

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
TOWN OF SHAUNAVON HELD TUESDAY, OCTOBER 16, 2018  
TOWN COUNCIL CHAMBERS**

**ATTENDANCE**

Attending: Mayor Greenslade; Councillors Bennett, Greenlay, Kornfeld, Sachkowski, Skjerven and Thienes; Chief Administrative Officer-Tara Fritz and Bylaw Enforcement Officer – Rick Nicholson

**CALL TO ORDER**

Mayor Greenslade called the meeting to order at 7:32 PM.

**MINUTES**

2018-440 Greenlay - Kornfeld: That Council approve the minutes of the October 2, 2018 regular meeting be approved, as circulated.

CARRIED

**MANAGEMENT REPORTS**

2018-441 Bennett – Kornfeld: That Council approves to hear Bylaw Enforcement Officer – Rick Nicholson at 7:32 PM.

CARRIED

Bylaw Enforcement Officer Nicholson presented a verbal Bylaw Enforcement Officer report.

Bylaw Enforcement Officer Nicholson left the regular council meeting at 7:47 PM.

**HEARING**

2018-442 Kornfeld - Sachkowski: That Council authorizes to move to public hearing for Zoning Bylaw number 2018-13 at 7:48 PM.

CARRIED

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

2018-443 Kornfeld - Sachkowski: That Council approves that the Public Hearing session is concluded and regular order of business be resumed at 7:48 PM

CARRIED

**FINANCIAL REPORTS**

Councillor Greenlay declared financial interest, as owner of Leaf and Powder Enterprises Inc., in regards to voucher #14634 for the amount of \$767.05, payable to Leaf and Powder Enterprises Inc. and left the council chambers at 7:48 PM.

2018-444 Skjerven - Sachkowski: That Council approves the payment of voucher #14634 in the amount of \$767.05, payable to Leaf and Powder Enterprises Inc.

CARRIED

Councillor Greenlay returned to the council chambers at 7:48 PM.

Mayor Greenslade declared financial interest, as co-owner of Shaunavon Tire and Alignment Ltd., in regards to voucher #14648 for the amount of \$1,227.67, payable to Shaunavon Tire and Alignment Ltd. and left the council chambers at 7:49 PM

Councillor Kornfeld declared financial interest, as owner of Kornfeld Electric, in regards to voucher # 14633, for the amount of \$23,906.82, payable to Kornfeld Electric and left the council chambers at 7:49 PM.

2018-445 Thienes - Bennett: That Council approves the payment of voucher #14633 in the amount of \$23,906.82 payable to Kornfeld Electric.

CARRIED

Councillor Kornfeld returned to the council chambers at 7:49 PM.

2018-446 Bennett - Kornfeld: That Council approves the payment of voucher #14648 in the amount of \$1,227.67, payable to Shaunavon Tire and Alignment Ltd.  
CARRIED

Mayor Greenslade returned to the council chambers at 7:49 PM.

2018-447 Thienes - Kornfeld: That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$ 156,006.38 and form part of these minutes.  
CARRIED

2018-448 Greenlay - Thienes: That Council accepts the September 30, 2018 Town of Shaunavon Bank Reconciliation and Tax Collection reports as presented.  
CARRIED

2018-449 Greenlay - Kornfeld: That Council accepts the September 30, 2018 Statement of Financial Activity Reports as presented.  
CARRIED

#### **MANAGEMENT REPORTS CONTINUED**

Chief Administrative Officer Fritz presented the Chief Administrative Officer report and Director of Operations Report.

2018-450 Bennett - Kornfeld: That Council authorizes for Saskatchewan Assessment Management Agency (SAMA) represent the Town of Shaunavon in the appeal to the Saskatchewan Municipal Board (SMB) from the Board of Revision (BOR) decision on the following properties: Lot 33-38, Block 8, Plan B3185; Block A, Plan 102081877; Lot 13 – 14, Block 16, Plan B3185 Sup 2; Lot 1-3, Block 15, Plan B3185; Lot 1, Block 16, Plan B3185; Parcel P, Plan 102076107; and Lot 33, Block 26, Plan B3185.  
CARRIED

2018-451 Thienes - Bennett: That Council authorizes CAO Fritz to reimburse the 2018 Levy Adjustment of \$1,055.14, due to the decision of the Board of Revision (BOR), to the property owners of Lots 33-38, Block 8, Plan B3185.  
CARRIED

2018-452 Kornfeld – Thienes: That Council authorizes CAO Fritz to contact SumAssure in regards to the 469 First Street West insurance claim.  
CARRIED

2018-453 Thienes - Greenlay: That Council approves that CAO Fritz hold Voucher # 14651, payable to Stantec Consulting Ltd., dated 16/10/2018, in the amount of \$14,408.03, until Council sees satisfactory results from Stantec.  
CARRIED

Director of Operations joined the regular council meeting via telephone from 8:20 PM – 8:21 PM.

2018-454 Greenlay - Sachkowski: That Council authorizes to file the Water Quality report for the period ending September 30, 2018.  
CARRIED

#### **DELEGATION**

2018-455 Thienes - Kornfeld: That Council hears the delegation of Sergeant Dan Archibald and Constable Ray Chow from the Shaunavon detachment of the RCMP at 8:27 PM.  
CARRIED

The delegation of Sergeant Dan Archibald and Constable Ray Chow of the Shaunavon detachment of the RCMP left the regular council meeting at 9:03 PM.

**BUSINESS ARISING**

**CERTIFICATE OF TITLE 98SC14425 – SUBDIVISION**

2018-456 Kornfeld - Greenlay: That Council authorizes that the most northern 100 meters of Blk/Par A Plan No. 101631462, Extension 8, as described on Certificate of Title 98SC14425, description 8 in the R.M. of Arlington No. 79 may be allowed to be subdivided upon consent of the RM of Arlington No. 79. That all costs associated with the subdivision be paid for by the Town of Shaunavon.

CARRIED

**NEW BUSINESS**

**BYLAW ENFORCEMENT OFFICER**

2018-457 Thienes - Sachkowski: That Council approves CAO Fritz to renew the contract with Rick Nicholson for \$15,000.00 /annum as a Bylaw Enforcement Officer for the term of twelve months commencing November 1, 2018.

CARRIED

**ACCESS REALITY CONTRACT**

2018-458 Sachkowski - Thienes: That council approves CAO Fritz to renew the contract with Access Real Estate Inc., whom serves as the realtor on behalf of the Town of Shaunavon, for a period of one year. The commission to Access Real Estate Inc. to be set at a rate of \$300.00 per property.

CARRIED

**SIDEWALK SNOW REMOVAL AGREEMENT**

Councillor Greenlay declared a conflict, as the owner of Leaf and Powder Ent. Inc., and left the Council Chambers at 9:06 PM.

2018-459 Skjerven - Sachkowski: That Council authorizes CAO Fritz to renew the agreement with Leaf & Powder Ent. Inc., whom provides sidewalk snow removal for the Town of Shaunavon, for a period of one year, at the same hourly rate as in 2017-2018 agreement.

CARRIED

Councillor Greenlay returned to the Council Chambers at 9:11 PM

**COMMITTEE REPORTS**

**MAYOR'S REPORT**

Mayor Greenslade – Verbal report

Mayor Greenslade left the Council chambers at 9:16 PM and returned at 9:16 PM.

2018-460 Greenlay – Thienes: That Council authorizes to extend the regular council meeting until 10:00 PM.

CARRIED

**PUBLIC WORKS**

Councillor Skjerven – No report

**ADMINISTRATION**

Councillor Bennett - Verbal report

2018-461 Bennett - Greenlay: That Council accepts the recommendation from the Administration Committee to adopt the same Columbarium policy which Swift Current has in place, and that the niches be sold at a rate of \$2,500 per niche (to accommodate two urns of cremated remains); that opening and closing fees be set at \$200 per event; that the niche may be returned to the Town of Shaunavon with no return of fee; that engraving shall be upon Town approval; and that Non-degradable urns shall be used. Therefore, Council authorizes to repeal Bylaw No. 2018-08, known as A Bylaw to provide for the regulation and control of the Hillcrest Cemetery, to allow for the Columbarium provisions to be added, or amended, as presented.

CARRIED

2018-462 Skjerven - Sachkowski: That Council accepts the recommendation from the Administration Committee to adopt the Drug and Alcohol policy, as presented.

CARRIED

2018-463 Thienes - Sachkowski: That Council accepts the recommendation from the Administration Committee to:

- Move the \$10,000 currently in reserve account 310-100-380 Reserve – Fire Hydrant to Reserves Future Expenditure reserves account 310-100-200;
- Leave the \$2,000 in reserve account 310-100-725 Reserves – Skateboard Park;
- Leave the \$2,100 of Reserves account 310-100-850 – TransCanada Trail for use in 2019 budget; and
- The excess funds of \$18,973.91 in Sask Lotteries Fund reserve account 310-100-730 shall be moved to the Parks and Recreation reserves account number 310-100-775.

CARRIED

2018-464 Greenlay - Bennett: Council accepts the recommendation from the Administration Committee to consider utilizing the \$14,497.00 currently held in the Dedicated Lands Reserve Account for the 1" cap on the TransCanada walking trail in the 2019 budget.

CARRIED

EDC	Councillor Greenlay - Verbal report
SOUTHWEST WASTE MANAGEMENT	Councillor Bennett – Verbal report
WELLNESS AND LEISURE	Councillor Kornfeld –Verbal report
GRAND COTEAU	Councillor Sachkowski – No report
LOCAL LIBRARY BOARD	Councillor Sachkowski – No report
PINE CREE PARK	Councillor Greenlay – No report
SDFR/EMO	Councillor Skjerven – No report
AIRPORT	Mayor Greenslade – No Report

2018-465 Greenlay - Bennett: That Council accepts all committee reports and the following minutes as presented:

1. November 4, 2017 Chinook Regional Library Regional meeting minutes – DRAFT
2. September 25, 2018 Southwest Waste Management Authority meeting minutes – DRAFT
3. October 10, 2018 Administration committee meeting minutes – DRAFT
4. October 15, 2018 Wellness and Leisure committee meeting minutes – DRAFT
5. October 16, 2018 Southwest Waste Management Authority meeting minutes - VERBALIZED

CARRIED

#### BYLAWS

2018-12 A BYLAW TO AMEND BYLAW NO. 2012-11 THE ZONING BYLAW

2018-466 Sachkowski - Greenlay: That Council approve the Bylaw 2018-12, A Bylaw to amend Bylaw No. 2012-11 the Zoning Bylaw, be read the second time.

CARRIED

2018-467 Kornfeld - Skjerven: That Council approve the Bylaw 2018-12, A Bylaw to amend Bylaw No. 2012-11 the Zoning Bylaw, be read the third and final time and be adopted.

CARRIED

#### IN-CAMERA SESSION

2018-468 Bennett - Thienes: That Council meet in an In-Camera session at 9:42 PM.

CARRIED

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

CAO Fritz left the regular council meeting at 9:42 PM and CAO Fritz returned at 9:48 PM.

2018-469 Thienes - Sachkowski: That Council approves that the In-Camera session is concluded and regular order of business be resumed at 9:48 PM.  
CARRIED

**ADJOURN**

2018-470 Greenlay - Kornfeld: That Council hereby adjourned the meeting at 9:48 PM.  
CARRIED

Date approved \_\_\_\_\_

*November 6, 2018*

\_\_\_\_\_  
Grant Greenslade, Mayor

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