

Town of Shaunavon
Meeting Minutes
Council Meeting September 1, 2020 - 07:30 PM

CRESCENT POINT WICKENHEISER CENTRE
201 SEVENTH AVENUE WEST - SHAUNAVON, SK

Attending: Mayor Grant Greenslade (via electronic means); Councillors Kyle Bennett (via electronic means), Mike Greenlay, Riley Kornfeld, Shawn Lingenfelter, Tyson Skjerven and Garrett Thienes; Chief Administrative Officer Tara Fritz and Finance Clerk Rachel Illerbrun.

- 1 Calling the Meeting to Order**
- Mayor Greenslade called the meeting to order at 7:34 PM.
- 2020-373 **2 Approve Minutes**
Councillor Skjerven
Councillor Lingenfelter
- That Council approves the minutes of the August 4, 2020 regular council meeting, as presented.
- CARRIED**
- 3 Financial Reports**
- 3.1 Town of Shaunavon Cheque Register**
- Councillor Skjerven declared a financial conflict, as the co-owner of Helix Construction Ltd., in regards to voucher # 16413, for the amount of \$1,795.20 and left the regular meeting at 7:36 PM.
- 2020-374 **3.1.1 Helix Construction Ltd. Voucher**
Councillor Bennett
Councillor Thienes
- That Council approves the payment of voucher #16413 in the amount of \$1,795.20 payable to Helix Construction Ltd.
- CARRIED**
- Councillor Skjerven returned to the regular meeting at 7:36 PM.
- Councillor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to voucher #16420, for the amount of \$1,844.82, payable to Leaf and Powder Enterprises Inc. and left the regular meeting at 7:36 PM.
- 2020-375 **3.1.2 Leaf & Powder Enterprises Inc. Voucher**
Councillor Lingenfelter
Councillor Kornfeld
- That Council approves the payment of voucher #16420 in the amount of \$1,844.82 payable to Leaf and Powder Enterprises Inc.
- CARRIED**
- Councillor Greenlay returned to the regular meeting at 7:36 PM.
- Councillor Kornfeld declared a financial interest, as the owner of Kornfeld Electric, in regards to voucher # 16420, for the amount of \$13,660.41, payable to Kornfeld Electric and left the regular meeting at 7:37 PM.

- 2020-376 **3.1.3 Kornfeld Electric Voucher**
Councillor Thienes
Councillor Skjerven
- That Council approves the payment of voucher #16420 in the amount of \$13,660.41 payable to Kornfeld Electric.
- CARRIED**
- Councillor Kornfeld returned to the regular meeting at 7:37 PM.
- Mayor Greenslade declared a financial conflict, as an investor of Shaunavon Tire and Alignment Ltd., in regards to voucher #16434, in the amount of \$162.70, payable to Shaunavon Tire and Alignment Ltd. and was removed from the regular meeting at 7:37 PM.
- 2020-377 **3.1.4 Shaunavon Tire & Alignment Ltd. Voucher**
Councillor Bennett
Councillor Skjerven
- That Council approves the payment of voucher #16434 in the amount of \$162.70 payable to Shaunavon Tire and Alignment Ltd.
- CARRIED**
- Mayor Greenslade was permitted to return to the regular meeting at 7:37 PM.
- 2020-378 **3.2 Approval of Town of Shaunavon Cheque Register**
Councillor Thienes
Councillor Skjerven
- That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$963,770.83, and forms part of these minutes.
- CARRIED**
- 2020-379 **3.3 Shaunavon and District Fire and Rescue Cheque Register**
3.3.1 Approval of Shaunavon and District Fire and Rescue Cheque Register
Councillor Greenlay
Councillor Kornfeld
- 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 \$2,116.07 and forms part of these minutes.
- CARRIED**
- 2020-380 **3.4 Town of Shaunavon and SDFR Bank Reconciliation and Town of Shaunavon Tax Collections Reports**
Councillor Lingenfelter
Councillor Kornfeld
- That Council accepts the July, 2020 Town of Shaunavon's bank reconciliation and tax collection reports as presented, as well as the July, 2020, Shaunavon and District Fire and Rescue committee's bank reconciliation report as presented.
- CARRIED**
- 2020-381 **3.5 Town of Shaunavon Statement of Financial Activities**
Councillor Bennett
Councillor Thienes
- That Council accepts the Town of Shaunavon's July, 2020 Statement of Financial Activities report as presented.
- CARRIED**

- 2020-382 **3.6 SDFR Statement of Financial Activities**
 Councillor Thienes
 Councillor Skjerven
- That Council accepts the Shaunavon & District Fire and Rescue Committee's July 2020 Statement of Financial Activities report as presented.
- CARRIED**
- 2020-383 **4 Hearing**
 Councillor Kornfeld
 Councillor Greenlay
- That Council authorizes to move to a public hearing for the Discretionary Use Application for Lot 35, Block 7, Plan B3185 at 7:43 PM.
- CARRIED**
- It is noted that there were no concerns from those property owners with a 75 metre radius of the proposed home occupation submitted in writing by August 28, 2020.
- 2020-384 **4.1 Discretionary Use Application- Lot 35, Block 7, Plan B3185**
 Councillor Kornfeld
 Councillor Thienes
- That Council shall approve the discretionary use application for Shaunavon Courier/Migmar Tsering home occupation at Lot 35, Block 7, Plan B3185; and that the permit shall be permitted for the length of time of home occupation, on the condition that the application may be re-addressed by Council in the event that future concerns arise.
- 2020-385 **4.2 Conclusion of Public Hearing**
 Councillor Kornfeld
 Councillor Skjerven
- That Council approves the Public Hearing session is concluded and regular order of business be resumed at 7:45 PM.
- CARRIED**
- 2020-386 **5 Management Reports**
- 5.1 Acceptance of Management Reports**
 Councillor Thienes
 Councillor Lingenfelter
- That Council accepts the Chief Administrative Officer, Bylaw Officer and Communications Officer reports as presented.
- CARRIED**
- 2020-387 **6 Business Arising from the Minutes**
- 6.1 Lot 46, Block 10, Plan B3185 Order to Remedy**
 Councillor Greenlay
 Councillor Thienes
- That once the Town of Shaunavon acquires title on Lot 46, Block 10, Plan B3185 through *The Tax Enforcement Act* process, that the June 4, 2020 Order to Remedy on Lot 46, Block 10, Plan B3185 shall remain in force through the tender process and the Order to Remedy be extended for a period of one year of title transfer.
- CARRIED**
- 2020-388 **6.2 Waste Disposal Preliminary Plan**
 Councillor Thienes
 Councillor Lingenfelter
- That Council directs CAO Fritz to submit the presented Waste Disposal Preliminary Plan to the Ministry of Environment.
- CARRIED**

7 New Business

Councillor Kornfeld declared a conflict of interest as he had submitted a tender, and left the regular meeting at 8:08 PM.

Tenders for sheds were received as follows: Shed # 1, 5 tenders, ranging from \$500.00-\$1,050.00 Shed #2, 6 tenders, ranging from \$500.00-\$1,850.00 Shed #3, 10 tenders, ranging from \$200.00 -\$676.00 Shed #4, 6 tenders, ranging from \$261.00-\$1,001.00 Shed #5, 4 tenders, ranging from \$376.00-\$580.00

2020-389

7.1 8:00 p.m. - Sheds Tender

Councillor Thienes
Councillor Bennett

That the following bids for sheds as per the tender be accepted:

Shed #1, Greg and Tara Coburn, \$1,050.00

Shed #2, P&T Waterhauling, \$1,850.00

Shed #3, B&N Oilfield Services, \$676.00

Shed #4, Tex Hansvall, \$1,001.00

Shed #5, B&N Oilfield Services, \$580.00

CARRIED

Councillor Kornfeld returned to the regular meeting at 8:24 PM.

2020-390

7.2 Notice of Saskatchewan Assessment Management Agency Annual Meeting

Councillor Bennett
Councillor Thienes

That Council shall permit any member of Council and/or CAO Fritz to attend the virtual Saskatchewan Assessment Agency Annual Meeting on Thursday, October 22, 2020 at 1:30 PM.

CARRIED

7.3 ICIP Project Update

8 Committee Reports

Councillor Skjerven left the council meeting at 8:48 PM and returned at 8:52 PM.

8.1 Mayors Report

Mayor Greenslade presented a verbal report.

8.2 Public Works Committee - Councillor Skjerven

Councillor Skjerven presented a verbal report and the Director of Operations and the Director of Parks and Facilities reports.

8.3 Administration Committee - Councillor Bennett

No report.

8.4 Economic Development Committee - Councillor Greenlay

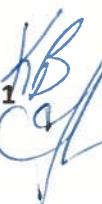
Councillor Greenlay presented a verbal report along with the Economic Development Officer's report.

8.5 Southwest Waste Management Report - Councillor Bennett

Councillor Bennett presented a verbal report, along with the draft August 11, 2020 Board of Directors meeting minutes.

8.6 Wellness and Leisure Committee - Councillor Kornfeld

Councillor Kornfeld presented a verbal report, the draft August 10, 2020 Wellness and Leisure Committee meeting minutes and the Director of Wellness and Leisure's report.



8.7 Grand Coteau Heritage and Cultural Centre - Councillor Thienes

Councillor Thienes presented a verbal report, along with the Director of Culture's report.

8.8 Chinook Local Library Board - Councillor Lingenfelter

Councillor Lingenfelter presented a verbal report.

8.9 Pine Cree Regional Park - Councillor Thienes

No report.

8.10 SDFR/EMO - Councillor Bennett

No report.

8.11 Southwest Municipal Government Committee (SWMGC) - Councillor Bennett

No report.

8.12 Southwest Transportation Planning Council Inc. (SWTPC) - Councillor Bennett

No report.

8.13 Swift Current Watershed Stewards - Councillor Thienes

No report.

8.14 Splash Park - Councillor Bennett

Councillor Bennett presented a verbal report.

8.14.1 Park N Play Design

2020-391

Councillor Bennett
Councillor Kornfeld

That Council directs CAO Fritz to send a letter to Park N Play Design, carbon copying Anderson and Company, legal counsel, respecting the unsatisfactory quality of work on the splash park thus far. That the letter addresses the options for remedial action going forward, including recommendation to remove and replace the current concrete pad, and identifying who will be guaranteeing the work.

CARRIED

8.15 Municipal Economic Enhancement Program Update - Councillor Bennett

Councillor Bennett provided a verbal report.

8.16 Council Attended Events

8.17 Acceptance of Committee Reports

2020-392

Councillor Thienes
Councillor Bennett

That Council accepts all committee reports as presented:

1. August 10, 2020 Wellness and Leisure Committee meeting minutes - DRAFT
2. August 11, 2020 Southwest Waste Management Authority Board meeting minutes - DRAFT

CARRIED

9 Bylaws

- 2020-393 **9.1 Bylaw 2020-10 Traffic Bylaw - First Reading**
 Councillor Thienes
 Councillor Lingenfelter
- That Council authorizes that Bylaw 2020-10, The Traffic Bylaw, be introduced and read the first time.
- CARRIED**
- 10 Correspondence**
- 10.1 Eric Mohun - Suncor Energy**
- 10.2 Josh Pentland - TC Energy**
- 10.3 Craig Baird - Canadian History Ehx**
- 10.4 Claire Melhoff - Lac Pelletier Regional Park Authority**
- 10.5 Wade Goodwin - Many Islands Pipe Lines (Canada) Limited**
- 2020-394 **10.6 Acceptance of Correspondence**
 Councillor Greenlay
 Councillor Bennett
- That Council approves that the following correspondence having been read, now be filed:
1. Eric Mohun - Suncor Energy Inc.
 2. Josh Pentland - TC Energy
 3. Craig Baird - Canadian History Ehx
 4. Clair Melhoff - Lac Pelletier Regional Park Authority
 5. Wade Goodwin - Many Islands Pipe Lines (Canada) Limited
- CARRIED**
- 2020-395 **11 In-Camera**
 Councillor Bennett
 Councillor Lingenfelter
- That Council meets in an In-Camera session at 9:29 PM.
- CARRIED**
- CAO Fritz and Finance Clerk Illerbrun left the regular meeting at 9:29 PM.
- Present: Mayor Grant Greenslade; Councillors Kyle Bennett, Mike Greenlay, Riley Kornfeld, Shawn Lingenfelter, Tyson Skjerven and Garrett Thienes.
- 2020-396 **11.1 In-Camera Session Concluded**
 Councillor Bennett
 Councillor Kornfeld
- That Council approves that the In-Camera session is concluded and the regular order of business be resumed at 9:36 PM.
- CARRIED**
- Chief Administrative Officer Fritz and Finance Clerk Illerbrun returned to the regular meeting at 9:36 PM.
- 2020-397 **12 Adjournment**
 Councillor Thienes
 Councillor Greenlay
- That Council now adjourns the meeting at 9:37 PM.
- CARRIED**

Date approved:

September 15, 2020

Grant Greenstone, Mayor

Kyle Bennett, Chair

Tara Fritz, CAO

KB
CF