

Town of Shaunavon
Meeting Minutes
Council Meeting June 1, 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 (via Zoom and telephone); CAO Tara Fritz and Finance Clerk Trudy Enns

1 Calling the Meeting to Order

Mayor Bennett called the meeting to order at 7:32 PM.

2 Approve Minutes

2021-258

Councillor Kornfeld
Councillor Nelson

That Council approves the minutes of the May 18, 2021 meeting, as circulated.

CARRIED

3 Delegation

3.1 Hear Delegation of Ranchhouse Meat Co. Inc.

2021-259

Councillor Lingenfelter
Councillor Kornfeld

That Council hears the delegation of Vince Stevenson of Ranchhouse Meat Co. Inc. at 7:34 PM.

CARRIED

3.2 Delegation Exit

The delegation of Vince Stevenson of the Ranchhouse Meat Co. Inc. left the regular meeting at 7:55 PM.

4 Financial Reports

4.1 Town of Shaunavon Cheque Register

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to the Town of Shaunavon voucher #17155, for the amount of \$1,180.45 payable to Kornfeld Electric and left the council chambers at 7:55 PM.

4.1.1 Kornfeld Electric Voucher

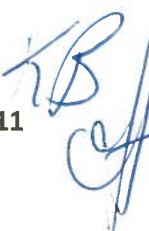
2021-260

Councillor Greenlay
Councillor Klassen

That Council approves the payment of voucher #17155 in the amount of \$1,180.45 payable to Kornfeld Electric.

CARRIED

Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to the Town of Shaunavon vouchers #17156, for the amount of \$72.15 payable to Leaf and Powder Enterprises Inc. and left the council chambers at 7:56 PM.



- 2021-261 **4.2 Leaf and Powder**
Councillor Lingenfelter
Councillor Michelson
- That Council approves the payment of voucher #17156 in the amount of \$72.15 payable to Leaf and Powder Enterprises Inc.
- CARRIED**
- Councillor Greenlay and Councillor Kornfeld returned to council chambers at 7:57 PM.
- 2021-262 **4.3 Approval of Town of Shaunavon Cheque Register**
Councillor Kornfeld
Councillor Lingenfelter
- That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$127,068.72, and forms part of these minutes.
- CARRIED**
- 2021-263 **4.4 Shaunavon and District Fire and Rescue Cheque Register**
4.4.1 Approval of Shaunavon and District Fire and Rescue Cheque Register
Councillor Lingenfelter
Councillor Michelson
- 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**
- 2021-264 **5 Management Reports**
5.1 Acceptance of Management Reports
Councillor Greenlay
Councillor Klassen
- That Council accepts all manager reports, as presented:
1. Chief Administrative Officer report.
 2. Director of Culture report.
 3. Director of Operations report.
 4. Communication Officer report.
 5. Economic Development Officer report.
 6. Bylaw Enforcement Officer report.
 7. Assistant Director of Operations report.
 8. Director of Wellness & Leisure report.
- CARRIED**
- 2021-265 **6 New Business**
6.1 July and August Council Meeting Dates and Times
Councillor Greenlay
Councillor Lingenfelter
- That Council authorizes that the July 6, 2021 and August 17, 2021 regular council meetings be cancelled; and that the July 20, 2021 regular council meetings be changed to July 13, 2021 and that the August 3, 2021 be changed to August 10, 2021. The meetings are to be set for 7:30 PM.
- CARRIED**

- 2021-266 **6.2 2021 June is Recreation & Parks Month**
 Councillor Kornfeld
 Councillor Lingenfelter
- Therefore, Town of Shaunavon, in recognition of the benefits and values that recreation, parks, and leisure services provide, does hereby designate the month of June as June is Recreation & Parks Month.
- CARRIED**
- 2021-267 **6.3 Assessment Classes**
 Councillor Michelson
 Councillor Greenlay
- That Council directs CAO Fritz to send a resolution to Municipalities of Saskatchewan (SUMA) directing them to lobby the provincial government for an amendment to *The Municipalities Act* asking for the addition of the following provisions:
1. That council may establish classes and sub-classes of property for the purposes of establishing tax rates; and
 2. The Saskatchewan Assessment Management Agency shall determine to which class or sub-class any property belongs.
- CARRIED**
- 2021-268 **6.3.1 Saskatchewan Assessment Management Agency (SAMA) Meeting**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council directs CAO Fritz to request that Saskatchewan Assessment Management Agency (SAMA) provide a representative to attend the June 15, 2021 regular meeting of council, in person.
- CARRIED**
- 2021-269 **6.4 Swimming Pool Manager Rate of Pay**
 Councillor Greenlay
 Councillor Klassen
- That Council accepts the recommendation from the Director of Wellness and Leisure to pay the 2021 swimming pool manager \$18.65 per hour.
- CARRIED**
- 2021-270 **6.5 2021 Grand Coteau Car Bingo Request**
 Councillor Greenlay
 Councillor Kornfeld
- That Council approves the Grand Coteau Heritage and Cultural Centre's request to have a partial street closure of the 400 Block from 6:00 PM to 9:30 PM on Thursday July 1, 2021 to accommodate the Grand Coteau Heritage and Cultural Centre's Car Bingo.
- CARRIED**
- 2021-271 **6.6 770 Greenslade Way**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council shall abate the 2021 taxes on the improvement located 770 Greenslade Way from June 1, 2021 until December 31, 2021.
- CARRIED**
- 7 Committee Reports**
- 7.1 Mayors Report**

- 2021-272 **7.1.1 SUMA Name Change**
 Councillor Michelson
 Councillor Klassen
- That Council directs Mayor Bennett and Councillor Greenlay to vote that Saskatchewan Urban Municipalities Association (SUMA) shall retain the name of Saskatchewan Urban Municipalities Association (SUMA) out of respect to our neighbouring rural municipalities.
- CARRIED**
- 2021-273 **7.2 Residential Schools**
 Councillor Michelson
 Councillor Klassen
- That Council directs CAO Fritz to send a letter to the Federal Minister of Indigenous Services, with a carbon copy to Member of Parliament for Cypress Hills-Grasslands Jeremy Patzer, to immediately commence research on the undocumented deaths and burials in residential schools in Saskatchewan, including radar ground search at residential school sites.
- CARRIED**
- 7.3 Public Works Committee - Councillor Kornfeld**
- 7.4 Administration Committee - Councillor Kornfeld**
- 2021-274 **7.4.1 Bylaw 2021-05 - Permitting of Trailers, Mobile Homes and Portable Shacks**
 Councillor Kornfeld
 Councillor Greenlay
- That Council accepts the recommendation from the Administration Committee to consider Bylaw No. 2021-05 - A Bylaw to Provide for the Permitting of Occupants of Trailers, Mobile Homes and Portable Shacks.
- CARRIED**
- 2021-275 **7.4.2 Council Procedures Bylaw**
 Councillor Michelson
 Councillor Greenlay
- That Council accepts the recommendation from the Administration committee to adopt Bylaw 2021-06 - The Procedure Bylaw, as amended.
- CARRIED**
- 2021-276 **7.4.3 Office Copier**
 Councillor Kornfeld
 Councillor Klassen
- That Council accepts the recommendation from the Administration Committee to purchase the Xerox AltaLink C8155 multifunction printer of the rate of \$6,787.00 (plus the one-time administrative fee of \$125.00), plus applicable taxes. This purchase shall include a sixty (60) month service contract, with the ability to extend the service contract. That Council also accepts the recommendation from the Administration Committee that directs CAO Fritz to sell the Xerox WorkCentre 7556 multifunction printer, that we currently have.
- CARRIED**
- 7.5 Economic Development Committee - Councillor Greenlay**

- 2021-277 **7.5.1 Audio/Visual Equipment**
Councillor Greenlay
Councillor Kornfeld
- That Council accepts the recommendation from the Economic Development Committee to proceed with the grant application for the Canada Health Communities Initiative for Hillman AV's equipment and that the Town proceeds with purchasing the quoted equipment at a rate of \$13,579.12, plus applicable taxes.
- CARRIED**
- 2021-278 **7.8.1 Grand Coteau Community Instagram Wall**
Councillor Lingenfelter
Councillor Greenlay
- That Council shall permit the Grand Coteau Heritage and Cultural Centre to use the water tower as a location for the Community Instagram Wall.
- CARRIED**
- Councillor Klassen left the regular meeting at 9:16 PM and returned at 9:17 PM.
- 2021-279 **7.16 Extend Council Meeting**
Councillor Michelson
Councillor Klassen
- That Council agrees to extend the regular council meeting.
- CARRIED**
- 2021-279 **7.17 Acceptance of Committee Reports**
Councillor Kornfeld
Councillor Lingenfelter
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented a verbal report.
 2. Councillor Kornfeld presented a verbal report along with the Administration Committee meeting minutes for May 25, 2021 - DRAFT.
 3. Councillor Greenlay presented a verbal report along with the Economic Development Committee meeting minutes for May 27, 2021 - DRAFT
 4. Mayor Bennett presented a verbal report on the behalf of the Southwest Waste Management.
 5. Councillor Lingenfelter presented a verbal report along with the Wellness & Leisure Committee meeting minutes from May 31, 2021 - DRAFT.
 6. Councillor Michelson presented a verbal report for Grand Coteau Heritage and Cultural Centre.
 7. Councillor Lingenfelter presented a verbal report on behalf of Pine Cree Regional Park and SDFR.
 8. Mayor Bennett presented a verbal report on behalf of Southwest Municipal Government Committee, Southwest Transportation Planning Council, and the Splash Park.
- CARRIED**
- 8 Bylaws**

- 2021-280 **8.1 Bylaw No. 2021-04 - Environmental Levy and Levy in Lieu of Services (third 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 read the third and final time and be adopted.
- CARRIED**
- 2021-281 **8.2 Bylaw 2021-05 - Permitting of Trailers, Mobile Homes and Portable Shacks (first Reading)**
Councillor Kornfeld
Councillor Klassen
- That Council authorizes that Bylaw 2021-05 - A Bylaw to Provide for the Permitting of Occupants of Trailers, Mobile Homes and Portable Shacks, be introduced and read the first time.
- CARRIED**
- 2021-282 **8.3 Bylaw 2021-05 - Permitting of Trailers, Mobile Homes and Portable Shacks (second reading)**
Councillor Greenlay
Councillor Lingenfelter
- That Council authorizes that Bylaw 2021-05 - A Bylaw to Provide for the Permitting of Occupants of Trailers, Mobile Homes and Portable Shacks, be read a second time.
- CARRIED**
- 2021-283 **8.4 Bylaw 2021-06 - Council Procedures Bylaw (first reading)**
Councillor Lingenfelter
Councillor Michelson
- That Council authorizes that Bylaw 2021-06 – The Procedure Bylaw, be introduced and read the first time.
- CARRIED**
- 2021-284 **8.5 Bylaw 2021-07 - A Bylaw to Repeal Certain Bylaws (third reading)**
Councillor Kornfeld
Councillor Lingenfelter
- That Council authorizes that Bylaw 2021-07 - A Bylaw to Repeal Certain Bylaws, be read the third and final time and be adopted.
- CARRIED**
- 2021-285 **8.6 Bylaw 2021-08 - A Bylaw to Guarantee Debt (first reading)**
Councillor Kornfeld
Councillor Klassen
- That Council authorizes that Bylaw 2021-08– A Bylaw to Provide for Guaranteeing a Debt, be introduced and read the first time.
- CARRIED**
- 2021-286 **8.7 Bylaw 2021-08 - A Bylaw to Guarantee Debt (second reading)**
Councillor Kornfeld
Councillor Lingenfelter
- That Council authorizes that Bylaw 2021-08– A Bylaw to Provide for Guaranteeing a Debt, be read the second time.
- CARRIED**

- 2021-287 **8.8 Bylaw 2021-08 - A Bylaw to Guarantee Debt (go to third reading)**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2021-08– A Bylaw to Provide for Guaranteeing a Debt, go to third and final reading.
- CARRIED UNANIMOUSLY**
- 2021-288 **8.9 Bylaw 2021-08 - A Bylaw to Guarantee Debt (third reading)**
 Councillor Nelson
 Councillor Greenlay
- That Council authorizes that Bylaw 2021-08– A Bylaw to Provide for Guaranteeing a Debt, be read the third and final time and be adopted.
- CARRIED**
- 2021-289 **9 Correspondence**
- 9.2 Carol Haas Royal Canadian Legion Branch 40**
 Councillor Greenlay
 Councillor Michelson
- That Council shall provide a \$5,000 grant to the Royal Canadian Legion Branch 40 to financially assist with the completion of the cenotaph pad.
- CARRIED**
- 2021-290 **9.3 File Correspondence**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council approves that the following correspondence having been read, now be filed:
1. Dallas Block - Rock Solid Refuge
 2. Carol Haas - Royal Canadian Legion Branch 40
- CARRIED**
- 2021-291 **10 Strategic Planning In-Camera Session**
 Councillor Greenlay
 Councillor Klassen
- That Council meets in a Strategic Planning In-Camera session at 9:52 PM.
- CARRIED**
- CAO Fritz and Finance Clerk Trudy Enns left the regular meeting at 9:52 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 9:59 PM.
- 2021-292 **10.1 Strategic Planning In-Camera Concluded**
 Councillor Greenlay
 Councillor Kornfeld
- That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 9:59 PM.
- CARRIED**
- 2021-293 **11 Adjournment**
 Councillor Kornfeld
 Councillor Greenlay
- That Council now adjourns the meeting at 10:00 PM.
- CARRIED**



Date approved: June 18, 2021



Kyle Bennett, Mayor



Tara Fritz, CAO

**TOWN OF SHAUNAVON
JUNE 1, 2021
CHEQUE REGISTER**

Payment #	Vendor	Date	Amount
210147	Fritz, Tara	2021-05-20	2,183.88
210148	Stewart, Sherrilyn	2021-05-20	1,115.90
210149	Potter, Grace	2021-05-20	1,614.53
210150	Johnson, Lauren	2021-05-20	1,341.95
210151	Enns, Trudy	2021-05-20	1,019.24
210152	Gregoire Joanne	2021-05-20	1,434.65
210153	Attrell, Kelly	2021-05-20	837.30
210154	Dale, Dana	2021-05-20	1,535.07
210155	Doiron, Mark	2021-05-20	1,123.54
210156	Johnson, Brian	2021-05-20	1,324.38
210157	Lingenfelter, Tim	2021-05-20	1,217.74
210158	Moffatt, Corine	2021-05-20	1,092.73
210159	Pommier, Michael	2021-05-20	326.96
210160	Reid, Gerald	2021-05-20	1,492.60
210161	Phillips, Ron	2021-05-20	2,083.34
210162	Schulze, Fred	2021-05-20	2,034.25
210163	Stearns, Kennedy	2021-05-20	1,347.92
210164	Morin, Anna	2021-05-20	423.33
210165	Bennett, Hannah	2021-05-20	574.84
210166	Larson, Blaze	2021-05-20	565.19
210167	Oberle, Brock	2021-05-20	565.19
210168	Municipal Employees'	2021-05-20	5,357.32
210169	Canada Revenue Agency -Payroll	2021-05-20	9,980.25
17138	Affinity Credit Union	2021-06-01	1,520.41
17139	Apex Distribution Inc.	2021-06-01	99.73
17140	Audrey's Flower Oasis	2021-06-01	478.37
17141	B&D Contract Services	2021-06-01	454.13
17142	Brownlee LLP	2021-06-01	6,884.12
17143	Chisholm, Meghan	2021-06-01	1,179.00
17144	Cleartech Industries Inc.	2021-06-01	8,315.88
17145	Cooper Plumbing & Heating Ltd.	2021-06-01	640.47
17146	Country Club Dist. 2008 Ltd.	2021-06-01	143.05
17147	EMS Croscan	2021-06-01	6,300.00
17148	Enviroway Detergent Man. Inc.	2021-06-01	136.16
17149	Fritz, Tara	2021-06-01	5.00
17150	VOID	2021-06-01	0.00
17151	Helix Construction Ltd.	2021-06-01	5,325.33
17152	HRDownloads Inc.	2021-06-01	2,308.95
17153	Iron Pony Small Engines	2021-06-01	187.77
17154	Johnson, Mario	2021-06-01	129.38
17155	Kornfeld Electric	2021-06-01	1,180.45
17156	Leaf & Powder Enterprises Inc.	2021-06-01	72.15
17157	Lingenfelter, Hannah	2021-06-01	1,600.00
17158	Lingenfelter, Tim	2021-06-01	55.49
17159	Lingenfelter, Bonnie	2021-06-01	1,750.00
17160	Magnum Trucks	2021-06-01	404.53
17161	Saskatchewan Health Authority	2021-06-01	23.00
17162	MuniSoft	2021-06-01	114.45
17163	Oberle, Brock	2021-06-01	100.00
17164	Packard Electric	2021-06-01	210.90
17165	Pattison Agriculture	2021-06-01	1,331.42
17166	Perativ General Partnership	2021-06-01	36.75
17167	Purolator Courier Ltd.	2021-06-01	316.29
17168	R.V. Auto Parts	2021-06-01	775.61
17169	Road Boss Grader	2021-06-01	837.02
17170	SaskPower	2021-06-01	4,866.25
17171	SecurTek	2021-06-01	109.72
17172	Stark & Marsh, Chartered	2021-06-01	15,200.16
17173	Supreme Office Products	2021-06-01	140.33
17174	TAXervice	2021-06-01	1,069.95



Payment #	Vendor	Date	Amount
17175	Spoiled During Printing	2021-05-27	0.00
17176	Bennett, Kyle	2021-06-01	965.00
17177	Greve, Melody	2021-06-01	1643.00
17178	Aquabelles	2021-06-01	1,000.00
17179	Shaunavon Chamber of Commerce	2021-06-01	1,300.00
17180	Cypress Hills Ability	2021-06-01	750.00
17181	Grand Coteau Heritage And	2021-06-01	2,001.69
17182	Red Coat Multiple 4-H Club	2021-06-01	1,000.00
17183	Rock Creek Golf & Country Club	2021-06-01	1,646.51
17184	Shaunavon & District Music	2021-06-01	877.81
17185	Shaunavon Arts Council	2021-06-01	1,397.79
17186	Shaunavon High NASP	2021-06-01	1,615.00
17187	Shaunavon Local Library	2021-06-01	1,400.00
17188	Shaunavon Minor Hockey	2021-06-01	1,865.23
17189	Shaunavon Swimming Pool	2021-06-01	1,954.97
17190	Shaunavon Silver Blades	2021-06-01	2,054.98
17191	Stayin' Alive Choir	2021-06-01	1,954.97
		Total:	<u>128,321.32</u>

Shaunavon and District Fire and Rescue
JUNE 1, 2021
CHEQUE REGISTER

<u>Payment #</u>	<u>Vendor</u>	<u>Date</u>	<u>Amount</u>
505	Eckart, Shawn	2021-06-01	200.00
		Total:	<u>200.00</u>

