

**MINUTES OF CANORA TOWN COUNCIL MEETING**  
**December 15, 2015**

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A regular meeting of Canora Town Council was held on Tuesday, December 15, 2015 at the Canora Town Council Chambers. In attendance were Councillors Brad Gabora, Cory O'Dell, Gerald Wolkowski, James Trofimenkoff and Syl Hrynkiw. Also in attendance were Chief Administrative Officer Michael Mykytyshyn and Community Development Officer Brandi Zavislak. Mayor Gina Rakochy and Councillor Matthew Nehaj were absent. Deputy Mayor Syl Hrynkiw called the meeting to order at 7 p.m.

15-309

Wolkowski  
Trofimenkoff

**ADOPT AGENDA**

That the agenda be adopted as follows:

- 1) **CALL MEETING TO ORDER**
- 2) **ADOPTION OF THE AGENDA**
- 3) **APPROVAL OF COUNCIL MINUTES**
  - a) December 1, 2015 regular meeting
- 4) **BUSINESS ARISING OUT OF THE MINUTES**
- 5) **DELEGATIONS**
- 6) **DEPARTMENT HEAD ISSUES**
  - a) Leisure services report
  - b) Community development report
  - c) Chief administrative officer's report
- 7) **UNFINISHED BUSINESS**
- 8) **NEW BUSINESS**
  - a) Employee code of conduct
  - b) Management salary policy
  - c) Discretionary use application
  - d) EMO training
  - e) Supervisory positions
  - f) RCMP charges
  - g) Service road maintenance
  - h) Cancel cheques
  - i) Offer to purchase
- 9) **TAX ARREARS**
- 10) **ACCOUNTS PAYABLE**
- 11) **BYLAWS**
- 12) **CORRESPONDENCE**
  - a) Graham Noble – letter regarding fluoridation
  - b) Sask. Housing Corporation – 2014 settlement share
  - c) NEMA – new sewer camera
  - d) SUMA – membership renewal
  - e) SaskTel – internet rate increase
  - f) Ministry of Government Relations – information bulletins

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Initials

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- g) Water Security Agency – drinking water advisory
- h) Collins Barrow – engagement letter

**13) REPORTS**

**14) ADJOURNMENT**

*Carried*

**15-310 APPROVAL OF COUNCIL MINUTES**

Trofimenkoff That the minutes of the December 1, 2015 regular meeting be approved  
O'Dell as presented.

*Carried*

**15-311 EDC APPOINTMENTS**

Gabora That council appoint Russell Bartko, Al Babb and Ernie Gazdewich to the  
Wolkowski Canora Economic Development Commission.

*Carried*

**15-312 MEDICAL CLINIC RENTAL**

Trofimenkoff That council rent the former medical clinic building at 117 First Avenue  
Wolkowski West to the Child Action Plan at a rate of \$300.00 per month, effective  
January 1, 2016.

*Carried*

**15-313 EMPLOYEE CODE OF CONDUCT**

Trofimenkoff That council adopt the Employee Code of Conduct as appended to these  
Gabora minutes.

*Carried*

**15-314 ADMINISTRATIVE ASSISTANT VARIABLE PAY**

O'Dell That council award Administrative Assistant Courtney Bourassa with  
Wolkowski variable pay of \$967.00 for 2015.

*Carried*

**15-315 CAO VARIABLE PAY**

Trofimenkoff That council award Chief Administrative Officer Michael Mykytyshyn with  
Gabora variable pay of \$1,722.00 for 2015.

*Carried*

**15-316 MANAGEMENT SALARY POLICY**

O'Dell That council authorize an increase in the Administrative Assistant's annual  
Wolkowski salary to \$49,932.00, effective January 1, 2016.

*Carried*

**15-317 MANAGEMENT SALARY POLICY**

Gabora That council authorize an increase in the Chief Administrative Officer's  
Trofimenkoff annual salary to \$88,909.00, effective January 1, 2016.

*Carried*

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15-318 **OPEN PUBLIC HEARING**  
 Trofimenkoff That council suspend its regular meeting and open a public hearing  
 O'Dell regarding the operation of a photography and framing business as a home  
 occupation at 365 Parker Crescent.

*Carried*

No personal or written representations were received.

15-319 **CLOSE PUBLIC HEARING**  
 Trofimenkoff That council close the public hearing regarding the operation of a home  
 Gabora occupation at 365 Parker Crescent and resume its regular meeting.

*Carried*

15-320 **DISCRETIONARY USE APPLICATION**  
 O'Dell That council approve the operation of a photography and framing business  
 Wolkowski as a home occupation at 365 Parker Crescent.

*Carried*

15-321 **EMO TRAINING**  
 Wolkowski That council authorize Emergency Measures Organization (EMO)  
 Trofimenkoff Coordinator Randy Molyneaux to attend the Emergency Operations  
 Centre course to be held January 16 and 23, 2016 in Regina Beach,  
 Sask., expenses to be reimbursed by the Town.

*Carried*

15-322 **CANCEL CHEQUES**  
 Wolkowski That council cancel the following cheques:  
 Trofimenkoff

No. 2445	Elder, E.R.	\$ 3.00
No. 3416	Cleartech	2,531.39
No. 3932	Reine, Crystal	150.00

*Carried*

Councillor Cory O'Dell declared a conflict of interest and left the meeting  
 at 8:15 p.m.

15-323 **OFFER TO PURCHASE**  
 Gabora That council accept Tammy Bobyk's offer to purchase 211 and 213  
 Wolkowski Northern Avenue (Lots 5-8, Block 184, Plan Z5500) for \$1,500.00,  
 provided the current year's taxes are prepaid, payment is received within  
 30 days and that power, gas and water utilities are connected within 90  
 days.

*Carried*

Councillor O'Dell rejoined the meeting at 8:30 p.m.

Community Development Officer Brandi Zavislak left the meeting at 8:32  
 p.m.

15-324 **ACCOUNTS PAYABLE**  
 Trofimenkoff That the following accounts be paid:  
 O'Dell

<u>Ch. No.</u>	<u>Payee</u>	<u>Amount</u>
3951	Acklands Grainger	11.00

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3952	Airmaster Sales	332.82
3953	Bargain Shop	56.71
3954	Canadian National	277.00
3955	Canora Auto Electric	672.73
3956	Key Chevrolet Cadillac	377.34
3957	Canora Courier	703.76
3958	Canora Farm Service Ltd	36.47
3959	Cleartech Industries Inc	1,384.44
3960	CU Credit Processing	1,717.34
3961	Dennis' Foods	150.00
3962	Dionco Sales and Service Ltd	619.88
3963	Doogan, Candace	1,122.75
3964	Enviroway Detergent Mfg.	2,457.40
3965	Gateway Co-op	8.79
3966	Gateway Co-op	20.66
3967	Gateway Co-op	8.38
3968	Gateway Co-op	9.89
3969	Gateway Co-op	143.02
3970	Hach Sales & Service Canada Ltd	2,108.40
3971	Homeniuk, Walter	80.00
3972	Homestead Glass & Lock	31.50
3973	Home Hardware	125.39
3974	Hrynkiw, Syl	90.00
3975	Hudye, Mike and/or Lena	152.25
3976	Huebert, Wally and Mary	264.57
3977	IC Sales & Service	66.00
3978	Joe Johnson Equipment	11,357.50
3979	Kal Tire	28.78
3980	Korah, Donny	78.65
3981	Kozmanuik, Sara	750.00
3982	Lamb, Graham	3,867.00
3983	M&A Billy Equipment	122.10
3984	Massey, Patricia	93.47
3985	Meridan Inspections Ltd	472.50
3986	Molyneaux, Randy	385.82
3987	Molyneaux, Randy	100.00
3988	Nehaj Enterprises Inc	2,540.31
3989	Nelson Courier	67.28
3990	O'Dell, Cory	56.90
3991	Ottenbreit Sanitation Services	15,645.74
3992	Parasky, William and/or Pete	123.38
3993	Pelechaty, Brent and Carla	25.00
3994	Petrychyn, Rod	1,000.00
3995	Premium Fire Protection	858.34
3996	Purolator Courier	44.60
3997	Rakochoy, Gina	52.90
3998	Reine, Neal and Crystal	106.58
3999	Reine, Crystal	22.00
4000	Rocky Mountain Phoenix	4,861.72
4001	Chupa, Monica	892.00
4002	SaskEnergy	1,826.49
4003	Void	0.00
4004	SaskPower	8,640.94

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Initials

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Initials

4005	Sask Government Insurance	774.00
4006	Sharpening Service	38.50
4007	Shewchuk, Margaret	189.00
4008	St. Joseph's RC Parish	86.63
4009	Stankewich, Walter	152.25
4010	Staples Advantage	98.17
4011	Stinka, Jim	120.75
4012	Sts. Peter and Paul Ukrainian Catholic	380.00
4013	Stusek, Joy	88.00
4014	SUMA	151.44
4015	Gabanos	135.00
4016	Trask, Kerry	85.00
4017	Westcon Equipment Rentals	223.82

*Carried*

15-325 **CORRESPONDENCE**

Wolkowski That the following items of correspondence are acknowledged as received  
Trofimenkoff and be filed:

- a) Graham Noble – letter regarding fluoridation
- b) Sask. Housing Corporation – 2014 settlement share
- c) NEMA – new sewer camera
- d) SUMA – membership renewal
- e) SaskTel – internet rate increase
- f) Ministry of Government Relations – information bulletins
- g) Water Security Agency – drinking water advisory
- h) Collins Barrow – engagement letter

*Carried*

15-326 **ADJOURNMENT**

Gabora That the meeting be adjourned.  
Wolkowski

*Carried*

Meeting adjourned at 8:45 p.m.

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Mayor

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Chief Administrative Officer

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