

Town of Shaunavon
Meeting Minutes
Council Meeting January 4, 2022 - 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.
- 2022-001 **2 Approve Minutes**
Councillor Greenlay
Councillor Nelson
That Council approves the minutes of the December 21, 2021 regular council meeting, as circulated.
CARRIED
- 3 Financial Reports**
- 2022-001 **3.1 Town of Shaunavon Cheque Register**
Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc, in regards to Town of Shaunavon voucher #17827 for the amount of \$1,181.25, payable to Leaf and Powder Enterprises Inc., and left the council chambers at 7:31 PM.
- 2022-002 **3.2 Leaf and Powder**
Councillor Kornfeld
Councillor Lingenfelter
That Council approves the payment of voucher #17827 in the amount of \$1,181.25 payable to Leaf and Powder Enterprises Inc.
CARRIED
Councillor Greenlay returned to the regular meeting at 7:31 PM.
Mayor Bennett declared a financial interest, as the owner of Southwest Rentals, in regards to Town of Shaunavon voucher #17840, for the amount of \$277.50, payable to Southwest Rentals and left the council chambers at 7:31 PM.
- 2022-003 **3.3 Southwest Rentals Voucher**
Councillor Kornfeld
Councillor Klassen
That Council approves the payment of voucher #17840 in the amount of \$277.50 payable to Southwest Rentals.
CARRIED
Mayor Bennett returned to the regular meeting at 7:32 PM.
- 2022-004 **3.4 Approval of Town of Shaunavon Cheque Register**
Councillor Kornfeld
Councillor Nelson
That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$82,164.74, and forms part of these minutes.
CARRIED



3.5 Shaunavon and District Fire and Rescue Cheque Register

Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc, in regards to the Shaunavon and District Fire and Rescue voucher #612 for the amount of \$735.00, payable to Leaf and Powder Enterprises Inc., and left the council chambers at 7:32 PM.

2022-005 **3.5.1 Leaf and Powder**
Councillor Kornfeld
Councillor Nelson

That Council approves the payment of voucher #612 in the amount of \$735.00 payable to Leaf and Powder Enterprises Inc.

CARRIED

Councillor Greenlay returned to the regular meeting at 7:33 PM.

2022-006 **3.5.2 Approval of Shaunavon and District Fire and Rescue Cheque Register**
Councillor Kornfeld
Councillor Greenlay

That Council approves the remaining payment of the Shaunavon and District Fire and Rescue committee's accounts on the attached Schedule "B" in the amount of \$32,502.57 and forms part of these minutes.

CARRIED

4 Management Reports

2022-007 **4.1 Acceptance of Management Reports**
Councillor Greenlay
Councillor Kornfeld

That Council shall receive and file the following management reports as presented:

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

CARRIED

5 New Business

2022-008 **5.1 Administrative Employee Bonds**
Councillor Greenlay
Councillor Lingenfelter

That Council approves that the \$500,000 limit for Employee Dishonesty, as fixed within the Town of Shaunavon's SumAssure insurance policy, be accepted as equivalent insurance coverage, as required by section 113 of *The Municipalities Act*.

CARRIED

2022-009 **5.2 Annual Memberships**
Councillor Kornfeld
Councillor Michelson

That Council authorizes CAO Fritz to renew the annual memberships with the following organizations: Federation of Canadian Municipalities (FCM), Saskatchewan Urban Municipalities Association (SUMA), Southwest Municipal Government Committee, Shaunavon Chamber of Commerce, Southwest Transportation Planning Council Inc., and Saskatchewan Aviation Council.

CARRIED

CAO Fritz left the regular meeting at 7:48 PM and returned to the meeting at 7:49 PM.

2022-010 **5.3 Appointment of Investigator**
Councillor Kornfeld
Councillor Klassen

That Council shall accept the Mayor's recommendation to appoint LADR Consulting as the Town of Shaunavon's Investigator, as per subsection 93(1) of *The Code of Ethics Bylaw, 2021*.

CARRIED

Councillor Kornfeld declared financial interest, as the co-owner of KR D Holdings, and left the regular meeting at 7:55 PM.

2022-011 **5.4 2021 Tax Incentive Applications**
Councillor Michelson
Councillor Nelson

That Council shall accept the listing of 2021 improvements that are exempt for taxation as follows:

Building Permit No. / Property Improvement	Lot(s), Block, Plan	Incentive
2020-4C	Lots 28-34, Block 4, Plan B3185	100% for 2022 100% for 2023 80% for 2024 50% for 2025 0% for 2026
2021-1C	Block B-K, Plan 75SC00353	100% for 2022 100% for 2023 80% for 2024 50% for 2025 0% for 2026
2021-2C	Lots 1-3, Block 4, Plan 102066577	100% for 2022 100% for 2023 80% for 2024 50% for 2025 0% for 2026
2021-2R	Lot 6, Block 69, Plan 88SC08392	100% for 2022 100% for 2023 50% for 2024
2021-9R	Lot 9, Block 52, Plan 60SC06743	100% for 2022 100% for 2023 50% for 2024
2020 Property Improvement	Block KK, Plan 101794664	Up to \$10,000.00 pro rata over 2022, 2023, 2024 and 2025
2021 Property Improvement	Lot 21, Block 1, Plan B3185	Up to \$10,000.00 pro rata over 2022, 2023, 2024 and 2025
2021 Property Improvement	Lot 4, Block 15, Plan B3185	Up to \$4,470.50 pro rata over 2022 and 2023
2021 Property Improvement	Lot 1, Block 16, Plan B3185	Up to \$3,500.50 pro rata over 2022 and 2023

CARRIED

Councillor Kornfeld returned to the regular meeting at 7:57 PM.

2022-012 **5.6 Lots 6-7 Block 8, Plan B3185 Offer to Purchase**
Councillor Kornfeld
Councillor Michelson

That Council accepts the \$5,000.00 offer to purchase on Lots 6-7, Block 8, Plan B3185 on the condition that the building must be brought back from an undilapidated state or have it demolished within the first year of purchase, as per the March 24, 2020 Order to Remedy that remains in force.

CARRIED

- 2022-013 **5.7 122 Third Avenue West Write-off**
 Councillor Greenlay
 Councillor Klassen
- That Council accepts the recommendation from CAO Fritz to write off utility account number 888030 000 for \$187.66 for October 1, 2020, commercial garbage bin rental and interest as the property has been sold.
- CARRIED**
- 2022-014 **6 Committee Reports**
- Finance Clerk left the regular meeting at 8:09 PM and returned to the meeting at 8:11 PM.
- 2022-014 **6.15 Acceptance of Committee Reports**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented a verbal mayor's report.
 2. Councillor Michelson presented a verbal Grand Coteau Heritage and Culture report and presented a verbal Chinook Regional Library Board report.
 3. Councillor Lingenfelter presented a verbal Shaunavon and District Fire and Rescue Committee report.
 4. Councillor Klassen presented a verbal District #4 ADD Board report.
- CARRIED**
- 2022-015 **7 Bylaws**
- Councillor Kornfeld declared financial interest, as the co-owner of KRD Holdings and left the regular meeting at 8:27 PM.
- 2022-015 **7.1 2022-01 - Tax Exemption Bylaw (First Reading)**
 Councillor Michelson
 Councillor Greenlay
- That Council authorizes that Bylaw 2022-01 – A bylaw to provide for entering into tax exemption agreements for economic development purposes. Exemption from Taxation on Certain Designated Lands and Improvements, be introduced and read the first time; and that Council directs CAO Fritz to amend Exhibit F, G, H and I to reflect that this agreement is non-transferable in the event of the sale of the property.
- CARRIED**
- Councillor Kornfeld returned to the regular meeting at 8:28 PM.
- 2022-016 **8 Correspondence**
- 2022-016 **8.1 Marcel and Kelly Bussiere**
 Councillor Lingenfelter
 Councillor Kornfeld
- That Council directs CAO Fritz to investigate the matter with the Town's insurance provider and to then write a response letter to Marcel and Kelly Bussiere.
- CARRIED**
- 2022-017 **8.2 File Correspondence**
 Councillor Michelson
 Councillor Nelson
- That Council approves that the following correspondence having been read, now be filed:
1. Marcel and Kelly Bussiere
- CARRIED**

2022-018 **9 Strategic Planning In-Camera Session**
Councillor Greenlay
Councillor Nelson

That Council meets in a Strategic Planning In-Camera session at 8:38 PM.

CARRIED

Finance Clerk Trudy Enns and CAO Tara Fritz left the regular meeting at 8:38 PM.
Present: Mayor Bennett, Councillors Greenlay, Klassen, Kornfeld, Lingenfelter,
Michelson and Nelson. CAO Tara Fritz returned to the regular meeting at 8:48 PM.

2022-019 **9.1 Strategic Planning In-Camera Concluded**
Councillor Greenlay
Councillor Nelson

That Council approves that the Strategic Planning In-Camera session is concluded
and the regular order of business be resumed at 8:48 PM.

CARRIED

2022-020 **10 Adjournment**
Councillor Kornfeld
Councillor Nelson

That Council now adjourns the meeting at 8:50 PM.

CARRIED

Date approved:

June 18, 2022

Kyle Bennett, Mayor

Tara Fritz, CAO

TOWN OF SHAUNAVON
January 4, 2022
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
210554	Fritz, Tara	2021-12-31	3,079.03
210555	Holmberg, Jennifer	2021-12-31	843.05
210556	Potter, Grace	2021-12-31	2,025.32
210557	Johnson, Lauren	2021-12-31	1,370.98
210558	Enns, Trudy	2021-12-31	1,260.20
210559	Gregoire Joanne	2021-12-31	1,434.20
210560	Attrell, Kelly	2021-12-31	837.06
210561	Dale, Dana	2021-12-31	1,566.65
210562	Byers, Jeremy	2021-12-31	1,417.08
210563	Doiron, Mark	2021-12-31	1,424.88
210564	Johnson, Brian	2021-12-31	1,917.83
210565	Lingenfelter, Tim	2021-12-31	1,961.86
210566	Moffatt, Corine	2021-12-31	1,290.73
210567	Reid, Gerald	2021-12-31	1,580.86
210568	Phillips, Ron	2021-12-31	2,339.10
210569	Schulze, Fred	2021-12-31	2,241.02
210570	Municipal Employees'	2021-12-31	6,121.32
210571	Canada Revenue Agency -Payroll	2021-12-31	10,922.67
17811	Affinity Credit Union	2022-01-04	651.12
17812	Airmaster Sales Ltd.	2022-01-04	273.75
17813	Amistra Consulting Ltd.	2022-01-04	6,588.75
17814	Apex Distribution Inc.	2022-01-04	124.70
17815	Audrey's Flower Oasis	2022-01-04	111.00
17816	Brownlee LLP	2022-01-04	2,444.92
17817	Catherine M. Zuck	2022-01-04	864.14
17818	Christie Lites Sales	2022-01-04	7,253.35
17819	Country Club Dist. 2008 Ltd.	2022-01-04	118.66
17820	Cori Davidson	2022-01-04	859.52
17821	Frito Lay Canada	2022-01-04	106.31
17822	Fritz, Tara	2022-01-04	10.00
17823	Grand Coteau Heritage And	2022-01-04	142.00
17824	Greve, Melody	2022-01-04	1,611.20
17825	Helix Construction Ltd.	2022-01-04	198.45
17826	LADR Consulting	2022-01-04	2,047.50
17827	Leaf & Powder Enterprises Inc.	2022-01-04	1,181.25
17828	Lingenfelter, Bonnie	2022-01-04	3,624.24
17829	Saskatchewan Health Authority	2022-01-04	46.00
17830	Morin, Anna	2022-01-04	1,941.50
17831	MuniSoft	2022-01-04	256.07
17832	OmniSport Inc	2022-01-04	665.91
17833	Perativ Gerenal Partnership	2022-01-04	73.50
17834	Kelly Pommier	2022-01-04	89.08
17835	Purolator Courier Ltd.	2022-01-04	23.98
17836	Shaunavon & District Fire	2022-01-04	348.00
17837	SEIU-West	2022-01-04	582.35
17838	Shaunavon Liqour	2022-01-04	2,719.51
17839	Shaunavon Animal Clinic	2022-01-04	150.96
17840	Southwest Rentals	2022-01-04	277.50
17841	Staples Professional Inc.	2022-01-04	186.31
17842	TAXervice	2022-01-04	505.20
17843	Western Financial Group	2022-01-04	3,546.76
		Total:	<u>83,623.49</u>

SHAUNAVON AND DISTRICT FIRE AND RESCUE
January 4, 2022
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
610	Associated Fire Safety	2021-12-31	6,070.59
611	Caltonics Communications LTD Issued To: Prairie Communications LTD	2021-12-31	567.00
612	Leaf & Powder Enterprises Inc.	2021-12-31	735.00
613	SaskTel CMR	2021-12-31	125.62
614	Cypress Health Region	2021-12-31	122.50
615	Town of Shaunavon	2021-12-31	161.28
616	Vallen Issued To: Vallen Canada Inc.	2021-12-31	415.21
617	Beauchamp, Ryan	2022-01-04	694.35
618	Eric Beauchamp	2022-01-04	100.00
619	Bymoan, Jarric	2022-01-04	678.00
620	Christensen, Colten	2022-01-04	212.82
621	Cooper, Jeff	2022-01-04	485.00
622	Cooper, Brenden	2022-01-04	1,314.00
623	Glover, Grant	2022-01-04	1,460.00
624	Goldstein, Merrick	2022-01-04	3,284.06
625	Greenlay, Clayton	2022-01-04	2,247.03
626	Guenther, Kobie	2022-01-04	1,478.76
627	Gulaga, Corey	2022-01-04	2,129.72
628	Hewgill, Braedan	2022-01-04	1,643.82
629	Brett Kronberg	2022-01-04	75.00
630	Malone, Riley	2022-01-04	1,759.70
631	Pilon, Devin	2022-01-04	286.62
632	Richards, Betty	2022-01-04	100.00
633	Serafinus, Logan	2022-01-04	2,329.34
634	Shields, Mark	2022-01-04	475.00
635	Sorenson, Caine	2022-01-04	1,880.29
636	Thompson, Robert	2022-01-04	50.00
637	White, Ron	2022-01-04	2,356.86
		Total:	<u>33,237.57</u>