

Town of Shaunavon
Meeting Minutes
Council Meeting October 19, 2021 - 07:30 PM

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

Attendance: Mayor Kyle Bennett; Councillors: Mike Greenlay, Nolan Klassen (via Zoom), 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 7:31 PM.
- 2021-463

2

Approve Minutes

Councillor Greenlay
Councillor Kornfeld

That Council approves the minutes of the October 5, 2021 regular council meeting, as presented.

CARRIED
- 2021-464

3.2

Approval of Town of Shaunavon Cheque Register

Councillor Kornfeld
Councillor Greenlay

That Council approves the payment of \$109,775.50, and forms part of these minutes.

CARRIED
- 2021-465

3.3.1

Approval of Shaunavon and District Fire and Rescue Cheque Register

Councillor Kornfeld
Councillor Nelson

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 \$4,907.67 and forms part of these minutes.

CARRIED
- 2021-466

3.4

Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports

Councillor Nelson
Councillor Greenlay

That Council accepts the September 30, 2021 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the September 30, 2021, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.

CARRIED
- 2021-467

3.5

Town of Shaunavon and SDFR Statement of Financial Activities



Councillor Michelson
Councillor Greenlay

That Council accepts the Town of Shaunavon's September 2021 Statement of Financial Activities and the Shaunavon and District Fire and Rescue Committee's September 2021 Statement of Financial Activities reports as presented.


CARRIED
- 4**

Management Reports

Councillor Kornfeld left the regular meeting at 7:56 PM and returned at 7:57 PM.

- 2021-468 **4.1 Acceptance of Management Reports**
 Councillor Lingenfelter
 Councillor Michelson
- That Council shall accept the following management reports as presented:
- Chief Administrative Officer
 - Director of Operations
- CARRIED**
- 2021-469 **5 Business Arising from the Minutes**
- 2021-469 **5.1 Lots 7 and 8, Block 69, Plan 102016841 Offer to Purchase**
 Councillor Kornfeld
 Councillor Klassen
- That Council shall accept the \$1,000.00 offer to purchase on Lots 7 and 8, Block 69, Plan 102016841.
- CARRIED**
- 2021-470 **6 New Business**
- 2021-470 **6.1 PMB Consent to Acquire Titles**
- 2021-470 **6.1.1 Lot 20, Block 37, 562 Third Street East**
 Councillor Kornfeld
 Councillor Lingenfelter
- That having been given Provincial Mediation Board consent, the Town proceeds with acquiring title of Lot 20, Block 37, Plan B3185; 562 Third Street East pursuant to section 26.1 of *The Tax Enforcement Act*; with the current taxes abated from the transfer date, as per subsection 34(2) of *The Tax Enforcement Act*.
- CARRIED**
- 2021-471 **6.1.2 Lot 20, Block 37, Plan B3185, 562 Third Street East**
 Councillor Lingenfelter
 Councillor Nelson
- That Council authorizes CAO Fritz to direct Regional Bylaw Enforcement Officer, Bonnie Lingenfelter, to issue the property owner of Lot 20, Block 37, Plan B3185 an Order to Remedy, respecting infractions to Bylaw 2005-20, the Nuisance Abatement Bylaw, and that if the order is not complied with that Council directs CAO to demolish of all improvements.
- CARRIED**
- 2021-472 **6.1.3 Lots 20-21, Block 7, 370 Third Avenue East**
 Councillor Greenlay
 Councillor Kornfeld
- That having been given Provincial Mediation Board consent, the Town proceeds with acquiring title of Lots 20-21, Block 7, Plan B3185; 370 Third Avenue East pursuant to section 26.1 of *The Tax Enforcement Act*; with the current taxes abated from the transfer date, as per subsection 34(2) of *The Tax Enforcement Act*.
- CARRIED**
- 2021-473 **6.1.3.1 Lot 20-21, Block 7, Plan B3185, 370 Third Avenue East**
 Councillor Greenlay
 Councillor Lingenfelter
- That Council authorizes CAO Fritz to direct Regional Bylaw Enforcement Officer, Bonnie Lingenfelter, to issue the property owner of Lot 20-21, Block 7, Plan B3185 an Order to Remedy, respecting infractions to Bylaw 2005-20, the Nuisance Abatement Bylaw, and that if the order is not complied with that Council directs CAO to demolish of all improvements.
- CARRIED**

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- 2021-474 **6.1.4 Lots 34-37, Block 10, 315 Second Avenue West**
 Councillor Nelson
 Councillor Kornfeld
- That having been given Provincial Mediation Board consent, the Town proceeds with acquiring title of Lots 34-37, Block 10, Plan B3185;315 Second Avenue West pursuant to section 26.1 of *The Tax Enforcement Act*; with the current taxes abated from the transfer date, as per subsection 34(2) of *The Tax Enforcement Act*.
- CARRIED**
- 2021-475 **6.3 SUMA Regional Meeting**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes any member of Council who wishes may attend the virtual SUMA regional meeting on Wednesday, November 3, 2021 from 8:00 AM to 12:15 PM.
- CARRIED**
- 2021-476 **6.4 Certified Grave Digger**
 Councillor Lingenfelter
 Councillor Nelson
- That Council shall permit any representative from Cruthers Monumental to be a certified grave digger in the Hillcrest Cemetery.
- CARRIED**
- 2021-477 **6.5 Royal Canadian Legion - Remembrance Day Ceremony**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes the purchase of an \$80.00 wreath from the Shaunavon Royal Canadian Legion Branch #40 in regards to their 2021 Wreath Campaign, which shall be presented by Mayor Bennett, or a member of council in Mayor Bennett's absence.
- CARRIED**
- 2021-478 **6.6 RCMP Retroactive Pay**
 Councillor Michelson
 Councillor Nelson
- That Council directs CAO Fritz to write a letter to the Federal Minister of Public Safety to advocate that the retroactive pay increases for the RCMP that were negotiated by the federal government are paid by the federal government, not offloaded to municipalities.
- CARRIED**
- 7 Committee Reports**
- Finance Clerk left the regular meeting at 8:30 PM and returned at 8:31 PM.
- 2021-479 **7.2.1 Airport Leases**
 Councillor Lingenfelter
 Councillor Kornfeld
- That Council shall accept the recommendation from the Public Works Committee to cancel all existing airport leases and to have them all updated to the 2017 lease agreements at the rate of \$0.00.
- CARRIED**

- 2021-480 **7.2.2 September 29, 2021 Waterworks and Lagoon Inspection Reports**
 Councillor Kornfeld
 Councillor Nelson
- That Council accepts the recommendation from the Pubic Works Committee to receive and file the September 29, 2021 Water Security Agency's Waterworks and Lagoon Inspection reports as presented.
- CARRIED**
- 2021-481 **7.2.3 Water Quality Report**
 Councillor Greenlay
 Councillor Kornfeld
- That Council shall receive and file the Monthly Water Quality report for the month of September 2021, as presented.
- CARRIED**
- 2021-482 **7.3.1 Investment Strategy**
 Councillor Lingenfelter
 Councillor Kornfeld
- That Council considers the recommendation from the Administration Committee respecting investment; and that Council directs CAO Fritz to invest \$1,500,000 in a one-year GIC at the rate of 1.10% and \$1,500,000 in a two-year GIC at the rate of 1.35% at the Affinity Credit Union in Shaunavon, Saskatchewan.
- CARRIED**
- 2021-483 **7.3.2 Accounting and Reporting Tangible Assets Policy**
 Councillor Kornfeld
 Councillor Nelson
- That Council accepts the recommendation from the Administration Committee to adopt the Accounting and Reporting of Tangible Assets policy, as presented; and that the policy shall come into force January 1, 2021. The Accounting and Reporting of Tangible Assets policy that was adopted on April 6, 2010 in resolution 2010-148 shall be repealed.
- CARRIED**
- 2021-484 **7.3.3 Realtor Contract Renewal**
 Councillor Kornfeld
 Councillor Greenlay
- That the Council shall accept the recommendation from the Administration Committee to renew the contract with Access Real Estate Inc., whom serves as the realtor on behalf of the Town of Shaunavon, for a period of two years effective January 1, 2022; and that the commission to Access Real Estate Inc. to be set at a rate of \$300.00 per property.
- CARRIED**
- 2021-485 **7.5.1 Strategic Planning In-Camera Session**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council meets in a Strategic Planning In-Camera session at 8:50 PM.
- CARRIED**
- Present: Mayor Bennett, Councillors Greenlay, Klassen (via Zoom), Kornfeld, Lingenfelter, Michelson, Nelson and CAO Tara Fritz. Finance Clerk Enns left the regular meeting at 8:51 PM and returned at 8:54 PM.

- 2021-486 **7.5.1.1 Strategic Planning In-Camera Session - Concluded**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 8:52 PM.
- CARRIED**
- 2021-487 **7.6 Wellness and Leisure Committee - Councillor Lingenfelter**
 Councillor Kornfeld
 Councillor Nelson
- That Council shall consider allocating approximately \$33,000.00 into the 2022 budget for the finalization of the Ball Diamond Dugout upgrades, as time did not permit to finalize the project in 2021. It shall be noted that the Wellness and Leisure Committee has authorized for Dana Dale to proceed with the acquisition of the fence topper for diamond # 4 at the approximate rate of \$3,550 in 2021.
- CARRIED**
- 2021-488 **7.10 SDFR/EMO - Councillor Lingenfelter**
- Councillor Kornfeld left the regular meeting at 9:03 PM and returned at 9:05 PM. Councillor Nelson left the regular meeting at 9:07 PM and returned at 9:08 PM.
- 7.10.1 EMO Bylaw**
 Councillor Nelson
 Councillor Lingenfelter
- That Council shall accept the Shaunavon and District Fire and Rescue/Emergency Measures Organization Committee's recommendation to adopted the amended EMO Bylaw, as presented.
- CARRIED**
- 2021-489 **7.10.2 SDFR Bylaw**
 Councillor Kornfeld
 Councillor Greenlay
- That Council shall accept the Shaunavon and District Fire and Rescue/Emergency Measures Organization Committee's recommendation to adopt the amended Shaunavon and District Fire and Rescue Bylaw, as presented.
- CARRIED**
- 2021-490 **7.10.3 2022 SDFR/EMO Operating Budget and 2022-2026 SDFR Capital Plan**
 Councillor Lingenfelter
 Councillor Nelson
- That Council shall adopt the 2022 SDFR/EMO Operating Budget that reflects revenues of \$187,057.00 and expenditures of \$187,051.00, and the 2022-2026 SDFR Capital Plan, as presented.
- CARRIED**
- Councillor Lingenfelter left the regular meeting at 9:17 PM and returned at 9:20 PM.

- 2021-491 **7.16 Acceptance of Committee Reports**
 Councillor Kornfeld
 Councillor Michelson
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented a verbal Mayors report, presented a verbal Splash Park report.
 2. Councillor Kornfeld presented the Public Works committee meeting minutes from October 18, 2021 - DRAFT, as well as presented the September Water quality report. Councillor Kornfeld presented the Administrative committee meeting minutes from October 13, 2021 - DRAFT
 3. Councillor Lingenfelter presented a verbal report and presented the Wellness and Leisure committee meeting minutes from October 4, 2021 - DRAFT. Councillor Lingenfelter presented a verbal report and presented the Shaunavon and District Fire and Rescue committee meeting minutes from October 13, 2021 - DRAFT.
 4. Councillor Michelson presented a verbal Grand Coteau Heritage and Cultural Centre report.
 5. Councillor Klassen presented a verbal District #4 ADD Board report,
- CARRIED**
- 2021-492 **8.1 2021-12 - EMO Bylaw (first reading)**
 Councillor Kornfeld
 Councillor Greenlay
- That Council authorizes that Bylaw 2021-12– A bylaw to provide for entering into an agreement respecting the forming of a mutual aid area emergency measures organization, be introduced and read the first time.
- CARRIED**
- 2021-493 **8.2 2021-12 - EMO Bylaw (second reading)**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes that Bylaw 2021-12 – A bylaw to provide for entering into an agreement respecting the forming of a mutual aid area emergency measures organizations, be read a second time.
- CARRIED**
- 2021-494 **8.3 Bylaw 2021-13 - Shaunavon and District Fire and Rescue Bylaw (first reading)**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2021-13– A bylaw to provide for entering into an agreement regarding fire protection, be introduced and read the first time.
- CARRIED**
- 2021-495 **8.4 2021-13 - Shaunavon and District Fire and Rescue Bylaw (second reading)**
 Councillor Michelson
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2021-13 – A Bylaw to provide for entering into an agreement regarding fire protection, be read a second time.
- CARRIED**
- 9 Correspondence**

TOWN OF SHAUNAVON
October 19, 2021
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
17558	Holy Trinity Roman Catholic	2021-10-05	4,283.21
210438	Fritz, Tara	2021-10-05	2,432.98
210439	Holmberg, Jennifer	2021-10-05	739.55
210440	Potter, Grace	2021-10-05	1,618.00
210441	Johnson, Lauren	2021-10-05	1,335.98
210442	Enns, Trudy	2021-10-05	1,099.68
210443	Gregoire Joanne	2021-10-05	1,434.20
210444	Attrell, Kelly	2021-10-05	837.07
210445	Dale, Dana	2021-10-05	1,531.65
210446	Doiron, Mark	2021-10-05	1,181.77
210447	Johnson, Brian	2021-10-05	1,409.07
210448	Lingenfelter, Tim	2021-10-05	1,319.34
210449	Moffatt, Corine	2021-10-05	1,093.72
210450	Reid, Gerald	2021-10-05	1,576.99
210451	Phillips, Ron	2021-10-05	2,121.04
210452	Schulze, Fred	2021-10-05	2,034.25
210453	Municipal Employees'	2021-10-05	5,416.02
210454	Canada Revenue Agency -Payroll	2021-10-05	9,368.85
210455	Minister of Finance (school)	2021-10-05	18,746.79
17559	Airmaster Sales Ltd.	2021-10-19	126.44
17560	B & A Petroleum Ltd.	2021-10-19	3,690.41
17561	BELL	2021-10-19	111.39
17562	Canada Life Assurance Co.	2021-10-19	137.06
17563	Country Club Dist. 2008 Ltd.	2021-10-19	33.93
17564	Crossroad Energy Solutions Inc	2021-10-19	390.41
17565	Dale, Dana	2021-10-19	70.00
17566	EMS Croscan	2021-10-19	2,100.00
17567	Fritz, Tara	2021-10-19	70.00
17568	JAE's Pharmacy	2021-10-19	34.88
17569	Johnson, Lauren	2021-10-19	70.00
17570	Johnson, Mario	2021-10-19	129.38
17571	Johnson, Mario	2021-10-19	129.38
17572	Kabrud, Wendy	2021-10-19	6,941.55
17573	Luckett Wenman & Associates	2021-10-19	2,791.26
17574	Saskatchewan Health Authority	2021-10-19	46.00
17575	MLT Aikins	2021-10-19	842.76
17576	MuniSoft	2021-10-19	1,102.77
17577	P & P Enterprises Inc.	2021-10-19	1,276.50
17578	Park N Play Design	2021-10-19	3,718.50
17579	Phillips, Ron	2021-10-19	70.00
17580	Pioneer Co-op	2021-10-19	668.07
17581	R.V. Auto Parts	2021-10-19	588.74
17582	Robertson Implements (1988)Ltd	2021-10-19	478.99
17583	Royal Canadian Legion	2021-10-19	80.00
17584	Sandberg, Conrad	2021-10-19	72.15
17585	SaskPower	2021-10-19	8,406.12
17586	SaskEnergy	2021-10-19	4,633.55
17587	SaskTel CMR	2021-10-19	1,405.74
17588	Schulze, Fred	2021-10-19	70.00
17589	Shaunavon & District Fire	2021-10-19	340.04
17590	SEIU-West	2021-10-19	504.72
17591	Shaunavon Animal Clinic	2021-10-19	57.72
17592	Shaunavon Tire & Alignment Ltd	2021-10-19	107.52
17593	Staples Professional Inc.	2021-10-19	100.60
17594	Triways Disposal Services	2021-10-19	3,787.47
17595	Xerox Canada Ltd.	2021-10-19	87.62
210456	Minister of Finance	2021-10-12	15.38
17596	SaskPower	2021-10-19	4,980.29
		Total:	<u>109,775.50</u>

Shaunavon and District Fire and Rescue
October 19, 2021
CHEQUE REGISTER

<u>Payment #</u>	<u>Vendor</u>	<u>Date</u>	<u>Amount</u>
559	Associated Fire Safety	2021-10-19	158.16
560	B & A Petroleum Ltd.	2021-10-19	265.45
561	Bureau Veritas Canada	2021-10-19	346.50
562	Shaunavon Elks Hall	2021-10-19	500.00
563	Pioneer Co-op	2021-10-19	98.03
564	Purolator Courier Ltd.	2021-10-19	87.62
565	RPM Auto	2021-10-19	1,439.18
566	SaskPower	2021-10-19	119.79
567	SaskEnergy	2021-10-19	87.75
568	Sask. Public Safety Agency	2021-10-19	799.20
	Issued To: Minister of Finance		
569	SaskTel CMR	2021-10-19	125.61
570	Shaunavon Tire and Alignment	2021-10-19	880.38
		Total:	<u>4,907.67</u>

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