

TOWN OF CANORA COUNCIL MEETING MINUTES
December 16, 2025

A regular meeting of Town of Canora Council was held on Tuesday, December 16, 2025 in council chambers. In attendance were Mayor Mike Kwas, Councillors Gina Rakochy, Brad Gabora, Todd Bobyk, David Wasyliw, Denise Leslie and Kerry Trask. Also in attendance were Chief Administrative Officer Michael Mykytyshyn, Community Development Officer Brandi Zavislak (via telephone) and Town Foreman Sheldon Danyluk. Mayor Kwas called the meeting to order at 7 p.m.

25-297
Leslie
Gabora

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) December 2, 2025 regular meeting
- 4) **BUSINESS ARISING OUT OF THE MINUTES**
- 5) **DELEGATIONS AND PUBLIC FORUM**
- 6) **ADMINISTRATION AND COMMITTEE REPORTS**
 - a) Public Works report
 - b) Leisure services report
 - c) Community development report
 - d) Chief administrative officer's report
- 7) **UNFINISHED BUSINESS**
- 8) **NEW BUSINESS**
 - a) Commercial lot sale policy
 - b) Residential lot sale policy
 - c) Management salary policy
 - d) Declaration of eligibility
 - e) Waste authority proposal
 - f) Strategic plan
- 9) **TAX ARREARS**
- 10) **ACCOUNTS PAYABLE**
- 11) **BYLAWS**
- 12) **CORRESPONDENCE**
 - a) Tetra Tech – meeting minutes
 - b) Ministry of Environment – notice of acceptance
 - c) Municipal Utilities – lift station reports
 - d) Crimestoppers – contribution
- 13) **GENERAL REPORTS**
 - a) Statement of Financial Activities –
 - b) Bank reconciliation – October 2025
 - c) Bank reconciliation – November 2025

Initials

Initials

14) ADJOURNMENT

Carried

25-298 **APPROVAL OF COUNCIL MINUTES**

Leslie That the minutes of the December 2, 2025 regular meeting be approved
Rakochoy as presented.

Carried

Community Development Officer Brandi Zavislak left the meeting at 7:20 p.m.

25-299 **DECLARATION OF ELIGIBILITY**

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

- Submission of the 2024 audited financial statement to the Ministry of Government Relations;
- Submission of the 2025 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

25-300 **ACCOUNTS PAYABLE**

Bobyk That the following accounts be paid:
Gabora

<u>Chq. No.</u>	<u>Payee</u>	<u>Amount</u>
14358	Acklands Grainger	186.06
14359	Amyotte, Theresa	23.21
14360	Brown, Michael	38.44
14361	Canadian National	15.75
14362	Canora Equipment Rentals	368.52
14363	Dmitriuk, Sheila	1,574.10
14364	Dupperon, Will	150.00
14365	Edward, Patrick	10.73
14366	Fastenal Canada Ltd	46.74
14367	Herriges, Aaron	612.00
14368	Home Hardware (Canora)	766.75
14369	Kwas, Mike	149.85
14370	Matechuk, Nicole	125.00
14371	Mazergroup	56.22
14372	Mentanko, Heidi	200.00
14373	Murray, Debra	149.85
14374	Museums Association of SK	50.00
14375	Nelson Courier	96.58
14376	Palchewich, Kevin	149.85
14377	Parmley, Craig	2,975.00

Initials

Initials

14378	Penguin Refrigeration	4,190.72
14379	Provincial Mediation Board	20.00
14380	Proulx, Patricia	150.00
14381	Regional Fire Protection	1,293.15
14382	Sliva, Darcy	6,012.50
14383	101306276 Sask. Ltd	249.48
14384	Therrien, Reta Theresa	149.85
14385	Town of Canora	1,575.79
14386	Trach, Al	149.85
14387	ULINE	9,621.98
14388	Wyonzek Bros. Construction	5,775.00
14389	Zavislak, Brandi	612.00
14390	Amazon.com.ca ULC	122.50
14391	Gabora, Brad	22.40
14392	Living Tree Environmental	1,827.00
14393	Wurth Canada Limited	510.90
2979335	Minister Of Finance	21,795.75
2980692	SaskPower	56.09
2980693	SaskPower	51.72
2980694	SaskPower	51.72
2980695	Digital Postage on Call	2,100.00
2980696	SaskEnergy	298.68
2980697	SaskEnergy	647.80
2980698	SaskEnergy	247.97
2980699	SaskPower	781.36
2980700	SaskPower	189.83
2980701	SaskPower	831.58
2980702	SaskPower	76.54
2980703	SaskPower	134.49
2980734	SaskEnergy	307.22
2980735	SaskPower	181.48
2980736	SaskPower	47.89
2980737	SaskPower	50.17
2980738	SaskPower	158.10
2982478	CU CREDIT Payment Processing	3,222.65
2982479	Gateway Co-op	2,958.50
2982480	SaskEnergy	85.49
2982481	SaskEnergy	573.54
2982482	SaskEnergy	246.69
2982483	SaskEnergy	78.49
2982484	SaskEnergy	52.37
2982485	SaskEnergy	119.91
2982486	SaskPower	6,062.81
2982487	SaskPower	24.71
2982488	SaskPower	619.29
2982489	SaskPower	1,305.60
2982490	SaskPower	269.51
2982491	SaskPower	324.11
2982492	SaskPower	177.28
2982493	SaskPower	52.57
2982494	SaskPower	49.71
2982495	SaskPower	82.99
2982670	S.U.M.A.	2,969.11
2982671	S.U.M.A.	3,515.03
2982672	SaskTel Mobility	58.39
2982673	Sask. Municipal Employees'	7,750.20

Initials

Initials

2982674	Receiver General for Canada	11,313.13
20	Canoe Procurement Group	26,497.07
21	Catterall & Wright	2,662.54
22	Hach Sales & Service Canada Lt	244.20
23	Jet Ice Limited	102.79
24	Kal Tire (Canora)	111.00
25	Ottenbreit Sanitation Services	31,239.30
26	Xerox Canada Ltd	461.92
2025 12-007	Baker Tilly SK LLP	5,344.65
2025 12-008	Big Hill Services Ltd.	213.85
2025 12-009	Dekra-Lite Industries Inc	681.14
2025 12-010	Dekra-Lite Industries Inc	247.10
2025 12-011	Dekra-Lite Industries Inc	136.28
2025 12-012	Renegade Plumbing and Heating	160.95
2025 12-013	Renegade Plumbing and Heating	947.31
2025 12-014	Suncrest College	1,851.79
2025 12-015	Suncrest College	271.95
2025 12-016	Trans-Care Rescue Ltd	238.14

Carried

25-301
Bobyk
Rakochoy

CORRESPONDENCE

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

- a) Tetra Tech – meeting minutes
- b) Ministry of Environment – notice of acceptance
- c) Municipal Utilities – lift station reports
- d) Crimestoppers – contribution

Carried

25-302
Wasyliw
Leslie

GENERAL REPORTS

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

- a) Statement of Financial Activities – November 2025
- b) Bank reconciliation – October 2025
- c) Bank reconciliation – November 2025

Carried

25-303
Trask
Bobyk

ADJOURNMENT

That the meeting be adjourned.

Carried

Meeting adjourned at 7:48 p.m.

Mayor

Chief Administrative Officer

Initials

Initials