

MINUTES OF CANORA TOWN COUNCIL MEETING
December 4, 2018

A regular meeting of Canora Town Council was held on Tuesday, December 4, 2018 at the Canora Town Council Chambers. In attendance were Councillors Sheldon Derkatch, Brad Gabora, Eric Sweeney, James Trofimenkoff and Kerry Trask. Also in attendance were Chief Administrative Officer Michael Mykytyshyn and Community Development Officer Ben Sipple. Mayor Gina Rakochy and Councillor Brent Pelechaty were absent. Deputy Mayor Trofimenkoff called the meeting to order at 7 p.m.

18-328
Derkatch
Trask

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) November 20, 2018 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) 2019 tax concession policy
 - b) 2019 tax discount policy
 - c) 2019 meeting dates
 - d) Landfill gate fees
 - e) Water and sewer install rate
 - f) Custom work rates
 - g) Management salary policy
 - h) Sign corridor extensions
 - i) SUMA convention
 - j) Permanent labourer position
 - k) Co-op back lane
 - l) Handi Bus purchase
- 9) **TAX ARREARS**
 - a) Tax enforcement report
- 10) **ACCOUNTS PAYABLE**
- 11) **BYLAWS**
- 12) **CORRESPONDENCE**
 - a) Collins Barrow – audit letter
 - b) Collins Barrow – management letter

Initials

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- c) Village of Rama – 100 year celebration
- d) Sask. Housing Corp. – expression of interest
- e) Parkland Regional Library – consultation
- f) Cory O’Dell – curbs and shrubs
- g) Edith Kotzer – snow removal
- h) SUMA – annual membership

13) GENERAL REPORTS

- a) Commissionaires – November 22, 2018

14) ADJOURNMENT

Carried

18-329 **APPROVAL OF COUNCIL MINUTES**

Derkatch That the minutes of the November 20, 2018 regular meeting be approved
Sweeney as presented.

Carried

Community Development Officer Ben Sipple left the meeting at 7:07 p.m.

18-330 **2019 TAX CONCESSION POLICY**

Sweeney That the following tax concession policy be adopted for 2019:
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 st year	100 per cent tax cancellation
2 nd year	75 per cent tax cancellation
3 rd 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 st year	100 per cent tax concession
2 nd year	75 per cent tax concession
3 rd 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 st year	50 per cent tax concession
2 nd year	50 per cent tax concession
3 rd 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.

Initials

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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

18-331 **2019 TAX DISCOUNT POLICY**

Derkatch That council set the following tax prepayment discount rates for 2019:

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

That the property tax penalty rates for current year taxes in 2019 be set at:

November	1 percent
December	1 percent

Carried

18-332 **2019 MEETING DATES**

Sweeney That council reschedule its February 5, 2019 meeting to February 12 and
Gabora cancel the February 19, 2019 meeting.

Carried

18-333 **LANDFILL GATE FEES**

Sweeney That council set the following landfill gate fees, effective January 1, 2019:

Trask	Automobile	\$5
	Half-ton truck or utility trailer	\$10
	One-ton truck	\$30
	Truck or trailer between one-ton and semi, single axle	\$50
	Truck or trailer between one-ton and semi, tandem axle	\$100
	Semi-trailer truck	\$200
	Refrigerator or deep freezer	\$35
	Compostables	Free, residents only
	Annual contractor's fee (compostables only)	\$300

Non-residents pay double the above rates; except non-resident truck and trailer between one-ton and semi, single and tandem axles, and non-resident semi-trailer trucks pay four times the above rates.

Carried

18-334 **ADMINISTRATIVE ASSISTANT VARIABLE PAY**

Derkatch That council award Administrative Assistant Courtney Bourassa with
Gabora variable pay of \$1,060.00 for 2018.

Carried

Initials

Initials

18-335 **LEISURE SERVICES DIRECTOR VARIABLE PAY**
 Sweeney That council award Leisure Services Director Aaron Herriges with
 Trask variable pay of \$1,120.00 for 2018. *Carried*

18-336 **COMMUNITY DEVELOPMENT OFFICER VARIABLE PAY**
 Sweeney That council award Community Development Officer Brandi Zavislak with
 Trask variable pay of \$500.00 for 2018. *Carried*

18-337 **SIGN CORRIDOR EXTENSION**
 Gabora That council extend the sign corridor agreement with Olivia Chaikowski for
 Derkatch an additional year at a rate of \$20 per sign, in accordance with Section 13
 of Bylaw No. 16-17. *Carried*

18-338 **SUMA CONVENTION**
 Derkatch That council authorize mayor and all of council to attend the
 Trask Saskatchewan Urban Municipalities Association (SUMA) convention to be
 held February 3 to 6, 2019 in Saskatoon, Sask., expenses to be
 reimbursed by the Town. *Carried*

18-339 **PERMANENT LABOURER**
 Sweeney That council hire Robert Taylor as permanent Labourer I, effective
 Trask December 1, 2018. *Carried*

18-340 **CO-OP BACK LANE**
 Trask That council re-open the back lane from Fourth Street east to Block 66
 Sweeney and designate the traffic flow as one-way to the west; on a trial basis, to
 be reviewed in six months. *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.

Councillor Kerry Trask declared a conflict of interest regarding a payment to himself in the following resolution and abstained from the vote.

18-341 **ACCOUNTS PAYABLE**
 Sweeney That the following accounts be paid:
 Gabora

<u>Chq. No.</u>	<u>Payee</u>	<u>Amount</u>
7520	Saddles & Steel	833.50
7521	Bailey's Plumbing & Heating	221.97
7522	Baron, Kevin	20.00
7523	Bobyk, Todd	112.50
7524	Canadian National	248.00
7525	Canora Courier	1,130.42
7526	Canora Equipment Rentals	100.35

 Initials

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7527	Canora Farm Service Ltd	380.59
7528	Canora Farm Service Ltd	2,423.26
7529	Canora Home Rentals	92.50
7530	Canora Housing Authority	333.00
7531	Cleartech Industries Inc	1,100.96
7532	Colored Shale Products Inc	14,387.74
7533	Commissionaires	789.60
7534	CUPE Local No. 4438	541.22
7535	Danyluk, Sheldon	20.00
7536	Gateway Co-op	41.48
7537	Global Industrial Canada	173.03
7538	Grain & General Services Union	25.00
7539	Home Hardware	542.27
7540	Investors Group Trust Co. Ltd	50.00
7541	Jay's Transportation Group Ltd	201.84
7542	Kal Tire	746.10
7543	Kowalyszyn, Jodie	111.00
7544	Finning International Inc	379.06
7545	Lamb, Graham	3,000.00
7546	Malanchuk, Kevin	20.00
7547	Pattison Agriculture	1,059.54
7548	Sask. Municipal Employees'	12,594.50
7549	Meridan Inspections Ltd	393.75
7550	Minister of Finance	666.00
7551	Motion Industries (CDA) Inc	94.45
7552	Mykytyshyn, Michael	45.00
7553	North East Parts & Ag Ltd	186.48
7554	O'Connor, John	112.50
7555	Ostafie, Kelly	94.46
7556	Collins Barrow PQ LLP	3,885.00
7557	Parkland College	1,125.00
7558	Parkland Septic Tank Services	210.00
7559	Penguin Refrigeration	810.30
7560	Digital Postage on Call	1,060.90
7561	Premium Fire Protection	3,082.24
7562	Purolator Courier Ltd	19.98
7563	Reine, Neal &/or Crystal	8.99
7564	Rewakowsky, Darcy	20.00
7565	RM of Good Lake No. 274	163.73
7566	Ronald Mobile Communications	133.53
7567	Sabiston, Roger	20.00
7568	SaskTel	127.26
7569	SaskTel	1,493.50
7570	SaskTel Mobility	366.98
7571	Sask Volunteer Fire Fighters	186.01
7572	Sawka, Devin	114.00
7573	Sask Government Insurance	746.80
7574	Sharpening Service	39.96
7575	Spartan Controls Ltd	992.34
7576	Sts. Peter & Paul Ukr. Cath	950.00
7577	Success Office Systems	1,108.89
7578	S.U.M.A.	100.95
7579	Trask, Kerry	312.03

Initials

Initials

7580	Webb's Office Equipment Inc	118.20
EFT 112	Receiver General for Canada	18,893.48
EFT 113	SaskEnergy	1,726.76
EFT 114	SaskPower	12,179.06

Carried

18-342
Derkatch
Trask

CORRESPONDENCE

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

- a) Collins Barrow – audit letter
- b) Collins Barrow – management letter
- c) Village of Rama – 100 year celebration
- d) Sask. Housing Corp. – expression of interest
- e) Parkland Regional Library – consultation
- f) Cory O'Dell – curbs and shrubs
- g) Edith Kotzer – snow removal
- h) SUMA – annual membership

Carried

18-343
Sweeney
Derkatch

GENERAL REPORTS

That the following reports are acknowledged as received and the written ones be filed:

- a) Commissionaires – November 22, 2018

Carried

18-344
Derkatch
Sweeney

ADJOURNMENT

That the meeting be adjourned.

Carried

Meeting adjourned at 9:06 p.m.

Mayor

Chief Administrative Officer

Initials

Initials