

**Town of Shaunavon**  
**Meeting Minutes**  
**Council Meeting June 21, 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 (via Zoom) and Finance Clerk Trudy Enns

- 1 Calling the Meeting to Order**  
Mayor Bennett called the meeting to order at 7:30 PM.
- 2022-293 **2 Approve Minutes**  
Councillor Greenlay  
Councillor Kornfeld  
That Council approves the minutes of the June 7, 2022 regular council meeting, as presented.  
**CARRIED**
- 3 Financial Reports**

  - 2022-294 **3.1 Town of Shaunavon Cheque Register**  
Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regard to Town of Shaunavon voucher #18291 for the amount \$269.18, payable to Leaf and Powder Enterprises Inc., and left the regular meeting at 7:30 PM.

    - 2022-294 **3.1.1 Leaf and Powder**  
Councillor Klassen  
Councillor Kornfeld  
That Council approves the payment of voucher #18291 in the amount of \$269.18 payable to Leaf and Powder Enterprises Inc.  
**CARRIED**  
Councillor Greenlay returned to the regular meeting at 7:31 PM.  
Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric Ltd., in regard to Town of Shaunavon voucher #18290 for the amount of \$233.10, payable to Kornfeld Electric Ltd., and left the regular meeting at 7:31 PM.
    - 2022-295 **3.1.2 Kornfeld Electric Voucher**  
Councillor Lingenfelter  
Councillor Nelson  
That Council approves the payment of voucher #18290 in the amount of \$233.10 payable to Kornfeld Electric.  
**CARRIED**  
Councillor Kornfeld returned to the regular meeting at 7:32 PM.
  - 2022-296 **3.2 Approval of Town of Shaunavon Cheque Register**  
Councillor Kornfeld  
Councillor Michelson  
That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$410,711.70, and forms part of these minutes.  
**CARRIED**



**3.3 Shaunavon and District Fire and Rescue Cheque Register**

2022-297 **3.3.1 Approval of Shaunavon and District Fire and Rescue Cheque Register**  
Councillor Greenlay  
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 \$1,709.86 and forms part of these minutes.

**CARRIED**

2022-298 **3.4 Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**  
Councillor Nelson  
Councillor Klassen

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

**CARRIED**

Councillor Kornfeld left the regular meeting 7:41 PM and returned at 7:41 PM.

2022-299 **3.5 Town of Shaunavon and SDFR Statement of Financial Activities**  
Councillor Lingenfelter  
Councillor Michelson

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

**CARRIED**

**4 Management Reports**

2022-300 **4.1 Rural Health Initiative Letter**  
Councillor Nelson  
Councillor Lingenfelter

That Council directs CAO Fritz to write a letter to the Minister of Rural and Remote Health and the Minister of Health, carbon copying MLA Doug Steele, to investigate if they have any initiatives to retain the health workforce in rural Saskatchewan and if they do not, that they adopt a program.

**CARRIED**

2022-301 **4.2 Acceptance of Management Reports**  
Councillor Nelson  
Councillor Lingenfelter

That Council shall accept the following management reports as presented:

1. Chief Administrative Officer
2. Director of Operations
3. Director of Culture

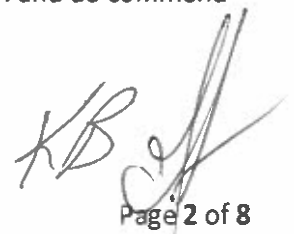
**CARRIED**

**5 New Business**

2022-302 **5.3 Lifesaving Society National Drowning Prevention Week**  
Councillor Greenlay  
Councillor Kornfeld

Therefore, be it resolved that, that the Town of Shaunavon do hereby proclaim July 17-23, 2022, National Drowning Prevention Week in Shaunavon and do commend its thoughtful recognition to all citizens of Shaunavon.

**CARRIED**



2022-303 **5.4 Lot 11, Block 3, Plan B3185 Order to Remedy**  
Councillor Nelson  
Councillor Lingenfelter

That Council directs CAO Fritz to enforce the order to remedy for the property on Lot 11, Block 3, Plan B3185 issued on January 5, 2022.

**CARRIED**

It shall be noted that Councillor Greenlay declared a conflict of interest and left the regular meeting at 8:05 PM. It shall be recorded that the following tenders were received and opened by the Town of Shaunavon's auditor, Brian Tuntland of Stark and Marsh CPA LLP: Tom Borlinghaus - 346 Third Avenue West - \$6,500, and Leaf and Powder Enterprises - 346 Third Avenue West - \$3,800

2022-304 **5.5 Properties for Sale by Tender**  
Councillor Kornfeld  
Councillor Klassen

That Council award the following tenders:

Property Description	Awarded To	Price
Lot 5-6, Block 10, Plan B3185	Tom Borlinghaus	\$6,500

**CARRIED**

2022-305 **5.5.1 Lot 1, Block 36, Plan B3185 - Lot of Sale**  
Councillor Kornfeld  
Councillor Nelson

That Council directs CAO Fritz to list Lot 1, Block 36, Plan B3185 with Access Real Estate Inc. at the rate of the taxes owing as of December 2022 and that the conditions that ~~are~~<sup>will</sup> be listed on the property tender shall remain in force. This property shall be listed with these conditions until April 2023.

**CARRIED**

2022-306 **5.6 Commercial Building Official Appointment**  
Councillor Greenlay  
Councillor Klassen

That Council appoints the following individuals from MuniCode Services Ltd. as the Town of Shaunavon's commercial building officials: Clayton Meier, Ryan Thiessen, Travis Elkin, Shenah Cartier, Cling Vargo, and Jordan Hoffort.

**CARRIED**

**6 Committee Reports**

2022-307 **6.2.1 Zedi SCADA**  
Councillor Kornfeld  
Councillor Greenlay

That Council accepts the recommendation from the Public Works Committee to acquire the Zedi SCADA System at the rate of \$11,975.00, plus applicable taxes and that the annual license and data place shall be \$4,130 for a three year term.

**CARRIED**

2022-308 **6.2.2 2022 Water Upgrade**  
Councillor Nelson  
Councillor Lingenfelter

That Council accepts the recommendation from the Public Works Committee to move the proposed 2022 Water Upgrade project to 2023; and that CAO Fritz shall notify the Water Security Agency.

**CARRIED**



- 2022-309      **6.2.3 Water Quality Report**  
Councillor Greenlay  
Councillor Michelson
- That Council shall receive and file the monthly water quality report for the month of May 2022, as presented.
- CARRIED**
- 2022-310      **6.3.1 Job Descriptions**  
Councillor Kornfeld  
Councillor Klassen
- That Council accepts the recommendation from the Administration committee to adopt the job description of the Director of Parks and Facilities and Director of Public Works, as presented.
- CARRIED**
- Finance Clerk left the regular meeting at 8:56 PM and returned at 8:57 PM.
- 2022-311      **6.15 Regional EMO - Mayor Bennett**  
Councillor Nelson  
Councillor Michelson
- That Council accepts the recommendation from the Regional EMO committee to contribute \$6,500 as an equal partner towards the program.
- CARRIED**
- 2022-312      **6.16 Acceptance of Committee Reports**  
Councillor Michelson  
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 a verbal Southwest Municipal Government committee report and presented the June 15, 2022 Regional EMO meeting minutes - DRAFT.
  2. Councillor Kornfeld presented a verbal Public Works committee report.
  3. Councillor Nelson presented the June 16, 2022 Administration committee meeting minutes - DRAFT.
  4. Councillor Lingenfelter presented the June 13, 2022 Wellness and Leisure committee meeting minutes - DRAFT.
  5. Councillor Michelson presented a verbal Grand Coteau Heritage and Cultural report and presented the June 8, 2022 Chinook Local Library board meeting minutes - DRAFT.
  6. Councillor Klassen presented a verbal District #4 ADD board report.
- CARRIED**
- 7 Correspondence**
- 2022-313      **7.3 File Correspondence**  
Councillor Michelson  
Councillor Lingenfelter
- That Council approves that the following correspondence having been read, now be filed:
1. Justin Hay - Water Security Agency
  2. Shannon Stubbs, Damien C. Kurek and Jacques Gourde - Rural Economic Development and Rural Broadband Strategy
- CARRIED**



2022-314      **8      Strategic Planning In-Camera**  
Councillor Lingenfelter  
Councillor Nelson

That Council meets in a Strategic Planning In-Camera session at 9:16 PM.

**CARRIED**

Finance Clerk Trudy Enns left the regular meeting at 9:16 PM. CAO Fritz left the regular meeting at 9:35 PM Present: Mayor Kyle Bennett, Councillors Greenlay, Kornfeld, Lingenfelter, Michelson, Klassen, and Nelson. CAO Tara Fritz returned to the regular meeting at 9:55 PM.

2022-315      **8.1      Strategic Planning In-Camera Session Concluded**  
Councillor Nelson  
Councillor Klassen

That Council approves that the Strategic Planning In-Camera session is concluded, and the regular order of business be resumed at 9:55 PM.

**CARRIED**

2022-316      **9      Adjournment**  
Councillor Greenlay  
Councillor Michelson

That Council now adjourns the meeting at 9:55 PM.

**CARRIED**

Date approved:

*July 12, 2022*

\_\_\_\_\_  
Kyle Bennett, Mayor

\_\_\_\_\_  
Tara Fritz, CAO

**TOWN OF SHAUNAVON**  
**June 21, 2022**  
**CHEQUE REGISTER**

<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
220216	Minister of Finance (school)	2022-06-08	78,815.46
220217	Holy Trinity Roman Catholic	2022-06-08	17,579.09
220218	SaskEnergy	2022-06-10	3,341.89
220219	SaskPower	2022-06-10	12,226.44
220220	Fritz, Tara	2022-06-15	2,291.15
220221	Holmberg, Jennifer	2022-06-15	826.76
220222	Potter, Grace	2022-06-15	1,668.47
220223	Johnson, Lauren	2022-06-15	1,419.08
220224	Enns, Trudy	2022-06-15	1,229.82
220225	Gregoire Joanne	2022-06-15	1,550.74
220226	Attrell, Kelly	2022-06-15	848.20
220227	Dale, Dana	2022-06-15	1,693.04
220228	Byers, Jeremy	2022-06-15	1,198.13
220229	Doiron, Mark	2022-06-15	1,781.39
220230	Johnson, Brian	2022-06-15	1,632.37
220231	Lingenfelter, Tim	2022-06-15	1,389.30
220232	Moffatt, Corine	2022-06-15	1,312.63
220233	Reid, Gerald	2022-06-15	1,453.65
220234	Phillips, Ron	2022-06-15	2,161.58
220235	Schulze, Fred	2022-06-15	2,102.84
220236	Bennett, Elizabeth	2022-06-15	508.65
220237	Floberg, Rylee	2022-06-15	411.99
220238	Illerbrun, Tiana	2022-06-15	640.50
220239	Halle Johnston	2022-06-15	485.61
220240	Sadie Nelson	2022-06-15	580.02
220241	Pedneault, Gracyn	2022-06-15	889.86
220242	Piquette, Hanna	2022-06-15	988.00
220243	Smith, Wyatt	2022-06-15	505.66
220244	Stearns, Tori	2022-06-15	1,291.86
220245	Tremere, Bryden	2022-06-15	1,372.03
220246	Thienes, Auburn	2022-06-15	1,290.11
220247	Graham, Montana	2022-06-15	886.09
220248	Greenslade, Cara	2022-06-15	561.59
220249	Fuller, Mathew	2022-06-15	993.56
220250	Larson, Blaze	2022-06-15	1,220.77
220251	Oberle, Brock	2022-06-15	1,277.97
220252	Municipal Employees'	2022-06-15	12,287.20
220253	Canada Revenue Agency -Payroll	2022-06-15	14,444.38
18266	Affinity Credit Union	2022-06-21	4,228.60
18267	Air Tech	2022-06-21	483.77
18268	Apex Distribution Inc.	2022-06-21	1,322.00
18269	Atlas Contracting	2022-06-21	15,597.17
18270	B & A Petroleum Ltd.	2022-06-21	6,424.01
18271	B&D Contract Services	2022-06-21	346.50
18272	BELL	2022-06-21	113.61
18273	Bennett, Elizabeth	2022-06-21	21.42
18274	Bennett, Kyle	2022-06-21	1,402.64
18275	Blue Imp Play Strong	2022-06-21	6,310.35
18276	Canada Life Assurance Co.	2022-06-21	240.24
18277	Canoe procurement group of	2022-06-21	173.46
18278	Cooper Plumbing & Heating Ltd.	2022-06-21	3,269.67
18279	The Coburn Co.	2022-06-21	90.00
18280	Country Club Dist. 2008 Ltd.	2022-06-21	111.31
18281	Crossroad Energy Solutions Inc	2022-06-21	2,680.26
18282	Fausser Energy	2022-06-21	183.75
18283	Fer-Marc Equipment	2022-06-21	23.00
18284	Fritz, Tara	2022-06-21	459.94
18285	Grand Coteau Heritage And	2022-06-21	422.17
18286	Houghton Boston	2022-06-21	1,437.45
18287	Illerbrun, Tiana	2022-06-21	21.42

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<b>Payment #</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount</b>
18288	Jay's Transportation Group Ltd	2022-06-21	505.75
18289	Johnson, Marlo	2022-06-21	129.38
18290	Kornfeld Electric	2022-06-21	233.10
18291	Leaf & Powder Enterprises Inc.	2022-06-21	269.18
18292	Lingenfelter, Tim	2022-06-21	258.30
18293	Live Ink Media	2022-06-21	1,614.83
18294	Loren's Machine Shop	2022-06-21	26.17
18295	Minister of Finance (Policing)	2022-06-21	153,507.00
18296	Saskatchewan Health Authority	2022-06-21	92.00
18297	MS Navigation	2022-06-21	860.25
18298	Pioneer Co-op	2022-06-21	1,509.86
18299	Purolator Courier Ltd.	2022-06-21	19.25
18300	R.V. Auto Parts	2022-06-21	305.34
18301	Robertson Implements (1988)Ltd	2022-06-21	343.18
18302	SaskTel CMR	2022-06-21	1,566.51
18303	Shaunavon & District Fire	2022-06-21	150.00
18304	Shaunavon Chamber Of Commerce	2022-06-21	7,000.00
18305	Shaunavon Florist & Garden Cen	2022-06-21	687.98
18306	Shaunavon RX Drug Mart	2022-06-21	5.87
18307	Shaunavon Tire & Alignment Ltd	2022-06-21	1,054.29
18308	Smith, Wyatt	2022-06-21	21.42
18309	South West Tire Inc.	2022-06-21	46.62
18310	Stearns, Tori	2022-06-21	153.18
18311	SUMA	2022-06-21	6,431.87
18312	Triways Disposal Services	2022-06-21	3,749.69
18313	Warner Industries	2022-06-21	132.77
18314	Wolseley Canada	2022-06-21	7,820.21
18315	Zep Sales & Service of Canada	2022-06-21	199.36
<b>Total:</b>			<b><u>411,213.98</u></b>

SHAUNAVON AND DISTRICT FIRE AND RESCUE  
June 21, 2022  
CHEQUE REGISTER

Payment #	Vendor	Date	Amount
696	B & A Petroleum Ltd.	2022-06-21	761.04
697	Goldstein, Merrick	2022-06-21	374.06
698	Pioneer Co-op	2022-06-21	5.87
699	RV Auto Parts	2022-06-21	85.67
700	SaskPower	2022-06-21	122.38
701	SaskEnergy	2022-06-21	234.99
702	SaskTel CMR	2022-06-21	125.85
		<b>Total:</b>	<b><u>1,709.86</u></b>