

**Town of Shaunavon**  
**Meeting Minutes**  
**Council Meeting March 1, 2022 - 07:30 PM**

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

Attendance: Mayor Kyle Bennett; Councillors: Mike Greenlay, Riley Kornfeld, Shawn Lingenfelter, Brent Michelson and Travis Nelson; CAO Tara Fritz and Finance Clerk Trudy Enns

Regrets: Councillor Nolan Klassen

- 1      Calling the Meeting to Order**
- Mayor Bennett called the meeting to order at 7:33 PM.
- 2022-107      **2      Approve Minutes**  
Councillor Greenlay  
Councillor Nelson
- That Council approves the minutes of the February 15, 2022 special council meeting, the February 15, 2022 regular council meeting, and February 22, 2022 special council meeting, as circulated.
- CARRIED**
- 3      Financial Reports**
- 2022-108      **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 #17981 for the amount of \$2,376.53, payable to Kornfeld Electric Ltd., and left the regular meeting at 7:33 PM.
- 2022-108      **3.1.1      Kornfeld Electric Voucher**  
Councillor Greenlay  
Councillor Nelson
- That Council approves the payment of voucher #17981 in the amount of \$2,376.53 payable to Kornfeld Electric.
- CARRIED**
- Councillor Kornfeld returned to the regular meeting at 7:35 PM.
- 2022-109      **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 \$145,562.22, and forms part of these minutes.
- CARRIED**
- 2022-110      **3.3      Shaunavon and District Fire and Rescue Cheque Register**
- 2022-110      **3.3.1      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 \$39.85 and forms part of these minutes.
- CARRIED**

- 4 Management Reports**
- 2022-111 **4.1 Acceptance of Management Reports**  
 Councillor Greenlay  
 Councillor Lingenfelter
- 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**
- Tenders for properties were received as follows: Lots 34-37, Block 10, Plan B3185: Tender Bid #1- \$27,500 and Tender Bid #2 - \$20,500. Lots 44-45, Block 10, Plan B3185 received no tender bids.
- 2022-112 **5.1 Tax Enforcement Property Tenders**  
 Councillor Kornfeld  
 Councillor Nelson
- That Council shall accept the \$27,500 tender bid for Lots 34-37, Block 10, Plan B3185.
- CARRIED**
- 2022-113 **5.2 2022 Consolidated Budget and 2022-2026 Capital Plan**  
 Councillor Michelson  
 Councillor Greenlay
- That Council shall adopt the consolidated operating and capital budget with \$4,879,986 in operating expenditures and \$2,270,544 in capital expenditures, and a net property tax levy requirement of \$2,039,316, as attached to these minutes. The 2022 Uniform Municipal Mill Rate be set at 7.35, representing an approximately 1.9% increase in property tax revenues. That a 2.0% increase in trailer license fees is approved. The utility operating budget with total utility revenues of \$650,095, representing a 5% increase in utility rates to ratepayers within the municipality and total utility expenditures of \$572,689, be approved. That \$2,370,856 be transferred from Reserves, as required. All in-scope employees shall receive wage increases, as per the current CBA. The 2022 out-of-scope salaries are approved, retroactive to January 1, 2022, as attached in Schedule "C".
- CARRIED**
- 2022-114 **5.3 2022-2026 Five Year Capital Plan**  
 Councillor Michelson  
 Councillor Nelson
- That Council shall adopt the 2022-2026 Capital Plan, as presented.
- CARRIED**
- 2022-115 **5.4 MLT Aikins Letter of Support**  
 Councillor Kornfeld  
 Councillor Nelson
- That Council directs CAO Fritz to send a letter to Saskatchewan Urban Municipalities Association to encourage them to form a partnership with a Saskatchewan-based company to provide legal consultations for member municipalities.

TW  
 CJ

**CARRIED**

2022-116      **5.5      SAMA AGM**  
Councillor Greenlay  
Councillor Kornfeld

That Council authorizes Mayor Bennett or any other member of Council may attend the Saskatchewan Assessment Management Agency's Annual General Meeting held in Saskatoon on Thursday, April 21, 2022.

**CARRIED**

2022-117      **5.6      2022 SUMA Convention Meals**  
Councillor Lingenfelter  
Councillor Nelson

That Council authorizes to pay the actual expense for two supper meals at the 2022 SUMA conference instead of the meal allowance as per policy.

**CARRIED**

2022-118      **5.7      2022 Federation of Canadian Municipalities Conference**  
Councillor Greenlay  
Councillor Michelson

That Council authorizes that Mayor Bennett and one other member of council may attend the 2022 Federation of Canadian Municipalities Conference held in Regina from June 2 to June 5, 2022.

**CARRIED**

2022-119      **5.8      2022 UMAAS Conference**  
Councillor Lingenfelter  
Councillor Michelson

That Council authorizes CAO Fritz to attend the annual convention of the Urban Municipal Administrator' Association of Saskatchewan in Saskatoon from June 7 to June 10, 2022.

**CARRIED**

2022-120      **5.9      Sask Energy Easement**  
Councillor Greenlay  
Councillor Nelson

That Council directs CAO Fritz to enter into the Easement agreement with SaskEnergy as provided in the presented map.

**CARRIED**

2022-121      **5.10      2022 Grad Banners (Nelson)**  
Councillor Nelson  
Councillor Michelson


That Council directs CAO Fritz to proceed with the acquisition and installation of 2022 grad banners and to provide the opportunity to the surrounding municipalities to participate in the program.

**CARRIED**

2022-122      **5.11      Public Works Week**  
Councillor Greenlay  
Councillor Kornfeld

That Council shall declare the week of May 15 -21, 2022 as Public Works Week in Shaunavon.

**CARRIED**

TW  


**6 Committee Reports**

Finance Clerk Enns left the regular meeting at 8:32 PM and returned at 8:35 PM.

2022-123

**6.15 Acceptance of Committee Reports**

Councillor Greenlay  
Councillor Nelson

That Council accepts all committee reports as presented:

1. Mayor Bennett presented a verbal mayors report and presented the February 15, 2022 Southwest Waste Management meeting minutes and the 2022 Southwest Waste Management approved budget.
2. Councillor Kornfeld presented a verbal public works committee report.
3. Councillor Greenlay presented the February 24, 2022 Economic Development committee meeting minutes.
4. Councillor Lingenfelter presented a verbal Wellness and Leisure committee report and presented a verbal SDFR/EMO committee report.
5. Councillor Michelson presented the February 2, 2022 Grand Coteau Heritage and Cultural meeting minutes and presented a verbal Chinook Local Library Board report.

**CARRIED**

**7 Bylaws**

2022-124

**7.1 Bylaw 2022-02 - Airport Leases (3rd reading)**

Councillor Lingenfelter  
Councillor Michelson

That Council authorizes that Bylaw 2022-02– A bylaw to provide for entering into lease agreements for certain properties in the municipalities be read the third and final time and be adopted.

**CARRIED**

2022-125

**8 Strategic Planning In-Camera Session**

Councillor Nelson  
Councillor Lingenfelter

That Council meets in a Strategic Planning In-Camera session at 9:03 PM.

**CARRIED**

CAO Tara Fritz and Finance Clerk Trudy Enns left the regular meeting at 9:03 PM. Present: Mayor Kyle Bennett, Councillors Greenlay, Kornfeld, Lingenfelter, Michelson, and Nelson. CAO Tara Fritz returned to the regular meeting at 9:14 PM.

2022-126

**8.1 Strategic Planning In-Camera Concluded**

Councillor Greenlay  
Councillor Michelson

That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 9:14 PM.

**CARRIED**

TN  
CJ

2022-127


9

**Adjournment**  
Councillor Greenlay  
Councillor Nelson

That Council now adjourns the meeting at 9:14 PM.

**CARRIED**

Date approved: March 15, 2022

  
Kyle Bennett, Mayor

  
Travis Nelson, Deputy Mayor

  
Tara Fritz, CAO

TN  


**TOWN OF SHAUNAVON**  
**March 1, 2022**  
**CHEQUE REGISTER**

<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
17976	Affinity Credit Union	2022-02-15	1,038.21
17977	Cormik Enterprises Inc.	2022-02-28	4,725.00
17978	Supreme Greens	2022-02-28	3,675.00
220045	Fritz, Tara	2022-02-15	2,220.05
220046	Holmberg, Jennifer	2022-02-18	771.48
220047	Potter, Grace	2022-02-18	1,617.75
220048	Johnson, Lauren	2022-02-18	1,371.83
220049	Enns, Trudy	2022-02-18	1,184.29
220050	Gregoire Joanne	2022-02-18	1,488.05
220051	Attrell, Kelly	2022-02-18	838.11
220052	Dale, Dana	2022-02-18	1,570.14
220053	Byers, Jeremy	2022-02-18	1,194.45
220054	Doiron, Mark	2022-02-18	1,921.73
220055	Johnson, Brian	2022-02-18	1,254.30
220056	Lingenfelter, Tim	2022-02-18	1,428.10
220057	Moffatt, Corine	2022-02-18	1,195.44
220058	Reid, Gerald	2022-02-18	1,474.02
220059	Phillips, Ron	2022-02-18	2,119.46
220059	Schulze, Fred	2022-02-18	2,104.08
220061	Municipal Employees'	2022-02-16	5,918.10
220062	Canada Revenue Agency -Payroll	2022-02-15	10,950.34
17979	Fort Garry Industries	2022-03-01	260.58
17980	Greve, Melody	2022-03-01	1,611.20
17981	Kornfeld Electric	2022-03-01	2,376.53
17982	Lingenfelter, Bonnie	2022-03-01	2,887.50
17983	Morin, Anna	2022-03-01	1,749.00
17984	MuniSoft	2022-03-01	466.20
17985	SUMA	2022-03-01	9,618.87
17986	Superior North America	2022-03-01	73,027.50
220044	SaskPower	2022-02-15	5,261.88
220063	Minister of Finance	2022-02-16	619.56
		<b>Total:</b>	<b><u>147,938.75</u></b>

SHAUNAVON AND DISTRICT FIRE AND RESCUE

March 1, 2022

CHEQUE REGISTER

<u>Payment #</u>	<u>Vendor</u>	<u>Date</u>	<u>Amount</u>
658	Purolator Courier Inc	2022-03-01	39.85
		<b>Total:</b>	<b><u>39.85</u></b>