

**MINUTES OF CANORA TOWN COUNCIL MEETING**  
**December 17, 2019**

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A regular meeting of Canora Town Council was held on Tuesday, December 17, 2019 at the Canora Town Council Chambers. In attendance were Mayor Jim Vewchar, Councillors Sheldon Derkatch, Eric Sweeney (via electronic means) and James Trofimenkoff. Also in attendance were Chief Administrative Officer Michael Mykytyshyn, Community Development Officer Brandi Zavislak and Leisure Services Director Aaron Herriges. Councillors Brent Pelechaty, Brad Gabora and Kerry Trask were absent. Mayor Vewchar called the meeting to order at 7:05 p.m.

19-367

**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) December 3, 2019 regular meeting
- 4) **BUSINESS ARISING OUT OF THE MINUTES**
- 5) **DELEGATIONS AND PUBLIC FORUM**
  - a) Canora Golf Club – course upgrades
- 6) **ADMINISTRATION AND COMMITTEE REPORTS**
  - a) Leisure services report
  - b) Community development report
  - c) Chief administrative officer's report
- 7) **UNFINISHED BUSINESS**
  - a) Revenue sharing declaration
- 8) **NEW BUSINESS**
  - a) 1946 fire truck
  - b) Water and sewer installation rates
  - c) HR support proposal
  - d) Office services policy
  - e) Petty cash
  - f) Outdoor rink
  - g) Tax concession
  - h) Building inspection services
  - i) Asset management plan – sidewalks
  - j) Asset management plan – back lanes
- 9) **TAX ARREARS**
- 10) **ACCOUNTS PAYABLE**
- 11) **BYLAWS**
  - a) Bylaw No. 19-22 – to set garbage collection rates
- 12) **CORRESPONDENCE**
  - a) SUMA – 2020 membership
  - b) FCM – 2020 membership

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- c) Sask. Health Authority – SaskHealth publication
- d) Travelodge – strong communities program
- e) Sask. Environment – ESA response
- f) Nor-Sask Board Services – board of revision
- g) SUMA – natural gas agreements
- h) Sask. Crimestoppers – volunteer levy
- i) Catterall and Wright – community planning

**13) GENERAL REPORTS**

- a) Commissionaires – December 4, 2019

**14) ADJOURNMENT**

*Carried*

19-368 **APPROVAL OF COUNCIL MINUTES**

Derkatch That the minutes of the December 3, 2019 regular meeting be approved  
Trofimenkoff as presented.

*Carried*

**DELEGATIONS AND PUBLIC FORUM**

Alissa Wilson and Reg King of Canora Golf and Country Club met with council to discuss a proposal for irrigation upgrades at the golf course.

Community Development Officer Brandi Zavislak left the meeting at 7:49 p.m.

Leisure Services Director Aaron Herriges left the meeting at 8:08 p.m.

19-369 **REVENUE SHARING DECLARATION**

Trofimenkoff The council of Town of Canora confirms the municipality meets the  
Sweeney following eligibility requirements to receive the Municipal Revenue Sharing grant:

- Submission of the 2018 audited financial statement to the Ministry of Government Relations;
- Submission of the 2019 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

*Carried*

Councillor Eric Sweeney declared a conflict of interest at 8:21 p.m. and abstained from the vote.

19-370 **1946 FIRE TRUCK**

Trofimenkoff That council provide the 1946 fire truck to Wally and Mary Huebert for  
Derkatch display purposes, with the Town having first option of return should they no longer require it.

*Carried*

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19-371 **WATER AND SEWER INSTALLATION RATES**  
Derkatch That council set the water and/or sewer line excavation and installation  
Trofimenkoff rate at \$200.00 per foot plus material costs, effective January 1, 2020.

*Carried*

19-372 **OFFICE SERVICES POLICY**  
Trofimenkoff That the following rates be set for provision of services and/or information  
Sweeney to the public:

SERVICES/INFORMATION	
Photocopying brought in	25 cents per side
Photocopying of misc. material from Town records	25 cents per side
Fax sending first page	\$2.00
Fax sending additional pages	\$1.00 each
Fax receiving	\$1.00/page
NSF cheques	\$35
Statement of taxes or assessment roll search	\$25
SAMA assessment property report	\$15

Compiled information (no other costs charged over and above fee) twice the wage of the person(s) compiling the information for every hour or part thereof it takes to compile the information; paid in advance

GST and PST to be included in the above rates

*Carried*

19-373 **PETTY CASH**  
Derkatch That reduce the amount of the town office petty cash fund to \$250.00  
Trofimenkoff effective January 1, 2020.

*Carried*

19-374 **TAX CONCESSION**  
Sweeney That council approve a municipal tax concession to Renegade Plumbing  
Derkatch Plumbing and Heating for the property located at 211 Main Street (Lot 6, Block 3, Plan G2107):  
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:

2020	50 per cent
2021	50 per cent
2022	25 per cent

*Carried*

19-375 **ASSET MANAGEMENT PLANS**  
Trofimenkoff That council adopt the Asset Management Plan for sidewalks and the  
Derkatch Asset Management Plan for back lanes as appended to these minutes.

*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.

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19-376  
Sweeney  
Derkatch

**ACCOUNTS PAYABLE**

That the following accounts be paid:

<u>Chq. No.</u>	<u>Payee</u>	<u>Amount</u>
8600	94.1 The Fox	126.00
8601	Airmaster Sales Ltd	76.29
8602	Boychuk, Eric	256.57
8603	Canadian National	15.75
8604	Canora Equipment Rentals	262.00
8605	Canora Farm Service Ltd	2,969.68
8606	Canora Home Rentals	112.50
8607	Good Spirit Housing	244.20
8609	Chaikowski, Olivia	200.00
8610	Voided by the print process	0.00
8611	Gateway Co-op	3,282.55
8612	Good Lake Electric	77.75
8613	Gress, Kent	111.00
8614	GX 94	115.50
8615	Hach Sales & Service Canada Ltd	477.55
8616	Home Hardware	1,039.20
8617	IC Sales & Service	13.32
8618	Industrial Scientific	1,016.32
8619	K & T Autobody	187.69
8620	Kaiser, Shannon and/or Kyle	111.00
8621	Katelnikoff, Lorraine	111.00
8622	Kowalyshyn, Jodie	112.50
8623	Lamb, Graham	4,666.67
8624	Lauzon, Jorge	97.13
8625	Michael & Doris, Holdings	70.00
8626	Nelson Courier	73.62
8627	Parmley, Craig	1,500.00
8628	Purolator Courier Ltd	32.75
8629	Reine, Crystal	78.80
8630	Renegade Plumbing and Heating	12,217.70
8631	Rice Construction Ltd	1,609.50
8632	Rock, Adrien	203.00
8633	SaskTel	521.89
8634	Sharpening Service	39.96
8635	Source Embroider &	176.49
8636	S.U.M.A.	3,307.50
8637	Summit Valve and Controls Inc	2,581.86
8638	Thompson, Matt &/or Amanda	111.00
8639	Wolseley Cda - Mdwst Reg'n	13,712.50
8640	Wyonzek Bros. Construction	3,006.68
8641	Xerox Canada Ltd	366.78
8642	Zavislak, Brandi	100.00
EFT 214	Minister of Finance	24,020.27
EFT 215	CU CREDIT Payment Processing	4,546.98
EFT 216	SaskEnergy	5,558.58
EFT 217	SaskPower	22,563.15

*Carried*

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

19-377 **ACCOUNTS PAYABLE**

Trofimenkoff That the following accounts be paid:  
Sweeney

<u>Chq. No.</u>	<u>Payee</u>	<u>Amount</u>
8608	Canora Service Station	1,286.41

*Carried*

19-378 **FIRST READING OF BYLAW No. 19-22**

Trofimenkoff That Bylaw Number 19-22, a bylaw to set garbage collection rates, be  
Derkatch introduced and read a first time.

*Carried*

19-379 **SECOND READING OF BYLAW No. 19-22**

Derkatch That Bylaw No. 19-22 be read a second time.  
Trofimenkoff

*Carried*

19-380 **THIRD READING OF BYLAW No. 19-22**

Sweeney That Bylaw No. 19-22 be given a third reading at this meeting.  
Trofimenkoff

*Carried unanimously*

19-381 **ADOPTION OF BYLAW No. 19-22**

Trofimenkoff That Bylaw No. 19-22 be read a third time and adopted.  
Sweeney

*Carried*

19-382 **CORRESPONDENCE**

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

- a) SUMA – 2020 membership
- b) FCM – 2020 membership
- c) Sask. Health Authority – SaskHealth publication
- d) Travelodge – strong communities program
- e) Sask. Environment – ESA response
- f) Nor-Sask Board Services – board of revision
- g) SUMA – natural gas agreements
- h) Sask. Crimestoppers – volunteer levy
- i) Catterall and Wright – community planning

*Carried*

19-383 **GENERAL REPORTS**

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

- a) Commissionaires – December 4, 2019

*Carried*

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19-384      **ADJOURNMENT**  
Sweeney     That the meeting be adjourned.  
Trofimenkoff

*Carried*

Meeting adjourned at 9:14 p.m.

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Mayor

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Chief Administrative Officer

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