  
Sarcan Recycling - Grand Opening  
Donovan Engineering - Skating Rink Measurements  
Lorraine Davyduke - leaves.
- CARRIED

**FINANCIAL REPORT:**

- 420-2008 SKRIP/BEREZIUK  
That \$9,000.00 be transferred to the capital trust fund to repay funds borrowed from the fund to purchase the garbage truck in 2006
- CARRIED
- 421-2008 BEREZIUK/OLECH  
That September Bank Reconciliation and Statement of Activities be accepted as presented and filed.
- CARRIED

**ACCOUNTS:**

- 422-2008 ROSS/BEREZIUK  
That Andy Pawliw be paid \$1,250.00 for labour to construct concrete steps, ramp and sidewalk in front of the recycling building after necessary repairs have been completed.
- CARRIED
- 423-2008 ROSS/OLECH  
That Andy Pawliw be paid \$1,860.00 for construction of sidewalk and pad on Main Street in front of the post office, but that administrator write a letter to him outlining our concerns that only authorized work is to be completed and billed and, in future, any work required that is beyond the scope of an estimate, quote or tender be authorized before its completion and that, invoices received from Ken Bulych for bobcat work performed by him at Andy Pawliw's be forwarded to Mr. Pawliw for payment.
- CARRIED

- 424-2008 KOZAK/SKRIP  
That accounts as set out in Lists of Account for Approval, attached hereto and forming part of these minutes, be approved for payment, as follows:  
General Cheques #12064 to #12081 in the amount of \$69,865.54;  
Utility Cheques #037 to #039 in the amount of \$4,233.25;  
Payroll Cheques #097 to #099 in the amount of \$1,600.00;  
As well as the following account:  
Dave Elash Firefighters Symposium rooms \$651.20  
David Elash Firefighters Symposium mileage \$193.50; and  
Diana Lee in Trust - petty cash vouchers \$66.49.  
CARRIED

**COMMITTEE REPORTS:**

*Ituna Transit Van Committee:*

- 425-2008 SKRIP/OLECH  
Upon recommendations received from the Ituna Transit Van Committee, that Veronica Hilliar be hired on a permanent part time basis to operate the transit van at \$10.00 per hour and that she be enrolled in group benefits plan and municipal pension plan and that the administrator be authorized to place an advertisement requesting applications for another casual transit driver.  
CARRIED

**STAFF REPORTS:**

- 426-2008 ROSS/KOZAK  
That Dash Trucking be hired to grade the lots north of the new recycling building and to supply required gravel for the recycling building parking lot.  
CARRIED

- 427-2008 OLECH/KOZAK  
That the following outstanding water and sewer accounts be written off:  
Prudential Relocation \$77.00  
Patterson, Lynda \$76.00  
Kuehl, Mark \$52.65  
Goffinet \$14.00; and  
Tompson, David \$46.00.  
CARRIED

- 428-2008 SKRIP/BEREZIUK  
That Town Foreman's and Administrator's written reports be accepted and filed for information purposes.  
CARRIED

**COUNCIL REPORTS:**

- 429-2008 KOZAK/BEREZIUK  
That owner of Lot 1, Block B, Plan FM4917 be advised that he is in contravention of town building bylaw as he moved a building onto the property without a moving permit, the building is not in compliance with setback requirements and is unsightly, and that the building must be removed within seven business days.  
CARRIED

*Nuisance Properties:*

- 430-2008 OLECH/SKRIP  
That Council hereby declares the property located at Lots 14 to 15, Block 38, Plan 62R33547, the civic address of the property being 226 5<sup>th</sup> Avenue S.W., to be a nuisance under Sections 11 and 15 of Bylaw No. 1-2006, the Nuisance Abatement Bylaw, for the following reasons:  
Building materials and lumber are not stacked neatly in the property;  
The yard is untidy and unsightly  
That the Designated Officer is hereby authorized to issue an order to the owner(s) of the property requiring them to undertake the following work:

Stack all building materials and lumber neatly at least 3.0 metres from the exterior walls of any building and at least 1.0 metres from the property line and elevated off the ground at least 0.15 meters ; and

Remove all unsightly objects from the property,  
said work to be completed on or before the 30<sup>th</sup> day of November, 2008;  
and, that, if the work noted above is not complete by the date noted above, the municipality is authorized to take whatever steps are necessary to complete the work and recover the costs.

CARRIED UNANIMOUSLY

431-2008 That Council hereby declares the property located at Lot 1, Block B, Plan FM4917, the civic address of the property being 124 – 6<sup>th</sup> Avenue S.W., to be a nuisance under Section 11 of Bylaw No. 1-2006, the Nuisance Abatement Bylaw, for the following reasons:

Lawn mower and other debris has been deposited in the trees;

An unsightly building has been moved onto the property;

That the Designated Officer is hereby authorized to issue an order to the owner(s) of the property requiring them to undertake the following work:

Remove the lawn mower and other debris from the trees; and

Remove the unsightly building from the property,

said work to be completed on or before the 30<sup>th</sup> day of November, 2008;

and, that, if the work noted above is not complete by the date noted above, the municipality is authorized to take whatever steps are necessary to complete the work and recover the costs.

CARRIED UNANIMOUSLY

**NEW BUSINESS:**

*Custom Work Rates – Snow Removal:*

432-2008 ROSS/KOZAK

That custom work rate for patrol and operator to remove snow be set at \$100.00 per hour.

CARRIED

**BYLAWS**

*Bylaw No. 9-2008 Borrow \$100,000.00:*

433-2008 KOZAK/ROSS

That Bylaw No. 9-2008, being a bylaw to borrow \$100,000.00 to construct a recycling building, be introduced and read a first time.

CARRIED

434-2008 ROSS/OLECH

That Bylaw No. 9-2008 be now read a second time.

CARRIED

435-2008 OLECH/SKRIP

That Bylaw No.9-2008 be given three readings at this meeting.

CARRIED UNANIMOUSLY

436-2008 SKRIP/BEREZIUK

That Bylaw No. 9-2008 be read a third time and adopted.

CARRIED

*Bylaw No. 10-2008 Borrow \$400,000.00:*

437-2008 BEREZIUK/SKRIP

That Bylaw No. 10-2008, being a bylaw to borrow \$400,000.00 to construct a town office building, be introduced and read a first time.

CARRIED

438-2008 SKRIP/OLECH

That Bylaw No. 10-2008 be now read a second time.

CARRIED

439-2008 OLECH/ROSS  
That Bylaw No. 10-2008 be given three readings at this meeting.  
CARRIED UNANIMOUSLY

440-2008 ROSS/KOZAK  
That Bylaw No 10-2008 be read a third time and adopted.  
CARRIED

***OTHER:***

441-2008 ROSS/SKRIP  
That Norm Kindred, Professional Building Inspections, be appointed building inspector to inspect the new town administration centre.  
CARRIED

***ADJOURNMENT:***

442-2008 BEREZIUK  
That we do now adjourn. (10:55 PM)  
CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator