

Town of Shaunavon
Meeting Minutes
Council Meeting March 15, 2022 - 07:30 PM

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

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

Regrets: Mayor Kyle Bennett

- 1 Calling the Meeting to Order**
- Deputy Mayor Travis Nelson called the meeting to order at 7:30 PM.
- 2022-128 **2 Approve Minutes**
Councillor Greenlay
Councillor Kornfeld
- That Council approves the minutes of the March 1, 2022 regular council meeting, as presented.
- CARRIED**
- 3 Financial Reports**
- 2022-129 **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 #18005 for the amount of \$1,585.50, and in regards to Shaunavon and District Fire and Rescue voucher #662 for the amount of \$1,055.25, payable to Leaf and Powder Enterprises Inc., and left the regular meeting at 7:31 PM.
- 2022-129 **3.1.1 Leaf and Powder**
Councillor Kornfeld
Councillor Klassen
- That Council approves the payment of voucher #18005 in the amount of \$1,585.50 payable to Leaf and Powder Enterprises Inc.
- CARRIED**
- 2022-130 **3.2 Leaf and Powder**
Councillor Kornfeld
Councillor Klassen
- That Council approves the payment of voucher #662 in the amount of \$1,055.25 payable to Leaf and Powder Enterprises Inc.
- CARRIED**
- Councillor Greenlay returned to the regular meeting at 7:32 PM.
- 2022-131 **3.3 Approval of Town of Shaunavon Cheque Register**
Councillor Kornfeld
Councillor Lingenfelter
- That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$261,765.64, and forms part of these minutes.
- CARRIED**



- 2022-132 **3.4 Shaunavon and District Fire and Rescue Cheque Register**

3.4.1 Approval of Shaunavon and District Fire and Rescue Cheque Register
Councillor Michelson
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 \$5,104.43 and forms part of these minutes.

CARRIED

- 2022-133 **3.5 Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**

Councillor Michelson
Councillor Klassen

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

CARRIED

- 2022-134 **3.6 Town of Shaunavon and SDFR Statement of Financial Activities**

Councillor Greenlay
Councillor Kornfeld

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

CARRIED

- 4 Management Reports**

- 2022-135 **4.1 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

CARRIED

- 5 New Business**

- 2022-136 **5.3 Great Western Railway Ltd. Annual Meeting**

Councillor Lingenfelter
Councillor Klassen

That Council authorizes Mayor Bennett to attend and vote on behalf of the Town of Shaunavon for the March 31, 2022 Annual General Meeting of 10152644 Saskatchewan Ltd.

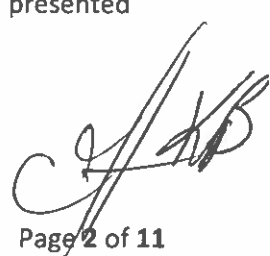
CARRIED

- 2022-137 **5.4 Sask Power Easement Agreement**

Councillor Kornfeld
Councillor Lingenfelter

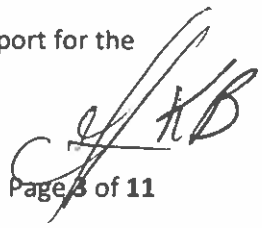
That Council authorizes CAO Fritz to enter into an easement agreement with Saskatchewan Power Corporation and Saskatchewan Telecommunications on Surface Parcel Number 151125184, Title Number 122000803, Municipal Reserve R9, Plan 67SC01365, as per the presented map.

CARRIED



Page 2 of 11

- 2022-138 **5.5 Lots 10-12 Block 2 Plan B3185 Offer to Purchase**
 Councillor Kornfeld
 Councillor Greenlay
- That Council accepts the \$8,000.00 offer to purchase on Lots 10-12, Block 2, Plan B3185.
- CARRIED**
- 2022-139 **5.7 Notice of Decision - Development Appeals Hearing**
 Councillor Lingenfelter
 Councillor Kornfeld
- That Council accepts the Development Appeals Board decision of hearing appeal number 2022-01 for a garage size of 1,080 square feet that exceeds the maximum size allowed in the Zoning Bylaw on Lot 2, Block 23, Plan B3815, be conditionally granted for residential use; with the requirement that Lots 1 and 2, Block 23, Plan B3185 land parcels be tied in the ISC Land Titles Registry.
- CARRIED**
- 2022-140 **5.8 Lot 5 Block 3 Plan 102066577 Offer to Purchase**
 Councillor Greenlay
 Councillor Kornfeld
- That Council accepts the \$2,000.00 offer to purchase on Lot 5, Block 3, Plan 102066577.
- DEFEATED**
- 2022-141 **5.8.1 Lot 5 Block 3 Plan 102066577 Offer to Purchase**
 Councillor Lingenfelter
 Councillor Michelson
- That Council directs CAO Fritz to counter the \$2,000.00 offer on Lot 5, Block 3, Plan 102066577 at a rate of \$5,000.00.
- CARRIED**
- 6 Committee Reports**
- 6.2 Public Works Committee - Councillor Kornfeld**
- Finance Clerk Enns left the regular meeting at 8:23 and returned at 8:25 PM.
- 2022-142 **6.2.1 Transfer to Reserves**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council shall accept the recommendation from the Public Works Committee to transfer the \$68,000 that is in the 2022 budget for the Industrial Park water main extension project to reserves as the project pricing is higher than budgeted; and that the project is considered in the 2023 budget.
- CARRIED**
- 2022-143 **6.2.2 2022 Water and Sewer Bylaw**
 Councillor Kornfeld
 Councillor Klassen
- That Council shall consider the 2022 Water and Sewer Bylaw, as presented.
- CARRIED**
- 2022-144 **6.2.3 Water Quality Report**
 Councillor Greenlay
 Councillor Kornfeld
- That Council shall receive and file the monthly water quality report for the month of February 2022, as presented.
- CARRIED**



- 2022-145 **6.3.1 Nuisance Abatement Bylaw**
 Councillor Nelson
 Councillor Kornfeld

That Council shall consider the recommendation from the Administration Committee to adopt the Nuisance Abatement Bylaw as presented.

CARRIED
- 2022-146 **6.3.2 Data Security Policy**
 Councillor Greenlay
 Councillor Lingenfelter

That Council accepts the recommendation from the Administration Committee to adopt the Data Security Policy as presented.

CARRIED
- 2022-147 **6.3.3 Local Backup Policy**
 Councillor Klassen
 Councillor Greenlay

That Council shall accept the recommendation from the Administration Committee to adopt the amended Local Backup Policy as presented.

CARRIED
- 2022-148 **6.3.4 Vacation Policy**
 Councillor Greenlay
 Councillor Klassen

That Council shall accept the recommendation from the Administration Committee to adopt the amended Vacation Policy as presented.

CARRIED
- 2022-149 **6.3.5 Zoning Bylaw Amendment**
 Councillor Kornfeld
 Councillor Greenlay

That Council shall accept the recommendation from the Administration Committee to amend the Zoning Bylaw to add the following definition to the Zoning Bylaw: Cannabis Retail Stores: means a provincially-licensed stand-alone retail store where cannabis or cannabis products are sold, and which may include the sale of related accessories and ancillary items, but does not include the manufacturing or processing of products to be sold on-site. A cannabis retail store is not a pharmacy or a medical clinic.

CARRIED
- 2022-150 **6.6.1 Transfer from Wellness and Leisure Reserves**
 Councillor Kornfeld
 Councillor Lingenfelter

That Council shall accept the recommendation from the Wellness and Leisure Committee to transfer \$46,299.78 from reserve account 312-100-216 (W&L – Reserve – Zamboni, Handrails, CPWC) and \$20,000.00 from reserve account 312-200-217 (W&L – Reserve – Outdoor Rink) to surplus account 390-900-900 (Surplus). This is to correct for the 2021 capital purchases initiated by the Wellness and Leisure Committee.

CARRIED
- 2022-151 **6.6.2 Prairie Storm Fine Reduction**
 Councillor Lingenfelter
 Councillor Kornfeld

That Council shall accept the recommendation from the Wellness and Leisure Committee to credit \$250 towards the \$500 fine invoiced to Prairie Storm Minor Hockey as per the CPWC policy, with the minimum fine for damages being \$250.

CARRIED

- 2022-152 **6.15 Acceptance of Committee Reports**
 Councillor Greenlay
 Councillor Kornfeld
- That Council accepts all committee reports as presented:
1. Councillor Kornfeld presented the March 7, 2022 Public Works committee meeting minutes.
 2. Deputy Mayor Nelson presented the March 8, 2022 Administration committee meeting minutes.
 3. Councillor Greenlay presented a verbal Economic Development committee meeting.
 4. Councillor Lingenfelter presented the March 14, 2022 Wellness and Leisure committee meeting minutes and presented a verbal Pine Cree Regional Park report.
 5. Councillor Michelson presented a verbal Grand Coteau Heritage and Cultural Centre report and a verbal Chinook Local Library report.
- CARRIED**
- 2022-153 **7 Bylaws**
- 7.1 Bylaw 2022-04 - Trailer Fees (1st reading)**
 Councillor Greenlay
 Councillor Michelson
- That Council authorizes that Bylaw 2022-04 - A bylaw to provide for the permitting of occupants of trailers, mobile homes, and portable shacks to be introduced and read the first time.
- CARRIED**
- 2022-154 **7.2 Bylaw 2022-04 - Trailer Fees (2nd reading)**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes that Bylaw 2022-04 - A bylaw to provide for the permitting of occupants of trailers, mobile homes, and portable shacks to be read the second time.
- CARRIED**
- 2022-155 **7.3 Bylaw 2022-04 - Trailer Fees (Proceed to 3rd reading)**
 Councillor Michelson
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2022-04 - A bylaw to provide for the permitting of occupants of trailers, mobile homes, and portable shacks, go to third and final reading.
- CARRIED UNANIMOUSLY**
- 2022-156 **7.4 Bylaw 2022-04 - Trailer Fees**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes that Bylaw 2022- 04 - A bylaw to provide for the permitting of occupants of trailers, mobile homes, and portable shacks, to read the third and final time and be adopted.
- CARRIED**

- 2021-157 **7.5 Bylaw 2022-05 Water and Sewer Bylaw (1st reading)**
 Councillor Greenlay
 Councillor Michelson
- That Council authorizes that Bylaw 2022-05– A Bylaw to fix the rates to be charged for the use and consumption of the water and to fix the rates to be charged by way of rent or service charged for the use of the water, be introduced and read the first time.
- CARRIED**
- 2022-158 **7.6 Bylaw 2022-05 Water and Sewer Bylaw (2nd reading)**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes that Bylaw 2022-05– A Bylaw to fix the rates to be charged for the use and consumption of the water and to fix the rates to be charged by way of rent or service charged for the use of the water, be read the second time.
- CARRIED**
- 2022-159 **7.7 Bylaw 2022-05 Water and Sewer Bylaw (proceed to 3rd reading)**
 Councillor Michelson
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2022-05– A Bylaw to fix the rates to be charged for the use and consumption of the water and to fix the rates to be charged by way of rent or service charged for the use of the water, go to third and final reading.
- CARRIED UNANIMOUSLY**
- 2022-160 **7.8 Bylaw 2022-05 Water and Sewer Bylaw (3rd reading)**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes that Bylaw 2022-05– A Bylaw to fix the rates to be charged for the use and consumption of the water and to fix the rates to be charged by way of rent or service charged for the use of the water, be read the third and final time and be adopted.
- CARRIED**
- 2022-161 **7.9 Bylaw 2022-06 - Nuisance Abatement Bylaw (1st reading)**
 Councillor Greenlay
 Councillor Michelson
- That Council authorizes that Bylaw 2022-06 - The Nuisance Abatement Bylaw, be introduced and read the first time.
- CARRIED**
- 2022-162 **7.10 Bylaw 2022-06 - Nuisance Abatement Bylaw (2nd reading)**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes that Bylaw 2022-06 - The Nuisance Abatement Bylaw, be read a second time.
- CARRIED**
- 2022-163 **7.11 Bylaw 2022-06 - Nuisance Abatement Bylaw (go to third reading)**
 Councillor Michelson
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2022-06 - The Nuisance Abatement Bylaw, go to third and final reading.
- CARRIED UNANIMOUSLY**

- 2022-164 **7.12 Bylaw 2022-06 - Nuisance Abatement Bylaw (3rd reading)**
 Councillor Greenlay
 Councillor Kornfeld
- That Council authorizes that Bylaw 2022-06 - The Nuisance Abatement Bylaw, be read the third and final time and be adopted.
- CARRIED**
- 2022-165 **7.13 Bylaw 2022-07 - Zoning Bylaw Amendment**
 Councillor Greenlay
 Councillor Michelson
- That Council authorizes that Bylaw 2022-07– A Bylaw to amend Bylaw No. 2012-11 known as the Zoning bylaw for the Town of Shaunavon, be introduced and read the first time.
- CARRIED**
- 2022-166 **8 Correspondence**
- 8.1 Matt Love - Office of the Official Opposition - Saskatchewan Legislative Assembly**
 Councillor Nelson
 Councillor Lingenfelter
- That Council directs CAO Fritz to write a letter in response respecting the following concerns:
1. PST being charged on municipal capital items.
 2. Inadequate levels of Emergency Services in our region.
 3. Carbon Tax relief.
- CARRIED**
- 2022-167 **8.3 File Correspondence**
 Councillor Michelson
 Councillor Kornfeld
- That Council approves that the following correspondence having been read, now be filed:
1. Matt Love - Office of Official Opposition - Saskatchewan Legislative Assembly
 2. Brian Tuntland - Stark and Marsh CPA LLP
- CARRIED**
- 2022-168 **9 Strategic Planning In-Camera**
 Councillor Kornfeld
 Councillor Klassen
- That Council meets in a Strategic Planning In-Camera session at 9:01 PM.
- CARRIED**
- CAO Tara Fritz and Finance Clerk Trudy Enns left the regular meeting at 9:01 PM. Present: Deputy Mayor Travis Nelson, Councillors Greenlay, Kornfeld, Lingenfelter, and Michelson. CAO Tara Fritz returned to the regular meeting at 9:16 PM.
- 2022-169 **9.1 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 9:16 PM.
- CARRIED**

2022-170

10

Adjournment

Councillor Kornfeld
Councillor Lingenfelter

That Council now adjourns the meeting at 9:17 PM.

CARRIED

Date approved:

April 19, 2022

Kyle Bennett, Mayor

Tara Fritz, CAO

TOWN OF SHAUNAVON
March 15, 2022
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
220064	Canada Revenue Agency -Payroll	2022-02-28	1,005.26
220065	Fritz, Tara	2022-02-28	2,220.05
220066	Holmberg, Jennifer	2022-02-28	616.84
220067	Potter, Grace	2022-02-28	1,617.75
220068	Johnson, Lauren	2022-02-28	1,371.83
220069	Enns, Trudy	2022-02-28	1,124.18
220070	Gregoire Joanne	2022-02-28	1,488.05
220071	Attrell, Kelly	2022-02-28	838.11
220072	Dale, Dana	2022-02-28	1,570.14
220073	Byers, Jeremy	2022-02-28	1,350.59
220074	Doiron, Mark	2022-02-28	1,154.68
220075	Johnson, Brian	2022-02-28	978.61
220076	Lingenfelter, Tim	2022-02-28	1,617.72
220077	Moffatt, Corine	2022-02-28	1,183.96
220078	Reid, Gerald	2022-02-28	1,466.26
220079	Phillips, Ron	2022-02-28	2,119.46
220080	Schulze, Fred	2022-02-28	2,101.60
220081	Municipal Employees'	2022-02-28	5,553.98
220082	Canada Revenue Agency -Payroll	2022-02-28	10,324.65
220083	Minister of Finance	2022-02-28	785.22
220084	Minister of Finance (school)	2022-02-28	76,175.10
220085	Holy Trinity Roman Catholic	2022-02-28	19,088.20
17987	Access 2000 Elevator & Lift	2022-03-15	66,541.00
17988	Airmaster Sales Ltd.	2022-03-15	44.98
17989	Apex Distribution Inc.	2022-03-15	77.96
17990	B & A Petroleum Ltd.	2022-03-15	4,360.46
17991	B&D Contract Services	2022-03-15	766.50
17992	BELL	2022-03-15	113.61
17993	Bennett, Kyle	2022-03-15	371.00
17994	Canada Life Assurance Co.	2022-03-15	18.72
17995	Cleartech Industries Inc.	2022-03-15	6,150.38
17996	Concept Media	2022-03-15	840.00
17997	Country Club Dist. 2008 Ltd.	2022-03-15	329.99
17998	Crossroad Energy Solutions Inc	2022-03-15	424.52
17999	Cori Davidson	2022-03-15	175.69
18000	Fausser Energy	2022-03-15	477.30
18001	Frito Lay Canada	2022-03-15	215.59
18002	Helix Construction Ltd.	2022-03-15	126.00
18003	Johnson, Mario	2022-03-15	129.38
18004	Johnson, Mario	2022-03-15	129.38
18005	Leaf & Powder Enterprises Inc.	2022-03-15	1,585.50
18006	Lingenfelter, Shawn	2022-03-15	155.00
18007	Saskatchewan Health Authority	2022-03-15	138.00
18008	MooseWorld inc.	2022-03-15	262.50
18009	Office Outfitters Ltd.	2022-03-15	59.83
18010	Paradise Pools Ltd	2022-03-15	65.92
18011	Pattison Agriculture	2022-03-15	11,849.25
18012	Perativ Gerenal Partnership	2022-03-15	36.75
18013	Pioneer Co-op	2022-03-15	216.71
18014	Kelly Pommier	2022-03-15	66.87
18015	Precision-Fit Door Solutions	2022-03-15	23,705.38
18016	Publications Saskatchewan	2022-03-15	30.00
18017	Purolator Courier Ltd.	2022-03-15	22.30
18018	R.V. Auto Parts	2022-03-15	227.57
18019	R.V. Auto Parts	2022-03-15	668.46
18020	Receiver General For Canada	2022-03-15	687.32
18021	Red Iron Outfitters	2022-03-15	732.60
18022	SARM Sask Assoc of Rural Mun	2022-03-15	120.82
18023	Sask. Aviation Council	2022-03-15	180.00
18024	Saskatchewan Parks And	2022-03-15	115.00
18025	SaskTel CMR	2022-03-15	1,737.29

Payment #	Vendor	Date	Amount
18026	SecurTek	2022-03-15	117.62
18027	SEIU-West	2022-03-15	526.24
18028	Service Master Restore	2022-03-15	4,078.06
18029	Shaunavon Liquor	2022-03-15	3,967.01
18030	Shaunavon RX Drug Mart	2022-03-15	5.76
18031	Shaunavon Standard	2022-03-15	938.81
18032	Southwest Transportation	2022-03-15	600.00
18033	Southwest Waste Management	2022-03-15	2,426.40
18034	Spring Ventures Inc.	2022-03-15	76,373.60
18035	Standard Shaunavon	2022-03-15	119.36
18036	Staples Professional Inc.	2022-03-15	369.17
18037	Stark & Marsh, Chartered	2022-03-15	466.20
18038	Swift Sanitary Service 2005	2022-03-15	1,029.00
18039	TAXervice	2022-03-15	10,692.15
18040	Triways Disposal Services	2022-03-15	3,729.86
18041	University of Regina	2022-03-15	945.85
18042	Veseris	2022-03-15	2,756.25
18043	Waste-A-Way Septic Ltd	2022-03-15	157.50
18044	Workers' Compensation Board	2022-03-15	17,147.73
18045	Wolseley Canada	2022-03-15	3,606.45
18046	Xerox Canada Ltd.	2022-03-15	193.21
18047	Void during printing	2022-03-15	0.00
18048	Terry Fritz	2022-03-15	155.00
18049	Goulet, Richard	2022-03-15	155.00
18050	Schneider, Rick	2022-03-15	155.00
18051	Stearns, Suzanne	2022-03-15	155.00
18052	Cormik Enterprises Inc.	2022-04-01	4,725.00
18053	Supreme Greens	2022-04-01	3,675.00
18054	Johnson, Mario	2022-04-05	129.38
		Total:	<u>263,351.14</u>

SHAUNAVON AND DISTRICT FIRE AND RESCUE

March 15, 2022

CHEQUE REGISTER

Payment #	Vendor	Date	Amount
659	A & B Auto Centre	2022-03-15	386.06
660	Affinity Credit Union	2022-03-15	174.38
661	B & A Petroleum Ltd.	2022-03-15	53.34
662	Leaf & Powder Enterprises Inc.	2022-03-15	1,055.25
663	MLT Aikins	2022-03-15	1,865.14
664	Pioneer Co-op	2022-03-15	63.61
665	Receiver General For Canada	2022-03-15	624.94
666	Saskatchewan Volunteer Fire	2022-03-15	215.00
667	SaskPower	2022-03-15	128.68
668	SaskEnergy	2022-03-15	583.67
669	SaskTel CMR	2022-03-15	125.61
670	Trans-Care Rescue Ltd.	2022-03-15	884.00
		Total:	<u>6,159.68</u>

