

Town of Shaunavon
Meeting Minutes
Council Meeting May 4, 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 7:30 PM.
- 2021-209

2

Approve Minutes
Councillor Greenlay
Councillor Nelson

That Council approves the minutes of the April 20, 2021 meeting, as amended as follows: That Councillor Michelson called a Point of Order in resolution number 2021-194, respecting section 128 of *The Municipalities Act*.

CARRIED
- 2021-210

3

Delegations

3.1

Hear Delegation of Rock Solid Refuge (7:35 PM)
Councillor Greenlay
Councillor Kornfeld

That Council hears the delegation of Dallas Block and Tyler Dueck of Rock Solid Refuge at 7:32 PM.

CARRIED

3.1.1

Delegation Exit

The delegation of Dallas Block and Tyler Dueck of Rock Solid Refuge left the meeting at 8:00 PM.
- 2021-211

3.2

Hear Delegation of the Shaunavon Chamber of Commerce (7:55 PM)
Councillor Greenlay
Councillor Nelson

That Council hears the delegation of President Garrett Thienes of the Shaunavon Chamber of Commerce at 8:01 PM.

CARRIED

3.2.1

Delegation Exit

The delegation of President Garrett Thienes of the Shaunavon Chamber of Commerce left the meeting at 8:05 PM.
- 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 #17074, for the amount of \$184.26 payable to Leaf and Powder Enterprises Inc and left the council chambers at 8:04 PM.

- 2021-212 **4.2 Leaf and Powder**
 Councillor Kornfeld
 Councillor Klassen
- That Council approves the payment of voucher #17074 in the amount of \$184.26 payable to Leaf and Powder Enterprises Inc.
- CARRIED**
- Councillor Greenlay returned to the council chambers at 8:05 PM.
- 2021-213 **4.3 Approval of Town of Shaunavon Cheque Register**
 Councillor Lingenfelter
 Councillor Michelson
- That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$41,953.37, and forms part of these minutes.
- CARRIED**
- 2021-214 **4.4 Shaunavon and District Fire and Rescue Cheque Register**
 4.4.1 Approval of Shaunavon and District Fire and Rescue Cheque Register
 Councillor Nelson
 Councillor Kornfeld
- 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 \$200.00 and forms part of these minutes.
- CARRIED**
- 2021-215 **5 Management Reports**
 5.1 Acceptance of Management Reports
 Councillor Greenlay
 Councillor Kornfeld
- That Council shall accept the Chief Administrative Officer, Bylaw Enforcement Officer and Communications Officer reports, as presented.
- CARRIED**
- 2021-216 **6 Business Arising from the Minutes**
- Mayor Bennett declared a conflict of interest, as the owner of Bennett Real Estate Ventures. Bennett had declared a conflict at the April 6th, 2021 regular council meeting and has removed himself from all discussion and decisions respecting cannabis outlets; and left the council chambers at 8:11 PM. Councillor Kornfeld assumed the duties of the Deputy Mayor in Mayor Bennett's absence. Councillor Michelson called a Point of Order stating that the April 6th, 2021 resolution (2021-164) that directed CAO Fritz to distribute the discretionary use application to all property owners within a 75-meter radius of the Bake Shoppe's proposed location, as per the current Zoning Bylaw, was in contravention of the public notice requirement within The Municipalities Act. Councillor Michelson believed that because the April 6th, 2021 resolution (2021-163) that permitted stand-alone cannabis retail outlets in the Town of Shaunavon was reconsidered in the April 20th, 2021 resolution (2021-194) to allow for proper public notice, that resolution 2021-164 should be reset to the April 6th time-frame as well. Michelson also had concerns of reconsideration, due to Roberts Rules of Order, that resolution 2021-164 had been acted on, even though resolution 2021-163 had been reconsidered. CAO Fritz had Ken Kolb, from MuniMentor and the Town of White City, join the Council meeting via telephone from 8:14 PM to 8:30 PM to assist her in clarifying Councillor Michelson's Point of Order that the procedures respecting the public notice requirements were followed correctly. Deputy Mayor Kornfeld accepted the advice from CAO Fritz and Ken Kolb that stated that these resolutions are two separate matters. The procedures respecting reconsidering resolution 2021-163 to allow proper public notice as per The Municipalities Act and the Town of Shaunavon's Public Notice bylaw; and that resolution

2021-164 adhered to the Town of Shaunavon's Zoning bylaw procedures correctly. Councillor Michelson requested a recorded vote and abstained from voting due to legal concerns.

2021-216

6.1 Municipal Notice of Permit Application

Councillor Greenlay
Councillor Lingenfelter

That Council shall permit stand-alone cannabis retail outlets; and that the cannabis retail outlets must be located a minimum of one block (as defined at Council's discretion) from schools and playgrounds.

Name	Yes	No	Abstained	Absent
Kyle Bennett				✓
Mike Greenlay	✓			
Nolan Klassen		✓		
Riley Kornfeld	✓			
Shawn Lingenfelter	✓			
Brent Michelson			✓	
Travis Nelson	✓			

CARRIED

It shall be recorded that no concerns about this proposed development were received by Friday, April 30, 2021 at the Town office; via Canada Post to Box 820, Shaunavon, SK, S0N 2M0; via e-mail to shaunavon@sasktel.net; or via fax to (306) 297-2608. Councillor Michelson called a Point of Order stating that the April 6th, 2021 resolution (2021-164) that directed CAO Fritz to distribute the discretionary use application to all property owners within a 75-meter radius of the Bake Shoppe's proposed location, as per the current Zoning Bylaw, was in contravention of the public notice requirement within The Municipalities Act. Councillor Michelson believed that because the April 6th, 2021 resolution (2021-163) that permitted stand-alone cannabis retail outlets in the Town of Shaunavon was reconsidered in the April 20th, 2021 resolution (2021-194) to allow for proper public notice, that resolution 2021-164 should be reset to the April 6th time-frame as well. CAO Fritz presented the development permit procedure within the current Town of Shaunavon's consolidated Zoning Bylaw. Deputy Mayor Kornfeld accepted the advice from CAO Fritz that stated that the development permit procedures within the current Town of Shaunavon's consolidated Zoning bylaw were adhered to, and that in her opinion that a decision has yet to be made respecting this discretionary use application. Councillor Michelson requested a recorded vote and abstained from voting due to legal concerns.

2021-217

6.1.1 Parcel C, Plan 102081877 Development Permit and Discretionary Use Application

Councillor Greenlay
Councillor Nelson

That Council shall approve the discretionary use development permit for the stand-alone retail cannabis store at the proposed location of Parcel C, Plan 102081877.

Name	Yes	No	Abstained	Absent
Kyle Bennett				✓
Mike Greenlay	✓			
Nolan Klassen	✓			
Riley Kornfeld	✓			
Shawn Lingenfelter	✓			
Brent Michelson			✓	
Travis Nelson	✓			

CARRIED

Councillor Michelson requested a recorded vote and abstained from voting due to legal concerns.

2021-218

6.1.2 Lot 4, Block 15, Plan B3185 Development Permit
Councillor Greenlay
Councillor Lingenfelter

That Council shall approve the development permit for the stand-alone cannabis retail store at the proposed location of Lot 4, Block 15, Plan B3185.

Name	Yes	No	Abstained	Absent
Kyle Bennett				✓
Mike Greenlay	✓			
Nolan Klassen	✓			
Riley Kornfeld	✓			
Shawn Lingenfelter	✓			
Brent Michelson			✓	
Travis Nelson	✓			

CARRIED

Mayor Bennett returned to the council chambers at 8:48 PM.

2021-219

6.2 2020 Audited Financial Statements
Councillor Kornfeld
Councillor Nelson

That Council shall accept the 2020 audited financial statements, as presented.

CARRIED

2021-220

6.3 2021 Grad Banners/Signs
Councillor Kornfeld
Councillor Nelson

That Council directs CAO Fritz to procure twenty-seven double-sided grad banners in place of signs; and that CAO Fritz shall present the current grad list to the surrounding municipalities to partner on this opportunity.

CARRIED

7 New Business

2021-221

7.1 2021 Crime Stoppers Donation
Councillor Kornfeld
Councillor Greenlay

That Council directs CAO Fritz to donate \$200 to the Saskatchewan Crime Stoppers organization.

CARRIED

2021-222

7.2 2021 UMAAS Convention
Councillor Greenlay
Councillor Lingenfelter

That Council authorizes CAO Fritz to attend the virtual annual convention of Urban Municipal Administrator' Association of Saskatchewan on June 9 and 10, 2021.

CARRIED

2021-223

7.3 Pine Cree Regional Park - Membership Fee 2021
Councillor Greenlay
Councillor Kornfeld

That Council directs CAO Fritz to pay \$5,142.00 for the 2021 membership fee for Pine Cree Regional Park.

CARRIED

7.4 Appointments

To record that Mayor Bennett has made the following amendment to the committee appointments: the removal of Councillor Michelson and the addition of Councillor Nelson to the Administration committee.

8 Committee Reports

8.1 Mayors Report

8.2 Public Works Committee - Councillor Kornfeld

8.3 Administration Committee - Councillor Kornfeld

8.4 Economic Development Committee - Councillor Greenlay

8.4.1 Economic Development Week

2021-224

Councillor Greenlay
Councillor Kornfeld

That Council shall accept the recommendation from the Economic Development Committee to proclaim May 9 - 15, 2021 as Economic Development week and May 10, 2021 as Indigenous Economic Development day in the Town of Shaunavon.

CARRIED

8.4.2 Audio/Visual Equipment for Courtroom

8.5 Southwest Waste Management - Mayor Bennett

8.6 Wellness and Leisure Committee - Councillor Lingenfelter

8.7 Grand Coteau Heritage and Cultural Centre - Councillor Michelson

8.8 Chinook Local Library Board - Councillor Michelson

8.9 Pine Cree Regional Park - Councillor Lingenfelter

8.10 SDFR/EMO - Councillor Lingenfelter

8.11 Southwest Municipal Government Committee (SWMGC) - Mayor Bennett

8.12 Southwest Transportation Planning Council Inc. (SWTPC) - Mayor Bennett

8.13 Swift Current Watershed Stewards - Councillor Michelson

8.14 Splash Park - Mayor Bennett

8.15 Council Attended Events

Councillor Klassen left the regular meeting at 9:08 PM and returned at 9:12 PM.

8.16 Acceptance of Committee Reports

2021-225

Councillor Greenlay
Councillor Nelson

That Council accepts all committee reports as presented:

1. Mayor Bennett presented a verbal report along with the April 22, 2021 Municipal Shared Resource committee meeting minutes - DRAFT.
2. Councillor Greenlay presented the April 22, 2021 Economic Development committee meeting minutes - DRAFT and the April 29, 2021 Economic Development committee meeting minutes - DRAFT.
3. Councillor Michelson presented a verbal report along with the April 21, 2021 Grand Coteau Heritage and Cultural Centre Board of Directors meeting minutes - DRAFT.

4. Mayor Bennett presented a verbal report along with the April 23, 2021 Southwest Transportation Planning Council Inc. Executive Working committee meeting minutes - DRAFT.
5. Mayor Bennett presented a verbal Mayors report.
6. Councillor Kornfeld verbalized the April 30, 2021 Director of Operations Report.
7. Mayor Bennett presented a verbal report for the Southwest Waste Management Authority Inc..
8. Councillor Lingenfelter presented a verbal report for the Wellness and Leisure committee.
9. Councillor Lingenfelter presented a verbal report for the Pine Cree Regional Park.

CARRIED

- 9 **Correspondence**
- 9.1 **Nathan Freeman**
- 9.2 **Rev. Allan Rundel - Shaunavon Alliance Church**
- 9.3 **Lannie Mathies - Many Islands Pipeline (Canada) Limited**
- 9.4 **Dale MacFarlane**
- 9.5 **Louise Michaud - Saskatchewan Housing Corporation**
- 9.6 **Support for Cannabis Dispensary - 379 Centre Street - Opinions**
- 9.7 **Leila-Rae Freeman**
- 9.8 **Hester Groenewald**
- 9.9 **Hester Venter**
- 9.10 **Paul Dean**
- 9.11 **Kristine Dean**
- 9.12 **Marlon Miller**
- 9.13 **Candee Miller**
- 9.14 **Larissa Fahlman**
- 9.15 **Mathew Fahlman**
- 9.16 **Larry Hughes**
- 9.17 **Joy Frenette**
- 9.18 **Yvonne Smith**
- 9.19 **Vanessa Preston**
- 9.20 **Alanna Harvey**
- 9.21 **Mavis Oehlerking**
- 9.22 **Allan Oehlerking**
- 9.23 **Todd Bymoan**
- 9.24 **Mandi Bymoan**
- 9.25 **Ken Billington**

- 9.26 Janice Billington
- 9.27 Steven Belau
- 9.28 Mandy Peters
- 9.29 Leslie Peters
- 9.30 Ginger Fournier
- 9.31 Meghan Krahn
- 9.32 Adam Krahn
- 9.33 Angela Boorah
- 9.34 Darcy Miller
- 9.35 Jodi Rundel
- 9.36 Taylor Groth
- 9.37 Spencer Groth
- 9.38 Kristopher Gislason
- 9.39 Alexandra Gislason
- 9.40 Cindy Scherger
- 9.41 Weldon Scherger
- 9.42 Christa Willems
- 9.43 Shalayne Eckart
- 9.44 Greg Lewans
- 9.45 **File Correspondence**
Councillor Nelson
Councillor Klassen

2021-226

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

1. Nathan Freeman
2. Rev. Allan Rundel - Shaunavon Alliance Church
3. Lannie Mathies - Many Islands Pipelines (Canada) Limited
4. Dale MacFarlane
5. Louise Michaud - Saskatchewan Housing Corporation
6. Support of the Cannabis Dispensary - 379 Centre Street - Opinions
7. Leila-Rae Freeman
8. Hester Groenewald
9. Hester Venter
10. Paul Dean
11. Kristine Dean
12. Marlon Miller
13. Candee Miller
14. Larissa Fahlman
15. Mathew Fahlman
16. Larry Hughes

17. Joy Frenette
18. Yvonne Smith
19. Vanessa Preston
20. Alanna Harvey
21. Mavis Oehlerking
22. Allan Oehlerking
23. Todd Bymoan
24. Mandi Bymoan
25. Ken Billington
26. Janice Billington
27. Steven Belau
28. Mandy Peters
29. Leslie Peters
30. Ginger Fournier
31. Meghan Krahn
32. Adam Krahn
33. Angela Boorah
34. Darcy Miller
35. Jodi Rundel
36. Taylor Groth
37. Spencer Groth
38. Kristopher Gislason
39. Alexandra Gislason
40. Cindy Scherger
41. Weldon Scherger
42. Christa Willems
43. Shalayne Eckart
44. Greg Lewans

CARRIED

Mayor Bennett called for a recess at 9:19 PM and returned to regular meeting at 9:25 PM.

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| 2021-227 | 10 | <p>Strategic Planning In-Camera Session
 Councillor Lingenfelter
 Councillor Klassen</p> <p>That Council meets in a Strategic Planning In-Camera session at 9:25 PM.</p> |
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CARRIED

CAO Fritz and Finance Clerk Enns left the regular meeting at 9:25 PM. Present: Mayor Bennett; Councillors Greenlay, Klassen, Kornfeld, Lingenfelter, Michelson and Nelson. CAO Fritz and Finance Clerk Enns returned to the regular meeting at 9:37 PM.

- | | | |
|----------|-------------|---|
| 2021-228 | 10.1 | <p>Strategic Planning In-Camera Concluded
 Councillor Greenlay
 Councillor Nelson</p> <p>That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 9:37 PM.</p> |
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CARRIED

2021-229

11

Adjournment

Councillor Kornfeld
Councillor Lingenfelter

That Council now adjourns the meeting at 9:39 PM.

CARRIED

Date approved: May 18, 2021



Kyle Bennett, Mayor



Tara Fritz, CAO

**TOWN OF SHAUNAVON
MAY 4, 2021
CHEQUE REGISTER**

Payment #	Vendor	Date	Amount
17063	Affinity Credit Union	2021-04-19	3,136.82
17064	A & B Auto Centre	2021-05-04	363.99
17065	Apex Distribution Inc.	2021-05-04	786.24
17066	Certified Overhead Door Ltd	2021-05-04	3,959.93
17067	Country Club Dist. 2008 Ltd.	2021-05-04	147.66
17068	Crossroad Energy Solutions Inc	2021-05-04	966.37
17069	Andrea Dhas	2021-05-04	472.50
17070	Greve, Melody	2021-05-04	1,563.50
17071	Helix Construction Ltd.	2021-05-04	126.00
17072	Jay's Transportation Group Ltd	2021-05-04	65.68
17073	Johnson, Mario	2021-05-04	129.38
17074	Leaf & Powder Enterprises Inc.	2021-05-04	184.26
17075	Lingenfelter, Shawn	2021-05-04	38.50
17076	Lingenfelter, Hannah	2021-05-04	1,600.00
17077	Lingenfelter, Bonnie	2021-05-04	1,625.00
17078	Nicole Noel-Matheson	2021-05-04	50.00
17079	Saskatchewan Health Authority	2021-05-04	46.00
17080	MuniSoft	2021-05-04	85.10
17081	Perativ General Partnership	2021-05-04	36.75
17082	Potter, Grace	2021-05-04	262.99
17083	R.V. Auto Parts	2021-05-04	5.76
17084	Ranlin Enterprises	2021-05-04	166.50
17085	Robertson Implements (1988) Ltd	2021-05-04	157.40
17086	Shaunavon & District Fire	2021-05-04	8,477.89
17087	SecurTek	2021-05-04	79.75
17088	SUMA	2021-05-04	5,890.11
17089	Supreme Office Products	2021-05-04	68.33
17090	Swift Sanitary Service 2005	2021-05-04	10,150.03
17091	TAXervice	2021-05-04	1,141.00
17092	Zep Sales & Service of Canada	2021-05-04	354.19
		Total for AP:	<u>42,137.63</u>

SHAUNAVON AND DISTRICT FIRE AND RESCUE COMMITTEE
MAY 4, 2021
CHEQUE REGISTER

<u>Payment #</u>	<u>Vendor</u>	<u>Date</u>	<u>Amount</u>
499	Eckart, Shawn	2021-05-04	200.00
		Total for AP:	<u>200.00</u>

