



111 Pinehouse Drive, Saskatoon &  
 Live Streaming via GoToMeeting.com  
 Monday, September 13, 2021  
 Call to Order @ 8:30 a.m.  
 Meeting Adjourned @ 9:29 a.m.  
 Meeting Time: hr 59 min.

### Administration Committee Minutes

**1. Present**

**Attending:** Chairperson Chuhaniuk, Reeve Harwood, Councillors: Germs, Haduik, Greenwood, Pruim, Froese-Kooijenga, Vaandrager and Trask.

**Regrets:**

**Staff:** Ken Kolb, Chief Administrative Officer; Craig Clements, Director of Finance; Audrey Shoard, Treasury/Corporate Records Clerk; Nicole Bowden, Administrative Assistant.

Chairperson Chuhaniuk called the meeting to order at 8:30 a.m.

**2. Agenda**

The Committee approved the Administration Committee agenda as presented.

Haduik: That the Administration Committee Agenda be approved.

**Carried Unanimously**

**3. Administration Carryforward Action List**

The Committee was presented the August 2021 Administration Carryforward Action List.

➤ **Recommendation:**

Pruim: That the Administration August 2021 Carryforward Action List be received.

**Carried Unanimously**

*Councillor Vaandrager arrived at the meeting at 8:44 a.m.*

**4. Agriculture Tax Abatement Analysis**

At the August 16, 2021 Council Meeting, Council requested Administration to bring forth information on the potential impact of abating interest and penalties for the agriculture class at the end of the 2021 fiscal year, as a measure to assist the agriculture sector with the severe drought which occurred in 2021.

<i>Interest on Municipal Tax Arrears from Agriculture Class</i>						
	2017	2018	2019	2020	5 Year Average	
\$	21,266.22	\$ 20,181.25	\$ 15,738.61	\$ 9,450.19	\$ 16,088.54	\$ 16,544.96
% Tax Increase to Cover Interest Write Off					0.14%	
<i>Interest on School Tax Arrears from Agriculture Class</i>						
	2017	2018	2019	2020	5 Year Average	
\$	8,574.51	\$ 9,894.35	\$ 10,580.42	\$ 10,142.58	\$ 9,700.69	\$ 9,778.51
<b>Total Estimated Abatement for Agriculture Class</b>					\$	26,323.47

Administration also contacted the Ministry of Agriculture and was referred to the following programs available for financial assistance:

### 2021 Canada-Saskatchewan Drought Response Initiative

Available to livestock producers. The Initiative will consist of two payments totaling up to \$200/head for cattle, with adjustments made on animal unit equivalents for other livestock. The minimum payment will be \$500 for each payment. The maximum total payments will be \$3,000,000 per operation.

#### AgriStability

Whether it is a decline in commodity prices due to market disruptions, a lack of production because of unfavourable weather, or quality losses caused by challenging harvest conditions, AgriStability can help cover those losses.

If your program year margin falls 30 per cent below your reference margin, due to any combination of production loss, adverse market conditions or increased costs, AgriStability could provide a payment.

In 2021 AgriStability interim benefit payment percentage was increased from 50 per cent to 75 per cent for Saskatchewan producers to assist in losses and cover costs due to drought conditions.

#### Saskatchewan Corp Insurance Corporation

Saskatchewan also introduced changes to the Crop Insurance Program to divert low-yielding crops to feed use. Coverage is also available for multi-peril, organic, forage, and weather based crops.

#### ➤ Recommendation:

Harwood: That Council receive the report on Agriculture Tax Abatement Analysis as information.

Recorded Vote:

For: Chair Chuhanuk, Reeve Harwood, Councillors: Haduik, Pruim, Froese-Kooijenga, Vaandrager, Trask

Opposed: Councillors: Germs, Greenwood

**Carried**

#### 5. Tax Arrears Status Report

	LIENS REGISTERED	LIENS REMAINING
2021 Liens	60	39
2020 Liens	61	8
2019 Liens	90	9
2018 Liens	41	8
2017 Liens	68	3
2015 Liens	73	1
Liens Remaining		68

#### TAX ENFORCEMENT PROCESS

New liens were registered in January against all property that was two years in arrears. The R.M. must wait six months from the date of registration before proceeding with the notice of intent.

After six months have lapsed from the date of registration of lien the notice of intent must be served by registered mail on all persons who have a registered interest in the land. This usually results in a reply from the owner or mortgage company. Having withdrawn 53 of the 2020 liens reflects the immediate attention given to the warning letter and notice of intent.

If the taxpayer does not respond and arrange for payment, the R.M. will make application to the Provincial Mediation Board for consent to make final application for title after a six month redemption period.

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The Provincial Mediation Board then attempts to contact the registered owner and the mortgage company to advise them of the municipality's intention. The mediator will attempt to arrange reasonable payments to be made by the taxpayer. If the owner or the mortgage company decline to communicate with the mediator, the Board will then grant the R. M. consent to take title.

Once consent has been granted and registered against the title the R.M. will serve all interested parties with thirty day final notice of intent to take title. If payment of arrears and costs are not made within the thirty days, the R.M. can request the registrar of land titles to issue title to the R.M.

**Note:** Further action by the R.M. can be delayed at any stage of the procedure once sufficient payment arrangements have been made with the municipal office.

➤ **Recommendation:**

Trask: That Administration is authorized to take action under *The Tax Enforcement Act* with respect to all properties that had a tax lien registered in January 2021 or prior.

**Carried Unanimously**

**6. Tax Enforcement – Lot A Block 2 Plan 61S07491**

**Background:**

In October 2018, Administration presented to Council a List of Tax Arrears. The List of Tax Arrears was approved by Council and publicly advertised on November 1, 2018 for a period of 60 days and on January 9, 2019 a Tax Lien was registered on the above property.

Six Month Notices were sent in August 2019 to the property owner and all parties with a registered interest on the title. The Six Month Notice addressed to the property owner was returned Unclaimed and was then served personally on the property owner by the Bylaw Enforcement Officer on September 15, 2019. Upon expiration of the Six Month Notice Period, application was made to the Provincial Mediation Board.

The Provincial Mediation Board attempted to contact the property owner with negative results and subsequently issued consent July 28, 2021, which was registered as a sub-interest on the title August 24, 2021.

All correspondence sent to the property owner has been returned to the Office including Assessment and Tax Notices. The property owner purchased the property in July 2017 and has made no payments since that date.

The outstanding arrears as of September 1, 2021 are \$6,610.46.

The property is 1.47 acres in size and is located within the Organized Hamlet of Neuhorst.

Attached is the following:

Location Map
Parcel Picture
Title
Assessment Information

➤ **Recommendation:**

Froese-Kooijenga: That Council authorize Administration to prepare and send the 30 Day Final Notice regarding tax enforcement of Lot A Block 2 Plan 61S07491 within the Organized Hamlet of Neuhorst.

**Carried Unanimously**

**7. Tax Enforcement – Parcel B Plan 102015324**

**Background:**

In October 2017, Administration presented to Council a List of Tax Arrears. The List of Tax Arrears was approved by Council and publicly advertised on November 2, 2017 for a period of 60 days and on January 17, 2018 a Tax Lien was registered on the above property.

Six Month Notices were sent in August 2018 to the property owner and all parties with a registered interest on the title. Upon expiration of the Six Month Notice Period, application was made to the Provincial Mediation Board in October 2019.

The Provincial Mediation Board attempted to contact the property owner with negative results and subsequently issued consent February 28, 2020, which was registered as a sub-interest on the title September 15, 2020.

The property is registered in the names of a father and daughter. Information has been received from family members that the father passed away in 2017, however no application has been made to ISC to register the property in the surviving joint tenant's name (the daughter). On speaking with the daughter she indicated that she has no intention of paying the arrears and is not interested in retaining the property.

The outstanding arrears as of September 1, 2021 are \$4,968.82.

The property is 7.63 acres in size and is located along Twp Rd 372 between Rge Rds 3070 & 3071.

Attached is the following:

Location Map
Parcel Picture
Title
Assessment Information

➤ **Recommendation:**

Trask: That Council authorize Administration to prepare and send the 30 Day Final Notice regarding tax enforcement of Lot B Plan 102015324.  
**Carried Unanimously**

**8. Sask Lotteries Grant Application – Dalmeny Senior's Association**

**Background:**

The Saskatchewan Lotteries Community Grant Program is a partnership among Sask Sport Inc, Sask Culture Inc. and the Saskatchewan Parks and Recreation Association Inc. The grant program assists in the development of sport, cultural and recreation programs by providing funds to non-profit community organizations operated by volunteers.

The goal of the program is to get people involved in sport, culture and recreation activities by enabling communities to address the needs of local residents. Expenditures must be directly related to the delivery of a sport, culture or recreation program.

The Dalmeny Senior's Association is seeking funding through the Saskatchewan Lotteries Community Grant Program to help with expenses relating to improving mental and physical health through fitness, learning and socializing. Exercise programs are held 3 times a week and led by Instructors. A Genealogy Program for the seniors will be taking place. This will allow for the seniors to research their family history. Memberships to the Dalmeny Senior's Association is available to all seniors in the Rural Municipality of Corman Park.

Attached is the Dalmeny Senior's Association's application for **\$3,000.00** in Saskatchewan Lotteries Grant funding.

**2021 Lottery Grant Funding**

Approved 2020 RM grant funds                         \$30,651.00  
Allocated grant funds to date:                         \$ 4,476.50  
Grant funding unallocated                                 \$26,174.50

➤ **Recommendation:**

Vaandrager: That Council approve the Dalimny Senior's Association's application for Sask Lotteries Grant Funding in the amount of \$3,000.00.

**Carried Unanimously**

**9. Sask. Lotteries Grant Application – Sask. Valley Riding Club**

**Background:**

The Saskatchewan Lotteries Community Grant Program is a partnership among Sask Sport Inc, Sask Culture Inc. and the Saskatchewan Parks and Recreation Association Inc. The grant program assists in the development of sport, cultural and recreation programs by providing funds to non-profit community organizations operated by volunteers.

The goal of the program is to get people involved in sport, culture and recreation activities by enabling communities to address the needs of local residents. Expenditures must be directly related to the delivery of a sport, culture or recreation program. In this case the proposed expenditures meet all program requirements.

The Sask Valley Riding Club is seeking funding through the Saskatchewan Lotteries Community Grant Program to help with expenses relating to horsemanship clinics and events at various venues within the RM of Corman Park. These clinics will allow for individuals to advance and improve their horse skills and horsemanship. These activities are open to all members regardless of level of ability or their age. The grant money will be used to cover a large portion of the clinic costs and allow the members to attend at a reduced rate.

Attached is the Sask Valley Riding Club's 2021 application for **\$1,950.00** in Saskatchewan Lotteries Grant funding. This application would be eligible for funding from the R.M. of Corman Park 2021 Saskatchewan Lotteries Community Grant.

**2021 Lottery Grant Funding**

Approved 2021 RM grant funds                         \$30,651.00  
Allocated grant funds to date:                         \$4,476.50  
-Country Kids Cooperative Preschool                         \$26,174.50  
Grant funding unallocated

➤ **Recommendation:**

Pruim: That Council approve the Sask Valley Riding Club's application for Sask Lotteries Grant Funding in the amount of \$1,950.00.

Recorded Vote:

For: Chair Chuhanuk, Councillors: Germs, Haduik, Greenwood, Pruim, Froese-Kooijenga, Vaandrager, Trask  
Opposed: Reeve Harwood

**Carried**

**10. Sask. Lotteries Grant Application – Twin Rivers Music Festival**

The Saskatchewan Lotteries Community Grant Program is a partnership among Sask Sport Inc, Sask Culture Inc. and the Saskatchewan Parks and Recreation Association Inc. The grant program assists in the development of sport, cultural and recreation programs by providing funds to non-profit community organizations operated by volunteers. The goal of the program is to get people involved in sport, culture and recreation activities by enabling

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communities to address the needs of local residents. Expenditures must be directly related to the delivery of a sport, culture or recreation program.

Council is presented with an application from the organizers of the Twin Rivers Music Festival seeking **\$1,000.00** of grant funding through the Sask. Lotteries Community Grant Program to help with expenses. The music festival will be held in Dalmeny from March 17 to 27, 2022 and is open to public entries, with some restrictions. The festival budget included with the application, indicates a total required revenue of \$13,970.00. Of this amount, \$6,600.00 is raised from registration fees, and \$7,370.00 is raised from donations and fundraising activities.

Saskatchewan Lotteries advises that eligible expenses include the equipment/facility rental of \$1,450.00, instructor fees of \$4,560.00, program supplies and advertising of \$1,945.00 for a total eligible amount of \$7,955.00. Insurance, Provincial Affiliation Fees, Scholarships and Awards and Admin Costs are ineligible expenses. A copy of the Provincial Syllabus and Regulations is available if Council would like to see the structure of the festival and the classes that are available.

**2021 Lottery Grant Funding**

Approved 2020 RM grant funds	\$30,651.00
Allocated grant funds to date:	\$ 4,476.50
Grant funding unallocated	<u>\$26,174.50</u>

➤ **Recommendation:**

Vaandrager: That Council approve the Twin Rivers Music Festival application for Sask Lotteries Grant Funding in the amount of \$3,000.00. **Carried Unanimously**

**11. Correspondence – Action Items**

The deadline for submitting resolutions for the upcoming SARM Midterm Convention is Sunday, September 25, 2021. The SARM Midterm Convention will be held in Regina November 9 & 10, 2021. Resolutions must be received in the SARM office by this date in order to be addressed at the convention and included in the resolution booklet.

➤ **Recommendation:**

Pruim: That Council receives the correspondence regarding the resolution deadline for the SARM Midterm Convention as information and that Administration prepare a resolution regarding R.M. support and encouragement for the Provincial Government lobbying for agricultural producers assistance. **Carried Unanimously**

**12. Correspondence – Information Items**

➤ **Recommendation:**

Greenwood: That the following items of correspondence be received as information:

- a) SARM – Federal Election Priorities
- b) Municipalities Today
- c) SMHI Scholarship Recipients
- d) Ranch Ehrlo Society Newsletter

**Carried Unanimously**



**13. Meeting Suspended**

Haduik: That the Administration Committee Meeting be suspended at 9:29 a.m.

**Carried Unanimously**

*The Administration Committee Meeting resumed following the Public Works Meeting.*

**14. In-Camera**

*In-Camera at 12:44 p.m.*

Chuhaniuk: That the meeting proceed in-camera as per Section 16(1) of the Local Authority Freedom of Information and Protection of Privacy Act to discuss various items.

**Carried Unanimously**

*Out of Camera at 1:20 p.m.*

Pruim: That Council comes out of camera.

**Carried Unanimously**

**15. Lot 57 Grasswood Estates R.M. Property Sale**

➤ **Recommendation:**

Trask: That Council accept the Offer to Purchase received for the sale of Lot 57, Grasswood Estates.

Recorded Vote:

For: Reeve Harwood, Councillors: Germs, Greenwood, Pruim, Froese-Kooijenga, Vaandrager, Trask  
Opposed: Chair Chuhaniuk

**Carried**

**16. Adjourn**

Germs: That the Administration Committee Meeting be adjourned at 1:22 p.m.  
**Carried Unanimously**



Chief Administrative Officer