

**Town of Shaunavon**  
**Meeting Minutes**  
**Council Meeting February 16, 2021 - 07:30 PM**

**Town of Shaunavon Courtroom**  
**401 Third Street West - Shaunavon, SK**

Attendance: Mayor Kyle Bennett; Councillors Nolan Klassen, Riley Kornfeld, Shawn Lingenfelter, Brent Michelson and Travis Nelson; CAO Tara Fritz

- 1**

**Calling the Meeting to Order**

Mayor Bennett called the meeting to order at 7:30 PM.
  
- 2021-058

**2**

**Approve Minutes**  
Councillor Kornfeld  
Councillor Nelson

That Council approves the minutes of the February 2, 2021 regular council meeting and the February 3, 2021 special council meeting, as verbally amended.

**CARRIED**
  
- 3**

**Financial Reports**

  - 3.1**

**Town of Shaunavon Cheque Register**
  
  - 2021-059

**3.2**

**Approval of Town of Shaunavon Cheque Register**  
Councillor Klassen  
Councillor Lingenfelter

That Council approves the payment of the accounts shown on the attached Schedule "A" in the amount of \$155,218.11, and forms part of these minutes.

**CARRIED**
  
  - 2021-060

**3.3**

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

    - 3.3.1**

**Approval of Shaunavon and District Fire and Rescue Cheque Register**  
Councillor Kornfeld  
Councillor Lingenfelter

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 \$235,736.29 and forms part of these minutes.

**CARRIED**
  
  - 2021-061

**3.4**

**Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**  
Councillor Nelson  
Councillor Klassen

That Council accepts the January 31, 2021 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the January 31, 2021, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.

**CARRIED**



- 2021-062                    **3.5      Town of Shaunavon and SDFR Statement of Financial Activities**  
    Councillor Kornfeld  
    Councillor Lingenfelter
- That Council accepts the Town of Shaunavon's January 31, 2021 Statement of Financial Activities and the Shaunavon and District Fire and Rescue Committee's January 31, 2021 Statement of Financial Activities reports as presented.
- CARRIED**
- 4            Management Reports**
- 2021-063                    **4.1      Acceptance of Management Reports**  
    Councillor Nelson  
    Councillor Klassen
- That Council accepts the Chief Administrative Officer report, as circulated.
- CARRIED**
- 5            Business Arising from the Minutes**
- 5.1      Long Term Vision**
- TABLED**
- 5.2      GCHCC Vertical Lift**
- TABLED**
- 6            New Business**
- 6.1      Oil and Gas Event**
- 2021-064                    **6.2      Lot 46, Block 10, Plan B3185**  
    Councillor Nelson  
    Councillor Lingenfelter
- Being that no tenders were received respecting Lot 46, Block 10, Plan B3185 for the February 2, 2021 regular Council meeting; that Council directs CAO Fritz to list the property with Access Real Estate, as is, with the existing Order to Remedy remaining in force for a period of one year of title transfer; and if it is not sold by June, 2021 that the dilapidated building shall be demolished.
- CARRIED**
- 2021-065                    **6.3      2021 Redhead Donation**  
    Councillor Lingenfelter  
    Councillor Michelson
- That Council authorizes to transfer the 2021- \$1,500.00 donation from Redhead Equipment Ltd. to the Boomtown Cup committee.
- CARRIED**
- 2021-066                    **6.4      Tax Enforcement - Lots 1-10, 13-14, 38-44, Block 3, Plan B3185**
- 6.4.1    Lots 1-10, 13-14, 38-44, Block 3, Plan B3185 - Tenant**  
    Councillor Michelson  
    Councillor Klassen
- That upon expiration of the 30 day notice, as required by *The Tax Enforcement Act*, that Council directs Brownlee LLP Barristers & Solicitors to provide the tenant that is currently residing on the property of Lots 1-10, Block 3, Plan B3185, one week notice to vacate the property, as per the *Landlord Tenant Act, 2006, SS 2006 c R-22.0001*.
- CARRIED**

- 2021-067      **6.4.2      Lots 1-10, 13-14, 38-44, Block 3, Plan B3185 - Sale of Property**  
 Councillor Lingenfelter  
 Councillor Kornfeld
- That upon expiration of the 30 day notice, as required by *The Tax Enforcement Act*, that Council authorizes CAO Fritz to offer Lots 1-10, 13-14, 38-44, Block 3, Plan B3185 for sale by public auction. Lots 1-6, Block 3, Plan B3185 shall be sold as Municipal Heritage Property.
- CARRIED**
- 2021-068      **6.4.3      Lots 1-10, 13-14, 38-44, Block 3, Plan 3185 - Notice of Contents**  
 Councillor Nelson  
 Councillor Lingenfelter
- That upon expiration of the 30 day notice, as required by *The Tax Enforcement Act*, that Council directs Brownlee LLP Barristers & Solicitors to serve the 90 day notice to have the personal property removed from the property of Lots 1-10,13-14, 38-44, Block 3, Plan B3185, as per subsection 406 (1) of *The Municipalities Act*.
- CARRIED**
- 2021-069      **6.5      Communications Officer Contract**  
 Councillor Kornfeld  
 Councillor Nelson
- That Council authorizes CAO Fritz to contract a part-time Communications Officer. The following conditions shall be included in the contract:
- The contract shall expire December 31, 2021; and
  - The contractor shall commit up to 20 hours per full calendar week; and
  - The contractor shall provide all software and equipment; and
  - The Town shall pay all Saskatchewan Worker's Compensation premiums, based on the value of the contract.
- CARRIED**
- 2021-070      **6.6      Universal Broadband Fund Letter of Support**  
 Councillor Kornfeld  
 Councillor Lingenfelter
- That Council directs CAO Fritz to send a letter of support for Xplornet Communications Inc.'s proposal to the Universal Broadband Fund regarding the company's substantial infrastructure project to the Shaunavon region. That Council directs CAO Fritz to propose CPWC signage sponsorship opportunities to Xplornet Communications Inc. for consideration.
- CARRIED**
- 6.7      Grand Coteau Heritage and Cultural Centre's Grant Request**
- 7      Committee Reports**
- 2021-071      **7.1      Mayors Report**  
 Councillor Kornfeld  
 Councillor Lingenfelter
- That Council would consider permitting the Town of Gull Lake to investigate water pipeline options from the Town of Shaunavon to the Town of Gull Lake.
- CARRIED**
- Mayor Bennett presented a verbal report.
- 7.2      Public Works Committee - Councillor Kornfeld**

- 2021-072
- 7.2.1 Water Quality Report**  
Councillor Nelson  
Councillor Klassen
- That Council shall file the Monthly Water Quality report for the month of January 2021, as presented.
- CARRIED**
- 7.3 Administration Committee - Councillor Kornfeld**  
No report.
- 7.4 Economic Development Committee - Councillor Nelson**  
Councillor Nelson presented a verbal report along with the Economic Development Officer's report as of February 11, 2021.
- 7.5 Southwest Waste Management Report - Mayor Bennett**
- 7.6 Grand Coteau Heritage and Cultural Centre - Councillor Michelson**  
Councillor Michelson presented a verbal report along with the draft February 3, 2021 Grand Coteau Heritage and Cultural Centre's Board of Directors meeting minutes.
- 2021-073
- 7.7 Wellness and Leisure Committee - Councillor Lingenfelter**  
Councillor Kornfeld  
Councillor Klassen
- That Council shall consider the recommendation from the Wellness and Leisure Committee to increase GL Account 570-410-100 - R&C W&L Office Supplies budget to \$6,000 in the 2021 consolidated operating and budget, This is a result of the estimated cost of a new projector and speaker for the meeting room coming in higher than expected.
- CARRIED**
- Councillor Lingenfelter presented a verbal report along with the draft February 8, 2021 Wellness and Leisure Committee meeting minutes and the Director of Wellness and Leisure's report as of February 5, 2021.
- 7.8 Chinook Local Library Board - Councillor Michelson**  
No report.
- 7.9 Pine Cree Regional Park - Councillor Lingenfelter**  
No report.
- 7.10 SDFR/EMO - Councillor Lingenfelter**  
Councillor Lingenfelter presented a verbal report.
- 7.11 Southwest Municipal Government Committee (SWMGC) - Mayor Bennett**  
Mayor Bennett presented a verbal report respecting the February 16, 2021 virtual meeting.
- 2021-074
- 7.12 Extend Council Meeting**  
Councillor Kornfeld  
Councillor Nelson
- That Council shall authorize to extend the Council meeting for an additional twenty minutes.
- CARRIED**
- 7.13 Southwest Transportation Planning Council Inc. (SWTPC) - Mayor Bennett**  
No report.
- 7.14 Swift Current Watershed Stewards - Councillor Michelson**  
No report.

- 7.15 Splash Park - Mayor Bennett**  
No report.
- 7.16 Airport Committee - Mayor Bennett**  
Mayor Bennett presented a verbal report along with the draft February 3, 2021 Airport Committee meeting minutes.
- 7.17 Council Attended Events**
- 2021-075 **7.18 Acceptance of Committee Reports**  
That Council accepts all committee reports as presented:
1. February 3, 2021 Grand Coteau Heritage and Cultural Centre's Board of Directors meeting minutes - DRAFT
  2. February 3, 2021 Airport Committee meeting minutes - Draft
  3. February 8, 2020 Wellness and Leisure Committee meeting minutes - DRAFT
- CARRIED**
- 8 Bylaws**
- 2021-076 **8.1 Bylaw 2021-02 Fixed Assessment Agreement**  
Councillor Kornfeld  
Councillor Michelson  
That Bylaw 2021-02, being a Bylaw to enter into a Fixed Assessment agreement, be given first reading.  
**CARRIED**
- 2021-077 **8.1.1 Bylaw 2021-02 Second Reading**  
Councillor Kornfeld  
Councillor Michelson  
That Council authorizes that Bylaw 2021-02 be read a second time.  
**CARRIED**
- 2021-078 **8.1.2 Bylaw 2021-02 Authorize Third Reading**  
Councillor Kornfeld  
Councillor Nelson  
That Bylaw 2021-02 be authorized to be given third and final reading at this Council meeting.  
**CARRIED UNANIMOUSLY**
- 2021-079 **8.1.3 Bylaw 2021-02 Final Passing**  
Councillor Lingenfelter  
Councillor Kornfeld  
That Bylaw 2021-02, being a Bylaw to enter into a Fixed Assessment agreement; be given third and final reading, and adopted.  
**CARRIED**
- 9 Correspondence**
- 9.1 Lannie Mathies - Many Islands Pipeline (Canada) Limited**
- 9.2 Mark Vajcner - Saskatchewan Council for Archives and Archivists**

- 2021-080            **9.3      File Correspondence**  
                         Councillor Kornfeld  
                         Councillor Nelson
- That Council approves that the following correspondence having been read, now be filed:
1. Lannie Mathies - Many Islands Pipe Lines (Canada) Ltd.
  2. Mark Vajcner - Saskatchewan Council for Archives and Archivists
- CARRIED**
- 2021-081            **10      Strategic Planning In-Camera**  
                         Councillor Nelson  
                         Councillor Kornfeld
- That Council meets in a Strategic Planning In-Camera session at 9:35 PM.  
CAO Fritz left the regular Council meeting at 9:35 PM.
- Present: Mayor Bennett; Councillors Klassen, Kornfeld, Lingenfelter, Michelson and Nelson. CAO Fritz returned to the regular meeting at 9:49 PM.
- 2021-082            **10.1   Strategic Planning In-Camera Session Concluded**  
                         Councillor Nelson  
                         Councillor Kornfeld
- That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 9:49 PM.
- CARRIED**
- 2021-083            **11      Adjournment**  
                         Councillor Kornfeld
- That Council now adjourns the meeting at 9:49 PM.
- CARRIED**

Date approved: March 2, 2021

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

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

**TOWN OF SHAUNAVON  
FEBRUARY 16, 2021  
CHEQUE REGISTER**

| <b>Payment #</b> | <b>Vendor</b>                   | <b>Date</b>          | <b>Amount</b>            |
|------------------|---------------------------------|----------------------|--------------------------|
| 16861            | Holy Trinity Roman Catholic     | 2021-02-04           | 6,296.92                 |
| 16862            | B & A Petroleum Ltd.            | 2021-02-16           | 1,930.19                 |
| 16863            | BELL                            | 2021-02-16           | 111.30                   |
| 16864            | Canada Life Assurance Co.       | 2021-02-16           | 1,241.76                 |
| 16865            | Cleartech Industries Inc.       | 2021-02-16           | 1,809.55                 |
| 16866            | Canada Revenue Agency - GST     | 2021-02-16           | 125.38                   |
| 16867            | Crossroad Energy Solutions Inc  | 2021-02-16           | 2,275.50                 |
| 16868            | Dale, Dana                      | 2021-02-16           | 70.00                    |
| 16869            | Enviroway Detergent Man. Inc.   | 2021-02-16           | 788.42                   |
| 16870            | Fort Garry Industries           | 2021-02-16           | 253.97                   |
| 16871            | Fritz, Tara                     | 2021-02-16           | 70.00                    |
| 16872            | Hardman, Amanda                 | 2021-02-16           | 760.12                   |
| 16873            | Jay's Transportation Group Ltd  | 2021-02-16           | 100.15                   |
| 16874            | Johnson, Lauren                 | 2021-02-16           | 70.00                    |
| 16875            | Johnson, Mario                  | 2021-02-16           | 129.38                   |
| 16876            | Leaf & Powder Enterprises Inc.  | 2021-02-16           | 488.25                   |
| 16877            | Saskatchewan Health Authority   | 2021-02-16           | 46.00                    |
| 16878            | MuniSoft                        | 2021-02-16           | 500.12                   |
| 16879            | Phillips, Ron                   | 2021-02-16           | 70.00                    |
| 16880            | Pioneer Co-op                   | 2021-02-16           | 379.17                   |
| 16881            | Pro-Check Home Services         | 2021-02-16           | 65.36                    |
| 16882            | R.V. Auto Parts                 | 2021-02-16           | 211.02                   |
| 16883            | Redhead Equipment               | 2021-02-16           | 391.52                   |
| 16884            | Robertson Implements (1988) Ltd | 2021-02-16           | 49.55                    |
| 16885            | S.A.M.A                         | 2021-02-16           | 25,710.00                |
| 16886            | SaskPower                       | 2021-02-16           | 21,746.24                |
| 16887            | Saskatchewan Research Council   | 2021-02-16           | 120.75                   |
| 16888            | SaskTel CMR                     | 2021-02-16           | 999.25                   |
| 16889            | Shaunavon & District Fire       | 2021-02-16           | 5,000.00                 |
| 16890            | SEIU-West                       | 2021-02-16           | 518.50                   |
| 16891            | Shaunavon RX Drug Mart          | 2021-02-16           | 4.76                     |
| 16892            | Shaunavon Standard              | 2021-02-16           | 879.51                   |
| 16893            | Shaunavon Tire & Alignment Ltd  | 2021-02-16           | 72.02                    |
| 16894            | Southwest Waste Management      | 2021-02-16           | 2,580.00                 |
| 16895            | Staples Business Advantage      | 2021-02-16           | 199.96                   |
| 16896            | STARS                           | 2021-02-16           | 3,428.00                 |
| 16897            | Success Office Systems          | 2021-02-16           | 124.53                   |
| 16898            | SUMA                            | 2021-02-16           | 4,814.41                 |
| 16899            | TAXervice                       | 2021-02-16           | 11,175.15                |
| 16900            | Triways Disposal Services       | 2021-02-16           | 3,741.78                 |
| 16901            | Xerox Canada Ltd.               | 2021-02-16           | 869.05                   |
| 210020           | Fritz, Tara                     | 2021-02-04           | 2,143.64                 |
| 210021           | Stewart, Sherrilyn              | 2021-02-04           | 1,115.73                 |
| 210022           | Potter, Grace                   | 2021-02-04           | 1,756.91                 |
| 210023           | Johnson, Lauren                 | 2021-02-04           | 1,159.48                 |
| 210024           | Gregoire Joanne                 | 2021-02-04           | 1,596.85                 |
| 210025           | Attrell, Kelly                  | 2021-02-04           | 830.08                   |
| 210026           | Dale, Dana                      | 2021-02-04           | 1,436.21                 |
| 210027           | Doiron, Mark                    | 2021-02-04           | 1,324.49                 |
| 210028           | Johnson, Brian                  | 2021-02-04           | 1,291.50                 |
| 210029           | Lingenfelter, Tim               | 2021-02-04           | 1,415.26                 |
| 210030           | Moffatt, Corine                 | 2021-02-04           | 1,427.88                 |
| 210031           | Pommier, Michael                | 2021-02-04           | 1,238.17                 |
| 210032           | Reid, Gerald                    | 2021-02-04           | 1,217.02                 |
| 210033           | Phillips, Ron                   | 2021-02-04           | 2,065.93                 |
| 210034           | Municipal Employees'            | 2021-02-04           | 4,841.30                 |
| 210035           | Canada Revenue Agency -Payroll  | 2021-02-04           | 8,725.70                 |
| 210036           | Minister of Finance (school)    | 2021-02-04           | 21,414.42                |
|                  |                                 | <b>Total for AP:</b> | <b><u>155,218.11</u></b> |

**SHAUNAVON AND DISTRICT FIRE AND RESCUE COMMITTEE  
FEBRUARY 16, 2021  
CHEQUE REGISTER**

| <b>Payment #</b> | <b>Vendor</b>                  | <b>Date</b>   | <b>Amount</b>     |
|------------------|--------------------------------|---------------|-------------------|
| 459              | Acres Industries Inc.          | 2021-02-16    | 234,662.85        |
| 460              | B & A Petroleum Ltd.           | 2021-02-16    | 88.85             |
| 461              | Goldstein, Merrick             | 2021-02-16    | 31.31             |
| 462              | Leaf & Powder Enterprises Inc. | 2021-02-16    | 288.75            |
| 463              | SaskPower                      | 2021-02-16    | 539.97            |
| 464              | SaskTel CMR                    | 2021-02-16    | 124.56            |
|                  |                                | Total for AP: | <u>235,736.29</u> |