

**Minutes of the Regular Meeting of the Council of the Rural Municipality of Cana No. 214**

**Held Tuesday the 8<sup>th</sup> day of December, 2020**

**In the Municipal Office at 110-5<sup>th</sup> Avenue East, Melville, Saskatchewan**

**Present:**

Reeve -	Brian Reinson
Councillor Division 1 -	Scott Edlin – Electronic Participation
Councillor Division 2 -	Nelson Yelle - Electronic Participation
Councillor Division 3 -	Tim Chaban
Councillor Division 4 -	Darcy Gembey – Electronic Participation
Councillor Division 5 -	Tim Beres – Electronic Participation
Councillor Division 6 -	VACANT
Administrator -	Kali Tourney
Assistant Administrator -	Chrissy Bodnarchuk
Patrol Operator -	Grant Shyngera – Electronic Participation
Patrol Operator -	Blair Rathgeber – Electronic Participation

Two members of the public were also in attendance electronically.

**Call to Order:**

A quorum being present, Reeve Brian Reinson called the meeting to order at 9:02 a.m.

**Meeting Through Electronic Means**

- 302/20** **Edlin:** That the Council for the R.M. of Cana No. 214 grant approval for the use of electronic means to conduct this meeting in accordance with Section 125 of *The Municipalities Act* for the purpose of mitigating the spread of COVID-19.

**Carried.**

**Minutes:**

- 303/20** **Gembey:** That the minutes of the First Meeting of Council held November 17, 2020 be approved as presented.

**Carried.**

**Financial Reports:**

- 304/20** **Chaban:** That the Statement of Financial Activities and the bank reconciliation for the month of November 2020 be accepted as presented.

**Carried.**

**Investment Options**

- 305/20** **Edlin:** That Administration be authorized to obtain rates for short-term investment options.

**Carried.**

**Transfers to Reserves**

- 306/20** **Gembey:** That the Council for the R.M. of Cana No. 214 authorize the following transfers to reserves:

310-100-100 – Future Road Construction:	\$175,000.00
310-100-200 – Capital Expenditures:	\$10,000.00

**Carried.**

**Accounts:**

- 307/20** **Beres:** That the accounts in the amount of \$246,552.46 as indicated on the list attached hereto and forming part of these minutes be approved for payment.

**Carried.**

**2020 Accounts Payable**

- 308/20** **Edlin:** That the Council for the R.M. of Cana No. 214 authorize Administration to pay 2020 accounts as received prior to the end of the year.

**Carried.**

**Correspondence:**

- 309/20** **Yelle:** That the following correspondence having been read now be filed:

- |   |                                       |
|---|---------------------------------------|
| a) Don McMorris, Minister of Government Relations | Newly & Re-elected Members of Council |
| b) APAS   | 2021 Membership Dues                  |

c) S/Sgt. Jeff Simpson

Yorkton Detachment Monthly Occurrence  
Summary**Carried.****New Business:****Municipal Revenue Sharing Grant – Declaration of Eligibility****310/20 Gembey:** That the Council for the R.M. of Cana No. 214 confirms the municipality meets the following eligibility criteria to receive the Municipal Revenue Sharing Grant:

- Submission of the 2019 Audited Financial Statement 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 (Bylaw No. 6-16);
- Adoption of an Employee Code of Conduct (Policy No. 2008-08); and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

That the Administrator be authorized to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

**Carried.****Amend 2020 Budget****311/20 Chaban:** That that Council for the R.M. of Cana No. 214 amend the 2020 Budget adopted April 14, 2020 by Resolution 73/20 to amend the clerical error on the Abatements and Adjustments and the Discount on Municipal Tax – Property as presented and attached.**Carried.****Special Tax Bylaw No. 4/2020 – Excess Revenue****312/20 Edlin:** That Public Notice be given that the R.M. of Cana No. 214 proposes for the excess revenue in the amount of \$249.60 generated from the Special Tax Bylaw No. 4/2020 to be absorbed into general revenue for 2020.**Carried.****Nuisance Order Cost Recovery – Lots 8-12, Blk 2, Plan W2614****313/20 Reinson:** That the costs incurred by the municipality to complete the work specified in the “Order to Remedy” issued to Melvin Morgotch on September 11, 2020 relative to the nuisance condition on Lots 8-12, Block 2, Plan W2614 – Otthon, specifically two hundred dollars (\$200.00), said amount remaining unpaid, be added to and thereby form part of the property taxes of the previously described property.**Carried.****Nuisance Order Cost Recovery – Lots 1-3, Blk 4, Plan W2614****314/20 Edlin:** That the costs incurred by the municipality to complete the work specified in the “Order to Remedy” issued to Romeo and Sonia Piche on September 11, 2020 relative to the nuisance condition on Lots 1-3, Block 4, Plan W2614 – Otthon, specifically ninety dollars (\$90.00), said amount remaining unpaid, be added to and thereby form part of the property taxes of the previously described property.**Carried.****Outstanding A/R Accounts – Unpaid Custom Work****315/20 Chaban:** That the Council for the R.M. of Cana No. 214 authorize Administration to add the outstanding account receivable balances after December 31, 2020 for custom work to the appropriate Property Tax Accounts for the following Accounts Receivable Accounts:

- KEL269

**Carried.****Closed Session****316/20 Gembey:** That the meeting enter into a closed session at 9:40 a.m. in accordance with Section 120(2)(a) of *The Municipalities Act* and Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss personnel.**Carried.**

In attendance: Brian Reinson, Scott Edlin, Nelson Yelle, Tim Chaban, Darcy Gembey, Tim Beres and Kali Tourney.

**Open Session****317/20 Reinson:** That the meeting reconvene into regular session at 10:08 a.m.**Carried.**

- Wages – Patrol Operators  
**318/20 Edlin:** That Patrol Operators Blair Rathgeber and Grant Shyngera receive an annual salary of \$75,000.00 per year effective January 1, 2021 to December 31, 2022.  
**Carried.**
- Wages – Maintenance/Mower Operator  
**319/20 Gembey:** That Maintenance/Mower Operator Leo Prokop’s wage be set at \$29.00 per hour effective January 1, 2021 to December 31, 2021.  
**Carried.**
- Wages - Administrator  
**320/20 Chaban:** That Administrator Kali Tourney receive an annual salary of \$67,000.00 as Administrator effective January 1, 2021 to December 31, 2021.  
**Carried.**
- Wages – Office Assistant  
**321/20 Gembey:** That Office Assistant Chrissy Bodnarchuk’s wage be set at \$29.00 per hour effective January 1, 2021 to December 31, 2021.  
**Carried.**
- Leo Prokop – Layoff Notice  
**322/20 Chaban:** That the Council for the R.M. of Cana No. 214 ratify Maintenance/Mower Operator Leo Prokop being laid off for the season effective December 14, 2020 with a tentative recall date of April 5, 2021 weather permitting.  
**Carried.**
- Development Permit Application – SW 14-23-4 W2  
**323/20 Edlin:** That the Council for the R.M. of Cana No. 214 approve the Development Permit Application dated August 26, 2020 for a residential yard site on the SW 14-23-4 W2 with the following conditions:  
- Access shall be from Township Road 232 onto the SW 14-23-4 W2;  
And further that the municipality may provide grader work as a custom work item to build an approach from the SW 14-23-4 W2 onto Township Road 232 and an internal laneway on the SW 14-23-4 W2 to the proposed yard site weather permitting.  
**Carried.**
- Lease Agreement for Equipment Storage  
**324/20 Beres:** That the Council for the R.M. of Cana No. 214 authorize Reeve Brian Reinson and Administrator Kali Tourney to sign the lease agreement with Greg Hahn to store four pieces of municipal equipment in an enclosed rental space located at Lot 4, Block E, Plan 102146262 at a rate of \$400.00 per month.  
**Carried.**
- Request for Abatement – Tax Roll Number 1507 000  
**325/20 Chaban:** That Administration be authorized to inform the assessed owner of SE 18-22-6 W2 Tax Roll Number 1507 000 that a change in the use of a building is an assessment change and as the municipality was not notified until November, 2020 of the change in use effective December 31, 2019 the Council for the R.M. of Cana No. 214 will not be permitting a property tax abatement, however, Administration has submitted the appropriate assessment changes to the Saskatchewan Assessment Management Agency (SAMA) for the 2021 Assessment Roll.  
**Carried.**
- Clearing the Path Corridor Redesignation  
**326/20 Chaban:** That Administration be authorized to file an appeal with the Rural Integrated Roads for Growth (RIRG) Committee regarding the Clearing the Path Corridor redesignation of RIRG Corridor 214-1 – E 3, 10, 15, 22-22-06 W2.  
**Carried.**
- Gravel Agreement  
**327/20 Gembey:** That Administration be authorized to draft a five-year gravel agreement at \$3.00 per yard with the landowner of the NW 17-24-7 W2 and further that the agreement be conditional of Development Permit approval from the R.M. of Stanley No. 215 for new aggregate resource development.  
**Carried.**
- Weed Inspector  
**328/20 Gembey:** That Administration be authorized to contact possible non-elected weed inspectors further to the recommendation of the Ministry of Agriculture.  
**Carried.**

Cyber Liability Insurance

**329/20 Edlin:** That the Cyber Liability Coverage quote received from SARM be tabled until additional information is obtained regarding available coverage options.

**Carried.**

Cyber Awareness Training

**330/20 Chaban:** That Administration be authorized to take Cyber Awareness training offered by SARM.

**Carried.**

Christmas Bonus

**331/20 Edlin:** That the Council for the R.M. of Cana No. 214 authorize payment of Christmas Bonuses to Grant Shyngera, Blair Rathgeber, Leo Prokop, Melvin Vindevoghel, Chrissy Bodnarchuk and Kali Tourney in the amount of \$250.00 net pay.

**Carried.**

Delegation:

11:00 a.m. – Glenn Pohl – Xpert Rail Consulting – Electronic Participation

Adjournment

**332/20 Chaban:** That this meeting adjourn (11:15 a.m.)

**Carried.**

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Reeve

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Administrator

R.M. of Cana No. 214  
List of Accounts for Approval  
as of 12/08/2020  
Batch: 2020-00084 to 2020-00090

Cheques	Date	Vendor Name	Reference	Payment Amount
4209	17-Nov-20	Melville Regional Park	2020 Donation	\$2,000.00
EFT	30-Nov-20	Chrissy Bodnarchuk	November Payroll	\$2,422.02
EFT	30-Nov-20	Kali Tournay	November Payroll	\$3,394.30
EFT	30-Nov-20	Leo Prokop	November Payroll	\$3,440.90
EFT	30-Nov-20	Blair Rathgeber	November Payroll	\$4,327.57
EFT	30-Nov-20	Grant Shyngera	November Payroll	\$4,327.57
OL	30-Nov-20	Mastercard	November Reimburse	\$687.60
OL	30-Nov-20	MEPP	November Payable	\$4,668.30
OL	30-Nov-20	Receiver General	November Payable	\$6,883.83
OL	30-Nov-20	Sask Power	November Invoice	\$835.08
OL	30-Nov-20	SaskTel	November Invoice	\$229.20
4210	30-Nov-20	RM of Grayson	Vet Board Funds	\$5,724.06
4211	30-Nov-20	RM of Stanley	Vet Board Funds	\$5,724.06
EFT	30-Nov-20	Christ the Teacher	November Collections	\$1,333.52
OL	30-Nov-20	Minister of Finance	November Collections	\$19,811.81
OL	30-Nov-20	SMHI	November Collections	\$12,610.61
OL	08-Dec-20	City Of Melville	November Water Invoice	\$130.09
OL	08-Dec-20	Pitney Bowes	Postage Meter Lease	\$332.90
4212	08-Dec-20	101193906 Saskatchewan Ltd.	Overpaid Taxes	\$30.10
4213	08-Dec-20	Canadian Tire	November Statement	\$351.93
4214	08-Dec-20	Henry Dietz	Overpaid Taxes	\$45.26
4215	08-Dec-20	Scott Edlin	Council Indemnity	\$3,240.00
4216	08-Dec-20	Grasslands News Group	Advertising	\$71.66
4219	08-Dec-20	J Schill Trucking	2020 Gravel Invoices	\$59,205.80
4220	08-Dec-20	James & Jamie McDonald	2020 Gravel Royalties	\$19,251.71
4221	08-Dec-20	Tom Stachura	2020 Gravel Royalties	\$7,200.90
EFT	08-Dec-20	Canadian National Railway	November Flasher/Gate Contract	\$622.50
EFT	08-Dec-20	Finning	November Statement	\$2,581.32
EFT	08-Dec-20	Darcy Gembey	Council Indemnity	\$2,318.30
EFT	08-Dec-20	Hillside Welding	Aluminum Well	\$359.77
EFT	08-Dec-20	Home Hardware	November Statement	\$65.47
EFT	08-Dec-20	RCAP Leasing	December Copier Lease	\$124.32
EFT	08-Dec-20	SARM	November Statement	\$537.50
EFT	08-Dec-20	T & H Trucking Ltd.	2020 Crushing	\$71,662.50
Total				\$246,552.46

Certified correct this 8th day of December, 2020

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Reeve

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Administrator