

Town of Shaunavon
Meeting Minutes
Council Meeting February 15, 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 7:37 PM.

- 2022-079 **2 Approve Minutes**
 Councillor Greenlay
 Councillor Lingenfelter

That Council approves the minutes of the February 1, 2022 regular council meeting and the February 1, 2022 special council meeting, as presented.

CARRIED

- 3 Delegations**

2022-080 **3.1 Hear Delegation of the Aging in Place Task Force**
 Councillor Greenlay
 Councillor Michelson

That Council hears the delegation of Wendy Thienes and Kim Anderson of the Aging In Place Task Force at 7:38 PM.

CARRIED

- 3.2 Delegation Exit**

The delegation of Wendy Thienes and Kim Anderson of the Aging In Place Task Force left the meeting at 8:07 PM.

- 4 Financial Reports**

4.1 Town of Shaunavon Cheque Register

Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Ltd., in regards to the Town of Shaunavon voucher #17948 for the amount of \$1,197.00, payable to Leaf and Powder Enterprises Ltd, and left the regular meeting at 8:08 PM.

- 2022-081 **4.1.1 Leaf and Powder**
 Councillor Kornfeld
 Councillor Klassen

That Council approves the payment of voucher #17948 in the amount of \$1,197.00 payable to Leaf and Powder Enterprises Inc.

CARRIED

- 2022-082 **4.2 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 \$210,583.81, and forms part of these minutes.

CARRIED

4.3 Shaunavon and District Fire and Rescue Cheque Register

2022-083

4.3.1 Leaf and Powder
Councillor Kornfeld
Councillor Nelson

That Council approves the payment of voucher #653 in the amount of \$913.50 payable to Leaf and Powder Enterprises Inc.

CARRIED

Councillor Greenlay returned to the regular meeting at 8:12 PM.

2022-084

4.3.2 Approval of Shaunavon and District Fire and Rescue Cheque Register
Councillor Kornfeld
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 \$1,744.33 and forms part of these minutes.

CARRIED

2022-085

4.4 Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports
Councillor Kornfeld
Councillor Greenlay

That Council accepts the January 2022 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the January 2022, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.

CARRIED

2022-086

4.5 Town of Shaunavon and SDFR Statement of Financial Activities
Councillor Kornfeld
Councillor Greenlay

That Council shall receive and file the Town of Shaunavon's January, 2022 Statement of Financial Activities and the Shaunavon and District Fire and Rescue committee's January, 2022 Statement of Financial Activities reports as presented.

CARRIED

5 Management Reports

2022-087

5.1 2022 Paving RFQ
Councillor Kornfeld
Councillor Greenlay

That Council directs CAO Fritz to proceed with advertising the RFQ for the 2022 paving, as per the paving map presented to the Public Works committee.

CARRIED

Finance Clerk left the regular meeting at 8:19 PM and returned to meeting at 8:21 PM.

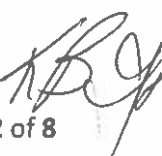
2022-088

5.2 Acceptance of Management Reports
Councillor Kornfeld
Councillor Michelson

That Council shall accept the following management reports as presented:

1. Chief Administrative Officer
2. Director of Operations
3. Economic Development Officer

CARRIED

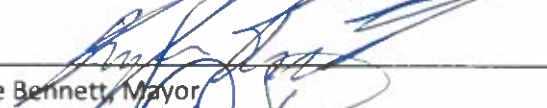


- 6 Business Arising from the Minutes**
- 2022-089 **6.1 Town Hall Water Damage Claim**
Councillor Nelson
Councillor Lingenfelter
- That Council shall enter into an agreement with ServiceMaster of Swift Current to complete the restoration work in relation to the 2021 Town Hall water damage insurance claim.
- CARRIED**
- 7 New Business**
- 2022-090 **7.1 Age-Friendly Saskatchewan**
Councillor Nelson
Councillor Greenlay
- That Council shall approve that the Town of Shaunavon will actively participate, support, promote and work to assess and improve accessibility and inclusion for older persons, persons with disabilities, children and youth in all aspects of community life.
- CARRIED**
- 2022-091 **7.4 Lot 6 Block 4 Plan 102066577 Offer to Purchase**
Councillor Lingenfelter
Councillor Nelson
- That Council directs CAO Fritz to counter offer Lot 6, Block 4 Plan 102066577 at a rate of \$15,000.00 on the condition that a development permit is presented.
- CARRIED**
- 2022-092 **7.5 Municipal Economic Enhancement Program Project Plan Amendment**
Councillor Kornfeld
Councillor Nelson
- That Council authorizes the reallocation of Municipal Economic Enhancement Programs funds to the already approved projects within the dually executed July 15, 2020 funding agreement, as presented.
- CARRIED**
- 2022-093 **8.2.1 Maintenance I, II and III Job Descriptions**
Councillor Kornfeld
Councillor Nelson
- That Council accepts the recommendation from the Public Works committee to accept the Maintenance I, Maintenance II and Maintenance III job descriptions as presented; and that all existing Maintenance II staff shall be grandfathered respecting the Landscape Applicator and Mosquito and Biting Fly applicator certification requirement.
- CARRIED**
- 2022-094 **8.2.2 Water Quality Report**
Councillor Greenlay
Councillor Klassen
- That Council shall receive and file the monthly water quality report for the month of January 2022, as presented.
- CARRIED**
- Councillor Kornfeld left the regular meeting at 8:59 PM and returned to the meeting at 9:00 PM.

- 2022-095 **8.6.1 Wellness and Leisure Board Member Stoll**
 Councillor Lingenfelter
 Councillor Michelson
- That Council shall regretfully recognize the expiry of the term for the Wellness and Leisure board member Andrew Stoll and accept the recommendation from the Wellness and Leisure Committee to appoint Jana Orr as the new Wellness and Leisure board member effective February 2022.
- CARRIED**
- 2022-096 **8.6.2 Lori Pritchard Reserves Account**
 Councillor Lingenfelter
 Councillor Greenlay
- That Council shall accept the recommendation from the Wellness and Leisure Committee to transfer \$277.50 from reserves account 312-100-211 W&L Reserves Donations Pritchards to 490-100-300 Transfer from W&L Committee to cover the expenses incurred respecting the water bottle fill stations purchased for the ball diamonds and swimming pool.
- CARRIED**
- 2022-097 **8.6.3 Staff Shortages**
 Councillor Kornfeld
 Councillor Greenlay
- Upon recommendation from the Wellness and Leisure Committee that Council shall direct CAO Fritz to hire a six-month term casual Maintenance I position to be utilized as needed at the Crescent Point Wickenheiser Center, ball diamonds and other work as assigned; and that the position will be reassessed after the six-month term position has expired.
- CARRIED**
- 2022-098 **8.8.1 Shaunavon Library Telephone Plan**
 Councillor Michelson
 Councillor Greenlay
- That Council shall accept the recommendation from the Shaunavon Local Library Board to add the \$10/month feature package to the library phone to permit them to have call and name display.
- CARRIED**
- Councillor Nelson left the regular meeting at 9:28 PM and returned to the meeting at 9:29 PM.
- 2022-099 **8.15 Acceptance of Committee Reports**
 Councillor Kornfeld
 Councillor Klassen
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented a verbal mayor's report and presented a verbal Southwest Waste Management committee report and presented the January 28, 2022 Southwest Transportation Planning Council Inc. meeting minutes.
 2. Councillor Kornfeld presented the February 7, 2022 Public Works committee meeting minutes.
 3. Councillor Greenlay presented a verbal Economic Development committee report.
 4. Councillor Lingenfelter presented the February 7, 2022 Wellness and Leisure committee meeting minutes.
 5. Councillor Michelson presented a verbal Grand Coteau Heritage and Cultural Centre report and presented the February 9, 2022 Chinook Local Library Board meeting minutes.
- CARRIED**

- 2022-100 **9 Bylaws**
- 9.1 Bylaw 2022-02 - Airport Leases (1st reading)**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2022-02– A bylaw to provide for entering into lease agreements for certain properties in the municipalities be introduced and read the first time.
- CARRIED**
- 2022-101 **9.2 Bylaw 2022-02 - Airport Leases (2nd reading)**
 Councillor Klassen
 Councillor Michelson
- That Council authorizes that Bylaw 2022-02– A bylaw to provide for entering into lease agreements for certain properties in the municipality be read a second time.
- CARRIED**
- 2022-102 **11 Strategic Planning In-Camera**
 Councillor Lingenfelter
 Councillor Nelson
- That Council meets in a Strategic Planning In-Camera session at 9:32 PM.
- CARRIED**
- CAO Tara Fritz and Finance Clerk Trudy Enns left the regular meeting at 9:32 PM. Present: Mayor Kyle Bennett, Councillors Greenlay, Klassen, Kornfeld, Lingenfelter, Michelson, and Nelson. CAO Tara Fritz returned to the regular meeting at 9:42 PM.
- 2022-103 **11.1 Strategic Planning In-Camera Session 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 9:42 PM.
- CARRIED**
- 2022-104 **11.1.1 Garbage Truck Purchase**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council authorizes the purchase of a used garbage truck and that the expenditure shall not exceed \$80,000 with PST.
- CARRIED**
- 2022-105 **12 Adjournment**
 Councillor Klassen
 Councillor Kornfeld
- That Council now adjourns the meeting at 9:47 PM.
- CARRIED**

Date approved: March 1, 2022



Kyle Bennett, Mayor



Tara Fritz, CAO

TOWN OF SHAUNAVON
February 15, 2022
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
17919	Greve, Melody	2022-02-01	1,658.90
17920	Holy Trinity Roman Catholic	2022-01-31	6,938.77
220022	Fritz, Tara	2022-02-04	2,220.05
220023	Holmberg, Jennifer	2022-02-04	771.48
220024	Potter, Grace	2022-02-04	1,617.75
220025	Johnson, Lauren	2022-02-04	1,371.83
220026	Enns, Trudy	2022-02-04	1,247.30
220027	Gregoire Joanne	2022-02-04	1,488.05
220028	Attrell, Kelly	2022-04-02	838.11
220029	Dale, Dana	2022-02-04	1,570.14
220030	Byers, Jeremy	2022-04-02	777.26
220031	Doiron, Mark	2022-02-04	1,630.72
220032	Johnson, Brian	2022-02-04	1,297.37
220033	Lingenfelter, Tim	2022-02-04	1,586.77
220034	Moffatt, Corine	2022-04-02	1,762.30
220035	Reid, Gerald	2022-02-04	1,612.96
220036	Phillips, Ron	2022-02-04	2,119.46
220037	Schulze, Fred	2022-02-04	2,104.08
220038	Municipal Employees'	2022-02-02	5,855.64
220039	Canada Revenue Agency -Payroll	2022-01-31	11,134.95
220040	Chinook School Division 211	2022-02-04	26,729.05
17921	Aadland, Deb	2022-02-15	89.00
17922	Access Real Estate Incorporate	2022-02-15	666.00
17923	Aon Canada Inc.-T57048C	2022-02-15	1,674.80
17924	Apex Distribution Inc.	2022-02-15	179.45
17925	Audrey's Flower Oasis	2022-02-15	222.00
17926	B & A Petroleum Ltd.	2022-02-15	3,226.64
17927	Badger Daylighting	2022-02-15	412.49
17928	BELL	2022-02-15	113.61
17929	Bennett, Kyle	2022-02-15	500.00
17930	Boomtown Cup Committee	2022-02-15	1,500.00
17931	Canada Life Assurance Co.	2022-02-15	93.60
17932	Christie Lites Sales	2022-02-15	982.89
17933	Clartech Industries Inc.	2022-02-15	842.18
17934	Comm Centre Inc.	2022-02-15	378.63
17935	Cooper Plumbing & Heating Ltd.	2022-02-15	513.49
17936	Country Club Dist. 2008 Ltd.	2022-02-15	43.34
17937	Crossroad Energy Solutions Inc	2022-02-15	169.23
17938	Cori Davidson	2022-02-15	77.86
17939	Eecol Electric UNC	2022-02-15	340.33
17940	Fauser Energy	2022-02-15	333.90
17941	The Flag Shop	2022-02-15	169.93
17942	Frito Lay Canada	2022-02-15	142.72
17943	Helix Construction Ltd.	2022-02-15	126.00
17944	Honey Bee Manufacturing Ltd.	2022-02-15	1,882.56
17945	Jack's Repair Service Ltd.	2022-02-15	138.26
17946	Jay's Transportation Group Ltd	2022-02-15	150.21
17947	Johnson, Mario	2022-02-15	129.38
17948	Leaf & Powder Enterprises Inc.	2022-02-15	1,197.00
17949	Max Noble Werx	2022-02-15	761.99
17950	Melhoff Electric (77) Ltd.	2022-02-15	391.30
17951	Saskatchewan Health Authority	2022-02-15	23.00
17952	MuniSoft	2022-02-15	143.94
17953	Pioneer Co-op	2022-02-15	456.37
17954	Kelly Pommier	2022-02-15	47.94
17955	Purolator Courier Ltd.	2022-02-15	119.14
17956	R.V. Auto Parts	2022-02-15	165.87
17957	Redhead Equipment	2022-02-15	2,588.32
17958	S.A.M.A	2022-02-15	26,820.00
17959	SaskTel CMR	2022-02-15	1,284.69
17960	SEDA	2022-02-15	376.95

Payment #	Vendor	Date	Amount
17961	SEIU-West	2022-02-15	581.52
17962	Shaunavon Liquor	2022-02-15	1,963.95
17963	Shaunavon Standard	2022-02-15	992.11
17964	Shaunavon Tire & Alignment Ltd	2022-02-15	268.42
17965	Signs 'n Such Ltd.	2022-02-15	27.75
17966	Southwest Waste Management	2022-02-15	2,706.80
17967	Spring Ventures Inc.	2022-02-15	38,800.00
17968	Standard Shaunavon	2022-02-15	111.47
17969	Staples Professional Inc.	2022-02-15	399.41
17970	SUMA	2022-02-15	7,169.19
17971	TAXervice	2022-02-15	143.85
17972	Technical Safety Auth. of Sask	2022-02-15	120.00
17973	Triways Disposal Services	2022-02-15	3,733.68
17974	Xerox Canada Ltd.	2022-02-15	743.88
17975	Zep Sales & Service of Canada	2022-02-15	1,175.31
220041	SaskEnergy	2022-02-10	8,718.61
220042	SaskPower	2022-02-10	15,960.23
220043	SaskPower	2022-02-10	2,356.68
		Total:	<u>211,780.81</u>

SHAUNAVON AND DISTRICT FIRE AND RESCUE
February 15, 2022
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
650	Apex Distribution Inc	2022-02-15	139.23
651	B & A Petroleum Ltd.	2022-02-15	282.54
652	Comm Centre Inc.	2022-02-15	378.63
653	Leaf & Powder Enterprises Inc.	2022-02-15	913.50
654	Pioneer Co-op	2022-02-15	45.11
655	SaskPower	2022-02-15	120.01
656	SaskEnergy	2022-02-15	653.21
657	Sasktel CMR	2022-02-15	125.60
		Total:	<u>2,657.83</u>