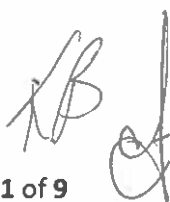


Town of Shaunavon
Meeting Minutes
Council Meeting November 2, 2021 - 07:30 PM

Town of Shaunavon Council Chambers
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 7:29 PM.
- 2021-501 **2 Approve Minutes**
Councillor Greenlay
Councillor Kornfeld
- That Council approves the minutes of the October 19, 2021 meeting, as circulated.
- CARRIED**
- 3 Financial Reports**
- 2021-502 **3.1 Town of Shaunavon Cheque Register**
- 3.2 Approval of Town of Shaunavon Cheque Register**
Councillor Nelson
Councillor Kornfeld
- That Council approves the payment of the accounts shown on the attached Schedule "A" in the amount of \$373,537.06, and forms part of these minutes.
- CARRIED**
- 2021-503 **3.3 Shaunavon and District Fire and Rescue Cheque Register**
- 3.3.1 Approval of Shaunavon and District Fire and Rescue Cheque Register**
Councillor Kornfeld
Councillor Greenlay
- 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 \$5,877.51 and forms part of these minutes.
- CARRIED**
- 2021-504 **4 Management Reports**
- 4.1 Order to Remedy, Lot 15-17 Block 3 Plan B3185**
Councillor Nelson
Councillor Michelson
- That Council directs Bylaw Enforcement Officer Lingenfelter, to hire a third-party company to assist in remedying the violations as sited in the July 15, 2021 Order to Remedy issued to the property owner of Lot 11, Block 3, Plan B3185 and that all expenses and cost of actions or measure taken by the Town of Shaunavon are an amount owing to the Town of Shaunavon by the person who contravened the bylaw, and may be added to the taxes of the property.
- CARRIED**



2021-505

4.2 Acceptance of Management Reports

Councillor Greenlay
Councillor Klassen

That Council shall accept the following management reports as presented:

1. Chief Administrative Officer.
2. Director of Operations.
3. Communications Officer Report.
4. Director of Wellness and Leisure Report.
5. Bylaw Enforcement Officer Report.
6. Economic Development Officer Report.
7. Director of Culture Report.

CARRIED

5 New Business

2021-506

5.1 Annual Appointments

Councillor Lingenfelter
Councillor Greenlay

That Council shall approve Mayor Bennett's appointments for the November 1, 2021 to October 31, 2022 term:

Executive Committee <i>(Mayor ex-officio member of all committees)</i>	Whole of Council
Administration <i>(Administration, Finance, Protection and Recreation)</i>	Nelson- Chairman Klassen Kornfeld Lingenfelter
Public Works <i>(Public Works, Utilities and Parks)</i>	Kornfeld – Chairman Greenlay Nelson Klassen
District #4 ADD Board	Klassen
Economic Development Committee	Greenlay – Chairman Nelson Grant Greenslade Robert Anderson Liz Spetz Norm Lavoy Oren Scribner Bob Thomas
Fire Protection and Emergency Measures Committee	Lingenfelter Nelson - Alternate
Library -Regional/Local	Michelson Thienes, Shirley Willman, Tammy
Pine Cree Regional Park	Lingenfelter
Southwest Municipal Government Committee	Bennett Fritz
Southwest Transportation Planning Council	Bennett Fritz - Alternate

Southwest Waste Management Authority	Bennett – Chairman Kornfeld Lingenfelter
Swift Current Creek Watershed Stewards	vacant
Wellness and Leisure Committee	Lingenfelter - Chairman Kornfeld Stoll, Andrew Billington, Ken Stevenson,
Garnet	Allemand,
Connie	Selvig, Grant
Grand Coteau Heritage and Cultural Center	Michelson - President Klassen Robert Anderson Tara Lingenfelter Joe-Ann Ruetz Terry Olesen Sandy Fritz Jenna Heibert Marla Poisson
Airport	Greenlay
Chairman	Greenslade, Grant - Anderson, Ted Thienes, Barry Hunter, Brock
Regional <i>(Including Municipal Shared Resource Committee)</i>	Whole of Council
Assessor/Tax Collector	Fritz Potter - Alternate
Auditor	Brian Tuntland Stark and Marsh Chartered Accountants
Board of Revision <i>(Pine Cree District Board of Revision)</i>	Gord Krismer Reg Skinner Don Van Beselaere Gord Parkinson Brian Lynch Cory Halvreson <i>(Operating as Gord Krismer and</i>
<i>Associates Ltd.)</i> Secretary to Board of Revision	Aileen Swensen
Building Officials	Meier, Clayton <i>of MuniCode Services Ltd.</i> Robert Hubbard
Development Appeals Board	
December 31, 2022	Conrad, Herb
December 31, 2022	Schneider, Rick
December 31, 2023	Stearns, Suzanne
December 31, 2023	Goulet, Richard
December 31, 2023	Fritz, Terry
Secretary Annual Appointment	Potter, Grace
Shaunavon Housing Authority	




November 1, 2022
November 1, 2023
November 1, 2023
November 1, 2024
November 1, 2024

Bennett, Jennifer
Smith, Catherine – Chair
Hoffman, Conrad
Stearns, Suzanne
Shadbolt, Lianne

Development Officers

Fritz
Potter - Alternate

Emergency Measures Coordinator

Eckart, Shawn

Fire Chief
Goldstein
Deputy Fire Chief
Assistant Fire Chief
Fire Captain
Fire Captain

Merrick

Ron White
Corey Gulaga
Grant Glover
Riley Malone

Fire Department Members:

Betty Richards
Caine Sorenson
Clayton Greenlay
Jarric Bymoan
Logan Serafinus
Brendon Cooper
Mark Shields

Ryan Beauchamp
Jeff Cooper
Kobie Guenther
Devin Pilon
Braedon Hewgill
Eric Beauchamp

Occupation Health and Safety
(Secretary)

Attrell

Management Representation: Ron Phillips, Dana Dale, Tara Fritz

Solicitor

Alishahi, Milad
of *MLT Aikins LLP*

Bylaw Enforcement Officer

Bonnie Lingenfelter
Val Wilkins - Alternate

Lac Pelletier Regional Park

Vacant

SUMAssure Delegate

Fritz

Head of Local Authority Freedom of Information & Privacy
(*as per Section 50*)

Fritz

Aeronautical Data Originator (*NAV Canada*)

Phillips

Recording Clerk (*In Chief Administrative Officer's Absence*)

Potter

CARRIED

2021-507

5.2 2021 Christmas Hours
Councillor Michelson
Councillor Lingenfelter

That Council shall permit the closure of the Town Office on Friday, December 24, 2021 for Christmas.

CARRIED

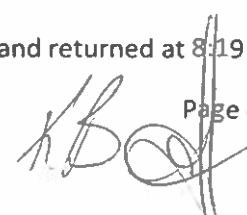
2021-508

5.3 Bylaw 2021-14 - Licensing Bylaw
Councillor Kornfeld
Councillor Klassen

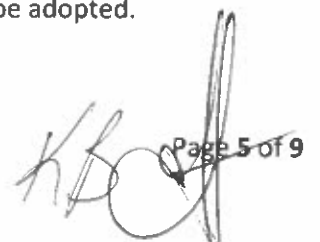
That Council shall amend the Licensing Bylaw to include the Town of Gull Lake in Category 2 on Schedule "A", as presented.

CARRIED

Finance clerk left the regular meeting at 7:56 PM and returned at 8:19 PM.



- 2021-509 **5.4 2021-2024 Collective Bargaining Agreement**
 Councillor Kornfeld
 Councillor Greenlay
- That Council ratify the 2021-2024 Collective Agreement between the Town of Shaunavon and the Service Employees International Union – West (SEIU – West), as attached.
- CARRIED**
- 2021-510 **6 Committee Reports**
- 6.8 Chinook Local Library Board - Councillor Michelson**
 Councillor Michelson
 Councillor Lingenfelter
- That Council directs CAO Fritz to write a letter to Chinook Regional Library regarding concern of sustained public access to the Shaunavon library due to their COVID-19 policies that come into affect January 1, 2022.
- CARRIED**
- Councillor Kornfeld left the regular meeting at 8:42 PM and returned at 8:43 PM.
- 2021-511 **6.15 Recommendation from the Airport Committee**
 Councillor Greenlay
 Councillor Nelson
- That Council accepts the recommendation from the Airport committee to allow interested parties to subdivide two parcels 65' x 65' immediately north of lease lot 11 located on Parcel EE, Plan 102260102, and if interest dictates a third location 65' x 65' parcel at the east end of the taxiway lease lot 13 located on Parcel EE, Plan 102260102. The subdivision, surveying and any other cost that impact the airport operation, such as possible relocation of the rotating beacon, and utility servicing cost would be the responsibility of the interested party. There may be more than one person interest in the same parcel of land, and that Council will consider a lottery to determine a fair allotment.
- CARRIED**
- 2021-512 **6.17 Acceptance of Committee Reports**
 Councillor Kornfeld
 Councillor Michelson
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented a verbal Mayor's report, also presented the draft October 19, 2021 Southwest Waste Management meeting minutes, draft March 21, 2021 Municipal Shared Resource committee meeting minutes and presented a verbal Splash Park report.
 2. Councillor Kornfeld presented a verbal Public Works committee report and presented a verbal Administration committee report.
 3. Councillor Greenlay presented a verbal report for the Airport Committee and presented the draft October 28, 2021 Economic Development Committee meeting minutes.
 4. Councillor Michelson presented a verbal report along with the draft September 28, 2021 Chinook Regional Library Board meeting minutes.
- CARRIED**
- 2021-513 **7 Bylaws**
- 7.1 Bylaw 2021-12 - EMO Bylaw**
 Councillor Klassen
 Councillor Nelson
- 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 read the third and final time and be adopted.
- CARRIED**



Page 5 of 9

- 2021-514 **7.2 Bylaw 2021-13 - Shaunavon and District Fire and Rescue Bylaw**
 Councillor Kornfeld
 Councillor Greenlay
- That Council authorizes that Bylaw 2021-13– A Bylaw to provide for entering into an agreement regarding fire protection, be read the third and final time and be adopted.
- CARRIED**
- 2021-515 **7.3 Bylaw 2021-14 - Licensing Bylaw (first reading)**
 Councillor Kornfeld
 Councillor Michelson
- That Council authorizes that Bylaw 2021-14– A Bylaw to classify, license, regulate and govern business, be introduced and read the first time.
- CARRIED**
- 2021-516 **7.4 Bylaw 2021-14 - Licensing Bylaw (second reading)**
 Councillor Greenlay
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2021-14– A Bylaw to classify, license, regulate and govern business, be read a second time.
- CARRIED**
- 2021-517 **7.5 Bylaw 2021-14 - Licensing Bylaw (go to third reading)**
 Councillor Nelson
 Councillor Greenlay
- That Council authorizes that Bylaw 2021-14 - A Bylaw to classify, license, regulate and govern business, go to third and final reading.
- CARRIED UNANIMOUSLY**
- 2021-518 **7.6 Bylaw 2021-14 - Licensing Bylaw**
 Councillor Kornfeld
 Councillor Klassen
- That Council authorizes that Bylaw 2021-14 – A Bylaw to classify, license, regulate and govern business, be read the third and final time and be adopted.
- CARRIED**
- 8 Correspondence**
- 8.1 Devon Ambros - Solarcor**
- 8.2 Aymone Agossou - Federation of Canadian Municipalities**
- 8.3 Wilbur Sargunraj**
- 2021-519 **8.4 File Correspondence**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council approves that the following correspondence having been read, now be filed:
1. Devon Ambros - Solarcor
 2. Aymone Agossou - Federation of Canadian Municipalities
 3. Wilber Sargunraj
- CARRIED**
- 2021-520 **9 Strategic Planning In-Camera Session**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council meets in a Strategic Planning In-Camera session at 9:19 PM.
- CARRIED**

CAO Tara Fritz and Finance Clerk Trudy Enns left the regular meeting at 9:19 PM. Present: Mayor Kyle Bennett, Councillors Greenlay, Klassen, Kornfeld, Lingenfelter, Michelson, and Nelson. CAO Tara Fritz returned to the regular meeting at 9:43 PM.

2021-521 **9.1 Strategic Planning In-Camera Concluded**
That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 9:34 PM.

CARRIED

2021-522 **10 Adjournment**
Councillor Nelson
Councillor Greenlay
That Council now adjourns the meeting at 9:34 PM.

CARRIED

Date approved:

November 16, 2021

Kyle Bennett, Mayor

Tara Fritz, CAO

TOWN OF SHAUNAVON
November 2, 2021
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
17597	Affinity Credit Union	2021-10-19	3,761.76
210456	Fritz, Tara	2021-10-20	2,432.98
210457	Holmberg, Jennifer	2021-10-20	739.55
210458	Potter, Grace	2021-10-20	1,618.00
210459	Johnson, Lauren	2021-10-20	1,335.98
210460	Enns, Trudy	2021-10-20	1,149.36
210461	Gregoire Joanne	2021-10-20	1,434.20
210462	Attrell, Kelly	2021-10-20	837.07
210463	Dale, Dana	2021-10-20	1,531.65
210464	Doiron, Mark	2021-10-20	1,616.74
210465	Johnson, Brian	2021-10-20	1,140.38
210466	Lingenfelter, Tim	2021-10-20	1,633.37
210467	Moffatt, Corine	2021-10-20	1,379.14
210468	Reid, Gerald	2021-10-20	1,362.68
210469	Phillips, Ron	2021-10-20	2,195.49
210470	Schulze, Fred	2021-10-20	2,034.25
210471	Municipal Employees'	2021-10-27	5,481.86
210472	Canada Revenue Agency -Payroll	2021-10-27	9,504.62
17598	Access 2000 Elevator & Lift	2021-11-02	9,388.08
17599	Access Real Estate Incorporate	2021-11-02	666.00
17600	Apex Distribution Inc.	2021-11-02	619.78
17601	Bennett, Kyle	2021-11-02	250.00
17602	Cooper Plumbing & Heating Ltd.	2021-11-02	532.80
17603	Country Club Dist. 2008 Ltd.	2021-11-02	214.26
17604	Shaunavon & District Pest Cont	2021-11-02	1,086.40
17605	D.L. Construction	2021-11-02	3,027.19
17606	Dr. Noble Irwin Regional	2021-11-02	1,500.00
17607	Fort Garry Industries	2021-11-02	969.13
17608	Goldstein , Bree	2021-11-02	12,547.44
17609	Greve, Melody	2021-11-02	1,611.20
17610	Helix Construction Ltd.	2021-11-02	279,387.00
17611	Johnson, Mario	2021-11-02	129.38
17612	Kornfeld, Riley	2021-11-02	250.00
17613	Lingenfelter, Bonnie	2021-11-02	3,975.00
17614	Saskatchewan Health Authority	2021-11-02	121.25
17615	Morin, Anna	2021-11-02	1,420.25
17616	Paradise Pools Ltd	2021-11-02	6,287.04
17617	R.V. Auto Parts	2021-11-02	291.27
17618	SecurTek	2021-11-02	79.75
17619	SUMA	2021-11-02	5,753.76
17620	Technical Safety Auth. Of Sask	2021-11-02	120.00
17621	Vipond Inc.	2021-11-02	546.00
17622	White Rock Trucking	2021-11-02	1,575.00
		Total:	<u>373,537.06</u>

Shaunavon and District Fire and Rescue
November 2, 2021
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
571	Apex Distribution In	2021-11-02	11.91
572	Associated Fire Safety	2021-11-02	1,501.50
573	Beauchamp, Ryan	2021-11-02	400.00
574	Cooper, Brenden	2021-11-02	400.00
575	Goldstein, Merrick	2021-11-02	570.03
576	Greenlay, Clayton	2021-11-02	400.00
577	Guenther, Kobie	2021-11-02	400.00
578	Hewgill, Braedan	2021-11-02	400.00
579	Lauren Johnson	2021-11-02	42.27
580	Malone, Riley	2021-11-02	400.00
581	Serafinus, Logan	2021-11-02	400.00
582	Shields, Mark	2021-11-02	400.00
583	Snack Shack	2021-11-02	151.80
584	White, Ron	2021-11-02	400.00
Total:			<u>5,877.51</u>