

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
TOWN OF SHAUNAVON HELD TUESDAY, NOVEMBER 6, 2018  
TOWN COUNCIL CHAMBERS**

**ATTENDANCE**

Attending: Mayor Greenslade; Councillors Bennett, Greenlay, Kornfeld, Sachkowski, Skjerven (7:37 PM) and Thienes; and Chief Administrative Officer Fritz

**CALL TO ORDER**

Mayor Greenslade called the meeting to order at 7:35 PM.

**MINUTES**

2018-471 Kornfeld - Greenlay: That Council approves the circulated minutes of the October 16, 2018 regular council meeting.

CARRIED

**FINANCIAL REPORTS**

Councillor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to voucher # 14678, for the amount of \$379.96, payable to Kornfeld Electric, and left the council chambers at 7:36 PM.

2018-472 Greenlay - Thienes: That Council approves the payment of voucher #14678 in the amount of \$379.96 payable to Kornfeld Electric.

CARRIED

Councillor Kornfeld returned to the council chambers at 7:36 PM.

Councillor Thienes and Mayor Greenslade declared financial interest, as the owner and shareholder of Harvest Eatery and Fresh Market, in regards to voucher #14674, for the amount of \$260.85, payable to Harvest Eatery and Fresh Market, and left the council chambers at 7:36 PM

2018-473 Kornfeld - Sachkowski: That Council approves the payment of voucher #14674 in the amount of \$260.85 payable to Harvest Eatery and Fresh Market.

CARRIED

Councillor Thienes and Mayor Greenslade returned to the council chambers at 7:37 PM

2018-474 Greenlay - Kornfeld: That council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$109,781.11, and form part of these minutes.

CARRIED

**MANAGEMENT REPORTS**

CAO Fritz presented the written Chief Administrative report and Director of Operations report.

Councillor Greenlay declared a conflict, as he is of relation to the applicant whom submitted the said Development Permit application, and left the Council Chambers at 7:42 PM.

2018-475 Thienes – Bennett: That Council shall consider the said Development Permit as a Retail Store outlet, which is a permitted use in the C1 Zone.

Carried

Councillor Greenlay returned to the Council Chambers at 7:45 PM

**NEW BUSINESS**

**COMMITTEE APPOINTMENTS**

2018-476 Greenlay - Thienes: That the following appointments be approved from November 1, 2018 to October 31, 2019:

Executive Committee  
(Mayor ex-officio member of all committees)

Whole of Council

Administration  
- Administration, Finance, Protection

Bennett- Chairman  
Greenlay

and Recreation	Sachkowski
Public Works - Public Works, Utilities and Parks	Skjerven – Chairman Kornfeld Greenlay
District #4 ADD Board	Skjerven
Economic Development Committee	Greenlay – Chairman Kyle Bennett Robert Anderson Liz Spetz Norm Lavoy Tim Miller Oren Scribner <i>Vacant</i> <i>Vacant</i>
Emergency Measures Committee (including Mutual Aid)	Bennett
Fire Protection Committee	Bennett Sachkowski - Alternate
Library -Regional/Local	Sachkowski Thienes, Shirley Elder, Sydney
Pine Cree Regional Park	Greenlay
Southwest Municipal Government Committee	Greenslade Fritz - Alternate
Southwest Transportation Planning Council	Greenslade Fritz - Alternate
Southwest Waste Management Authority	Bennett – Chairman Greenslade Kornfeld Sachkowski - Alternate
Swift Current Creek Watershed Stewards	Kornfeld Greenslade - Alternate
Wellness and Leisure Committee	Kornfeld - Chairman Sachkowski Thienes Stoll, Andrew Billington, Ken Stevenson, Garnet Allemand, Connie Selvig, Grant Lingenfelter, Shawn <i>Vacancy (Sarah Stukings)</i>
Grand Coteau Heritage and Cultural Center	Thienes Sachkowski - Alternate Robert Anderson Tara Lingenfelter Joe Anne Ruetz Terry Olesen Mary Thompson Tara Coburn - President
Airport	Greenslade - Chairman

	Skjerven Anderson, Ted Thienes, Barry Whyte, Richard Hunter, Brock
Regional <i>(Including Municipal Shared Resource Committee)</i>	Whole of Council
Assessor/Tax Collector	Fritz Potter - Alternate
Auditor	Terri Olfert Stark and Marsh Chartered Accountants
Board of Revision <i>(Pine Cree District Board of Revision)</i>	Gord Krismer Reg Skinner Don Van Beselaere Clinton Krismer Gord Parkinson Brian Lynch Cory Halvreson <i>(Operating as Gord Krismer and Associates Ltd.)</i> Aileen Swensen
Secretary to Board of Revision	
Building Officials	Meier, Wayne <i>of MuniCode Services Ltd.</i> Robert Hubbard
Development Appeals Board December 31, 2019 December 31, 2019 December 31, 2020 December 31, 2020 December 31, 2021	Conrad, Herb Bellefeuille, Rhonda Goulet, Richard Stearns, Suzanne Fritz, Terry
Development Officers	Fritz Potter - Alternate
Emergency Measures Coordinator	Lidfors, Sonja
Fire Chief Deputy Fire Chief Assistant Fire Chief Fire Captain Fire Department Members: Betty Richards Brian Richards Caine Sorenson Devin Rucks Jarric Bymon Justin Matyka Riley Malone Bennet Davis	Merrick Golstein Ron White Corey Gulaga Grant Glover  Joel Reimer Brian Taylor Clayton Greenlay James Bateman Jeff Cooper Logan Serafinus Travis Rosbrough
Occupation Health and Safety Management Representation: Ron Phillips, Dana Dale, Tara Fritz	Attrell (Secretary)
Solicitor	McCuaig, Tyler/Connick, Erin Anderson and Company
Bylaw Enforcement Officer CARRIED	Rick Nicholson

**REGULAR COUNCIL MEETING DATE AND TIME**

2018-477 Bennett - Skjerven: That Council approves that regular council meeting dates be set for the first and third Tuesdays of every month, at 7:30 PM.

CARRIED

**JANUARY AND FEBRUARY COUNCIL MEETING DATES**

2018-478 Kornfeld - Greenlay: That Council approves setting the council meeting dates to January 8, 2019, January 22, 2019 and February 19, 2019. Council also approves cancelling the February 5, 2019 regular council meeting. CAO Fritz to advertise the change in dates as per the Public Notice Bylaw.

CARRIED

**COUNCIL REMUNERATION**

2018-479 Thienes - Sachowski: Due to the Federal legislation which passed to eliminate the tax exemption for elected officials, that Council authorizes that the following Council remuneration and expense rates be approved, effective January 1, 2019:

- 1) Mayor
  - a) Annual remuneration \$ 12,500.00
- 2) Aldermen
  - a) Regular council meetings \$ 155.00
  - b) Special council meetings \$ 155.00
  - c) Committee meetings, attending functions, Town business
    - i) Annual remuneration \$ 3,100.00
- 3) Committee chair remuneration, for the following committees:
  - a) Admin, EDC, Public Works, and Wellness & Leisure  
(Only available in role as chair and is per committee.) \$ 625.00
- 4) Authorized travel outside of the municipality
  - a) Council Daily remuneration (full day) \$ 250.00
  - b) Council Daily remuneration (half-day) \$ 155.00
  - c) Vehicle allowance (per kilometer)-council members \$ 0.55
  - d) Vehicle allowance (per kilometer)-staff & others \$ 0.55
  - e) Meals
    - i) Breakfast \$ 20.00
    - ii) Lunch \$ 25.00
    - iii) Dinner \$ 40.00
  - f) Lodging Actual Expense
- 5) General
  - a) Remuneration and expenses for travel outside of the municipality shall be paid upon approval of the travel expense claim;
  - b) Other remuneration shall be paid by June 30th & December 24 in each year.
  - c) Out of town meetings, attendance authorized by Council - five (5) hours or more in time (including travel time) receive full per diem; less than five (5) hours receive half day per diem.
  - d) Meetings in Town, attendance authorized by Council - less than four (4) hours in time receive half of per diem.

That Town staff and others approved by Council, be reimbursed as per authorized travel outside of the municipality, items 4) (d), (e) and (f).

Council to be paid in June and December.

CARRIED

**TAX ENFORCEMENT**

2018-480 Thienes - Greenlay: That Council authorizes proceedings to request title to land with arrears of taxes, through the tax enforcement process, on the following properties:

Roll	Lot(s)	Block	Plan	Arrears
70	16	32	B3185	1,340.23
662	24-25	5	B3185	1,236.68
901	20	19	B3185	1,445.02
768	34-37	10	B3185	3,133.04
219	3	42	B3185	2,443.29
	27	42	101795946	
914	13	20	B3185	750.30
775	46	10	B3185	398.94

169	18	37	B3185	1,510.62
622	1-10	3	B3185	1,721.64
628	13-14	3	B3185	1,864.58
636	38-44	3	B3185	2,109.44
213	5	41	B3185	1,169.97
426	6	55	66SC06889	297.84
719	11	8	B3185	2,705.93
349	5	49	BU61	1,243.97
633	19-20	3	B3185	2,137.87
447	2	60	65SC04824	4,159.80
390	6	52	BU61	47.13
868	12-13	17	B3185	700.06

CARRIED

**UNPAID COSTS TO TAX ROLL**

2018-481 Greenlay - Sachkowski: That as per subsection 369 (1) of *The Municipalities Act*, that Council approves that registered letters be sent to property owners stating that all unpaid utility costs and charges will be added to and form part of the 2018 tax roll.

CARRIED

**SERVICE RECOGNITION GIFTS FOR RETIREE'S**

2019-482 Skjerven - Kornfeld: That Council authorizes to purchase service recognition gifts valued up to \$500, along with a Service Recognition Plaque each for Brent Audette, Myrna Girodat and Kevin Smith, whom retired in 2018.

CARRIED

**DECEMBER 24, 2018 OFFICE CLOSURE**

2018-483 Skjerven - Sachkowski: That Council authorizes the Town Office to be closed from Monday December 24 through to Wednesday December 26, 2018, and that CAO Fritz shall advertise the closure as per the Public Notice Bylaw.

CARRIED

**MLDP – MUNICIPAL ECONOMIC DEVELOPMENT FUNDAMENTALS WORKSHOP**

2018-484 Thienes - Kornfeld: That Council authorizes CAO Fritz, EDO Thienes, Councillor Greenlay and any member of council whom would like to, attend the MLDP – Municipal Economic Development Fundamentals Workshop which is being held in Shaunavon on December 6, 2018 at a rate of \$145.00 plus GST per person.

CARRIED

**COMBINING COMMERCIAL LOT REQUESTS**

2018-485 Bennett - Thienes: That Council authorizes that the Lots 41-43, Block 10, Plan B3185 be approved for joining on the same tax roll, without being tied or consolidated together.

CARRIED

**CHINOOK SCHOOL DIVISION SIDEWALK APPLICATIONS**

2018-486 Bennett - Greenlay: That Council shall approve the Fifth Avenue Sidewalk Application from the Chinook School Division for approximately 620 feet of Sidewalk repairs and additions at the Civic Address of 251 Fifth Avenue West.

CARRIED

**APPLICATION FOR DISCRETIONARY USE**

2018-487 Kornfeld - Skjerven: That Council authorize CAO Fritz to proceed with notifying each property owner within a 75 metre radius of the civic address of 407 First Street East.

CARRIED

**COMMITTEE REPORTS**

MAYOR'S REPORT

Mayor Greenslade – Verbal report

PUBLIC WORKS

Councillor Skjerven – Verbal report

ADMINISTRATION

Councillor Bennett - No report



2018-488 Greenlay - Thienes: That Council accepts the recommendation from the Economic Development Committee to include \$30,000 for the purchase of a digital advertising sign to be located in the area of the Grand Coteau Heritage & Cultural Centre, for consideration in the 2019 Budget.

CARRIED

Thienes declared conflict of interest, as Kristy Thienes is a family member, and left the Council Chambers at 8:37 PM

2018-489 Bennett - Greenlay: That Council accepts the recommendation from the Economic Development Committee to enter into a 6 month contract with Kristy Thienes to fill the part-time (20 hours/week) Economic Development Officer position, commencing November 1, 2018, at a compensation rate of \$2,000/month. That the Town of Shaunavon shall pay all WCB premiums, based on the value of the contract.

CARRIED

2018-490 Greenlay - Bennett: That Council accepts the recommendation from the Economic Development Committee to amend resolution number 2018-401 to read: That Council accepts the Economic Development Committee's recommendation to permit the Economic Development Committee to extend the Social Media Marketing specialists position for an additional 2 month period. The Social Media Marketing Specialist shall be compensated at a rate of \$1,000/month ending October 31, 2018.

CARRIED

Councillor Thienes returned to the council chambers at 8:39 PM

SOUTHWEST WASTE MANAGEMENT AUTHORITY Councillor Bennett – No report

WELLNESS AND LEISURE Councillor Kornfeld – Verbal report

2018-491 Greenlay - Kornfeld: That Council authorizes CAO Fritz to transfer the Wellness and Leisure Reserves Account number 310-100-212 – described as Reserves Donations Splash Park amount of \$47,860.00 to the Town of Shaunavon to retain as a Splash Park Reserve Account and that the Town of Shaunavon shall place into an annual GIC Investment account.

CARRIED

2018-492 Bennett – Kornfeld: That Council shall hold in a Liability Trust Account, funds raised from the Perk Up Our Parks committee for the Splash Park to be located in Shaunavon. That the said funds shall be placed in an annual GIC investment account, as directed by resolution of the Perk Up Our Parks committee.

CARRIED

2018-493 Kornfeld - Thienes: That Council accepts the recommendation from the Wellness and Leisure committee to renew the School Use agreement with the Board of Education of Chinook School Division No. 211, of Saskatchewan for use of the Shaunavon Public and High School Gymnasiums, under the same terms as the previous agreement.

CARRIED

GRAND COTEAU Councillor Thienes - Verbal report

LOCAL LIBRARY BOARD Councillor Sachkowski – No report

PINE CREE PARK Councillor Greenlay – No report

SDFR/EMO No report

AIRPORT No Report

2018-494 Sachkowski - Kornfeld: That Council accepts all committee reports and the following minutes as presented:

- 1. October 18, 2018 Economic Development committee meeting minutes – DRAFT
- 2. October 18, 2018 Municipal Share Resource committee meeting minutes – DRAFT

3. November 5, 2018 Wellness and Leisure committee meeting minutes - DRAFT.  
CARRIED

**BYLAW**

2018-13 – A BYLAW TO REGULATE THE OPERATION AND PARKING OF VEHICLES AND THE USE OF THE HIGHWAYS

2018-495 Bennett - Sachkowski: That Bylaw No. 2018-13, A Bylaw to regulate the operation and parking of vehicles and the use of highways, be introduced and read the first time.  
CARRIED

2018-16 – A BYLAW TO PROVIDE FOR THE REGULATION AND CONTROL OF THE HILLCREST CEMETERY

2018-496 Greenlay - Sachkowski: That Bylaw No. 2018-16, A Bylaw to provide for the regulation and control of the Hillcrest Cemetery, be introduced and read the first time.  
CARRIED

**CORRESPONDENCE**

RHONDA ROSENBERG – MULTICULTURAL COUNCIL OF SASKATCHEWAN

2018-497 Thienes - Bennett: Now, Therefore be it Resolved, that the Multicultural Council of Saskatchewan is committed to promoting, fostering, improving and developing multiculturalism in the economic, cultural and political life of Saskatchewan while working to achieve equality of all residents. The Multicultural Council of Saskatchewan is supported by Saskatchewan Lotteries through SaskCulture.

The Town of Shaunavon, in recognition of the benefits and values that multiculturalism provide, does hereby designate the week of November 17-25, 2018 as Saskatchewan Multicultural Week.  
CARRIED

**FILE CORRESPONDENCE**

2018-498 Kornfeld - Greenlay: That the following correspondence having been read, now be filed:

1. Rhonda Rosenberg – Multiculturalism Council of Saskatchewan
2. Kyle McCoe – Suncor Energy Inc.
3. Bob Stadnichuk - SGEU

CARRIED

**IN-CAMERA SESSION**

2018-499 Thienes - Bennett: That Council meet in an In-Camera session at 9:13 PM.  
CARRIED

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

CAO Fritz left the regular council meeting at 9:13 PM and CAO Fritz returned at 9:22 PM.

2018-500 Thienes - Sachkowski: That Council approves that the In-Camera session is concluded and regular order of business be resumed at 9:22 PM.  
CARRIED

**ADJOURN**

2018-501 Greenlay - Bennett: That Council hereby adjourned the meeting at 9:22 PM.  
CARRIED

Date approved November 20, 2018

  
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Grant Greenslade, Mayor

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