

**Town of Shaunavon**  
**Meeting Minutes**  
**Council Meeting May 18, 2021 - 07:30 PM**

**Town of Shaunavon Courtroom**  
**401 Third Street West - Shaunavon, SK**

Attendance: Mayor Kyle Bennett; Councillors: Mike Greenlay, Nolan Klassen, Riley Kornfeld, Shawn Lingenfelter, Brent Michelson and Travis Nelson; CAO Tara Fritz and Finance Clerk Trudy Enns

**1 Calling the Meeting to Order**

Mayor Bennett called the meeting to order at 7:25 PM.

**2 New Business**

**3 Approve Minutes**

2021-230

Councillor Michelson  
Councillor Greenlay

That Council approves the minutes of the May 4, 2021 regular council meeting, as presented.

**CARRIED**

**4 Financial Reports**

**4.1 Town of Shaunavon Cheque Register**

Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to the Town of Shaunavon voucher #17109, for the amount of \$1,873.68, payable to Leaf and Powder Enterprises Inc and left the council chambers at 7:29 PM.

**4.1.1 Leaf and Powder**

2021-231

Councillor Kornfeld  
Councillor Michelson

That Council approves the payment of voucher #17109 in the amount of \$1,873.68 payable to Leaf and Powder Enterprises Inc.

**CARRIED**

Councillor Greenlay returned to the council chambers at 7:31 PM.

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to voucher #17108, for the amount of \$1,509.34, payable to Kornfeld Electric and left the council chambers at 7:32 PM.

**4.1.2 Kornfeld Electric Voucher**

2021-232

Councillor Nelson  
Councillor Klassen

That Council approves the payment of voucher #17108 in the amount of \$1,509.34 payable to Kornfeld Electric.

**CARRIED**

Councillor Kornfeld returned to the council chambers at 7:33 PM.

**4.2 Approval of Town of Shaunavon Cheque Register**

2021-233

Councillor Lingenfelter  
Councillor Greenlay

That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$371,021.47, and forms part of these minutes.

**CARRIED**

**4.3 Shaunavon and District Fire and Rescue Cheque Register**

2021-234 **4.3.1 Approval of Shaunavon and District Fire and Rescue Cheque Register**  
Councillor Greenlay  
Councillor Nelson

That Council approves the payment of the Shaunavon and District Fire and Rescue committee's accounts on the attached Schedule "B" in the amount of \$1,784.69 and forms part of these minutes.

**CARRIED**

2021-235 **4.4 Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**  
Councillor Nelson  
Councillor Klassen

That Council accepts the April 2021 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the April 2021, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.

**CARRIED**

2021-236 **4.5 Town of Shaunavon and SDFR Statement of Financial Activities**  
Councillor Lingenfelter  
Councillor Nelson

That Council accepts the Town of Shaunavon's April 2021 Statement of Financial Activities and the Shaunavon and District Fire and Rescue Committee's April 2021 Statement of Financial Activities reports as presented.

**CARRIED**

**5 Management Reports**

2021-237 **5.1 Acceptance of Management Reports**  
Councillor Greenlay  
Councillor Nelson

That Council accepts the Chief Administrative Officer report, as presented.

**CARRIED**

**6 New Business Continued**

2021-238 **6.1 Lots 1-10, Block 3, Plan B3185 - Notice to Vacate**  
Councillor Michelson  
Councillor Lingenfelter

Pursuant to the *Tax Enforcement Act* and the provisions of the *Residential Tenancies Act*, the Town of Shaunavon, as the registered owner of Lots 1-10, Block 3, Plan B3185, known as the Historic Shaunavon Hotel, shall grant the tenants request to provide for an additional 30 days for the tenancy in the residential suite occupied by the tenant within the Historic Shaunavon Hotel. Therefore, the tenant's tenancy is terminated on June 27, 2021.

**CARRIED**

2021-239 **6.2 Southwest Waste Management Loan Guarantee**  
Councillor Kornfeld  
Councillor Michelson

That Council directs CAO Fritz to establish a bylaw to guarantee a loan for the total amount of \$1,055,000 for a controlled corporation for the Town of Shaunavon - Southwest Waste Management Inc., for the expansion of a new landfill cell. The Town of Shaunavon shall be responsible to guarantee \$473,493.75 of the total loan.

**CARRIED**



- 2021-240      **6.3 Imperial Oil - Access Consent**  
 Councillor Greenlay  
 Councillor Kornfeld
- That Council authorizes Imperial Oil to drill monitoring test wells at the proposed locations, as presented.
- CARRIED**
- 2021-241      **6.4 Municipalities of Saskatchewan (SUMA) Voting Rights**  
 Councillor Kornfeld  
 Councillor Lingenfelter
- That Council shall authorize that Mayor Bennett and Councillor Greenlay be designated the voting delegates for the Town of Shaunavon at the upcoming Municipalities of Saskatchewan (SUMA) vote respecting the name change.
- CARRIED**
- Councillor Klassen left the regular meeting at 7:55 PM and returned at 7:56 PM.
- 7 Committee Reports**
- 7.1 Mayors Report**
- 2021-242      **7.1.1 2021 Graduation Ceremonies**  
 Councillor Lingenfelter  
 Councillor Kornfeld
- That Council directs CAO Fritz to write a letter to the Shaunavon High School Grad Committee, carbon copying the Chinook School Division, offering the Town of Shaunavon facilities to use for their 2021 graduation ceremonies at a silver collection rate versus the regular rental rate.
- CARRIED**
- 2021-243      **7.1.2 Bill C-10**  
 Councillor Nelson  
 Councillor Lingenfelter
- That Council directs CAO Fritz to write a letter the Honourable Steven Guilbeault, the Minister of Canadian Heritage, to urge him to stop Bill C-10 from proceedings or at the very least make amendments to stipulate that all creative internet content generated by Canadians will be exempt from any regulatory supervision by federal government agencies.
- CARRIED UNANIMOUSLY**
- 7.2 Public Works Committee - Councillor Kornfeld**
- 2021-244      **7.2.1 Purchasing Policy**  
 Councillor Kornfeld  
 Councillor Klassen
- That Council accepts the recommendation from the Public Works committee to adopt the purchasing policy, as amended.
- CARRIED**
- 2021-245      **7.2.2 Water Quality Report**  
 Councillor Greenlay  
 Councillor Lingenfelter
- That Council shall file the Monthly Water Quality report for the month of April 2021, as presented.
- CARRIED**

2021-246 **7.6.1 2020 Sask Lottery Grant Allocations**  
 Councillor Kornfeld  
 Councillor Lingenfelter

That Council accepts the recommendation from the Wellness and Leisure Committee to pay the following 2020 grant allocations:

Organization	Amount
Rock Creek Golf and Country Club	1,646.51
Shaunavon Minor Hockey	1,865.23
Shaunavon High NASP	1,615.05
Chandra Anderson (Aquabelles)	1,000.00
Shaunavon Arts Council	1,397.79
Grand Coteau Heritage and Cultural Centre	2,001.69
Cypress Hills Ability Centre	750.00
Shaunavon Silver Blades	2,054.98
Shaunavon Public Library	1,400.00
Shaunavon and District Music Festival	877.81
Shaunavon Chamber of Commerce (Boomtown Days)	1,300.00
Town of Shaunavon (Shaunavon Swimming Pool)	1,954.97
Stayin' Alive (not expired) Choir	1,954.97
Red Coat Multiple 4-H Club	1,000.00

**CARRIED**

2021-247 **7.13 Swift Current Creek Watershed Stewards - Councillor Michelson**  
 Councillor Kornfeld  
 Councillor Lingenfelter

That Council directs CAO Fritz to write a letter to the Swift Current Creek Watershed Stewards to advise them that the Town of Shaunavon will be an inactive member moving forward.

**CARRIED**

2021-248 **7.16 Acceptance of Committee Reports**  
 Councillor Kornfeld  
 Councillor Nelson

That Council accepts all committee reports as presented:

1. Mayor Bennett presented a verbal Mayors report.
2. Councillor Kornfeld presented a verbal Public Works committee report along with the May 18, 2021 Public Works Committee meeting minutes - DRAFT and the May 14, 2021 Director of Operations report, and the water quality report for April 2021.
3. Councillor Greenlay presented a verbal Economic Development Committee report.
4. Councillor Lingenfelter presented a verbal Wellness and Leisure report along with the May 10, 2021 Wellness and Leisure Committee meeting minutes - DRAFT.
5. Councillor Lingenfelter presented a verbal report along with the May 13, 2021 Pine Cree Regional Park meeting information.
6. Councillor Michelson presented a verbal Swift Current Watershed Stewards report.
7. Mayor Bennett presented a verbal Splash Park report.

**CARRIED**

**8 Bylaws**

2021-249 **8.1 Bylaw No. 2021-04 - Environmental Levy and Levy in Lieu of Services (first reading)**  
Councillor Kornfeld  
Councillor Greenlay

That Council authorizes that Bylaw 2021-04 - A Bylaw to Fix the Rates to be Charged as an Environmental Levy, and Levy in Lieu of Services for Tax Exempt Properties, be introduced and read the first time.

**CARRIED**

2021-250 **8.2 Bylaw 2021-04 - Environmental Levy and Levy in Lieu of Services (second reading)**  
Councillor Greenlay  
Councillor Lingenfelter

That Council authorizes that Bylaw 2021-04 - A Bylaw to Fix the Rates to be Charged as an Environmental Levy, and Levy in Lieu of Services for Tax Exempt Properties, be read a second time.

**CARRIED**

2021-251 **8.3 Bylaw 2021-07 - A Bylaw to Repeal Certain Bylaws (first reading)**  
Councillor Greenlay  
Councillor Klassen

That Council authorizes that Bylaw 2021-07– A Bylaw to Repeal Certain Bylaws, be introduced and read the first time.

**CARRIED**

2021-252 **8.4 Bylaw 2021-07 - A Bylaw to Repeal Certain Bylaws (second reading)**  
Councillor Greenlay  
Councillor Kornfeld

That Council authorizes that Bylaw 2021– A Bylaw to Repeal Certain Bylaws, be read a second time.

**CARRIED**

**9 Correspondence**

2021-253 **9.2 Cathy Smith - Shaunavon Housing Authority**  
Councillor Nelson  
Councillor Klassen

That Council directs CAO Fritz to send a letter to the Living Skies Housing Authority supporting the Shaunavon Housing Authorities Board of Directors request for the acquisition of a new laptop, being that they do not get paid a home office allowance of \$2,400 per annum as they have an office at the location.

**CARRIED**

2021-254 **9.3 File Correspondence**  
Councillor Kornfeld  
Councillor Nelson

That Council approves that the following correspondence having been read, now be filed:

1. Ray Orb - SARM
2. Cathy Smith - Shaunavon Housing Authority

**CARRIED**



2021-255 **10 Strategic Planning In-Camera**  
Councillor Nelson  
Councillor Lingenfelter

That Council meets in a Strategic Planning In-Camera session at 8:43 PM.

**CARRIED**

CAO Fritz and Finance Clerk Trudy Enns left the regular meeting at 8:43 PM. Present: Mayor Bennett; Councillors Greenlay, Klassen, Kornfeld, Lingenfelter, Michelson and Nelson. CAO Fritz and Finance Clerk Trudy Enns returned to the regular meeting at 8:56 PM.

2021-256 **10.1 Strategic Planning In-Camera Session Concluded**  
Councillor Kornfeld  
Councillor Nelson

That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 8:56 PM.

**CARRIED**

2021-257 **11 Adjournment**  
Councillor Lingenfelter  
Councillor Kornfeld

That Council now adjourns the meeting at 8:57 PM.

**CARRIED**

Date approved:

*June 1, 2021*

\_\_\_\_\_  
Kyle Bennett, Mayor

\_\_\_\_\_  
Tara Fritz, CAO

*KB*



**TOWN OF SHAUNAVON  
MAY 18, 2021  
CHEQUE REGISTER**

<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
210054	Tara Fritz	2021-03-04	2,143.64
210055	Stewart, Sherrilyn	2021-03-04	1,164.04
210056	Potter, Grace	2021-03-04	1,879.01
210057	Johnson, Lauren	2021-03-04	1,159.48
210058	Enns, Trudy	2021-03-04	535.97
210059	Gregoire, Joanne	2021-03-04	1,596.85
210060	Attrell, Kelly	2021-03-04	830.08
210061	Dale, Dana	2021-03-04	1,436.21
210062	Doiron, Mark	2021-03-04	1,216.12
210063	Johnson, Brian	2021-03-04	1,012.82
210064	Lingenfelter, Tim	2021-03-04	1,350.94
210065	Moffatt, Corine	2021-03-04	991.28
210066	Pommier, Michael	2021-03-04	991.08
210067	Reid, Gerald	2021-03-04	1,090.24
210068	Phillips, Ron	2021-03-04	2,065.93
210069	Schulze, Fred	2021-03-04	2,153.32
210070	Municipal Employees'	2021-03-04	5,164.48
210071	Canada Revenue Agency -Payroll	2021-03-04	8,925.19
210072	Minister of Finance (school)	2021-03-04	77,657.48
210073	Fritz, Tara	2021-03-19	2,143.64
210074	Stewart, Sherrilyn	2021-03-19	1,211.51
210075	Potter, Grace	2021-03-19	1,757.03
210076	Johnson, Lauren	2021-03-19	1,159.48
210077	Enns, Trudy	2021-03-19	1,116.89
210078	Gregoire, Joanne	2021-03-19	1,596.85
210079	Attrell, Kelly	2021-03-19	830.08
210080	Dale, Dana	2021-03-19	1,436.21
210081	Doiron, Mark	2021-03-19	1,107.34
210082	Johnson, Brian	2021-03-19	1,352.68
210083	Lingenfelter, Tim	2021-03-19	1,232.47
210084	Moffat, Corine	2021-03-19	1,092.23
210085	Pommier, Michael	2021-03-19	1,092.04
210086	Reid, Gerald	2021-03-19	1,597.95
210087	Phillips, Ron	2021-03-19	2,065.93
210088	Schulze, Fred	2021-03-19	2,033.32
210089	Municipal Employees'	2021-03-19	5,609.56
210090	Canada Revenue Agency -Payroll	2021-03-19	9,616.74
210091	Fritz, Tara	2021-04-05	2,143.67
210092	Stewart, Sherrilyn	2021-04-05	1,307.21
210093	Potter, Grace	2021-04-05	1,757.03
210094	Johnson, Lauren	2021-04-05	1,159.51
210095	Enns, Trudy	2021-04-05	1,203.05
210096	Gregoire, Joanne	2021-04-05	1,416.32
210097	Attrell, Kelly	2021-04-05	830.08
210098	Dale, Dana	2021-04-05	1,436.21
210099	Doiron, Mark	2021-04-05	1,571.26
210100	Johnson, Brian	2021-04-05	1,307.53
210101	Lingenfelter, Tim	2021-04-05	1,614.83
210102	Moffat, Corine	2021-04-05	1,272.61
210103	Pommier, Michael	2021-04-05	1,092.07
210104	Reid, Gerald	2021-04-05	1,413.10
210105	Phillips, Ron	2021-04-05	2,065.93
210106	Schulze, Fred	2021-04-05	2,035.18
210107	Municipal Employees`	2021-04-05	5,860.42
210108	Canada Revenue Agency -Payroll	2021-04-05	10,055.04
210109	Minister of Finance (school)	2021-04-05	18,035.32
210110	Fritz, Tara	2021-04-20	2,425.26
210111	Stewart, Sherrilyn	2021-04-20	1,211.55
210112	Potter, Grace	2021-04-20	1,859.99
210113	Johnson, Lauren	2021-04-20	2,312.66



Payment #	Vendor	Date	Amount
210114	Enns, Trudy	2021-04-20	1,139.85
210115	Gregoire, Joanne	2021-04-20	1,434.65
210116	Attrell, Kelly	2021-04-20	880.24
210117	Dale, Dana	2021-04-20	2,078.51
210118	Doiron, Mark	2021-04-20	1,222.86
210119	Johnson, Brian	2021-04-20	1,429.51
210120	Lingenfelter, Tim	2021-04-20	1,211.96
210121	Moffatt, Corine	2021-04-20	1,196.09
210122	Pommier, Michael	2021-04-20	1,194.90
210123	Reid, Gerald	2021-04-20	1,706.22
210124	Phillips, Ron	2021-04-20	2,187.86
210125	Schulze, Fred	2021-04-20	2,034.25
210126	Municipal Employees`	2021-04-20	6,428.14
210127	Canada Revenue Agency -Payroll	2021-04-20	11,628.14
210128	Fritz, Tara	2021-05-06	2,183.88
210129	Stewart, Sherrilyn	2021-05-06	1,211.54
210130	Potter, Grace	2021-05-06	1,771.54
210131	Johnson, Lauren	2021-05-06	1,341.95
210132	Enns, Trudy	2021-05-06	1,109.68
210133	Gregoire, Joanne	2021-05-06	1,434.65
210134	Attrell, Kelly	2021-05-06	837.30
210135	Dale, Dana	2021-05-06	1,535.07
210136	Doiron, Mark	2021-05-06	1,512.79
210137	Johnson, Brian	2021-05-06	1,139.89
210138	Lingenfelter, Brian	2021-05-06	1,519.07
210139	Moffatt, Corine	2021-05-06	1,195.13
210140	Pommier, Michael	2021-05-06	1,198.12
210141	Reid, Gerald	2021-05-06	1,317.36
210142	Phillips, Ron	2021-05-06	2,083.34
210143	Schulze, Fred	2021-05-06	2,034.25
210144	Municipal Employees`	2021-05-06	5,812.56
210145	Canada Revenue Agency -Payroll	2021-05-06	9,944.80
210146	Minister of Finance (school)	2021-05-06	28,448.65
17094	Airmaster Sales Ltd.	2021-05-12	533.89
17095	Apex Distribution Inc.	2021-05-12	19.87
17096	B & A Petroleum Ltd.	2021-05-12	3,016.18
17097	BELL	2021-05-12	108.06
17098	Brownlee LLP	2021-05-12	6,062.18
17099	Canada Life Assurance Co.	2021-05-12	96.10
17100	Cooper Plumbing & Heating Ltd.	2021-05-12	2,403.15
17101	Country Club Dist. 2008 Ltd.	2021-05-12	34.00
17102	Dale, Dana	2021-05-12	70.00
17103	Fer-Marc Equipment	2021-05-12	83.29
17104	Fritz, Tara	2021-05-12	70.00
17105	GoldenIS Wireless Inc	2021-05-12	2,329.95
17106	Johnson, Lauren	2021-05-12	70.00
17107	Johnson, Mario	2021-05-12	129.38
17108	Kornfeld Electric	2021-05-12	1,509.34
17109	Leaf & Powder Enterprises Inc.	2021-05-12	1,873.68
17110	Melhoff Electric (77) Ltd.	2021-05-12	1,560.50
17111	Saskatchewan Health Authority	2021-05-12	340.75
17112	MLT Aikins	2021-05-12	1,218.55
17113	Phillips, Ron	2021-05-12	70.00
17114	Pine Cree Regional Park	2021-05-12	5,142.00
17115	Pioneer Co-op	2021-05-12	929.88
17116	Void - was paid by credit card	2021-05-12	0.00
17117	Purolator Courier Ltd.	2021-05-12	377.04
17118	R.V. Auto Parts	2021-05-12	59.33
17119	Receiver General For Canada	2021-05-12	42.65
17120	Red Iron Outfitters	2021-05-12	55.50
17121	SaskPower	2021-05-12	14,064.56
17122	SaskTel CMR	2021-05-12	1,187.41
17123	Schulze, Fred	2021-05-12	70.00





<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
17124	Shaunavon & District Fire	2021-05-12	80.00
17125	SEIU-West	2021-05-12	529.71
17126	Shaunavon Animal Clinic	2021-05-12	127.65
17127	Shaunavon Florist & Garden Cen	2021-05-12	729.61
17128	Shaunavon RX Drug Mart	2021-05-12	89.70
17129	Shaunavon Standard	2021-05-12	543.38
17130	Southwest Waste Management	2021-05-12	3,138.00
17131	Staples Business Advantage	2021-05-12	50.97
17132	Supreme Office Products	2021-05-12	197.79
17133	Technical Safety Auth. of Sask	2021-05-12	325.00
17134	Triways Disposal Services	2021-05-12	3,767.64
17135	UMAAS	2021-05-12	178.50
17136	Wolseley Canada	2021-05-12	579.26
17137	Xerox Canada Ltd.	2021-05-12	333.35
		<b>Total:</b>	<b><u>374,404.49</u></b>



**Shaunavon & District Fire and Rescue**  
**MAY 18, 2021**  
**CHEQUE REGISTER**

<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
500	B & A Petroleum Ltd	2021-05-18	243.13
501	Pioneer Co-op	2021-05-18	21.32
502	Quality Windows	2021-05-18	1,032.30
503	SaskPower	2021-05-18	363.38
504	Sasktel CMR	2021-05-18	124.56
		Total:	<u>1,784.69</u>

