

Town of Shaunavon
Meeting Minutes
Council Meeting February 7, 2023 - 07:30 PM

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

Attendance: Mayor Kyle Bennett; Councillors: Nolan Klassen, Riley Kornfeld, Mike Greenlay, Shawn Lingenfelter and Brent Michelson; and CAO Tara Fritz

Regrets: Councillor Travis Nelson

- 1**

Calling the Meeting to Order

Mayor Bennett called the meeting to order at 7:33 PM.
- 2023-046

2

Approve Minutes
Councillor Greenlay
Councillor Michelson

That Council approves the minutes of the January 17, 2023 Special Council Meeting and January 17, 2023 Regular Council Meeting, as circulated.

CARRIED
- 3**

Financial Reports

 - 3.1**

Town of Shaunavon Cheque Register

Councillor Lingenfelter declared a personal conflict, as Ryden Lingenfelter is the recipient of Town of Shaunavon voucher #230023 for the amount of \$217.21, and of Town of Shaunavon voucher #230043, for the amount of \$193.06, and left the council chambers at 7:34 PM.

 - 2023-047

3.1.1

Lingenfelter Voucher
Councillor Greenlay
Councillor Kornfeld

That Council approves the payment of voucher #230023, for the amount of \$217.21, and voucher #230043, for the amount of \$193.06, payable to Ryden Lingenfelter.

CARRIED

Councillor Lingenfelter returned to the council chambers at 7:34 PM.

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regard to Town of Shaunavon voucher #18953, for the amount of \$873.62, payable to Kornfeld Electric and left the council chambers at 7:34 PM.
 - 2023-048

3.1.2

Kornfeld Electric Voucher
Councillor Lingenfelter
Councillor Greenlay

That Council approves the payment of voucher #18953 in the amount of \$873.62 payable to Kornfeld Electric.

CARRIED

Councillor Kornfeld returned to the council chambers at 7:35 PM.
 - 2023-049

3.2

Approval of Town of Shaunavon Cheque Register
Councillor Michelson
Councillor Klassen

That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$316,810.62, and forms part of these minutes.

CARRIED

- 3.3 Shaunavon and District Fire and Rescue Cheque Register**
- 2023-050 **3.3.1 Approval of Shaunavon and District Fire and Rescue Cheque Register**
Councillor Michelson
Councillor Klassen
- 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 \$988.43 and forms part of these minutes.
- CARRIED**
- 4 Management Reports**
- 2023-051 **4.1 Acceptance of Management Reports**
Councillor Greenlay
Councillor Lingenfelter
- That Council shall accept the following management reports as presented:
1. Chief Administrative Officer.
 2. Director of Public Works.
 3. Communications Officer.
 4. Director of Wellness and Leisure.
 5. Bylaw Enforcement Officer.
 6. Economic Development Officer.
 7. Director of Culture.
- CARRIED**
- 5 New Business**
- 2023-052 **5.1 Chris Cragg Request**
Councillor Lingenfelter
Councillor Michelson
- That Council directs CAO Fritz to respond to Chris Cragg to indicate that the Town of Shaunavon will monitor the success of the Town of Gull Lake's Urban Hen Pilot Program once their pilot program has been completed and also to include the municipal processes required to implement such a program.
- CARRIED**
- 2023-053 **5.2 SAMA Voting Delegates**
Councillor Michelson
Councillor Greenlay
- That Council appoints Mayor Bennett and CAO Fritz as voting delegates for the 2023 SAMA AGM on April 5, 2023.
- CARRIED**
- 2023-054 **5.3 2023 SUMA Convention**
- That Council authorizes Mayor Bennett, any other member of the Council and CAO Tara Fritz may attend the Saskatchewan Urban Municipalities Association annual convention being held in Saskatoon from Sunday, April 16, 2023, to Wednesday, April 19, 2023; furthermore, that Mayor Bennett and Councillor Michelson be appointed the voting representatives on behalf of the Town of Shaunavon.
- CARRIED**

- 2023-055 **5.4 SUMA Convention Meals**
Councillor Michelson
Councillor Klassen
- That Council authorizes to pay the actual expense for two supper meals at the 2023 SUMA conference instead of the meal allowance as per policy.
- CARRIED**
- 2023-056 **5.5 2023 Redhead Donation**
Councillor Greenlay
Councillor Lingenfelter
- That Council directs CAO Fritz to transfer the 2023 Redhead donation to the Boomtown Cup organization.
- CARRIED**
- 2023-057 **5.6 2023 Paving RFQ**
Councillor Kornfeld
Councillor Klassen
- That Council directs CAO Fritz to proceed with advertising the RFQ for the 2023 paving, per the locations presented in the five-year capital plan submitted to the Public Works committee.
- CARRIED**
- 2023-058 **5.7 UMAAS Spring Workshop**
Councillor Greenlay
Councillor Michelson
- That Council shall permit CAO Fritz to attend the UMAAS workshop that is being held in Swift Current on Tuesday, March 21, 2023.
- CARRIED**
- 2023-059 **5.8 Bylaw 2020-03 Exhibit "E" Exemption**
Councillor Kornfeld
Councillor Michelson
- That Council shall permit the exemption listed in Exhibit "E" of Bylaw No. 2020-03 to remain in place, as Tarrickfic Aerial Applicators Ltd. has acquired T-C Aerial Ltd.
- CARRIED**
- 2023-060 **5.9 Shaunavon Food Bank Request**
Councillor Greenlay
Councillor Klassen
- That Council shall provide a \$600 grant to the Shaunavon Food Bank in 2023.
- CARRIED**
- 6 Committee Reports**
- 6.1 Chinook Local/Regional Library Board - Councillor Michelson**
- 2023-061 **6.1.1 Local Library Board Appointments**
Councillor Michelson
Councillor Greenlay
- That Council shall accept the recommendation from the local library board to appoint Jennifer Holmberg and Sylvia Schmidt to the local library board; and that the appointments shall be held at the pleasure of the Town of Shaunavon's Council when the annual appointments are selected at the first council meeting in November.
- CARRIED**

- 2023-062 **6.2 Acceptance of Committee Reports**
 Councillor Greenlay
 Councillor Lingenfelter
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented the draft January 17, 2023 meeting minutes from the Southwest Waste Management Authority along with a verbal mayor's report, the January 19, 2023 Southwest Municipal Government Committee report and the Regional EMO report.
 2. Councillor Kornfeld presented a verbal Public Works committee report.
 3. Councillor Greenlay presented a verbal Economic Development committee report.
 4. Councillor Michelson presented the draft January 18, 2023 Chinook Local library board meeting minutes, a verbal Chinook Regional library report and a verbal Grand Coteau Heritage and Cultural Centre report.
 5. Councillor Lingenfelter presented a verbal Pine Cree Regional Park report and a verbal Shaunavon and District Fire and Rescue / EMO report.
- CARRIED**
- 2023-063 **7 Correspondence**
- 7.1 File Correspondence**
 Councillor Greenlay
 Councillor Lingenfelter
- That Council approves that the following correspondence having been read, now be filed:
1. Mary Thomson
- CARRIED**
- 2023-064 **8 Strategic Planning In-Camera Session**
 Councillor Kornfeld
 Councillor Michelson
- That Council meets in a Strategic Planning In-Camera session at 8:17 PM.
- CARRIED**
- CAO Fritz left the regular meeting at 8:18 PM. Present: Mayor Bennett; Councillors Mike Greenlay, Nolan Klassen, Riley Kornfeld, Shawn Lingenfelter and Brent Michelson. CAO Fritz returned to the regular meeting at 8:26 PM.
- 2023-065 **8.1 Strategic Planning In-Camera Concluded**
 Councillor Greenlay
 Councillor Michelson
- That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 8:26 PM.
- CARRIED**

2023-066

9

Adjournment

Councillor Greenlay
Councillor Lingenfelter

That Council now adjourns the meeting at 8:28 PM.

CARRIED

Date approved: February 21, 2023



Kyle Bennett, Mayor



Tara Fritz, CAO

TOWN OF SHAUNAVON
February 7, 2023
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
18936	Affinity Credit Union	2023-01-17	875.90
230006	Fritz, Tara	2023-01-19	2,296.39
230007	Potter, Grace	2023-01-19	1,673.31
230008	Enns, Trudy	2023-01-19	1,196.27
230009	Holmberg, Jennifer	2023-01-19	748.35
230010	Lingenfelter, Bonnie	2023-01-19	1,471.53
230011	Johnson, Lauren	2023-01-19	1,422.08
230012	Gregoire Joanne	2023-01-19	1,558.60
230013	Attrell, Kelly	2023-01-19	893.10
230014	Dale, Dana	2023-01-19	1,706.13
230015	Doiron, Mark	2023-01-19	1,713.48
230016	Kolbinson, Matthew	2023-01-19	1,694.51
230017	Lingenfelter, Tim	2023-01-19	1,322.37
230018	Moffatt, Corine	2023-01-19	1,467.01
230019	Reid, Gerald	2023-01-19	1,578.76
230020	Shea-White, Austin	2023-01-19	1,094.66
230021	Schulze, Fred	2023-01-19	2,462.46
230022	Gulka, Emma	2023-01-19	691.81
230023	Lingenfelter, Ryden	2023-01-19	217.21
230024	Canada Revenue Agency -Payroll	2023-01-17	10,774.22
230025	Municipal Employees'	2023-01-17	5,792.58
18937	101173886 Saskatchewan Ltd.	2023-02-07	1,716.75
18938	A&B Auto Centre	2023-02-07	42.00
18939	Access 2000 Elevator & Lift	2023-02-07	636.00
18940	Apex Distribution Inc.	2023-02-07	223.87
18941	Bennett, Kyle	2023-02-07	699.29
18942	Brightsand Gravel & Aggregate	2023-02-07	917.36
18943	Canoe procurement group of	2023-02-07	62.67
18944	Cleartech Industries Inc.	2023-02-07	1,842.39
18945	Cooper Plumbing & Heating Ltd.	2023-02-07	558.03
18946	Cormik Enterprises Inc.	2023-02-07	4,725.00
18947	Country Club Dist. 2008 Ltd.	2023-02-07	202.89
18948	Fer-Marc Equipment	2023-02-07	21.68
18949	Frito Lay Canada	2023-02-07	159.68
18950	Fritz, Tara	2023-02-07	95.16
18951	Greenlay, Mike	2023-02-07	405.00
18952	Klassen, Nolan	2023-02-07	155.00
18953	Kornfeld Electric	2023-02-07	873.62
18954	Kornfeld, Riley	2023-02-07	155.00
18955	Kruse Glass and Aluminum	2023-02-07	9,163.69
18956	Lingenfelter, Shawn	2023-02-07	155.00
18957	Magnum Trucks	2023-02-07	1,356.47
18958	Trina McLean	2023-02-07	1,900.91
18959	McQueen Creative Inc.	2023-02-07	4,462.50
18960	Michelson, Brent	2023-02-07	405.00
18961	Saskatchewan Health Authority	2023-02-07	69.00
18962	Morin, Anna	2023-02-07	2,556.00
18963	MuniMentor	2023-02-07	1,887.72
18964	MuniSoft	2023-02-07	821.57
18965	Nelson, Travis	2023-02-07	155.00
18966	Purolator Courier Ltd.	2023-02-07	77.71
18967	R.V. Auto Parts	2023-02-07	384.13
18968	Reimer, Todd	2023-02-07	236.25
18969	Rose Jade Catering	2023-02-07	199.00
18970	SaskTel	2023-02-07	1,445.56
18971	Shaunavon & District Fire	2023-02-07	35,175.46
18972	SecurTek	2023-02-07	79.75
18973	SEIU- West	2023-02-07	619.14
18974	Shaunavon Opportunity Fund	2023-02-07	25,500.00

Payment #	Vendor	Date	Amount
18975	Southern Alberta Newspaper	2023-02-07	935.93
18976	Southern Rock Landscaping	2023-02-07	294.00
18977	Southwest Municipal	2023-02-07	50.00
18978	Southwest Waste Management	2023-02-07	95,342.40
18979	Success Office Systems	2023-02-07	124.53
18980	Swift Sanitary Service 2005	2023-02-07	756.00
18981	Waste-A-Way Septic Ltd	2023-02-07	472.50
18982	White Rock Trucking	2023-02-07	131.25
230026	Fritz, Tara	2023-01-31	2,296.39
230027	Potter, Grace	2023-01-31	1,673.31
230028	Enns, Trudy	2023-01-31	1,393.64
230029	Holmberg, Jennifer	2023-01-31	908.34
230030	Lingenfelter, Bonnie	2023-01-31	1,471.53
230031	Johnson, Lauren	2023-01-31	1,422.08
230032	Gregoire Joanne	2023-01-31	1,558.60
230033	Attrell, Kelly	2023-01-31	893.10
230034	Dale, Dana	2023-01-31	1,706.13
230035	Doiron, Mark	2023-01-31	1,911.24
230036	Kolbinson, Matthew	2023-01-31	1,603.58
230037	Lingenfelter, Tim	2023-01-31	1,952.15
230038	Moffatt, Corine	2023-01-31	1,555.32
230039	Reid, Gerald	2023-01-31	1,641.37
230040	Shea-White, Austin	2023-01-31	1,059.61
230041	Schulze, Fred	2023-01-31	2,329.40
230042	Gulka, Emma	2023-01-31	949.24
230043	Lingenfelter, Ryden	2023-01-31	193.06
230044	Canada Revenue Agency -Payroll	2023-01-31	11,873.15
230045	Municipal Employees'	2023-01-31	6,194.20
230046	Minister of Finance (school)	2023-01-31	25,236.93
230047	Holy Trinity Roman Catholic	2023-01-31	6,824.64
220048	Minister of Finance	2023-01-31	548.91
		Total:	<u>318,094.51</u>

SHAUNAVON AND DISTRICT FIRE AND RESCUE
February 7, 2023
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
830	101173886 Sask Ltd	2023-02-07	472.50
831	Sasktel	2023-02-07	125.93
832	Saskatchewan Emergency Planner	2023-02-07	75.00
833	White Rock Trucking	2023-02-07	315.00
Total:			<u>988.43</u>

