

**MINUTES OF CANORA TOWN COUNCIL MEETING**  
**December 5, 2017**

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A regular meeting of Canora Town Council was held on Tuesday, December 5, 2017 at the Canora Town Council Chambers. In attendance were: Mayor Gina Rakochy, Councillors Sheldon Derkatch, Brad Gabora, Eric Sweeney, James Trofimenkoff and Kerry Trask. Also in attendance were Chief Administrative Officer Michael Mykytyshyn and Leisure Services Director Aaron Herriges. Councillor Brent Pelechaty was absent. Mayor Rakochy called the meeting to order at 7 p.m.

17-316

**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 21, 2017 regular meeting
- 4) **BUSINESS ARISING OUT OF THE MINUTES**
- 5) **DELEGATIONS AND PUBLIC FORUM**
- 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) 2018 tax concession policy
  - b) 2018 tax discount policy
  - c) 2018 meeting dates
  - d) CUPE agreement
  - e) Management salary policy
  - f) Sign corridor extensions
  - g) Custom work rates
  - h) Water and sewer install rate
  - i) Landfill gate fees
  - j) CN Station grounds lease
  - k) Animal control bylaw
  - l) SUMA convention
- 9) **TAX ARREARS**
  - a) Tax enforcement report
- 10) **ACCOUNTS PAYABLE**
- 11) **BYLAWS**
  - a) Bylaw No. 17-19 – to fix water and sewer rates
  - b) Bylaw No. 17-20 – to enter into a fire protection agreement
  - c) Bylaw No. 17-21 – to enter into a building lease agreement

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**12) CORRESPONDENCE**

- a) Tree Canada – EcoConnexions grant payment
- b) Parkland Search and Rescue – resources and capabilities

**13) GENERAL REPORTS**

**14) ADJOURNMENT**

*Carried*

17-317 **APPROVAL OF COUNCIL MINUTES**

Gabora That the minutes of the November 21, 2017 regular meeting be approved  
Sweeney as presented.

*Carried*

Leisure Services Director Aaron Herriges left the meeting at 7:13 p.m.

17-318 **2018 TAX CONCESSION POLICY**

Derkatch That the following tax concession policy be adopted for 2018:  
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
    - 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 concessionThe 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.

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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*

17-319      **2018 TAX DISCOUNT POLICY**

Sweeney      That council set the following tax prepayment discount rates for 2018:  
 Gabora              January              4 percent  
                             February              3 percent  
                             March              2 percent  
                             April              1 percent; and  
 That the property tax penalty rates for current year taxes in 2018 be set at:  
                             November              1 percent  
                             December              1 percent

*Carried*

17-320      **2018 MEETING DATES**

Sweeney      That council reschedule its February 6, 2018 meeting to February 13 and  
 Trofimenkoff cancel the February 20, 2018 meeting.

*Carried*

17-321      **CUPE AGREEMENT**

Gabora      That council agree to the terms of the 2018-2021 collective agreement  
 Trofimenkoff with Local No. 4438 of the Canadian Union of Public Employees (CUPE)  
 including both the approved wage adjustments to specific classifications  
 and increments of 1.8 per cent to the remaining classifications in 2018; 1.8  
 per cent in 2019; 1.8 per cent in 2020, and 1.8 per cent in 2021 and  
 further that members of the labour management team be authorized to  
 sign the agreement to conclude the negotiations.

*Carried*

17-322      **ADMINISTRATIVE ASSISTANT VARIABLE PAY**

Derkatch      That council award Administrative Assistant Courtney Bourassa with  
 Trofimenkoff variable pay of \$1,031.00 for 2017.

*Carried*

17-323      **LEISURE SERVICES DIRECTOR VARIABLE PAY**

Gabora      That council award Leisure Services Director Aaron Herriges with  
 Sweeney variable pay of \$1,033.00 for 2017.

*Carried*

17-324      **COMMUNITY DEVELOPMENT OFFICER VARIABLE PAY**

Sweeney      That council award Community Development Officer Brandi Zavislak with  
 Derkatch variable pay of \$805.00 for 2017.

*Carried*

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17-325 **MANAGEMENT SALARY POLICY**  
Trofimenkoff That council authorize an increase in the Administrative Assistant's annual  
Derkatch salary to \$53,000.00, effective January 1, 2018.  
*Carried*

17-326 **MANAGEMENT SALARY POLICY**  
Derkatch That council authorize an increase in the Community Development  
Sweeney Officer's annual salary to \$50,000.00, effective January 1, 2018.  
*Carried*

17-327 **MANAGEMENT SALARY POLICY**  
Gabora That council authorize an increase in the Leisure Services Director's  
Trofimenkoff annual salary to \$56,000.00, effective January 1, 2018.  
*Carried*

17-328 **MANAGEMENT SALARY POLICY**  
Derkatch That council authorize an increase in the Chief Administrative Officer's  
Trofimenkoff annual salary to \$98,000.00, effective January 1, 2018.  
*Carried*

17-329 **MANAGEMENT SALARY POLICY**  
Gabora That council approve the 2018-2021 Management Salary Policy as  
Sweeney appended to these minutes.  
*Carried*

17-330 **SIGN CORRIDOR EXTENSION**  
Derkatch That council extend the sign corridor agreement with Olivia Chaikowski for  
Sweeney an additional year at a rate of \$20 per sign, in accordance with Section 13  
of Bylaw No. 16-17.  
*Carried*

17-331 **CUSTOM WORK RATES**  
Derkatch That council set the following custom work rates for Town of Canora  
Trofimenkoff equipment, effective January 1, 2018:

Half-ton truck	\$37.68/hr OR \$0.41/kilometre
One-ton truck	\$52.80/hr
Three-ton truck	\$63.25/hr plus sand
Compressor	\$52.80/hr
Jackhammer	\$37.68/hr
Sweeper	\$127.88/hr
Boiler	\$63.25/hr
Model D grader	\$67.65/hr
Cat 140 grader	\$97.63/hr
Case W24 loader	\$105.33/hr
Case 621 loader	\$105.33/hr
Welder	\$36.30/hr
Sewer cleaning	\$112.75/hr
Water line thawing	\$48.95/hr
Riding mower	\$45.10/hr
Tractor w/3 pt. Hitch	\$115.50/hr
Line painting	\$30.25/hr plus labour and paint
Bobcat w/bucket	\$82.78/hr

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Bobcat w/attachments	\$112.75/hr
Backhoe	\$105.33/hr
UTV	\$37.68/hr

Above rates do not include operator costs  
 Operator rate is \$57.75 per hour (OT rate is \$86.63 per hour)  
 Labour rate is \$57.75 per hour (OT rate is \$86.63 per hour)  
 OT rate applies outside of regular working hours  
 Sand is \$35.20 per cubic yard

GST must be added to the above rates

*Carried*

17-332 **WATER AND SEWER INSTALL RATE**

Trofimenkoff That council set the water and/or sewer line excavation and installation  
 Sweeney rate at \$96.00 per foot plus material costs, effective January 1, 2018.

*Carried*

17-333 **SUMA CONVENTION**

Gabora That council authorize mayor and all of council to attend the  
 Sweeney Saskatchewan Urban Municipalities Association (SUMA) convention to be held February 4 to 7, 2018 in Regina, Sask., expenses to be reimbursed by the Town.

*Carried*

Councillor Brad Gabora declared a conflict of interest regarding a payment to himself at the November 7, 2017 meeting.

Councillor Sheldon Derkatch declared a conflict of interest regarding a payment to Canora Service Station in the following resolution and abstained from the vote.

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

17-334 **ACCOUNTS PAYABLE**

Sweeney That the following accounts be paid:  
 Gabora

<u>Chq. No.</u>	<u>Payee</u>	<u>Amount</u>
6434	Canora Air Cadets	900.00
6435	Canora Coin Laundry	50.40
6436	Canora Coin Laundry	481.64
6437	Canora Courier	731.67
6438	Canora Service Station	148.10
6439	Chaikowski, Olivia	200.00
6440	CUPE Local No. 4438	447.80
6441	Eastern Air Supplies Ltd	94.35
6442	Good Spirit School Division	8,557.91
6443	Enviroway Detergent Mfg.	66.60
6444	Fullawka, Wayne	138.75
6445	Gateway Co-op	29.59

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6446	Gazdewich, Randy &/or Deb	80.00
6447	Health Foundation	1,000.00
6448	Home Hardware	278.02
6449	Investors Group Trust Co. Ltd	50.00
6450	Jordeczka, Richard	92.50
6451	Kal Tire	1,229.32
6452	Kowalyshyn, Jodie	97.13
6453	Lamb, Graham	3,000.00
6454	Ludba Construction Ltd	2,086.80
6455	Sask. Municipal Employees'	9,786.63
6456	Minister of Finance	147,372.72
6457	The Technical Safety	31.50
6458	Munisoft	396.62
6459	Parkland Septic Tank Services	168.00
6460	Penguin Refrigeration	2,508.60
6461	PRY Investigation & Security	1,901.43
6462	Purolator Courier Ltd	35.12
6463	Renegade Plumbing and Heating	1,799.06
6464	Chupa, Monica	435.75
6465	Saddles & Steel	833.50
6466	SaskEnergy	2,083.52
6467	SaskPower	6,853.51
6468	SaskTel	1,313.77
6469	SaskTel Mobility	400.57
6470	Saunders, Eric &/or Erin	97.13
6471	Sharpening Service	39.96
6472	Source Embroidery &	22.20
6473	Srochenski, Brant and/or Susan	92.50
6474	Sts. Peter & Paul Ukr. Cath.	380.00
6475	Gabano's	46.00
6476	Walker Projects	4,289.68
6477	Wurth Canada Limited	129.67
6478	Zavislak, Brandi	44.19

*Carried*

17-335 **FIRST READING OF BYLAW No. 17-19**

Trofimenkoff That Bylaw Number 17-19, a bylaw to fix water and sewer rates, be  
Derkatch introduced and read a first time.

*Carried*

17-336 **SECOND READING OF BYLAW No. 17-19**

Sweeney That Bylaw No. 17-19 be read a second time.  
Derkatch

*Carried*

17-337 **THIRD READING OF BYLAW No. 17-19**

Gabora That Bylaw No. 17-19 be given a third reading at this meeting.  
Trofimenkoff

*Carried unanimously*

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17-338      **ADOPTION OF BYLAW No. 17-19**  
Trofimenkoff      That Bylaw No. 17-19 be read a third time and adopted.  
Sweeney  
*Carried*

17-339      **FIRST READING OF BYLAW No. 17-20**  
Derkatch      That Bylaw Number 17-20, a bylaw to enter into a fire protection  
Trofimenkoff      agreement, be introduced and read a first time.  
*Carried*

17-340      **SECOND READING OF BYLAW No. 17-20**  
Sweeney      That Bylaw No. 17-20 be read a second time.  
Gabora  
*Carried*

17-341      **THIRD READING OF BYLAW No. 17-20**  
Trofimenkoff      That Bylaw No. 17-20 be given a third reading at this meeting.  
Gabora  
*Carried unanimously*

17-342      **ADOPTION OF BYLAW No. 17-20**  
Derkatch      That Bylaw No. 17-20 be read a third time and adopted.  
Sweeney  
*Carried*

17-343      **FIRST READING OF BYLAW No. 17-21**  
Gabora      That Bylaw Number 17-21, a bylaw to enter into a building lease  
Derkatch      agreement, be introduced and read a first time.  
*Carried*

17-344      **SECOND READING OF BYLAW No. 17-21**  
Sweeney      That Bylaw No. 17-21 be read a second time.  
Trofimenkoff  
*Carried*

17-345      **THIRD READING OF BYLAW No. 17-21**  
Trofimenkoff      That Bylaw No. 17-21 be given a third reading at this meeting.  
Gabora  
*Carried unanimously*

17-346      **ADOPTION OF BYLAW No. 17-21**  
Derkatch      That Bylaw No. 17-21 be read a third time and adopted.  
Trofimenkoff  
*Carried*

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17-347 **CORRESPONDENCE**

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

- a) Tree Canada – EcoConnexions grant payment
- b) Parkland Search and Rescue – resources and capabilities

*Carried*

17-348 **ADJOURNMENT**

Derkatch That the meeting be adjourned.  
Sweeney

*Carried*

Meeting adjourned at 9:24 p.m.

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Mayor

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Chief Administrative Officer

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