

MINUTES OF CANORA TOWN COUNCIL MEETING
December 3, 2019

A regular meeting of Canora Town Council was held on Tuesday, December 3, 2019 at the Canora Town Council Chambers. In attendance were Mayor Jim Vewchar, Councillors Sheldon Derkatch, Brad Gabora, Eric Sweeney, James Trofimenkoff and Kerry Trask. Also in attendance was Chief Administrative Officer Michael Mykytyshyn. Councillor Brent Pelechaty was absent. Mayor Vewchar called the meeting to order at 7 p.m.

19-342

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 19, 2019 regular meeting
- 4) **BUSINESS ARISING OUT OF THE MINUTES**
- 5) **DELEGATIONS AND PUBLIC FORUM**
 - a) Glen Leson – dangerous animal declaration
 - b) Tarah Schomburg – dog complaints
 - c) Public hearing – discretionary use application
- 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) Water system assessment proposals
 - b) Revenue sharing declaration
 - c) Council code of ethics
 - d) Cemetery rates
 - e) Garbage collection rates
 - f) Water and sewer rates
 - g) Management salary policy
 - h) Handi Bus rates
 - i) Trakkers request
 - j) 2020 Tax concession policy
 - k) 2020 Tax discount policy
 - l) 2020 meeting dates
 - m) Sign corridor extension
 - n) Health Foundation request
 - o) Building inspection services
 - p) Labourer 2 position
- 9) **TAX ARREARS**
 - a) Tax enforcement report
- 10) **ACCOUNTS PAYABLE**

Initials

Initials

11) **BYLAWS**

12) **CORRESPONDENCE**

- a) SAMA – SAMAvue changes
- b) Sask. Municipal Board – bylaw approval
- c) Ombudsman Saskatchewan – municipal myths
- d) Yorkton Tribal Council – letter of apology
- e) Canora Golf Club – proposal
- f) NEATPC – November minutes
- g) Baker Tilly – audit letters

13) **GENERAL REPORTS**

- a) Commissionaires – November 8, 2019
- b) Commissionaires – November 19, 2019
- c) Bank reconciliations – August, 2019
- d) Bank reconciliations – September, 2019
- e) Development permit No. 19-16 – Michael Noble
- f) Building permit No. 19-17 – Michael Noble

14) **ADJOURNMENT**

Carried

19-343

Trask
Derkatch

APPROVAL OF COUNCIL MINUTES

That the minutes of the November 19, 2019 regular meeting be approved as presented.

Carried

DELEGATIONS AND PUBLIC FORUM

Glen Leson met with council to discuss his request to have a dog declared a dangerous animal under provincial legislation and removed from town.

DELEGATIONS AND PUBLIC FORUM

Tarah Schomburg and Josh Humeniuk met with council to discuss complaints regarding their dog.

19-344

Trofimenkoff
Derkatch

OPEN PUBLIC HEARING

That council suspend its regular meeting and open a public hearing regarding the discretionary use of an electrical contractor as a home occupation at 137 Sixth Avenue East.

Carried

No personal or written representations were received.

19-345

Trask
Gabora

CLOSE PUBLIC HEARING

That council close the public hearing regarding the discretionary use of a home occupation at 137 Sixth Avenue East and resume the regular council meeting.

Carried

19-346

Sweeney
Derkatch

DISCRETIONARY USE APPLICATION

That council approve the discretionary use of a home occupation at 137 Sixth Avenue East (Pt. 23-24, Block 19, Plan Z1077).

Carried

Initials

Initials

19-347 **WATER SYSTEM ASSESSMENT PROPOSALS**
Sweeney That council accept the proposal of Catterall and Wright to provide the
Derkatch Round 4 Waterworks System Assessment in 2020 as required by the
Water Security Agency at an estimated cost of \$5,700. *Carried*

19-348 **IN CAMERA**
Sweeney That proceed in camera at 7:49 p.m. to discuss matters under the council
Trask code of ethics. *Carried*

Councillor Sheldon Derkatch left the meeting at 7:53 p.m.

19-349 **LEAVE IN CAMERA**
Trofimenkoff That council leave in camera at 8:05 p.m.
Sweeney *Carried*

Councillor Sheldon Derkatch rejoined the meeting at 8:06 p.m.

19-350 **CONFLICT OF INTEREST**
Gabora That council table the formal complaint of Cory O'Dell regarding Councillor
Trask Sheldon Derkatch failing to declare a conflict of interest at the October 1,
2019 regular council meeting. *Carried*

19-351 **WATER RATES**
Sweeney That council increase the Canora Rural Public Utility Board rates to \$8.00
Trask per 1,000 gallons of treated water and \$4.11 per 1,000 gallons of raw
water, effective January 1, 2020 *Carried*

19-352 **ADMINISTRATIVE ASSISTANT VARIABLE PAY**
Trask That council award Administrative Assistant Courtney Bourassa with
Gabora variable pay of \$1,079.00 for 2019. *Carried*

19-353 **LEISURE SERVICES DIRECTOR VARIABLE PAY**
Trofimenkoff That council award Leisure Services Director Aaron Herriges with
Trask variable pay of \$1,140.00 for 2019. *Carried*

18-354 **COMMUNITY DEVELOPMENT OFFICER VARIABLE PAY**
Sweeney That council award Community Development Officer Brandi Zavislak with
Gabora variable pay of \$1,018.00 for 2019. *Carried*

18-355 **CHIEF ADMINISTRATIVE OFFICER VARIABLE PAY**
Gabora That council award Chief Administrative Officer Michael Mykytyshyn with
Trask variable pay of \$1,995.00 for 2019. *Carried*

Initials

Initials

18-356
Sweeney
Trask

TRAKKERS LAND USE

That council authorize Saskatchewan Snowmobile Association (SSA) and its members, under the supervision of Trakkers Snow Club, to enter and use NW and NE 16-32-3 W2 in RM of Keys and NW and SW 25-30-4 W2 in RM of Good Lake and SW 30-30-3 W2 in RM of Sliding Hills for the purpose of snowmobiling from November 1, 2019 to October 31, 2020.

Carried

19-357
Sweeney
Derkatch

2020 TAX CONCESSION POLICY

That the following tax concession policy be adopted for 2020:

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.
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

Initials

Initials

18-358 **2020 TAX DISCOUNT POLICY**
 Sweeney That council set the following tax prepayment discount rates for 2020:
 Derkatch January 4 percent
 February 3 percent
 March 2 percent
 April 1 percent; and
 That the property tax penalty rates for current year taxes in 2020 be set at:
 November 1 percent
 December 1 percent

Carried

19-359 **2020 MEETING DATES**
 Trask That council reschedule its February 4, 2020 meeting to February 11 and
 Trofimenkoff cancel the February 18, 2020 meeting.

Carried

19-360 **SIGN CORRIDOR EXTENSION**
 Trofimenkoff That council extend the sign corridor agreement with Olivia Chaikowski for
 Gabora an additional year at a rate of \$20 per sign, in accordance with Section 13
 of Bylaw No. 16-17.

Carried

19-361 **HEALTH FOUNDATION REQUEST**
 Trask That council contribute \$2,500.00 to the Health Foundation of East Central
 Sweeney Saskatchewan for the purchase of a digital mammography equipment at
 Yorkton Regional Health Centre.

Carried

19-362 **LABOURER 2 POSITION**
 Sweeney That council reclassify Randy Danyluk from a Labourer 2 to a Labourer 1
 Trofimenkoff position, effective December 1, 2019.

Carried

Mayor Jim Vewchar declared a conflict of interest regarding a payment to himself at the November 5 council meeting.

19-363 **ACCOUNTS PAYABLE**
 Sweeney That the following accounts be paid:
 Trofimenkoff

<u>Chq. No.</u>	<u>Payee</u>	<u>Amount</u>
8551	Sunrise Public Health	95.00
8552	Acklands Grainger	400.95
8553	Canadian National	296.00
8554	Canora Auto Electric	353.70
8555	Canora Courier	205.88
8556	Canora Equipment Rentals	34.41
8557	Canora Farm Service Ltd	477.37
8558	The Canora Hotel	800.00
8559	Canora Pharmacy	19.17
8560	Catterall & Wright	6,061.00
8561	Cleartech Industries Inc	703.09
8562	Commissionaires	1,381.80

 Initials

 Initials

8563	CUPE Local No. 4438	532.03
8564	Fast, Lisa &/Or Malcolm	55.00
8565	Flasch Management Ltd	4,200.00
8566	Grain & General Services Union	25.00
8567	Hanson, Garry &/or Claudette	200.00
8568	Home Hardware	639.97
8569	IC Sales & Service	397.38
8570	Jacquemart, Kelly	175.00
8571	Jay's Transportation Group Ltd	510.69
8572	Kal Tire	42.90
8573	Lamb, Graham	3,000.00
8574	Pattison Agriculture	81.05
8575	Minister of Finance	799.20
8576	Munisoft	5,608.09
8577	Mykytyshyn, Michael	100.00
8578	North East Parts & Ag Ltd	174.16
8579	HBI Office Plus Inc	145.55
8580	Ottenbreit Sanitation Services	17,910.48
8581	Baker Tilly SK LLP	4,051.50
8582	Parkland College	2,015.00
8583	Pelly Trail Autobody	600.00
8584	Penguin Refrigeration	1,498.50
8585	Purolator Courier Ltd	59.66
8586	Regional Fire Protection	977.68
8587	Renegade Plumbing and Heating	541.01
8588	SaskTel	136.21
8589	SaskTel	979.04
8590	SaskTel Mobility	446.42
8591	Sask Worker's Compensation Bd	523.82
8592	Sask Government Insurance	129.52
8593	Smith, Josh	19.13
8594	Stiles, Morgan	40.23
8595	Sts. Peter & Paul Ukr. Cath.	950.00
8596	S.U.M.A.	4,013.56
8597	Tide, Rhonda	101.08
8598	Topliss, Kenny	111.00
8599	Trans-Care Rescue Ltd	1,166.33
EFT 173	CU CREDIT Payment Processing	87.49
EFT 179	SaskPower	23.46
EFT 210	Minister of Finance	2.43
EFT 211	Receiver General for Canada	18,688.75
EFT 212	Sask Municipal Employees'	12,522.12
EFT 213	Sask Municipal Employees'	3,855.60

Carried

19-364 **CORRESPONDENCE**

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

- a) SAMA – SAMAvuew changes
- b) Sask. Municipal Board – bylaw approval
- c) Ombudsman Saskatchewan – municipal myths
- d) Yorkton Tribal Council – letter of apology

Initials

Initials

- e) Canora Golf Club – proposal
- f) NEATPC – November minutes
- g) Baker Tilly – audit letters

Carried

19-365 **GENERAL REPORTS**

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

- a) Commissionaires – November 8, 2019
- b) Commissionaires – November 19, 2019
- c) Bank reconciliations – August, 2019
- d) Bank reconciliations – September, 2019
- e) Development permit No. 19-16 – Michael Noble
- f) Building permit No. 19-17 – Michael Noble

Carried

19-366 **ADJOURNMENT**

Sweeney That the meeting be adjourned.
Gabora

Carried

Meeting adjourned at 9:17 p.m.

Mayor

Chief Administrative Officer

Initials

Initials