

**Town of Shaunavon**  
**Meeting Minutes**  
**Council November 16, 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 7:30 PM.
- 2021-523 **2 Approve Minutes**  
Councillor Greenlay  
Councillor Kornfeld  
That Council approves the minutes of the November 2, 2021 regular council meeting, as presented.  
**CARRIED**
- 3.1 Town of Shaunavon Cheque Register**  
Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric Ltd, in regards to the Town of Shaunavon voucher #17646 for the amount of \$5,964.75, payable to Kornfeld Electric Ltd. and left the council chambers at 7:31 PM.
- 2021-524 **3.1.1 Kornfeld Electric Voucher**  
Councillor Lingenfelter  
Councillor Klassen  
That Council approves the payment of voucher #17644 in the amount of \$5,964.75 payable to Kornfeld Electric.  
**CARRIED**  
Councillor Kornfeld returned to the regular meeting at 7:32 PM.
- 2021-525 **3.2 Approval of Town of Shaunavon Cheque Register**  
Councillor Nelson  
Councillor Lingenfelter  
That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$225,819.89, and forms part of these minutes.  
**CARRIED**
- 3.3 Shaunavon and District Fire and Rescue Cheque Register**
- 2021-526 **3.3.1 Approval of Shaunavon and District Fire and Rescue Cheque Register**  
Councillor Greenlay  
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 \$4,959.45 and forms part of these minutes.  
**CARRIED**
- 2021-527 **3.4 Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**  
Councillor Michelson  
Councillor Nelson  
That Council accepts the October 2021, Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the October 2021, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.  
**CARRIED**

- 2021-528      **3.5      Town of Shaunavon and SDFR Statement of Financial Activities**  
 Councillor Kornfeld  
 Councillor Greenlay
- That Council accepts the Town of Shaunavon's October 2021, Statement of Financial Activities and the Shaunavon and District Fire and Rescue Committee's October 2021, Statement of Financial Activities reports as presented.
- CARRIED**
- 2021-529      **4            Management Reports**
- 2021-529      **4.1        Order to Remedy - Lot 11, Block 3, Plan B3185**  
 Councillor Nelson  
 Councillor Klassen
- That Council approves hiring 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, for a cost of or up to \$10,500.00. 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**
- 2021-530      **4.2        Acceptance of Management Reports**  
 Councillor Kornfeld  
 Councillor Lingenfelter
- That Council shall accept the following management reports as presented:
1. Chief Administrative Officer
  2. Director of Operations
- CARRIED**
- 2021-531      **5            Business Arising from the Minutes**
- 2021-531      **5.1        2021 Holiday Hours**  
 Councillor Kornfeld  
 Councillor Klassen
- That Council shall permit the closure of the Town Office on Monday, December 27, 2021 and Monday, January 3, 2022.
- CARRIED**
- 2021-532      **5.2        2021-2024 Collective Bargaining Agreement**  
 Councillor Kornfeld  
 Councillor Klassen
- That Council shall rescind resolution 2021-509; and that Council shall ratify the 2021-2024 Collective Agreement between the Town of Shaunavon and the Service Employees International Union – West (SEIU – West), as per the attached November 4, 2021 dually executed Memorandum of Agreement (MOA) that outlines the revisions to the collective agreement between the Town of Shaunavon and SEIU-West that expired March 31, 2021.
- CARRIED**
- 2021-533      **6            New Business**
- 2021-533      **6.1        Lot 6A, Block 59, Plan 102089707 Discretionary Use Application**  
 Councillor Klassen  
 Councillor Michelson
- That Council shall approve the discretionary use application for a home occupation of message therapy to be located at Lot 6A, Block 59, Plan 102089707 for a period of one calendar year.
- CARRIED**

- 2021-534      **6.2      District Board of Revisions**  
Councillor Lingenfelter  
Councillor Kornfeld
- That Council shall appoint Western Municipal Consulting Ltd., as the Board of Revision, in place of Gord Krismer and Associates Ltd, due to the January 1, 2022 closure of Gord Krismer and Associates Ltd.; and that Council shall approve that Western Municipal Consulting Ltd. replace Gord Krismer and Associates Ltd. in the bylaw that permits for entering into an agreement for the creation of a District Board of Revision. Council shall also appoint Saumya Vaidyanathan as the Secretary to the Board of Revision in place of Aileen Swensen.
- CARRIED**
- 2021-535      **6.3      Shaunavon Chamber of Commerce Street Closure Request**  
Councillor Kornfeld  
Councillor Greenlay
- That Council shall grant the request from the Shaunavon Chamber of Commerce street closure request to close Centre Street from First Avenue to Fifth Avenue for the Parade of Lights occurring on December 4th, 2021 from 6:00 PM to 7:30 PM.
- CARRIED**
- 2021-536      **6.4      Shaunavon Chamber of Commerce Bonfire Request**  
Councillor Kornfeld  
Councillor Nelson
- That Council shall permit the Shaunavon Chamber of Commerce to have an enclosed bonfire on December 4, 2021 in the north central area of the gravel parking lot, under the condition that no nails or pallets are used in the fire.
- CARRIED**
- 2021-537      **6.5      Shaunavon Chamber of Commerce Parade of Lights - Paradise Fireworks Fireworks Application**  
Councillor Greenlay  
Councillor Kornfeld
- That Council directs CAO Fritz to have the Paradise Fireworks display fireworks application for the Shaunavon Chamber of Commerce's Parade of Lights event to be held on Saturday, December 4, 2021 approved by the required local authorities.
- CARRIED**
- 2021-538      **6.6      Provincial Mediation Board Consent to Acquire Title - Lot E, Block 46, Plan DV6162**  
Councillor Kornfeld  
Councillor Klassen
- That having been given Provincial Mediation Board consent, the Town proceeds with acquiring title of Lot E, Block 46, Plan DV6162; 678 Third Street 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**
- 2021-539      **6.7      Provincial Mediation Board Consent to Acquire Title - Lots 5 & 6, Block 10, Plan B3185**  
Councillor Greenlay  
Councillor Kornfeld
- That having been given Provincial Mediation Board consent, the Town proceeds with acquiring title of Lots 5&6, Block 10, Plan B3185; 346 Third 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**



2021-540

**6.8 Tax Enforcement, Section 22**

Councillor Klassen  
Councillor Lingenfelter

That TAXervice be authorized under subsection 22(1) of *The Tax Enforcement Act* to commence proceedings to request title with respect to the following described lands:

Roll 70	LOT 16-BLK/PAR 32-PLAN B3185 EXT 0	Title No.	145823115
Roll 292	LOT 9-BLK/PAR 46-PLAN B3185 EXT 0	Title No.	146274947
Roll 334	LOT 17-BLK/PAR 48-PLAN 67SC01365 EXT 0	Title No.	121999416
Roll 376	LOT 5-BLK/PAR 51-PLAN BU61 EXT 0 LOT 15-BLK/PAR 51-PLAN 101796105 EXT 16	Title No.	148065879 148065868
Roll 426	LOT 6-BLK/PAR 55-PLAN 66SC06889 EXT 0	Title No.	145170110
Roll 662	LOT 24-BLK/PAR 5-PLAN B3185 EXT 0 LOT 25-BLK/PAR 5-PLAN B3185 EXT 0	Title No.	121436029 121436041
Roll 712	LOT 1-BLK/PAR 8-PLAN B3185 EXT 0 LOT 2-BLK/PAR 8-PLAN B3185 EXT 0	Title No.	142183256 142183368
Roll 791	LOT 7-BLK/PAR 12-PLAN B3185 EXT 0 LOT 8-BLK/PAR 12-PLAN B3185 EXT 0	Title No.	149490074 149490108
Roll 815	LOT 6-BLK/PAR 14-PLAN B3185 EXT 0	Title No.	152493688
Roll 901	LOT 20-BLK/PAR 19-PLAN B3185 EXT 0	Title No.	129202679
Roll 934	LOT 1-BLK/PAR 22-PLAN B3185 EXT 0 LOT 2-BLK/PAR 22-PLAN B3185 EXT 9	Title No.	126296332 126296376
Roll 948	LOT 23-BLK/PAR 22-PLAN B3185 EXT 0 LOT 30-BLK/PAR 22-PLAN 101795553 EXT 14	Title No.	131783069 131783092
Roll 1010	LOT 4-BLK/PAR 27-PLAN B3185 EXT 0	Title No.	142090242
Roll 1256	LOT 36-BLK/PAR 7-PLAN B3185 EXT 0 LOT 50-BLK/PAR 7-PLAN 101797140 EXT 14	Title No.	142615043 142615032

**CARRIED**

2021-541

**6.9 Add Strategic Planning In-Camera to Agenda**

Councillor Michelson  
Councillor Nelson

That Council authorizes to add the Strategic Planning In-Camera session to the agenda.

**CARRIED**

2021-542

**6.10 Strategic Planning In-Camera Session**

Councillor Nelson  
Councillor Kornfeld

That Council meets in a Strategic Planning In-Camera session at 8:26 PM.

**CARRIED**

Finance Clerk Trudy Enns left the regular meeting at 8:26 PM. Present: Mayor Bennett; Councillors Greenlay, Klassen, Kornfeld, Lingenfelter, Michelson, Nelson and CAO Fritz. Finance Clerk Enns returned to the meeting at 8:37 PM.

2021-543

**6.11 Strategic Planning In-Camera Session Concluded**

Councillor Michelson  
Councillor Lingenfelter

That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 8:37 PM.

**CARRIED**

2021-544

**6.12 Lots 18-22, Block 15, Plan B3185**

Councillor Michelson  
Councillor Lingenfelter

That Council directs CAO Fritz to report Lots 18-22, Block 15, Plan B3185 to Environmental Protection Officer.

**CARRIED**

- 2021-545      **6.13      Lots 18-22, Block 15, Plan B3185**  
Councillor Kornfeld  
Councillor Lingenfelter
- That Council directs CAO Fritz to investigate a Phase III Environmental Site Assessment consideration in the 2022 budget.
- CARRIED**
- 2021-546      **7.2.1      Amend Traffic Bylaw**  
Councillor Greenlay  
Councillor Michelson
- That Council decides to repeal Bylaw 2020-10, Traffic Bylaw, to allow for a 10 minute loading zone provision for the north side of Fifth Avenue West between First Street West and Second Street West.
- CARRIED**
- Councillor Greenlay left the regular meeting at 9:06 PM and returned to the regular meeting at 9:07 PM.
- 2021-547      **7.2.2      October 2021 Water Quality Report**  
Councillor Lingenfelter  
Councillor Michelson
- That Council shall receive and file the monthly Water Quality report for the month of October 2021, as presented.
- CARRIED**
- Councillor Kornfeld left the regular meeting at 9:15 PM and returned to the meeting at 9:16 PM. Councillor Nelson left the regular meeting at 9:18 PM and returned to the regular meeting at 9:20 PM.
- 2021-548      **7.16      Acceptance of Committee Reports**  
Councillor Greenlay  
Councillor Kornfeld
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented a verbal Mayor report, presented a verbal Southwest Waste Management November 9, 2021 committee meeting report, and presented the October 22, 2021 Southwest Transportation Planning Council meeting minutes - DRAFT
  2. Councillor Lingenfelter presented the November 8, 2021 Wellness and Leisure committee meeting minutes - DRAFT and presented a verbal Pine Cree Regional Park November 15, 2021 meeting report, also presented a verbal Shaunavon and District Fire and Rescue report.
  3. Councillor Michelson presented the October 10, 2021 Grand Coteau Heritage and Cultural Centre meeting minutes - DRAFT
- CARRIED**
- 2021-549      **8           Strategic Planning In-Camera**  
Councillor Greenlay  
Councillor Lingenfelter
- That Council meets in a Strategic Planning In-Camera session at 9:34 PM.
- CARRIED**
- Finance Clerk Trudy Enns and CAO Tara Fritz left the regular meeting at 9:34 PM. Present: Mayor Bennett; Councillors Greenlay, Klassen, Kornfeld, Lingenfelter, Michelson and Nelson. CAO Tara Fritz and Finance Clerk Enns returned to the meeting at 9:41 PM.

2021-550 **8.1 Strategic Planning In-Camera Session Concluded**  
Councillor Greenlay  
Councillor Lingenfelter

That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 9:41 PM.

**CARRIED**

2021-551 **9 Adjournment**  
Councillor Kornfeld  
Councillor Michelson

That Council now adjourns the meeting at 9:41 PM.

**CARRIED**

Date approved:

*December 7, 2021*

  
\_\_\_\_\_  
Kyle Bennett, Mayor

  
\_\_\_\_\_  
Tara Fritz, CAO

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

<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
17623	Holy Trinity Roman Catholic	2021-11-04	3,692.29
17624	Schulze, Fred	2021-11-04	70.00
210473	Fritz, Tara	2021-11-04	2,432.98
210474	Holmberg, Jennifer	2021-11-04	663.80
210475	Potter, Grace	2021-11-04	1,618.00
210476	Johnson, Lauren	2021-11-04	1,335.98
210477	Enns, Trudy	2021-11-04	1,020.44
210478	Gregoire Joanne	2021-11-04	1,434.20
210479	Attrell, Kelly	2021-11-04	837.07
210480	Dale, Dana	2021-11-04	1,531.65
210481	Doiron, Mark	2021-11-04	1,086.26
210482	Johnson, Brian	2021-11-04	1,302.29
210483	Lingenfelter, Tim	2021-11-04	1,404.10
210484	Moffatt, Corine	2021-11-04	1,506.48
210485	Reid, Gerald	2021-11-04	1,492.59
210486	Phillips, Ron	2021-11-04	2,304.10
210487	Schulze, Fred	2021-11-04	2,034.25
210488	Municipal Employees'	2021-11-04	5,272.00
210489	Canada Revenue Agency -Payroll	2021-10-31	8,907.28
210490	Minister of Finance (school)	2021-11-04	18,874.23
210491	Holmberg, Jennifer	2021-11-12	232.92
210492	Enns, Trudy	2021-11-12	581.19
210493	Doiron, Mark	2021-11-12	765.67
210494	Johnson, Brian	2021-11-12	1,404.74
210495	Lingenfelter, Tim	2021-11-12	688.63
210496	Moffatt, Corine	2021-11-12	827.98
210497	Reid, Gerald	2021-11-12	1,447.41
17625	Apex Distribution Inc.	2021-11-16	344.66
17626	B & A Petroleum Ltd.	2021-11-16	2,782.47
17627	B&D Contract Services	2021-11-16	139.13
17628	BELL	2021-11-16	113.52
17629	Bennett, Kyle	2021-11-16	470.00
17630	Brownlee LLP	2021-11-16	189.01
17631	Canada Life Assurance Co.	2021-11-16	137.28
17632	Chinook Regional Library	2021-11-16	5,598.46
17633	Cleartech Industries Inc.	2021-11-16	11.11
17634	Country Club Dist. 2008 Ltd.	2021-11-16	119.02
17635	Dale, Dana	2021-11-16	70.00
17636	Fer-Marc Equipment	2021-11-16	1,382.89
17637	Frito Lay Canada	2021-11-16	271.02
17638	Fritz, Tara	2021-11-16	70.00
17639	Grand Coteau Heritage And	2021-11-16	2,002.18
17640	Helix Construction Ltd.	2021-11-16	343.35
17641	Iron Pony Small Engines	2021-11-16	71.85
17642	Jay's Transportation Group Ltd	2021-11-16	70.17
17643	Jet Ice	2021-11-16	784.09
17644	Johnson, Lauren	2021-11-16	70.00
17645	Johnson, Mario	2021-11-16	129.38
17646	Kornfeld Electric	2021-11-16	5,964.75
17647	Luckett Wenman & Associates	2021-11-16	1,349.46
17648	Miller Industrial Spraying Inc	2021-11-16	3,829.50
17649	Saskatchewan Health Authority	2021-11-16	69.00
17650	MuniCode Services Ltd.	2021-11-16	371.91
17651	OmniSport Inc	2021-11-16	1,239.56
17652	Park N Play Design	2021-11-16	97,193.32
17653	Phillips, Ron	2021-11-16	70.00
17654	Pioneer Co-op	2021-11-16	237.21
17655	Prairiecon Enterprises Ltd.	2021-11-16	3,926.31
17656	Purolator Courier Ltd.	2021-11-16	22.58
17657	R.V. Auto Parts	2021-11-16	419.28
17658	Reid, Gerald	2021-11-16	77.68

17659	Reimer, Todd	2021-11-16	567.00
17660	Robertson Implements (1988) Ltd	2021-11-16	89.87
17661	Rock Creek Golf & Country Club	2021-11-16	131.04
17662	SaskPower	2021-11-16	15,247.45
17663	SaskEnergy	2021-11-16	4,394.50
17664	SaskTel CMR	2021-11-16	1,275.31
17665	Schulze, Fred	2021-11-16	70.00
17666	SEIU-West	2021-11-16	466.74
17667	Shaunavon Standard	2021-11-16	799.55
17668	Shaunavon Tire & Alignment Ltd	2021-11-16	47.83
17669	Southwest Waste Management	2021-11-16	5,696.80
17670	Swift Plumbing and Heating	2021-11-16	693.35
17671	Triways Disposal Services	2021-11-16	3,716.03
17672	White Ice (1995) Ltd.	2021-11-16	1,839.59
17673	Xerox Canada Ltd.	2021-11-16	313.87
17674	Zep Sales & Service of Canada	2021-11-16	1,727.03
<b>Total:</b>			<b><u>231,784.64</u></b>



**Shaunavon and District Fire and Rescue**  
**November 16, 2021**  
**CHEQUE REGISTER**

<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
585	Associated Fire Safety	2021-11-16	588.00
586	B & A Petroleum Ltd.	2021-11-16	836.87
587	Fausser Energy	2021-11-16	2,087.56
588	Pioneer Co-op	2021-11-16	444.57
589	SaskPower	2021-11-16	126.99
590	SaskEnergy	2021-11-16	250.51
591	SaskTel CMR	2021-11-16	125.61
592	Shaunavon Tire and Alignment	2021-11-16	499.34
<b>Total:</b>			<b><u>4,959.45</u></b>