

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
TOWN OF SHAUNAVON HELD TUESDAY, JANUARY 07, 2020  
TOWN COUNCIL CHAMBERS  
401 THIRD STREET WEST – SHAUNAVON, SK**

**ATTENDANCE**

Attending: Mayor Grant Greenslade; Councillors Kyle Bennett (7:33 PM), Mike Greenlay, Riley Kornfeld, Tyson Skjerven and Garrett Thienes; Chief Administrative Officer Tara Fritz

Regrets: Councillor Shawn Lingenfelter

Others Present: Doug Steele, MLA – Cypress Hills Constituency (7:35 PM)

**CALL TO ORDER**

Mayor Greenslade called the meeting to order at 7:29 PM.

**MINUTES**

2020-001 Skjerven - Greenlay: That the minutes of the December 17, 2019 regular meeting be approved, as circulated.

CARRIED

**DELEGATION**

2020-002 Greenlay - Thienes: That Council authorizes to hear the delegation of Staff Sergeant Dean Bridle and Sergeant Don McPhee of the RCMP at 7:29 PM.

CARRIED

Staff Sergeant Dean Bridle and Sergeant Don McPhee, RCMP left the regular Council Meeting at 8:27 PM.

2020-003 Kornfeld - Greenlay: That council authorizes to hear the delegation of MLA Doug Steele at 8:27 PM.

CARRIED

MLA Doug Steele left the regular Council meeting at 9:01 PM.

**FINANCIAL REPORTS**

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to voucher # 15806 for the amount of \$321.90, payable to Kornfeld Electric and left the council chambers at 9:03 PM.

2020-004 Thienes - Bennett: That Council approves the payment of voucher # 15806 in the amount of \$321.90 payable to Kornfeld Electric.

CARRIED

Councillor Kornfeld returned to the council chambers at 9:03 PM.

Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to voucher #15807, for the amount of \$729.75, payable to Leaf and Powder Enterprises Inc. and left the council chambers at 9:04 PM.

2020-005 Kornfeld - Thienes: That Council approves the payment of voucher #15807 in the amount of \$729.75 payable to Leaf and Powder Enterprises Inc.

CARRIED

Councillor Greenlay returned to the council chambers at 9:04 PM.

2020-006 Thienes - Kornfeld: That council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$204,943.58, and form part of these minutes.

CARRIED



2020-007 Greenlay - Bennett: That Council approved the payment of the accounts shown of the attached Schedule "B", on behalf of the Shaunavon and District Fire and Rescue Committee, in the amount of \$17,623.59, and form part of these minutes.  
CARRIED

#### MANAGEMENT REPORTS

Chief Administrative Officer Fritz presented the Chief Administrative report.

#### BUSINESS ARISING

LOT 19, BLOCK 68, PLAN 81SC06153 DISCRETIONARY USE APPLICATION  
CAO Fritz has noted that the discretionary use application for Lot 19, Block 68, Plan 81SC06153 has been rescinded by the applicant.

#### NEW BUSINESS

##### ADMINISTRATIVE EMPLOYEE BONDS

2020-008 Thienes - Skjerven: That Council approves that the \$500,000 limit for Employee Dishonesty, as fixed within the Town of Shaunavon's SumAssure insurance policy, be accepted as equivalent insurance coverage, as required by section 113 of *The Municipalities Act*.  
CARRIED

##### LOT 8, BLOCK 1, PLAN B3185 OFFER TO PURCHASE

2020-009 Kornfeld - Skjerven: That Council directs CAO Fritz to accept the \$3,000 offer for Lot 8, Block, 1, Plan B3185.  
CARRIED

##### EMPLOYEE CODE OF CONDUCT

2020-010 Kornfeld - Thienes: That Council shall adopt the Employee Code of Conduct as presented. That this policy shall be reviewed by the Administration Committee when reviewing the whole Human Resource Policy Manual.  
CARRIED

##### WATERWORKS COMPLIANCE INSPECTION REPORT

2020-011 Greenlay - Skjerven: That Council accepts the Water Security Agency's Waterworks Compliance Inspection, dated December 19, 2019, as presented.  
CARRIED

##### MUNICIPAL REVENUE SHARING DECLARATION

2020-012 Greenlay - Kornfeld: That the Council of the Town of Shaunavon confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we direct the CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

##### TAXERVICE

2020-013 Thienes - Kornfeld: That Council authorizes CAO Fritz to enter into an agreement with TAXervice to manage the property tax recovery process for the Town of Shaunavon.  
CARRIED

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**WRITE-OFF**

2020-014 Bennett - Greenlay: That Council authorizes CAO Fritz to write-off invoice # 2019-00058 in the amount of \$315.00.

CARRIED

**ANNUAL MEMBERSHIPS**

2020-015 Thienes - Bennett: That Council authorizes CAO Fritz to renew the annual memberships in the following organizations: Saskatchewan Urban Municipalities Association, Southwest Municipal Government Committee, Shaunavon Chamber of Commerce, Southwest Transportation Planning Council Inc., and Saskatchewan Aviation Council.

CARRIED

**2019 COUNCIL REMUNERATION**

2020-016 Skjerven - Greenlay: That Council accepts the 2019 council remuneration as presented.

CARRIED

2020-017 Greenlay-Thienes: That Council authorizes to extend the regular Council meeting until 10:30 PM.

CARRIED

**COMMITTEE REPORTS**

MAYOR'S REPORT

Mayor Greenslade – Verbal report

PUBLIC WORKS

Councillor Skjerven – Verbal report

ADMINISTRATION

Councillor Bennett - Verbal report

EDC

Councillor Greenlay - Verbal report

SOUTHWEST WASTE MANAGEMENT

Councillor Bennett – No Report

WELLNESS AND LEISURE

Councillor Kornfeld – No Report

GRAND COTEAU

Councillor Thienes – No Report

LOCAL LIBRARY BOARD

Councillor Lingenfelter – No Report

PINE CREE PARK

Councillor Thienes – No Report

SDFR/EMO

Councillor Bennett – No Report

SWIFT CURRENT WATERSHED STEWARDS

Councillor Thienes – Verbal Report

COUNCIL ATTENDED EVENTS

Councillor Thienes – Parade of Lights  
Councillor Kornfeld – GCHCC “Tea Party”  
Parade of Lights  
Skate with Santa

2020-018 Kornfeld - Greenlay: That Council accepts all committee reports and the following minutes as presented:

- 1. January 7, 2020 Special Public Works Committee Meeting - DRAFT

CARRIED

**BYLAWS**

2020-01 A BYLAW TO PROVIDE FOR EXEMPTION FROM TAXATION

Mayor Greenslade declared a financial conflict as an investor in Shaunavon Tire and Alignment (2008) Ltd. and Councillor Skjerven declared a personal conflict and left the council chambers at 9:53 PM.

2020-019 Kornfeld - Bennett: That Council approves that Bylaw 2020-01, a bylaw to provide for exemption from taxation on certain designated lands and improvements, be introduced and read the first time.  
CARRIED

Mayor Greenslade and Councillor Skjerven returned to the Council Chambers at 9:55 PM.

2020-020 Thienes – Bennett: That Council approves that Bylaw No. 2020-01 be read the second time.  
CARRIED

2020-02 A BYLAW TO REGULATE THE OPERATION AND PARKING OF VEHICLES AND THE USE OF THE HIGHWAYS

2020-021 Thienes - Greenlay: That Council approves that Bylaw 2020-02, a bylaw to regulate the operation and parking of vehicles and the use of highways, be introduced and read the first time.  
CARRIED

2020-022 Greenlay – Thienes: That Council approves that Bylaw 2020-02 be read the second time.  
CARRIED

2020-03 A BYLAW TO PROVIDE FOR EXEMPTION FROM TAXATION CERTAIN DESIGNATED LANDS AND IMPROVEMENTS

2020-023 Greenlay - Thienes: That Council approves that Bylaw 2020-03, a bylaw to provide for exemption from taxation certain designated lands and improvements, be introduced and read the first time.  
CARRIED

2020-024 Thienes – Greenlay: That Council approves that Bylaw No. 2020-03 be read the second time.  
CARRIED

#### **CORRESPONDENCE**

ROCK CREEK GOLF AND COUNTRY CLUB INC.

2020-025 Greenlay – Thienes: That Council shall provide a matching grant to the Rock Creek Golf and Country Club Inc.'s for their fundraising efforts, to a maximum amount of \$10,000.00.  
CARRIED

SASKATCHEWAN CRIME STOPPERS

2020-026 Kornfeld - Thienes: That Council directs CAO Fritz to contribute the 2020 volunteer levy of \$200.00 to Saskatchewan Crime Stoppers.  
CARRIED

RALPH LEIBEL – MINISTRY OF GOVERNMENT RELATIONS

2020-027 Kornfeld - Thienes: That Council permits CAO Fritz and any member of Council who wishes, to attend the Regional Co-operation Workshop that will be held in Gull Lake, SK on Tuesday, January 28, 2020.  
CARRIED

#### **FILE CORRESPONDENCE**

2020-028 Kornfeld - Thienes: That Council approves that the following correspondence having been read, now be filed:

1. Oren Scribner – Rock Creek Golf & Country Club Inc.
2. Millennium Land Ltd. and Many Islands Pipe Lines (Canada) Limited
3. Gail Harrison – Hudson Bay Route Association
4. Sean McKenzie – Saskatchewan Crime Stoppers
5. Ralph Leibel – Ministry of Government Relations

CARRIED

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**IN-CAMERA SESSION**

2020-029 Kornfeld - Greenlay: That Council meets in an In-Camera session at 10:06 PM.  
CARRIED

Attendance: Mayor Greenslade; Councillor Bennett, Greenlay, Kornfeld, Skjerven, and Thienes.


Chief Administrative Officer Fritz left the regular council meeting at 10:06 PM and returned at 10:08 PM.

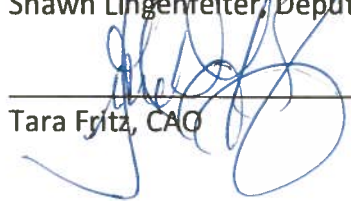
2020-030 Greenlay - Skjerven: That Council approves that the In-Camera session is concluded and regular order of business be resumed at 10:08 PM.  
CARRIED

**ADJOURN**

2020-031 Kornfeld- Greenlay: That Council hereby adjourned the meeting at 10:08 PM.  
CARRIED

Date approved January 21, 2020

  
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Shawn Lingenfelter, Deputy Mayor

  
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Tara Fritz, CAO