

**Town of Shaunavon**  
**Meeting Minutes**  
**Council Meeting December 20, 2022 - 07:30 PM**

**Town of Shaunavon Council Chambers**  
**401 Third Street West - Shaunavon, SK**

Attendance: Mayor Kyle Bennett; Councillors: Nolan Klassen, Riley Kornfeld (7:45 PM), Mike Greenlay, Shawn Lingenfelter (7:44 PM), Brent Michelson and Travis Nelson (7:53 PM); and CAO Tara Fritz

- 1            Calling the Meeting to Order**

Mayor Bennett called the meeting to order at 7:43 PM.
  
- 2022-539            **2            Approve Minutes**  
                         Councillor Greenlay  
                         Councillor Klassen

That Council approves the minutes of the December 6, 2022 regular council meeting, as presented.

**CARRIED**
  
- 3            Financial Reports**

  - 2022-540            **3.1        Town of Shaunavon Cheque Register**

Councillor Lingenfelter declared a personal conflict, as Ryden Lingenfelter is the recipient of Town of Shaunavon voucher #220561, for the amount of \$257.55, and of Town of Shaunavon voucher #220584, for the amount of \$209.26, and left the council chambers at 7:44 PM.
  
  - 3.2        Lingenfelter Voucher**  
                         Councillor Greenlay  
                         Councillor Klassen

That Council approves the payment of voucher #220561, for the amount of \$257.55, and voucher #220584, for the amount of \$209.26, payable to Ryden Lingenfelter.

**CARRIED**

Councillor Lingenfelter returned to the regular meeting at 7:44 PM.

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regard to Town of Shaunavon voucher #18809, for the amount of \$353.18, payable to Kornfeld Electric and left the council chambers at 7:45 PM.
  
  - 2022-541            **3.3        Kornfeld Electric Voucher**  
                         Councillor Klassen  
                         Councillor Greenlay

That Council approves the payment of voucher #18809 in the amount of \$353.18 payable to Kornfeld Electric.

**CARRIED**

Councillor Kornfeld returned to the regular meeting at 7:46 PM.
  
  - 2022-542            **3.4        Approval of Town of Shaunavon Cheque Register**  
                         Councillor Michelson  
                         Councillor Kornfeld

That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$338,777.34, and forms part of these minutes.

**CARRIED**

- 2022-543      **3.5      Shaunavon and District Fire and Rescue Cheque Register**
- 3.5.1      Approval of Shaunavon and District Fire and Rescue Cheque Register**  
                         Councillor Michelson  
                         Councillor Lingenfelter
- 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 \$3,782.40 and forms part of these minutes.
- CARRIED**
- 2022-544      **3.6      Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**  
                         Councillor Greenlay  
                         Councillor Lingenfelter
- That Council accepts the November, 2022 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the November, 2022, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.
- CARRIED**
- 2022-545      **3.7      Town of Shaunavon and SDFR Statement of Financial Activities**  
                         Councillor Klassen  
                         Councillor Michelson
- That Council shall receive and file the Town of Shaunavon's November, 2022 Statement of Financial Activities and the Shaunavon and District Fire and Rescue Committee's November, 2022 Statement of Financial Activities reports as presented.
- CARRIED**
- 4      Management Reports**
- 2022-546      **4.1      Acceptance of Management Reports**  
                         Councillor Lingenfelter  
                         Councillor Michelson
- That Council shall accept the following management reports as presented:
1. Chief Administrative Officer
  2. Director of Public Works
- CARRIED**
- 5      New Business**
- 5.1      Tax Enforcement Property Tenders**
- It shall be recorded that the auditor received no tenders for the Town of Shaunavon for the following locations: Lot 20, Block 37, Plan B3185; Lots 20-21, Block 7, Plan B3185 and Lots 36 and 50, Block 7, Plan B3185.
- 2022-547      **5.2      Well Sheds for Ball Diamonds Request**  
                         Councillor Kornfeld  
                         Councillor Lingenfelter
- That Council shall donate the used well sheds from Wells 6 and 7, after the 2023 water project, to Shaunavon Youth Ball to house the liming machine, bases, rakes, etc., on the conditions that Shaunavon Youth Ball color matches the exterior of the buildings to the existing recreation facilities in the area and that Shaunavon Youth Ball shall be fully responsible for the maintenance of the two facilities moving forward. Further, the placement of the two facilities within the ball diamond area shall be at the discretion of the Director of Parks, Recreation and Facilities or the Director of Public Works.
- CARRIED**

- 2022-543      **3.5      Shaunavon and District Fire and Rescue Cheque Register**
- 3.5.1      Approval of Shaunavon and District Fire and Rescue Cheque Register**  
                 Councillor Michelson  
                 Councillor Lingenfelter
- 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 \$3,782.40 and forms part of these minutes.
- CARRIED**
- 2022-544      **3.6      Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**  
                 Councillor Greenlay  
                 Councillor Lingenfelter
- That Council accepts the November, 2022 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the November, 2022, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.
- CARRIED**
- 2022-545      **3.7      Town of Shaunavon and SDFR Statement of Financial Activities**  
                 Councillor Klassen  
                 Councillor Michelson
- That Council shall receive and file the Town of Shaunavon's November, 2022 Statement of Financial Activities and the Shaunavon and District Fire and Rescue Committee's November, 2022 Statement of Financial Activities reports as presented.
- CARRIED**
- 4      Management Reports**
- 2022-546      **4.1      Acceptance of Management Reports**  
                 Councillor Lingenfelter  
                 Councillor Michelson
- That Council shall accept the following management reports as presented:
1. Chief Administrative Officer  
                 2. Director of Public Works
- CARRIED**
- 5      New Business**
- 5.1      Tax Enforcement Property Tenders**
- It shall be recorded that the auditor received no tenders for the Town of Shaunavon for the following locations: Lot 20, Block 37, Plan B3185; Lots 20-21, Block 7, Plan B3185 and Lots 36 and 50, Block 7, Plan B3185.
- 2022-547      **5.2      Well Sheds for Ball Diamonds Request**
- That Council shall donate the used well sheds from Wells 6 and 7, after the 2023 water project, to Shaunavon Youth Ball to house the liming machine, bases, rakes, etc., on the conditions that Shaunavon Youth Ball color matches the exterior of the buildings to the existing recreation facilities in the area and that Shaunavon Youth Ball shall be fully responsible for the maintenance of the two facilities moving forward. Further, the placement of the two facilities within the ball diamond area shall be at the discretion of the Director of Parks, Recreation and Facilities or the Director of Public Works.
- CARRIED**

- 2022-548      **5.3      2022 Waterworks and Waste Water Maintenance Records**  
Councillor Kornfeld  
Councillor Greenlay
- That Council acknowledges that the 2022 Waterworks and Waste Water maintenance records were made available for Council to review at this meeting.
- CARRIED**
- 6      Committee Reports**
- 6.1      Public Works Committee - Councillor Kornfeld**
- 2022-549      **6.1.1      Water Quality Report**  
Councillor Nelson  
Councillor Michelson
- That Council shall receive and file the monthly water quality report for the month of November 2022, as presented.
- CARRIED**
- 2022-550      **6.2      Acceptance of Committee Reports**  
Councillor Michelson  
Councillor Nelson
- That Council accepts all reports as presented:
1. Mayor Bennett presented a verbal Mayor's report.
  2. Councillor Kornfeld presented the draft December 19, 2022 Public Works Committee meeting minutes.
  3. Councillor Lingenfelter presented the draft December 12, 2022 Wellness and Leisure meeting minutes and a verbal report on behalf of the Pine Cree Regional Park Board.
  4. Councillor Nelson presented the draft December 6, 2022 Administration Committee meeting minutes.
- CARRIED**
- 7      Bylaws**
- 2022-551      **7.1      2022-12 - Building Bylaw and Forms (3rd reading)**  
Councillor Greenlay  
Councillor Klassen
- That Bylaw 2022-12– The Building Bylaw and related forms be read the third and final time and be adopted and submitted for formal review and approval by the Minister of Government Relations.
- CARRIED**
- 8      Correspondence**
- 2022-552      **8.1      File Correspondence**  
Councillor Kornfeld  
Councillor Klassen
- That Council approves that the following correspondence having been read, now be filed:
1. Minister Hindley - Minister of Rural and Remote Health
- CARRIED**

2022-553                    **9**                    **Strategic Planning In-Camera**  
That Council meets in a Strategic Planning In-Camera session at 8:36 PM.  
**CARRIED**  
CAO Fritz left the regular meeting at 8:36 PM. Present: Mayor Bennett;  
Councillors Mike Greenlay, Nolan Klassen, Riley Kornfeld, Shawn  
Lingenfelter, Brent Michelson, and Travis Nelson.  
  
CAO Fritz returned to the regular meeting at 8:40 PM.

2022-554                    **9.1**                    **Strategic Planning In-Camera Session Concluded**  
Councillor Greenlay  
Councillor Lingenfelter  
  
That Council approves that the Strategic Planning In-Camera session is  
concluded and the regular order of business be resumed at 8:40 PM.  
**CARRIED**

2022-555                    **10**                    **Adjournment**  
Councillor Kornfeld  
Councillor Greenlay  
  
That Council now adjourns the meeting at 8:40 PM.  
**CARRIED**

Date approved: January 3, 2023

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

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

**TOWN OF SHAUNAVON**  
**December 20, 2022**  
**CHEQUE REGISTER**

Payment #	Vendor	Date	Amount
220545	Fritz, Tara	2022-11-30	2,561.45
220546	Potter, Grace	2022-11-30	1,668.47
220547	Enns, Trudy	2022-11-30	1,241.06
220548	Holmberg, Jennifer	2022-11-30	826.65
220549	Lingenfelter, Bonnie	2022-11-30	1,447.24
220550	Johnson, Lauren	2022-11-30	1,419.08
220551	Gregoire Joanne	2022-11-30	1,550.74
220552	Attrell, Kelly	2022-11-30	886.69
220553	Dale, Dana	2022-11-30	1,693.04
220554	Doiron, Mark	2022-11-30	1,461.78
220555	Lingenfelter, Tim	2022-11-30	1,730.83
220556	Moffatt, Corine	2022-11-30	1,448.23
220557	Reid, Gerald	2022-11-30	1,704.35
220558	Shea-White, Austin	2022-11-30	950.92
220559	Schulze, Fred	2022-11-30	2,713.98
220560	Gulka, Emma	2022-11-30	655.96
220561	Lingenfelter, Ryden	2022-11-30	257.55
220562	Canada Revenue Agency -Payroll	2022-11-30	10,456.43
220563	Municipal Employees'	2022-11-30	5,721.64
220564	Holy Trinity Roman Catholic	2022-11-30	3,116.65
220565	Minister of Finance (school)	2022-11-30	13,059.46
220566	Minister of Finance	2022-12-07	858.31
220567	Fritz, Tara	2022-12-15	3,901.45
220568	Potter, Grace	2022-12-15	1,668.47
220569	Enns, Trudy	2022-12-15	1,230.25
220570	Holmberg, Jennifer	2022-12-15	840.46
220571	Lingenfelter, Bonnie	2022-12-15	1,447.24
220572	Johnson, Lauren	2022-12-15	1,419.08
220573	Gregoire Joanne	2022-12-15	1,550.74
220574	Attrell, Kelly	2022-12-15	886.69
220575	Dale, Dana	2022-12-15	2,291.45
220576	Doiron, Mark	2022-12-15	2,322.61
220577	Kolbinson, Matthew	2022-12-15	919.95
220578	Lingenfelter, Tim	2022-12-15	2,091.78
220579	Moffatt, Corine	2022-12-15	1,942.29
220580	Reid, Gerald	2022-12-15	2,333.17
220581	Shea-White, Austin	2022-12-15	1,069.56
220582	Schulze, Fred	2022-12-15	4,053.98
220583	Gulka, Emma	2022-12-15	595.59
220584	Lingenfelter, Ryden	2022-12-15	209.26
220585	Canada Revenue Agency -Payroll	2022-12-15	13,185.84
220586	Municipal Employees'	2022-12-15	5,682.40
18787	101173886 Saskatchewan Ltd.	2022-12-20	1,165.50
18788	Access Communications	2022-12-20	144.99
18789	Affinity Credit Union	2022-12-20	4,340.47
18790	All-Net.ca Inc.	2022-12-20	2,217.23
18791	Armstrong Monitoring	2022-12-20	1,222.20
18792	Atlas Contracting	2022-12-20	4,989.45
18793	B & A Petroleum Ltd.	2022-12-20	4,447.88
18794	BELL	2022-12-20	119.16
18795	Bennett, Kyle	2022-12-20	250.00
18796	Canada Life Assurance Co.	2022-12-20	410.80
18797	Canadian Public Safety	2022-12-20	3,278.10
18798	Canoe procurement group of	2022-12-20	149.38
18799	Coca-Cola Bottling Company	2022-12-20	1,420.38
18800	Cooper Plumbing & Heating Ltd.	2022-12-20	134.22
18801	Country Club Dist. 2008 Ltd.	2022-12-20	1,345.55
18802	Cori Davidson	2022-12-20	419.03
18803	Enviroway Detergent Man. Inc.	2022-12-20	595.70

Payment #	Vendor	Date	Amount
18804	Fort Garry Industries	2022-12-20	83.14
18805	Grand Coteau Heritage And	2022-12-20	1,359.52
18806	HBI Office Plus.	2022-12-20	144.26
18807	Helix Construction Ltd.	2022-12-20	13,764.00
18808	Jay's Transportation Group Ltd	2022-12-20	1,562.33
18809	Kornfeld Electric	2022-12-20	353.18
18810	Michelson, Brent	2022-12-20	2,635.00
18811	Saskatchewan Health Authority	2022-12-20	92.00
18812	MuniMentor	2022-12-20	1,470.00
18813	Pioneer Co-op	2022-12-20	563.18
18814	Kelly Pommier	2022-12-20	13.78
18815	Purolator Courier Ltd.	2022-12-20	160.79
18816	R.V. Auto Parts	2022-12-20	66.00
18817	Ranch House Meat Company Inc.	2022-12-20	675.00
18818	Robertson Implements (1988) Ltd	2022-12-20	44.89
18819	Rose Jade Catering	2022-12-20	723.00
18820	Sask. Aviation Council	2022-12-20	180.00
18821	Shaunavon & District Fire	2022-12-20	200.00
18822	SEIU- West	2022-12-20	533.39
18823	Shaunavon Liquor	2022-12-20	7,036.48
18824	Shaunavon Tire & Alignment Ltd	2022-12-20	31.22
18825	Southern Alberta Newspaper	2022-12-20	949.02
18826	Standard Shaunavon	2022-12-20	146.95
18827	Stevenson Industrial	2022-12-20	16,512.57
18828	SUMA	2022-12-20	8,340.95
18829	Superior Propane	2022-12-20	331.89
18830	TAXervice	2022-12-20	4,270.10
18831	Technical Safety Auth. of Sask	2022-12-20	120.00
18832	Triways Disposal Services	2022-12-20	3,788.32
18833	Vantage Theory Inc.	2022-12-20	210.00
18834	Warner Industries	2022-12-20	715.64
18835	Western Canada Welding	2022-12-20	264.10
18836	White Rock Trucking	2022-12-20	236.25
18837	Wolseley Canada	2022-12-20	4,635.36
18838	Xerox Canada Ltd.	2022-12-20	116.26
18839	Yvolution Metal Works	2022-12-20	4,725.00
18840	Cormik Enterprises Inc.	2022-12-31	4,725.00
18841	Elmgren, Kent	2022-12-31	2,000.00
18842	Void during printing	2022-12-16	0.00
18843	Void during printing	2022-12-16	0.00
18844	Void during printing	2022-12-16	0.00
18845	Void during printing	2022-12-16	0.00
18846	Void during printing	2022-12-16	0.00
18847	Void during printing	2022-12-16	0.00
18848	Void during printing	2022-12-16	0.00
18849	Void during printing	2022-12-16	0.00
18850	Bennett, Kyle	2022-12-20	3,393.68
18851	Greenlay, Mike	2022-12-20	954.01
18852	Klassen, Nolan	2022-12-20	2,287.73
18853	Kornfeld, Riley	2022-12-20	1,994.50
18854	Lingenfelter, Shawn	2022-12-20	2,465.31
18855	Michelson, Brent	2022-12-20	1,241.77
18856	Nelson, Travis	2022-12-20	1,864.10
18857	Void during printing	2022-12-20	0.00
18858	Void during printing	2022-12-20	0.00
18859	Apex Distribution Ltd.	2022-12-20	12.56
18860	Canoe procurement group of	2022-12-20	109.79
18861	Capital Fire Protection Ltd.	2022-12-20	1,924.74
18862	Frito Lay Canada	2022-12-20	105.29
18863	HBI Office Plus.	2022-12-20	210.21
18864	R.V. Auto Parts	2022-12-20	234.20
220587	SaskEnergy	2022-12-20	12,613.06

<u>Payment #</u>	<u>Vendor</u>	<u>Date</u>	<u>Amount</u>
220588	SaskPower	2022-12-20	23,140.80
18865	VOID	2022-12-20	0.00
18866	Southwest Regional Emergency	2022-12-20	68,999.76
18867	Bennett, Kyle	2022-12-20	108.89
18868	Greenlay, Mike	2022-12-20	217.78
18869	Klassen, Nolan	2022-12-20	108.89
18870	Kornfeld, Riley	2022-12-20	108.89
<b>Total:</b>			<b><u>339,0597.33</u></b>



**SHAUNAVON AND DISTRICT FIRE AND RESCUE**  
**December 20, 2022**  
**CHEQUE REGISTER**

<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
787	101173886 Sask Ltd.	2022-12-20	409.50
788	B&A Petroleum Ltd.	2022-12-20	305.95
789	Pioneer Co-op	2022-12-20	526.42
790	RM of Grassy Creek #78	2022-12-20	409.20
791	RV Auto Parts	2022-12-20	419.82
792	SaskPower	2022-12-20	164.97
793	SaskEnergy	2022-12-20	672.32
794	SEA HAWK	2022-12-20	172.97
795	Town of Shaunavon	2022-12-20	465.00
796	White Rock Trucking	2022-12-20	236.25
<b>Total:</b>			<b><u>3,782.40</u></b>

