

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
TOWN OF SHAUNAVON HELD TUESDAY, JULY 17, 2018  
TOWN COUNCIL CHAMBERS**

**ATTENDANCE**

Attending: Deputy Mayor Thienes; Councillors Bennett, Greenlay, Kornfeld, Sachkowski, and Skjerven; Chief Administrative Officer Tara Fritz

Regrets: Mayor Greenslade

**CALL TO ORDER**

Deputy Mayor Thienes called the meeting to order at 7:30 PM.

**MINUTES**

2018-304 Bennett - Skjerven: That the minutes of the June 19, 2018 regular meeting be approved, as circulated.

CARRIED

**FINANCIAL REPORTS**

Councillor Kornfeld declared financial interest, as owner of Kornfeld Electric, in regards to voucher # 14390, for the amount of \$56,413.42, payable to Kornfeld Electric.

2018-305 Skjerven - Sachkowski: That Council approves the payment of voucher # 14390 in the amount of \$56,413.42 payable to Kornfeld Electric.

CARRIED

Councillor Skjerven declared financial interest, as owner of Helix Construction Ltd., in regards to voucher # 14385, for the amount of \$ 6,825.00, payable to Helix Construction Ltd.

2018-306 Bennett - Kornfeld: That Council approves the payment of voucher # 14385 in the amount of \$ 6,825.00 payable to Helix Construction Ltd.,

CARRIED

Councillor Greenlay declared financial interest, as owner of Leaf and Powder Enterprises Inc., in regards to voucher # 14393 for the amount of \$ 17,678.93, payable to Leaf and Powder Enterprises Inc. and left the council chambers at 7:31 PM.

2018-307 Skjerven - Sachkowski: That Council approves the payment of voucher #14393 in the amount of \$ 17,678.93, payable to Leaf and Powder Enterprises Inc.

CARRIED

Councillor Greenlay returned to the council chambers at 7:32 PM.

2018-308 Sachkowski - Bennett: That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$ 495,036.42 and form part of these minutes.

CARRIED

2018-309 Sachkowski - Greenlay: That Council accepts the June 30, 2018 Town of Shaunavon Bank Reconciliation and Tax Collection reports as presented.

CARRIED

CAO Fritz identified that the following Ledger Accounts will be outside of budget prior to the end-of year: 410-110-100 – General Municipal Levy, 420-600-100 – F&C – Cemetery Fees, 480-190-110 – Contribution – Oil Companies, 525-220-100 – PS – Fire – Travel, Meals and Subsistence, 530-420-101 – TS – Main – Equip/Machinery Parts, 530-600-145 – TS – Capital – Seal – Crackfill, 537-110-130 – TS – Snow – Salaries, 540-210-100 – EH – Animal Control Contract, 570-420-130 – R&C – Supplies – Parks Equipment Repair Part, 570-420-170 – R&C – Supplies – Pool – Program, 570-600-125 – R&C- Capital – Swimming Pool Upgrades, 580-290-100 – UT – Water- Laboratory Testing

2018-310 Skjerven - Sachkowski: That Council accepts the June 30, 2018 Statement of Financial Activity Reports as presented.  
CARRIED

#### **PUBLIC HEARING**

2018-311 Skjerven - Bennett: That Council authorizes to move to public hearing for Zoning Bylaw number 2018-06 at 7:40 PM.  
CARRIED

It was recorded that there was no one in attendance for the Public Hearing.

2018-312 Skjerven - Bennett: That Council approves that the Public Hearing session is concluded and regular order of business be resumed at 7:40 PM  
CARRIED

#### **MANAGEMENT REPORTS**

Chief Administrative Officer Fritz presented the Chief Administrative Officer Report.

#### **BOOMTOWN CUP**

2018-313 Bennett - Greenlay: That Council authorizes to amend resolution number 2018-134 to read as follows: That Council accepts the Boomtown Cup Committee's proposal to build a track and host The Boomtown Cup lawnmower races on the Town owned property of Parcel AA-Plan 101794822 Ext 32, contingent that the Boomtown Cup committee provides the Town of Shaunavon a certificate of insurance indicating that the committee is carrying a minimum of \$2,000,000 liability insurance with the Town of Shaunavon being listed on the policy as additional insured. That Council will also allow a beer gardens on the said property from 11:30 AM to 11:30 PM Saturday, July 21, 2018. That Council of the Town of Shaunavon approve the issuance of a Special Occasion Liquor Permit provided that:

1. All the rating capacities for the facilities are complied with;
2. Sufficient security and supervision must be supplied by the permit holder;
3. Subject to compliance with Saskatchewan Liquor and Gaming Authority Rules and Regulations within the Authorized permit; and
4. Party Alcohol Liability insurance shall be purchased by the permit holder.

CARRIED

2018-314 Bennett - Sachkowski: That Council authorizes CAO Fritz to send a letter to Neil Wilson, President and CEO of NAV Canada, as well as David Anderson, Member of Parliament – Cypress Hills Grasslands to indicate that NAV Canada's indicated time-frame of Summer/Fall 2019 to publish the Shaunavon Airport Instrument Flight Procedures for the LPV approaches for CJC5 is unacceptable.

CARRIED

2018-315 Greenlay - Kornfeld: That Council authorizes CAO Fritz to send a letter to the Ministry of Highways indicating that Council stresses that passing lanes should not be permitted within all reduced speed zones along Highways No. 37 and No 13 entering or exiting the Town of Shaunavon's civic boundaries.

CARRIED

#### **DELEGATIONS**

2018-316 Kornfeld - Skjerven: That Council authorizes to hear the delegation of Sargent Dan Archibald and Constable Chow of the Shaunavon RCMP at 7:52 PM.

CARRIED

#### **MANAGEMENT REPORTS CONTINUED**

2018-317 Greenlay - Kornfeld: That Council accepts to the Administration Committee's recommendation to purchase columbarium from reserve account number 310-100-450, identified as Cemetery Reserves, which currently holds \$69,250. CAO Fritz to purchase the 64 niche columbarium at the Remco Memorials quoted price of \$17,700, plus applicable taxes. Shall have a circular cement pad poured for future use.

CARRIED

Councillor Skjerven presented the Director of Operations Report.

2018-318 Bennett - Sachkowski: That Council file the Water Quality report for the period ending June 30, 2018.  
CARRIED

**BUSINESS ARISING**

**DEVELOPMENT PERMITS ON INDUSTRIAL LOTS**

2018-319 Kornfeld - Sachkowski: That Council authorizes to amend resolution number 2018-282 to read: That Council accepts the offer to purchase on Lots 3 and 4, Block 3, Plan 10206657, at the rate of \$20,000.00 for the consolidated parcel, which includes a provision that the two lots shall be joined onto the same tax roll. The Agreement for Sale shall include a provision whereby the purchasers acknowledge that they are purchasing property adjacent to the lagoon, and are aware of the risk of any adverse environmental effects as a result of the proximity to the lagoon.  
CARRIED

**DINO DAYS PARADE – JULY 29, 2018**

2018-320 Bennett - Greenlay: That Council authorizes Councillor Thienes attend the Town of Eastend's Dino Days Parade as a VIP Guest on Saturday, July 28, 2018 in Mayor Greenslade's absence.  
CARRIED

**NEW BUSINESS**

**BISON BUILDING**

2018-321 Bennett - Kornfeld: That Council authorizes CAO Fritz to list the Bison Building for sale through Access Reality, at a price suggested by Liz Spetz.  
CARRIED

**COMMITTEE REPORTS**

**MAYOR'S REPORT**

No report

**PUBLIC WORKS**

Councillor Skjerven – No report

**ADMINISTRATION**

Councillor Bennett - Verbal report

2018-322 Greenlay - Kornfeld: That Council accepts the Administration Committee's recommendation to amend the reserve accounts as follows:

- Rename the reserve account number 310-100-200 to "Reserves Future Expenditure".
- Amalgamate reserve account 310-100-226, identified as Gas Tax 2011, into reserve account number 310-100-225, identified as Gas Tax.
- Transfer reserve account number 310-100-250, identified as Machinery and reserve account number 310-100-275, identified as Storm Sewer, and 310-100-515, identified as First Avenue Lagoon Dredge, into reserve account 310-100-200 which shall be named Reserves Future Expenditure.
- Amalgamate reserve account number 310-100-520, identified as Landfill, into reserve account number 310-100-500, identified as Waste Disposal.
- That the combined funds of \$138,065.90 be taken from reserve account numbers 310-100-550, identified as Wickenheiser Centre, and reserve account number 310-100-625, identified as Base Tax/Project 2002 Loan, to pay down the Crescent Point Wickenheiser Centre loan number 5233-200-01 in January of 2019.
- That the reserves account number 310-100-700, identified as Museum, and reserves account number 310-100-800, identified as Library, shall be moved to reserves account number 310-100-200, which shall be identified as Reserves for Future Expenditures.
- To utilize the reserves account number 310-100-900, identified as Trees, to purchase the 2018 tree allotment and the balance of the funds shall be moved to the reserves account 310-100-775, identified as Parks and Recreation.
- To transfer all funds from the reserves account number 310-100-910, identified as Future Events – Boomtown, to reserve account number 310-100-200, which shall be named Reserves for Future Expenditure.
- To transfer all funds from the reserves account number 310-100-915, identified as Boxcars, to reserves account number 310-100-775, identified as Parks and Recreation.

CARRIED

2018-323 Greenlay - Sachkowski: That Council accepts the Administration Committee's recommendation to accept the reserves accounts listing as the following:

- 310-100-200 – Reserves for Future Expenditure
- 310-100-225 – Gas Tax
- 310-100-350 – Fire Department Equipment
- 310-100-395 – Fire, Bylaw 2016-16
- 310-100-400 – EMO
- 310-100-450 - Cemetery
- 310-100-500 – Waste Disposal
- 310-100-750 – Swimming Pool
- 310-100-730 – Sask Lotteries Fund
- 310-100-775 – Parks and Recreation
- 310-100-950 – Dedicated Land
- 310-100-975 – Water/Sewer Utility
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CARRIED

EDC

Councillor Greenlay - Verbal report

2018-324 Bennett - Sachkowski: That Council authorizes CAO Fritz or Assistant Administrator Potter in Fritz's absence, to provide final approval of the Property Improvement Program applications upon receiving notification that the Economic Development committee had previously approved the application.

CARRIED

2018-325 Bennett - Sachkowski: That Council accepts the Economic Development Committee's recommendation to accept the resignation of Jaelee Guenther from the Shaunavon Economic Development Committee.

CARRIED

SOUTHWEST WASTE MANAGEMENT

Councillor Bennett – Verbal report

WELLNESS AND LEISURE

Councillor Kornfeld – Verbal report

GRAND COTEAU

Councillor Sachkowski – Verbal report

LOCAL LIBRARY BOARD

Councillor Sachkowski – No report

PINE CREE PARK

Councillor Greenlay - No report

2018-326 Bennett – Sachkowski: That Council authorizes CAO Fritz send a letter to the Pine Cree Park board in regards to a park status update, due to no meetings being held in 2018.

CARRIED

SDFR/EMO

Councillor Skjerven – No report

AIRPORT

Mayor Greenslade – No Report

2018-327 Kornfeld - Sachkowski: That Council accepts all committee reports and the following minutes as presented:

1. June 6, 2018 Chinook Local Library Board meeting minutes - DRAFT
2. June 19, 2018 Southwest Waste Management Authority meeting minutes – DRAFT
3. June 21, 2018 Economic Development Committee meeting minutes – DRAFT
4. June 26, 2018 Administration committee meeting minutes – DRAFT
5. July 9, 2018 Wellness and Leisure committee meeting minutes – DRAFT
6. July 11, 2018 GCHCC Board of Directors meeting minutes – DRAFT
7. July 17, 2018 Southwest Waste Management Authority meeting minutes -

VERBALLIZED

CARRIED

**BYLAWS**

2018-06 A BYLAW TO AMEND BYLAW NO. 2012-11 THE ZONING BYLAW

2018-328 Bennett - Greenlay: That Council approve the Bylaw 2018-06, A Bylaw to amend Bylaw No. 2012-11 the Zoning Bylaw, be read the third and final time.

CARRIED

**CORRESPONDENCE**

CAO Fritz left the regular council meeting at 9:29 PM.

**CALVIN VANCE**

Council has chosen to table this issue until next meeting.

**JOANNE GREGOIRE – SHAUNAVON CHAMBER OF COMMERCE**

2018-329 Kornfeld - Greenlay: That Council permits the Shaunavon Chamber of Commerce’s request for street closures for the Annual Boomtown Market Event and Boomtown Kiddies and Main Parade on July 21, 2018.

CARRIED

**FILE CORRESPONDENCE**

2018-330 Skjerven - Greenlay: That Council approves that the following correspondence having been read, now be filed:

- 1. Deborah Jordan – Saskatchewan Ministry of Health
- 2. Cal Vance
- 3. Joanne Gregoire – Shaunavon Chamber of Commerce

CARRIED

**IN-CAMERA SESSION**

2018-331 Bennett - Greenlay: That Council meet in an In-Camera session at 9:29 PM.

CARRIED

Present: Deputy Mayor Thienes; Councillors Bennett, Kornfeld, Sachkowski, and Skjerven

2018-332 Kornfeld - Bennett: That Council approves that the In-Camera session is concluded and regular order of business be resumed at 9:31 PM.

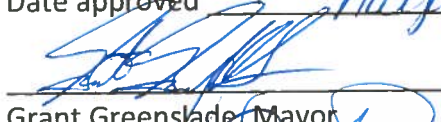
CARRIED

**ADJOURN**

2018-333 Kornfeld – Bennett: That Council hereby adjourned the meeting at 9:33 PM.

CARRIED

Date approved August 14, 2018

  
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Grant Greenslade, Mayor

  
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Tara Fritz, CAO