

**MINUTES OF CANORA TOWN COUNCIL MEETING**  
**December 6, 2016**

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A regular meeting of Canora Town Council was held on Tuesday, Dec. 6, 2016 at the Canora Town Council Chambers. In attendance were Mayor Gina Rakochy, Councillors Sheldon Derkatch, Brad Gabora, Brent Pelechaty, Eric Sweeney, James Trofimenkoff and Kerry Trask. Also in attendance were Chief Administrative Officer Michael Mykytyshyn and Leisure Services Director Aaron Herriges. Mayor Rakochy called the meeting to order at 7 p.m.

16-289

**ADOPT AGENDA**

Trofimenkoff That the agenda be adopted as follows:  
Sweeney

- 1) **CALL MEETING TO ORDER**
- 2) **ADOPTION OF THE AGENDA**
- 3) **APPROVAL OF COUNCIL MINUTES**
  - a) November 15, 2016 regular meeting
- 4) **BUSINESS ARISING OUT OF THE MINUTES**
- 5) **DELEGATIONS AND PUBLIC FORUM**
  - a) Canora RCMP
- 6) **ADMINISTRATION AND COMMITTEE REPORTS**
  - a) Leisure services report
  - b) Community development report
  - c) Chief administrative officer's report
- 7) **UNFINISHED BUSINESS**
- 8) **NEW BUSINESS**
  - a) Civic Centre roof project
  - b) Council appointments
  - c) 2017 tax concession policy
  - d) 2017 tax discount policy
  - e) 2017 meeting dates
  - f) Management salary policy
  - g) Credit union accounts
  - h) SUMA SaskTel IBC offer
  - i) Sign corridor extension
  - j) CCS scholarship
  - k) Tax tools workshop
- 9) **TAX ARREARS**
  - a) Tax enforcement report
- 10) **ACCOUNTS PAYABLE**
- 11) **BYLAWS**
  - a) Bylaw No. 16-16 – to enter into an easement agreement
- 12) **CORRESPONDENCE**
  - a) Assiniboine Watershed Stewardship – membership costs
  - b) Saskatchewan Housing Corporation – settlement share

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c) SaskPower – sustainable future information

**13) GENERAL REPORTS**

a) Bank reconciliations – October 2016

**14) ADJOURNMENT**

*Carried*

16-290 **APPROVAL OF COUNCIL MINUTES**

Gabora That the minutes of the November 15, 2016 regular meeting be approved  
Derkatch as presented.

*Carried*

**DELEGATIONS AND PUBLIC FORUM**

Sgt. Greg Smith of the Canora RCMP met with council to discuss policing services in the community.

16-291 **CIVIC CENTRE ROOF PROJECT**

Gabora That council hire Con-Tech General Contractors of Saskatoon, Sask., to  
Sweeney re-roof the Civic Centre lobby and compressor room at an estimated cost of \$163,570.00 plus GST.

*Carried*

Leisure Services Director Aaron Herriges left the meeting at 7:26 p.m.

16-292 **PLANNING SESSION**

Trofimenkoff That council authorize Community Development Officer Jo-Anne  
Sweeney Sigurdson to attend the East Central Planning session to be held January 6, 2017 in Kamsack, Sask., expenses to be reimbursed by the Town.

*Carried*

16-293 **COUNCIL APPOINTMENTS**

Derkatch That the council appointments be amended as follows:  
Trofimenkoff

**Canora Leisure Services Board**

Councillor Brent Pelechaty  
Councillor Sheldon Derkatch (alternate)

**Canora Tourism Committee**

Councillor Brad Gabora  
Councillor James Trofimenkoff (alternate)

*Carried*

16-294 **2017 TAX CONCESSION POLICY**

Trask That the following tax concession policy be adopted for 2017:  
Gabora

**SPECIFIC CONCESSIONS**

1. Construction of a new building or structure:
  - a) If vacant Town-owned land is purchased, the value attributable to the virgin land value shall be given free of charge but the value attributable to the services to the land shall be paid, plus the following tax cancellations shall be applicable:  
1<sup>st</sup> year 100 per cent tax cancellation

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2<sup>nd</sup> year 75 per cent tax cancellation

3<sup>rd</sup> year 50 per cent tax cancellation

- b) If a new building or structure is constructed on privately owned land, the above tax concessions will apply to the building or structure provided the gross assessment is greater than 50,000.

2. Construction of an addition to an existing building or structure:

1<sup>st</sup> year 100 per cent tax concession

2<sup>nd</sup> year 75 per cent tax concession

3<sup>rd</sup> year 50 per cent tax concession

The above cancellations apply to the addition only provided the gross assessment of the addition is greater than 50,000.

3. Purchase a commercial or industrial building or structure, vacant for more than one year, and operate a business there from provided it is an arms-length transaction:

1<sup>st</sup> year 50 per cent tax concession

2<sup>nd</sup> year 50 per cent tax concession

3<sup>rd</sup> year 25 per cent tax concession

The above cancellations will be for the municipal portion only.

#### ADDITIONAL DETAILS

1. Concessions will be prorated from effective date as determined by the Chief Administrative Officer.
2. No tax concessions will be granted where an existing business, building or structure is moved from one location to another within the Town unless the total business area, building size or structure size increases; in which case, Section 2 above shall apply.
3. Frontage tax is not eligible for any concession whatsoever.
4. Each tax concession granted will be in the form of a resolution or bylaw of Council.
5. Tax concessions will not be granted on properties in arrears of taxes.
6. Tax concessions will be cancelled and or reversed if taxes are in arrears.
7. Council may consider other concession options for special circumstances.
8. Concession applications must be received within one year from the date of title transfer.

*Carried*

#### 16-295 2017 TAX DISCOUNT POLICY

Trofimenkoff That council set the following tax prepayment discount rates for 2017:

Sweeney

January	4 percent
February	3 percent
March	2 percent
April	1 percent; and

That the property tax penalty rates for current year taxes in 2017 be set at:

November	1 percent
December	1 percent

*Carried*

#### 16-296 2017 MEETING DATES

Gabora That council reschedule its February 7, 2016 meeting to February 14 and  
Pelechaty cancel the February 21, 2017 meeting.

*Carried*

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16-297 **MANAGEMENT SALARY POLICY**  
Gabora That council authorize an increase in the Administrative Assistant's annual  
Sweeney salary to \$51,555.00, effective January 1, 2017. *Carried*

16-298 **MANAGEMENT SALARY POLICY**  
Trofimenkoff That council authorize an increase in the Leisure Services Director's  
Pelechaty annual salary to \$51,625.00, effective January 1, 2017. *Carried*

16-299 **MANAGEMENT SALARY POLICY**  
Derkatch That council authorize an increase in the permanent Community  
Trask Development Officer's annual salary to \$40,268.00, effective January 1,  
2017. *Carried*

16-300 **MANAGEMENT SALARY POLICY**  
Trask That council authorize an increase in the Chief Administrative Officer's  
Trofimenkoff annual salary to \$91,799.00, effective January 1, 2017. *Carried*

16-301 **ADMINISTRATIVE ASSISTANT VARIABLE PAY**  
Sweeney That council award Administrative Assistant Courtney Bourassa with  
Trofimenkoff variable pay of \$999.00 for 2016. *Carried*

16-302 **LEISURE SERVICES DIRECTOR VARIABLE PAY**  
Gabora That council award Leisure Services Director Aaron Herriges with  
Pelechaty variable pay of \$1,000.00 for 2016. *Carried*

16-303 **CHIEF ADMINISTRATIVE OFFICER VARIABLE PAY**  
Trask That council award Chief Administrative Officer Michael Mykytyshyn with  
Derkatch variable pay of \$1,778.00 for 2016. *Carried*

16-304 **CREDIT UNION ACCOUNTS**  
Sweeney That council close both the capital and loan and debenture savings  
Derkatch accounts at Crossroads Credit Union and transfer the remaining balances  
to the general account. *Carried*

16-305 **SUMA SASKTEL IBC OFFER**  
Trask That council switch the phone service at the town office to SaskTel's  
Sweeney Integrated Business Communications (IBC) system provided the monthly  
costs are comparable with the current rates. *Carried*

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16-306  
Derkatch  
Pelechaty

**SIGN CORRIDOR EXTENSION**

That council extend the sign corridor agreement with SS. Peter and Paul Ukrainian Catholic Church for an additional year at a rate of \$20 per sign, in accordance with Section 12 of Bylaw No. 04-41.

*Carried*

Councillor James Trofimenkoff declared a conflict of interest regarding a payment to Gateway Co-op in the following resolution and abstained from the vote.

16-307  
Gabora  
Pelechaty

**ACCOUNTS PAYABLE**

That the following accounts be paid:

<u>Chq. No.</u>	<u>Payee</u>	<u>Amount</u>
5170	Smith, Lloyd	500.00
5171	Sunrise Public Health	90.00
5172	Bargain Shop	242.96
5173	Brice, Bob	136.50
5174	Canora Coin Laundry	50.40
5175	Canora Coin Laundry	410.71
5176	Canora Courier	559.31
5177	Canora Equipment Rentals	792.00
5178	Canora Farm Service Ltd	76.58
5179	Canora Farm Service Ltd	2,671.39
5180	Canora Home Rentals	60.00
5181	Canora Pharmacy	9.48
5182	Canora Sewing Shop	12.94
5183	Canora Special Transportation	2,250.00
5184	City of Prince Albert	2,773.75
5185	Cleartech Industries Inc	1,317.03
5186	CUPE Local No. 4438	445.18
5187	Dennis' Foods	48.93
5188	Doogan, Candace	738.30
5189	Good Spirit School Division	10,527.25
5190	Gateway Co-op	590.76
5191	GLMobile Communications	264.00
5192	Grain & General Services Union	25.00
5193	Gulutzan, Mary	128.78
5194	Home Hardware	94.72
5195	IC Sales & Service	61.05
5196	Investors Group Trust Co. Ltd	50.00
5197	Jay's Transportation Group Ltd	327.39
5198	Kaiser, Shannon and/ or Kyle	84.00
5199	Katelnikoff, Lorraine	120.75
5200	Kishalowich, Borden	4,200.00
5201	Kishalowich, Borden	200.00
5202	Finning International Inc	3,164.92
5203	Lamb, Graham	3,000.00
5204	Ludba Construction Ltd	3,003.56
5205	Maple Farm Equipment	26.17
5206	Marcischuk, Deb	80.00
5207	McKay, James	90.75
5208	Sask Municipal Employees'	9,656.30
5209	Meridan Inspections Ltd	951.98

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5210	Minister of Finance	154,857.26
5211	Morozoff, Tristyn	80.54
5212	Mykytyshyn, Michael	100.00
5213	Nelson Courier	56.23
5214	North Eastern	2,514.97
5215	Ottenbreit Sanitation Services	14,651.51
5216	Parkland Septic Tank Services	945.00
5217	Practical Labour Relations Inc	300.00
5218	Premium Fire Protection	2,738.30
5219	Prochera, Emil	90.75
5220	PRY Investigation & Security	1,023.00
5221	Purolator Courier Ltd	51.82
5222	Receiver General for Canada	14,666.54
5223	Reine, Crystal	220.77
5224	Renegade Plumbing and Heating	159.93
5225	Rusnak Balacko Kachur & Rusnak	446.30
5226	Sabiston, Stacey	23.43
5227	Sapphire Water	91,520.10
5228	SaskEnergy	3,829.04
5229	Sask Housing Corporation	1,713.56
5230	Voided by the print process	0.00
5231	SaskPower	15,470.70
5232	SaskTel	125.77
5233	SaskTel	1,393.42
5234	SaskTel Mobility	178.70
5235	Sharpening Service	39.60
5236	Sigurdson, Jo-Anne	962.17
5237	Smith, Robin	90.75
5238	STC	185.99
5239	S.U.M.A.	2,625.75
5240	Sunrise Health Region	10.00
5241	Swervns Repair	510.08
5242	Swervns Repair	1,527.90
5243	Swimming Pools by	111.88
5244	Taylor, Jay &/or Clair	80.00
5245	Torres, Gerry	37.07
5246	Trach, Aaron	110.36
5247	Westcon Equipment Rentals	3,397.10
5248	Wolseley Cda - Mdwst Reg'n	2,245.74

*Carried*

16-308

Pelechaty  
Trask

**FIRST READING OF BYLAW No. 16-16**

That Bylaw No. 16-16, a bylaw to enter into an easement agreement, be introduced and read a first time.

*Carried*

16-309

Gabora  
Sweeney

**SECOND READING OF BYLAW No. 16-16**

That Bylaw No. 16-16 be read a second time.

*Carried*

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16-310 **THIRD READING OF BYLAW No. 16-16**  
Derkatch That Bylaw No. 16-16 be given a third reading at this meeting.  
Trask  
*Carried unanimously*

16-311 **ADOPTION OF BYLAW No. 16-16**  
Pelechaty That Bylaw No. 16-16 be read a third time and adopted.  
Trask  
*Carried*

16-312 **CORRESPONDENCE**  
Trofimenkoff That the following items of correspondence are acknowledged as received  
Gabora and be filed:  
a) Assiniboine Watershed Stewardship – membership costs  
b) Saskatchewan Housing Corporation – settlement share  
c) SaskPower – sustainable future information  
*Carried*

16-313 **REPORTS**  
Pelechaty That the following reports are acknowledged as received and the written  
Trofimenkoff ones be filed:  
a) Bank reconciliations – October 2016  
*Carried*

16-314 **ADJOURNMENT**  
Gabora That the meeting be adjourned.  
Trofimenkoff  
*Carried*

Meeting adjourned at 9:18 p.m.

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Mayor

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Chief Administrative Officer

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