

Town of Shaunavon
Meeting Minutes
Council Meeting March 16, 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

1 Calling the Meeting to Order

Mayor Bennett called the meeting to order at 7:55 PM.

2 Oath of Office

It shall be noted that Councillor Greenlay read and signed the Oath of Affirmation - Member of Council form on Friday, March 5, 2021, which will now form part of these minutes as "Schedule A".

3 Approve Minutes of March 02, 2021

That Council approves the regular and special meeting minutes of March 02, 2021, as verbally amended.

CARRIED

4 Delegations

4.1 Hear Delegation of Shaunavon RCMP

Delegation tabled to April 6, 2021 Council Meeting due to delegation being unable to attend.

5 Financial Reports

5.1 Town of Shaunavon Cheque Register

Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to voucher #16955, for the amount of \$735.00, payable to Leaf and Powder Enterprises Inc. and left the council chambers at 7:59 PM.

5.1.1 Leaf and Powder Voucher

Councillor Lingenfelter
Councillor Kornfeld

That Council approves the payment of voucher #16955 in the amount of \$735.00 payable to Leaf and Powder Enterprises Inc.

CARRIED

Councillor Greenlay returned to the council chambers at 7:59 PM.

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to voucher #16954, for the amount of \$781.51, payable to Kornfeld Electric and left the council chambers at 8:00 PM.

2021-111

Amended Res #

2021-111

April 6, 2021

2021-112



- 2021-113 **5.1.2 Kornfeld Electric Voucher**
Councillor Greenlay
Councillor Klassen
- That Council approves the payment of voucher #16954 in the amount of \$781.51 payable to Kornfeld Electric.
- CARRIED**
- Councillor Kornfeld returned to the council chambers at 8:00 PM.
- That Mayor Bennett declared a financial interest, as the owner of Southwest Rentals, in regards to voucher # 16969, for the amount of \$236.25, payable to Southwest Rentals and left the council chambers at 8:00 PM.
- 2021-114 **5.2 Southwest Rentals Voucher**
Councillor Kornfeld
Councillor Lingenfelter
- That Council approves the payment of voucher #16969 in the amount of \$236.25 payable to Southwest Rentals.
- CARRIED**
- Mayor Bennett returned to the council chambers at 8:00 PM.
- 2021-115 **5.3 Approval of Town of Shaunavon Cheque Register**
Councillor Greenlay
Councillor Nelson
- That Council approves the payment of the remainder of accounts shown on the attached Schedule "B" in the amount of \$ 100,164.91, and forms part of these minutes.
- CARRIED**
- 5.4 Shaunavon and District Fire and Rescue Cheque Register**
- Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to voucher #477, for the amount of \$414.75, payable to Leaf and Powder Enterprises Inc. and left the council chambers at 8:01 PM.
- 2021-116 **5.4.1 Leaf and Powder Voucher**
Councillor Nelson
Councillor Lingenfelter
- That Council approves the payment of voucher #477 in the amount of \$414.75 payable to Leaf and Powder Enterprises Inc.
- CARRIED**
- Councillor Greenlay returned to the council chambers at 8:01 PM.
- Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to voucher #476, for the amount of \$335.62, payable to Kornfeld Electric and left the council chambers at 8:02 PM.
- 2021-117 **5.4.2 Kornfeld Electric Voucher**
Councillor Greenlay
Councillor Lingenfelter
- That Council approves the payment of voucher #476 in the amount of \$335.62 payable to Kornfeld Electric.
- CARRIED**
- Councillor Kornfeld returned to the council chambers at 8:02 PM.

- 2021-118 **5.4.3 Approval of Shaunavon and District Fire and Rescue Cheque Register**
 Councillor Greenlay
 Councillor Kornfeld
- That Council approves the payment of the remainder of Shaunavon and District Fire and Rescue committee's accounts on the attached Schedule "C" in the amount of \$8,522.70 and forms part of these minutes.
- CARRIED**
- 2021-119 **5.5 Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**
 Councillor Nelson
 Councillor Klassen
- That Council accepts the February 28, 2021 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the February 28, 2021, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.
- CARRIED**
- 2021-120 **5.6 Town of Shaunavon and SDFR Statement of Financial Activities**
 Councillor Nelson
 Councillor Klassen
- That Council accepts the Town of Shaunavon's February 28, 2021 Statement of Financial Activities and the Shaunavon and District Fire and Rescue Committee's February 28, 2021 Statement of Financial Activities reports as presented.
- CARRIED**
- 6 Management Reports**
- 2021-121 **6.1 Acceptance of Management Reports**
 Councillor Lingenfelter
 Councillor Nelson
- That Council accepts the Chief Administrative Officer report, as circulated.
- CARRIED**
- 7 Business Arising from the Minutes**
- 7.1 Long Term Vision**
- TABLED**
- 7.2 GCHCC Vertical Lift**
- TABLED**
- 2021-122 **7.3 Bylaw Enforcement Contract**
 Councillor Kornfeld
 Councillor Greenlay
- That Council directs CAO Fritz to contact Bonnie Lingenfelter respecting entering into a contract for Bylaw Enforcement, for a maximum 20 hours per week, at a contracted rate of \$25 per hour, for no more than a three month term.
- CARRIED**

8 New Business

2021-123

8.1 Deputy Mayor Appointment Schedule
Councillor Kornfeld
Councillor Lingenfelter

Start	End	Councillor
March 1, 2021	June 30, 2021	Kornfeld
July 1, 2021	October 31, 2021	Lingenfelter
November 1, 2021	February 28, 2022	Michelson
March 1, 2022	June 30, 2022	Nelson
July 1, 2022	October 31, 2022	Greenlay
November 1, 2022	February 28, 2023	Klassen
March 1, 2023	June 30, 2023	Kornfeld
July 1, 2023	October 31, 2023	Lingenfelter
November 1, 2023	February 29, 2024	Michelson
March 1, 2024	June 30, 2024	Nelson
July 1, 2024	November 13, 2024	Greenlay

CARRIED

2021-124

8.1.1 Meeting Grounds Coffee House Request
Councillor Kornfeld
Councillor Lingenfelter

That Council approves the request to place a couple of small bistro tables on the sidewalk located at the civic address of 370 Centre Street for the spring and summer months, on the condition that there is no impediment to pedestrian flow.

CARRIED

2021-125

8.2 306 Bistro and Cafe Request
Councillor Kornfeld
Councillor Lingenfelter

That Council shall permit the request of 306 Bistro and Cafe to have a temporary patio structure located as per the presented map; on the condition that 306 Bistro and Cafe adheres to all building, traffic and safety codes, and if the Town of Shaunavon receives any legitimate safety or legal concerns (Examples: pedestrian site impediment, traffic concerns, water run concerns, etc.) that the temporary structure shall be removed immediately by 306 Bistro and Cafe. That 306 Bistro and Cafe shall submit an annual request to the Town of Shaunavon for the temporary structure to be located on municipal property and that a fee may be considered moving forward.

CARRIED

- 2021-126 **8.3 Lots 1-10, 13-14, 38-44, Block 3, Plan 3185 - Title**
 Councillor Nelson
 Councillor Lingenfelter
- Whereas** the Town received Provincial Mediation Board consent to acquire Title to:
 Lots 1 – 10, Block 3, Plan B3185, Lots 38 – 44, Block 3, Plan B3185 and Lots 13 and 14, Block 3, Plan B3185; and
Whereas final notice pursuant to the *Tax Enforcement Act*(Form G) was prepared and issued by the Town on the 28th of January, 2021, and successfully served on the Historic Shaunavon Hotel (2009) Inc. and on Mr. Stephen Kaniuk on February 3, 2021;
And whereas the Lands were not redeemed pursuant to the provision of the Tax Enforcement Act within 30 days of the date of the Final Notice;
MOTION:
 That Council authorizes CAO Fritz to proceed to acquire Titles to the above referenced parcels, also identified as Surface Parcel Numbers 143451334, 143453550, 143452009, 143452010,143452021, 143452032, 143452043, 14342054, 143452065, 143451514, (Lots 1-10, Block 3, Plan B3185), 143452425, 143452414,143452403, 143452391, 143452380, 143452379, 143452323 (Lots 38-44, Block 3, Plan B3185), and 143452526 and 143452537 (Lots 13 and 14, Block 3, Plan B3185) pursuant to section 26.1 of the *Tax Enforcement Act*.
- CARRIED**
- 2021-127 **8.3.1 Lots 1-10, 13-14, 38-44, Block 3, Plan 3185 - 2021 Taxes**
 Councillor Nelson
 Councillor Michelson
- That Council authorizes CAO Fritz to cancel the balance of taxes owing to the end of 2021 in the following Surface Parcel Numbers: 143451334, 143453550, 143452009, 143452010,143452021, 143452032, 143452043, 14342054, 143452065, 143451514, (Lots 1-10, Block 3, Plan B3185), 143452425, 143452414,143452403, 143452391, 143452380, 143452379, 143452323 (Lots 38-44, Block 3, Plan B3185), and 143452526 and 143452537 (Lots 13 and 14, Block 3, Plan B3185) pursuant to subsection 34(2) of the *Tax Enforcement Act*.
- CARRIED**
- 2021-128 **8.4 SAMA AGM**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes Mayor Bennett or any other member of Council to attend the Saskatchewan Assessment Management Agency's Annual General Meeting that will be held virtually, on Thursday, April 8, 2021 at 2:00 PM.
- CARRIED**
- 8.5 Saskatchewan Common Ground Alliance Annual Membership**
- TABLED**
- That Council shall send this to Public Works for their consideration.
- 2021-129 **8.6 Addition to the agenda - Offer to Purchase - Lot 46, Block 10, Plan B3185**
 Councillor Michelson
 Councillor Nelson
- That Council shall permit the offer to purchase of Lot 46, Block 10, Plan B3185 to the agenda.
- CARRIED**

- 2021-130 **8.7 Offer to Purchase – Lot 46, Block 10, Plan B3185**
 Councillor Greenlay
 Councillor Kornfeld
- That Council shall accept the \$15,000 (plus applicable taxes) offer to purchase on Lot 46, Block 10, Plan B3185; with the condition that the counter offer reflect that there is an order to remedy in force to bring the buildings and property back from a dilapidated state from one year of title transfer is accepted by the purchasers. Council recognizes that there is a Provincial Mediation Board Conditional Order that states that the applicant pay the past registered owner/s of the within described property, the balance remaining, if any, after the proceeds of the sale have been distributed in accordance with Section 33 of *The Tax Enforcement Act*. That all realtor fees shall be removed from the balance remaining paid to the past property owners.
- CARRIED**
- 9 Committee Reports**
- 9.1 Mayors Report**
 Mayor Bennett presented a verbal report.
- 9.2 Public Works Committee - Councillor Kornfeld**
 Councillor Kornfeld presented a verbal report along with the Director of Operations report as of March 12, 2021.
- 2021-131 **9.2.1 Water Quality Report**
 Councillor Nelson
 Councillor Klassen
- That Council shall file the Monthly Water Quality report for the month of February 2021, as presented.
- CARRIED**
- 9.3 Administration Committee - Councillor Kornfeld**
 No report.
- 9.4 Economic Development Committee - Councillor Greenlay**
 Councillor Greenlay presented a verbal report, along with the draft March 11, 2021 Economic Development Committee meeting minutes.
- 2021-132 **9.4.1 Shaunavon on Standard Circulation Partnership**
 Councillor Greenlay
 Councillor Michelson
- That Council accepts the recommendation from the Economic Development Committee the implementation of the proposed circulation partnership in increase Shaunavon Standard subscribers in Shaunavon; on the condition that the Town of Shaunavon ratepayers receive the said subscriptions, the maximum spend for the Town of Shaunavon shall be up to \$4,800, and for a period of no more than one year.
- CARRIED**
- 2021-133 **9.4.2 Supporting Shaunavon Advertising Promotion**
 Councillor Greenlay
 Councillor Michelson
- That Council accepts the Economic Development Committee's recommendation to implement the proposed advertising partnership with the Town of Shaunavon and the Shaunavon Standard; on the condition that the Shaunavon Standard approaches the Shaunavon Chamber of Commerce with the same partnership opportunity, the same terms and conditions, the maximum spend for the Town of Shaunavon shall be up to \$2,400, and for a period of no more than one year.
- CARRIED**

- 2021-134 **9.5 Extend Council Meeting**
 Councillor Kornfeld
 Councillor Michelson
- That Council authorises to extend the council meeting until 10:00 PM.
- CARRIED**
- 2021-135 **9.6 Southwest Waste Management Report - Mayor Bennett**
- Mayor Bennett presented a verbal report, along with the draft March 16, 2021 Southwest Waste Management Board of Directors meeting minutes.
- 9.7 Wellness and Leisure Committee - Councillor Lingenfelter**
- Councillor Lingenfelter presented a verbal report, along with the draft March 8, 2021 Wellness and Leisure Committee meeting minutes and the Director of Wellness and Leisure report as of March 8, 2021
- 2021-135 **9.7.1 Swimming Pool Naming Rights**
 Councillor Kornfeld
 Councillor Klassen
- That Council accepts the recommendation from the Wellness and Leisure Committee to write a letter to GFL Environment Inc. in regards to their possible interest in sponsoring the Shaunavon Swimming Pool for naming rights to the facility.
- CARRIED**
- 2021-136 **9.7.2 Braydon Coburn Outdoor Ice Rink**
 Councillor Lingenfelter
 Councillor Michelson
- That Council accepts the recommendation not to pay the final invoice from Armstrong Contracting and to inform Armstrong Contracting that there will be further assessment done at the outdoor rink with hopes of having it repaired soon due to safety concerns. All of this information will be communicated through the lawyer.
- CARRIED**
- 2021-137 **9.7.3 Disk Golf**
 Councillor Kornfeld
 Councillor Klassen
- That Council authorizes the Wellness and Leisure Committee to proceed with the installation of the disk golf course on municipal property, at a cost no more than \$7,500.
- CARRIED**
- 9.8 Grand Coteau Heritage and Cultural Centre - Councillor Michelson**
- No report.
- Councillor Kornfeld left the regular council meeting at 9:41 PM and returned at 9:42 PM.
- 9.9 Chinook Local Library Board - Councillor Michelson**
- Councillor Michelson presented a verbal report.
- 9.10 Pine Cree Regional Park - Councillor Lingenfelter**
- No report.
- 9.11 SDFR/EMO - Councillor Lingenfelter**
- No report.
- 9.12 Southwest Municipal Government Committee (SWMGC) - Mayor Bennett**
- No report.

9.13 Southwest Transportation Planning Council Inc. (SWTPC) - Mayor Bennet

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No report.

9.14 Swift Current Watershed Stewards - Councillor Michelson

Councillor Michelson presented a verbal report respecting the March 4, 2021 Swift Current Watershed Stewards regular meeting and AGM.

9.15 Splash Park - Mayor Bennett

No report.

9.16 Council Attended Events

9.17 Acceptance of Committee Reports

2021-138

Councillor Lingenfelter
Councillor Nelson

That Council accepts all committee reports as presented:

1. March 8, 2021 Wellness and Leisure Committee meeting minutes - DRAFT
2. March 11, 2021 Economic Development Committee meeting minutes - DRAFT
3. March 16, 2021 Southwest Waste Management Board of Directors meeting minutes - DRAFT

CARRIED

10 Correspondence

10.1 File Correspondence

2021-139

Councillor Greenlay
Councillor Nelson

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

1. Minister Tell - Minister of Corrections, Policing and Public Safety
2. Todd Shafer - Saskatchewan Communities in Bloom
3. Andrea Robertson - STARS
4. Brian Tuntland - Stark and Marsh CPA LLP
5. Brian Tuntland - Stark and Marsh CPA LLP

CARRIED

CAO Tara Fritz left the regular Council at 9:48 PM

11 Strategic Planning In-Camera

2021-140

Councillor Lingenfelter
Councillor Greenlay

That Council meets in a Strategic Planning In-Camera session at 9:48 PM.

CARRIED

Present: Mayor Bennett, Councillors Klassen, Kornfeld, Lingenfelter, Michelson, Greenlay and Nelson. CAO Tara Fritz returned to regular Council meeting at 10:11 PM.

2021-141 **11.1 Strategic Planning In-Camera Session Concluded**
 Councillor Kornfeld
 Councillor Greenlay

That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 10:11 PM.

CARRIED

2021-142 **12 Adjournment**
 Councillor Kornfeld

That Council now adjourns the meeting at 10:11 PM.

CARRIED

Date approved: April 6, 2021



Kyle Bennett, Mayor



Tara Fritz, CAO

FORM A
[Section 3]

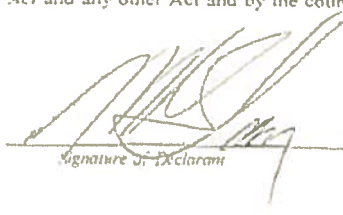
Oath or Affirmation - Member of Council

I, Michael Greenlay, having been elected to the office of Councillor in the
Town of Shaunavon.

DO SOLEMNLY PROMISE AND DECLARE THAT:

- 1 I will truly, faithfully and impartially, to the best of my knowledge and ability, perform the duties of this office;
- 2 I am qualified to hold the office to which I have been elected;
- 3 I have not received and will not receive any payment or reward, or promise of payment or reward, for the exercise of any corrupt practice or other undue execution or influence of this office;
- 4 I have read, understand and agree to abide by the code of ethics, rules of conduct and procedures applicable to my position as a member of council required of me by *The Municipalities Act* and any other Act and by the council;
- 5 I will:
 - (a) perform the duties of office imposed by *The Municipalities Act* and any other Act or law and by the council;
 - (b) disclose any conflict of interest within the meaning of Part VII of *The Municipalities Act*; and
 - (c) comply with the code of ethics, rules of conduct and procedures applicable to the office I now hold that are imposed by *The Municipalities Act* and any other Act and by the council.

DECLARED before me at
Shaunavon, Saskatchewan
this 5th day of March, 2021.


Signature of Declarant

*A Commissioner for Oaths for Saskatchewan,
a Notary Public, municipal administrator, etc.
(as the case may be)*
My commission expires August 31, 2024

**TOWN OF SHAUNAVON
MARCH 16, 2021
CHEQUE REGISTER**

Payment #	Vendor	Date	Amount
16928	Greve, Melody	2021-03-08	1,658.90
16929	A & B Auto Centre	2021-03-16	325.28
16930	Access Real Estate Incorporate	2021-03-16	1,665.00
16931	Aon Canada Inc.-T57048C	2021-03-16	174.90
16932	Apex Distribution Inc.	2021-03-16	213.02
16933	Audrey's Flower Oasis	2021-03-16	284.10
16934	B & A Petroleum Ltd.	2021-03-16	2,344.64
16935	BELL	2021-03-16	108.06
16936	Bennett, Kyle	2021-03-16	644.00
16937	Brownlee LLP	2021-03-16	3,605.77
16938	Cleartech Industries Inc.	2021-03-16	1,110.45
16939	Comm Centre Inc.	2021-03-16	171.50
16940	Country Club Dist. 2008 Ltd.	2021-03-16	181.61
16941	Crossroad Energy Solutions Inc	2021-03-16	3,296.70
16942	Dale, Dana	2021-03-16	70.00
16943	Disc Golf Saskatchewan	2021-03-16	200.00
16944	Eda Environmental	2021-03-16	33.24
16945	Fauser Energy	2021-03-16	122.10
16946	First Data	2021-03-16	68.85
16947	Fire Protection of Canada	2021-03-16	201.21
16948	Fritz, Tara	2021-03-16	70.00
16949	Greenlay, Mike	2021-03-16	700.00
16950	Helix Construction Ltd.	2021-03-16	126.00
16951	JAE's Pharmacy	2021-03-16	16.45
16952	Johnson, Lauren	2021-03-16	70.00
16953	Johnson, Mario	2021-03-16	129.38
16954	Kornfeld Electric	2021-03-16	781.51
16955	Leaf & Powder Enterprises Inc.	2021-03-16	735.00
16956	Saskatchewan Health Authority	2021-03-16	46.00
16957	Phillips, Ron	2021-03-16	220.00
16958	Pioneer Co-op	2021-03-16	366.12
16959	R.V. Auto Parts	2021-03-16	151.20
16960	Receiver General For Canada	2021-03-16	664.73
16961	RixEdge Sharpening Service	2021-03-16	106.56
16962	SaskPower	2021-03-16	24,965.96
16963	Saskatchewan Parks And	2021-03-16	115.00
16964	SaskTel CMR	2021-03-16	1,179.54
16965	Sawyer's Landscape Management	2021-03-16	41,057.10
16966	Schulze, Fred	2021-03-16	70.00
16967	Shaunavon Animal Clinic	2021-03-16	102.12
16968	Shaunavon Standard	2021-03-16	858.24
16969	Southwest Rentals	2021-03-16	236.25
16970	South West District for	2021-03-16	30.00
16971	Southwest Waste Management	2021-03-16	2,242.40
16972	Standard Shaunavon	2021-03-16	352.77
16973	Staples Business Advantage	2021-03-16	20.69
16974	VOIDED	2021-03-16	0
16975	Triways Disposal Services	2021-03-16	3687.86
16976	Western Alfalfa Milling Co.	2021-03-16	1178.3
16977	Xerox Canada Ltd.	2021-03-16	372.59
16978	SUMA	2021-03-16	4,786.57
		Total for AP:	<u>101,917.67</u>

**SHAUNAVON AND DISTRICT FIRE AND RESCUE COMMITTEE
MARCH 16, 2021
CHEQUE REGISTER**

Payment #	Vendor	Date	Amount
465	B & A Petroleum Ltd.	2021-03-16	188.89
466	Bateman, James	2021-03-16	300.00
467	Bymoan, Jarric	2021-03-16	300.00
468	Cooper, Jeff	2021-03-16	300.00
469	Cooper, Brenden	2021-03-16	300.00
470	Eckart, Shawn	2021-03-16	226.40
471	Fauser Energy	2021-03-16	2,378.25
472	Goldstein, Merrick	2021-03-16	383.57
473	Greenlay, Clayton	2021-03-16	300.00
474	Guenther, Kobie	2021-03-16	300.00
475	Gulaga, Corey	2021-03-16	300.00
476	Kornfeld Electric	2021-03-16	335.62
477	Leaf & Powder Enterprises Inc.	2021-03-16	414.75
478	Pioneer Co-op	2021-03-16	112.46
479	Receiver General For Canada	2021-03-16	604.41
480	Richards, Betty	2021-03-16	300.00
481	Saskatchewan Volunteer Fire	2021-03-16	215.00
482	SaskPower	2021-03-16	689.16
483	SaskTel CMR	2021-03-16	124.56
484	Serafinus, Logan	2021-03-16	300.00
485	Shields, Mark	2021-03-16	300.00
486	Sorenson, Caine	2021-03-16	300.00
487	White, Ron	2021-03-16	300.00
		Total for AP:	<u>9,273.07</u>