

Town of Shaunavon
Meeting Minutes
Council Meeting June 7, 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; Assistant Administrator Grace Potter and Finance Clerk Trudy Enns

Regrets: CAO Tara Fritz

- 1**

Calling the Meeting to Order

Mayor Bennett called the meeting to order at 7:30 PM.
- 2022-270

2

Approve Minutes
Councillor Greenlay
Councillor Nelson

That Council approves the minutes of the May 17, 2022 meeting, as circulated.

CARRIED
- 3**

Financial Reports

 - 3.1**

Town of Shaunavon Cheque Register

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric Ltd., in regard to Town of Shaunavon #18222 for the amount of \$654.90, payable to Kornfeld Electric Ltd., and left the regular meeting at 7:32 PM.

 - 2022-271

3.1.1

Kornfeld Electric Voucher
Councillor Nelson
Councillor Greenlay

That Council approves the payment of voucher #18222 in the amount of \$654.90 payable to Kornfeld Electric.

CARRIED

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

Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regard to Town of Shaunavon voucher #18224 for the amount \$424.14, payable to Leaf and Powder Enterprises Inc., and left the regular meeting at 7:33 PM.
 - 2022-272

3.2

Leaf and Powder
Councillor Lingenfelter
Councillor Klassen

That Council approves the payment of voucher #18224 in the amount of \$424.14 payable to Leaf and Powder Enterprises Inc.

CARRIED

Councillor Greenlay returned to the regular meeting at 7:34 PM.
 - 2022-273

3.3

Approval of Town of Shaunavon Cheque Register
Councillor Kornfeld
Councillor Klassen

That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$252,764.92, and forms part of these minutes.

CARRIED

- 3.4 Shaunavon and District Fire and Rescue Cheque Register**
- 4 Delegations**
That Council hears the delegation of Brian Elton of Premises at 7:35 PM.
- 2022-274 **4.1 Hear Delegation - Fibre to the Premises (7:35 PM)**
Councillor Michelson
Councillor Kornfeld
That the Committee hears the virtual delegation of Brian Eltom of Fibre to the Premises at 7:35 PM.
CARRIED
- 4.2 Delegation Exit**
The delegation of Brian Eltom of Fibre to the Premises left the meeting at 8:07 PM.
- 5 Financial Reports Continued**
- 2022-275 **5.1 Approval of Shaunavon and District Fire and Rescue Cheque Register**
Councillor Nelson
Councillor Klassen
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 \$3,670.42 and forms part of these minutes.
CARRIED
- 6 Management Reports**
- 2022-276 **6.1 Acceptance of Management Reports**
Councillor Michelson
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.**CARRIED**
- 7 New Business**
- 2022-277 **7.1 2021 SAMA Annual Report**
Councillor Lingenfelter
Councillor Greenlay
That Council shall receive and file the 2021 SAMA annual report, as circulated.
CARRIED

2022-278

7.2 Shaunavon Chamber of Commerce Street Closure Requests

Councillor Lingenfelter
Councillor Nelson

That Council shall permit the following to allow for the Shaunavon Chamber of Commerce to host Boomtown Days:

1. Saturday July 16, 2022
 1. Street Closure from 8:00 AM to 10:00 AM on First Street East from 5th Avenue to end of Memorial Park.
 2. Street closure for the duration of the parade 10:00 AM to 11:30 PM, from Centre Street, starting at Second Avenue to Tenth Avenue to Fifth Street East up to 6th Avenue.
 3. Street closure from 11:30 AM until 6:00 PM on Centre Street from Railway Street to Third Avenue on the south side and then again from the north side of Third Avenue.
 4. The usage of Memorial Park for a car show, shall be at the discretion of the Assistant Director of Operations.
 5. The usage of the amphitheatre and Memorial Park.
 6. The usage of tables for the car show, as per the Wellness & Leisure Committee.
 7. The free usage of bleachers for the strongman competition.
 8. The usage of extra garbage bins.
 9. The usage of tables and chair for the breakfast, as per the Wellness and Leisure Committee.
2. Sunday July 17, 2022
 1. Street Closure from 6:00 AM to 11:00 AM on Second Street East in front of the Alliance Church for the Rock Solid Refuge Community Breakfast.
 2. The usage of tables and chair for the breakfast.
 3. The use of the Amphitheatre and Memorial Park.
 4. The use of extra garbage bins.

Furthermore, the Shaunavon Chamber of Commerce shall be responsible for pick-up at the Boomtown Cup Events any time after midnight and drop off of the bleachers at the ball diamonds and be responsible for any damages that occur to them during their usage.

CARRIED

2022-279

7.3 Complaints

Councillor Michelson
Councillor Nelson

That Council directs Assistant Administrator Potter to write a letter to the New family informing them that the Council has reviewed the complaints.

CARRIED

2022-280

7.4 2022 June is Recreation and Parks Month

Councillor Kornfeld
Councillor Lingenfelter

Therefore, Town of Shaunavon, in recognition of the benefits and values that recreation, parks, and leisure services provide, does hereby designate the month of June as Recreation & Parks Month.

CARRIED

- 2022-281 **7.5 Excellerators Car Club request**
 Councillor Greenlay
 Councillor Klassen
- That the Excellerators Car Club may host an outdoor movie on Parcel AA, Plan 101794822 and Parcel W, Plan 101897938 on the eastern edge of Town, on Friday July 22, 2022, providing: Line locates are done prior to pole placement as there are underground utilities to consider; they are responsible for clean-up of the grounds; and hold harmless the Town of Shaunavon from any and all liability that may arise from the event.
CARRIED
- 7.6 Director of Operations Job Description**
- Finance Clerk Enns left the regular meeting at 8:40 PM and returned at 8:41 PM.
- 2022-282 **7.6.1 In-Camera Session**
 Councillor Lingenfelter
 Councillor Michelson
- That Council meets in an In-Camera session at 8:43 PM.
CARRIED
- Assistant Administrator Grace Potter and Finance Clerk Trudy Enns left the regular meeting at 8:43 PM. Present: Mayor Kyle Bennett, Councillors Greenlay, Kornfeld, Lingenfelter, Michelson, Klassen, and Nelson. Assistant Administrator Potter and Finance Clerk Enns returned to the regular meeting at 8:55 PM.
- 2022-283 **7.6.2 In-Camera Session Concluded**
 Councillor Greenlay
 Councillor Kornfeld
- That Council approves that the In-Camera session is concluded, and the regular order of business be resumed at 8:55 PM.
CARRIED
- 8 Committee Reports**
- 2022-284 **8.4.1 Property Improvement Policy**
 Councillor Nelson
 Councillor Greenlay
- That Council accepts the recommendation to adopt the amended Property Improvement Program Policy, as presented.
CARRIED
- Councillor Nelson left the regular meeting at 9:12 PM and returned at 9:13 PM.
- 2022-285 **8.10.1 Appointment of Captains**
 Councillor Lingenfelter
 Councillor Kornfeld
- That Council accepts the recommendation from the Shaunavon and District Fire and Rescue Committee to allow for an additional Captain to be appointed and be set at a rate of \$200.00 per year per captain, to be starting in July 2022; and that the Committee recommends to the Town of Shaunavon to record the appointments of Grant Glover, Logan Serafinus, and Kobie Guenther as captains effective July 2022 and the removal of Riley Malone in their minutes as per the requirements of the current Fire Protection Bylaw
CARRIED

- 2022-287 **8.15 SEDA Conference - Economic Development Committee**
 Councillor Greenlay
 Councillor Michelson
- That Council authorizes sending two Councillors to the SEDA Conference.
- CARRIED**
- 2022-288 **8.16 Acceptance of Committee Reports**
 Councillor Greenlay
 Councillor Klassen
- That Council accepts all committee reports as presented:
1. Mayor Bennett presented a verbal Mayor's report and presented a verbal Southwest Transportation Planning Council Inc. report.
 2. Councillor Kornfeld presented a verbal Public Works report.
 3. Councillor Greenlay presented the May 19, 2022 Economic Development meeting minutes - DRAFT.
 4. Councillor Michelson presented a verbal Grand Coteau Heritage and Culture Centre report and presented the April 27, 2022 Chinook Local Library Board meeting minutes.
 5. Councillor Lingenfelter presented the June 1, 2022 Shaunavon and District Fire and Rescue meeting minutes - DRAFT and the June 1, 2022 Shaunavon and District EMO meeting minutes - DRAFT.
 6. Councillor Klassen presented the March 24, 2022 District #4 ADD Board meeting minutes - DRAFT
- CARRIED**
- Councillor Klassen left the regular meeting at 9:26 PM and returned at 9:28 PM.
- 2022-289 **10.2 File Correspondence**
 Councillor Lingenfelter
 Councillor Nelson
- That Council approves that the following correspondence having been read, now be filed:
1. Marol Pritchard - Saskatchewan Public Safety Agency
 2. Honourable Lori Carr - Saskatchewan Ministry of Social Services
- CARRIED**
- 2022-290 **11 Strategic Planning In-Camera Session**
 Councillor Kornfeld
 Councillor Lingenfelter
- That Council meets in a Strategic Planning In-Camera session at 9:30 PM.
- CARRIED**
- Assistant Administrator Grace Potter and Finance Clerk Trudy Enns left the regular meeting at 9:30 PM. Present: Mayor Kyle Bennett, Councillors Greenlay, Kornfeld, Lingenfelter, Michelson, Klassen, and Nelson. Assistant Administrator Potter returned to the regular meeting at 9:42 PM.
- 2022-291 **11.1 Strategic Planning In-Camera Concluded**
 Councillor Lingenfelter
 Councillor Greenlay
- 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**

2022-292

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Adjournment

Councillor Greenlay
Councillor Nelson

That Council now adjourns the meeting at 9:42 PM.

CARRIED

Date approved:

June 24, 2022

Kyle Bennett, Mayor

Tara Fritz, CAO

TOWN OF SHAUNAVON
June 7, 2022
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
220166	Fritz, Tara	2022-05-18	2,290.75
220167	Holmberg, Jennifer	2022-05-18	703.66
220168	Potter, Grace	2022-05-18	1,666.72
220169	Johnson, Lauren	2022-05-18	1,417.47
220170	Enns, Trudy	2022-05-18	1,119.86
220171	Gregoire Joanne	2022-05-18	1,548.44
220172	Attrell, Kelly	2022-05-18	846.51
220173	Dale, Dana	2022-05-18	1,688.34
220174	Byers, Jeremy	2022-05-18	457.59
220175	Doiron, Mark	2022-05-18	1,549.36
220176	Johnson, Brian	2022-05-18	1,316.41
220177	Lingenfelter, Tim	2022-05-18	1,568.86
220178	Moffatt, Corine	2022-05-18	1,200.68
220179	Reid, Gerald	2022-05-18	1,275.01
220180	Phillips, Ron	2022-05-18	2,159.91
220181	Schulze, Fred	2022-05-18	2,102.85
220182	Piquette, Hanna	2022-05-18	371.98
220183	Stearns, Tori	2022-05-18	681.76
220184	Tremere, Bryden	2022-05-18	395.03
220185	Municipal Employees'	2022-05-18	5,694.40
220186	Canada Revenue Agency -Payroll	2022-05-18	10,765.63
18203	Affinity Credit Union	2022-05-17	3,412.84
220187	SaskPower	2022-05-17	13,986.02
220188	SaskEnergy	2022-05-17	5,886.56
220189	Fritz, Tara	2022-05-31	2,290.05
220190	Holmberg, Jennifer	2022-05-31	926.28
220191	Potter, Grace	2022-05-31	1,670.22
220192	Johnson, Lauren	2022-05-31	1,420.69
220193	Enns, Trudy	2022-05-31	1,317.58
220194	Gregoire Joanne	2022-05-31	1,553.04
220195	Attrell, Kelly	2022-05-31	849.89
220196	Dale, Dana	2022-05-31	1,697.74
220197	Byers, Jeremy	2022-05-31	1,298.76
220198	Doiron, Mark	2022-05-31	2,302.65
220199	Johnson, Brian	2022-05-31	1,340.88
220200	Lingenfelter, Tim	2022-05-31	1,605.33
220201	Moffatt, Corine	2022-05-31	1,987.53
220202	Reid, Gerald	2022-05-31	1,772.36
220203	Phillips, Ron	2022-05-31	2,163.25
220204	Schulze, Fred	2022-05-31	2,102.85
220205	Piquette, Hanna	2022-05-31	560.49
220206	Stearns, Tori	2022-05-31	1,269.96
220207	Tremere, Bryden	2022-05-31	843.72
220208	Auburn Thienes	2022-05-31	1,071.70
220209	Graham, Montana	2022-05-31	406.15
220210	Greenslade, Cara	2022-05-31	1,000.89
220211	Fuller, Mathew	2022-05-31	923.55
220212	Larson, Blaze	2022-05-31	974.48
220213	Oberle, Brock	2022-05-31	876.14
220214	Municipal Employees'	2022-05-31	6,405.40
220215	Canada Revenue Agency -Payroll	2022-05-31	14,759.71
18204	Access SMT	2022-06-07	4,240.20
18205	Access Real Estate Incorporate	2022-06-07	333.00
18206	All-Net.ca Inc.	2022-06-07	2,217.23
18207	Apex Distribution Inc.	2022-06-07	122.88
18208	Aquabelles	2022-06-07	1,000.00
18209	Atlas Contracting	2022-06-07	13,050.27
18210	Cleartech Industries Inc.	2022-06-07	10,161.21
18211	Cooper Plumbing & Heating Ltd.	2022-06-07	113.22
18212	The Coburn Co.	2022-06-07	1,575.00
18213	Country Club Dist. 2008 Ltd.	2022-06-07	482.30
18214	Grand Coteau Heritage And	2022-06-07	2,006.43
18215	Greve, Melody	2022-06-07	1,611.20
18216	HBI Office Plus.	2022-06-07	111.86

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Payment #	Vendor	Date	Amount
18217	Helix Construction Ltd.	2022-06-07	142.38
18218	Hillcrest Cemetery Committee	2022-06-07	495.00
18219	Jetpro Consultants Inc.	2022-06-07	9,450.00
18220	Jet Ice	2022-06-07	1,842.75
18221	Johnson, Mario	2022-06-07	129.38
18222	Kornfeld Electric	2022-06-07	654.90
18223	Kruse Glass and Aluminum	2022-06-07	5,712.87
18224	Leaf & Powder Enterprises Inc.	2022-06-07	424.14
18225	Lee's Tree Care	2022-06-07	3,257.85
18226	Lingenfelter, Shawn	2022-06-07	155.00
18227	Lingenfelter, Tim	2022-06-07	88.20
18228	Lingenfelter, Bonnie	2022-06-07	2,887.50
18229	Trina McLean	2022-06-07	180.38
18230	Saskatchewan Health Authority	2022-06-07	357.75
18231	Morin, Anna	2022-06-07	1,925.00
18232	MuniSoft	2022-06-07	3,489.18
18233	Pattison Agriculture	2022-06-07	629.56
18234	Perativ Gerenal Partnership	2022-06-07	36.75
18235	Pine Cree Regional Park	2022-06-07	5,352.00
18236	Purolator Courier Ltd.	2022-06-07	23.43
18237	R.V. Auto Parts	2022-06-07	187.42
18238	Rawhide Supplements Ltd.	2022-06-07	10,716.36
18239	Red Iron Outfitters	2022-06-07	349.65
18240	Red Coat Multiple 4-H Club	2022-06-07	1,370.00
18241	Rock Creek Golf & Country Club	2022-06-07	1,961.43
18242	Shaunavon & District Fire	2022-06-07	202.00
18243	SecurTek	2022-06-07	109.72
18244	SEIU-West	2022-06-07	842.80
18245	Shaunavon & District Music	2022-06-07	50.00
18246	Shaunavon Arts Council	2022-06-07	1,961.45
18247	Shaunavon Children's Learning	2022-06-07	405.02
18248	Shaunavon Elks	2022-06-07	30.00
18249	Shaunavon Admiral Agricultural	2022-06-07	800.00
18250	Shaunavon Florist & Garden Cen	2022-06-07	5,033.22
18251	Shaunavon High NASP	2022-06-07	1,961.43
18252	Shaunavon Local Library	2022-06-07	1,387.54
18253	Shaunavon Minor Hockey	2022-06-07	1,961.43
18254	Shaunavon Silver Blades	2022-06-07	1,961.43
18255	Shaunavon Youth Ball	2022-06-07	1,961.43
18256	Southern Alberta Newspaper	2022-06-07	1,540.74
18257	Southwest Waste Management	2022-06-07	6,227.00
18258	Staples Professional Inc.	2022-06-07	196.53
18259	Swift Sanitary Service 2005	2022-06-07	8,332.70
18260	Shaunavon Taekwondo	2022-06-07	520.00
18261	TAXervice	2022-06-07	612.00
18262	Auburn Thienes	2022-06-07	55.22
18263	Vipond Inc.	2022-06-07	6,798.75
18264	Xerox Canada Ltd.	2022-06-07	311.33
18265	Zep Sales & Service of Canada	2022-06-07	2,240.61
		Total:	<u>253,843.96</u>

SHAUNAVON AND DISTRICT FIRE AND RESCUE
June 7, 2022
CHEQUE REGISTER

<u>Payment #</u>	<u>Vendor</u>	<u>Date</u>	<u>Amount</u>
694	Magnum Trucks	2022-06-07	654.57
695	SEA HAWK	2022-06-07	3,015.85
		Total:	<u>3,670.42</u>

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