

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
TOWN OF SHAUNAVON HELD TUESDAY, SEPTEMBER 5, 2017  
TOWN COUNCIL CHAMBERS**

**ATTENDANCE**

Attending: Mayor Greenslade (7:44 PM); Councillors Bennett, Greenlay, Kornfeld, Sachkowski, Skjerven and Thienes; and Chief Executive Advisor Fritz

**CALL TO ORDER**

Deputy Mayor Kornfeld called the meeting to order at 7:41 PM.

**MINUTES**

2017-376 Bennett - Thienes: That Council approves the circulated minutes of the August 1, 2017 regular council meeting.

CARRIED

**FINANCIAL REPORTS**

Councilor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to voucher #13465, for the amount of \$383.18, payable to Kornfeld Electric.

2017-377 Bennett - Thienes: That council approves the payment of voucher #13465 in the amount of \$383.18 payable to Kornfeld Electric.

CARRIED

Councilor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to voucher #13466, for the amount of \$711.51, payable to Leaf and Powder Enterprises Inc.

2017-378 Bennett - Thienes: That council approves the payment of voucher #13466 in the amount of \$711.51 payable to Leaf and Powder Enterprises Inc.

CARRIED

2017-379 Greenlay - Skjerven: That council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$185,460.95, and form part of these minutes.

CARRIED

Councilor Bennett declared financial interest, as the property owner of Lot 17, Block 37, Plan B3185, in regards to voucher #13506, for the amount of \$4.14, payable to Kyle Bennett.

2017-380 Thienes - Sachkowski: That council approves the payment of voucher #13506 in the amount of \$4.14 payable to Kyle Bennett.

CARRIED

Councilor Kornfeld declared financial interest, as the owner of Kornfeld Electric, in regards to voucher #13518, for the amount of \$624.54, payable to Kornfeld Electric.

2017-381 Thienes - Sachkowski: That council approves the payment of voucher #13518 in the amount of \$624.54 payable to Kornfeld Electric.

CARRIED

Councilor Greenlay declared financial interest, as the owner of Leaf and Powder Enterprises Inc., in regards to voucher #13519, for the amount of \$138.75, payable to Leaf and Powder Enterprises Inc.

2017-382 Thienes - Sachkowski: That council approves the payment of voucher #13519 in the amount of \$138.75 payable to Leaf and Powder Enterprises Inc.

CARRIED

Councilor Bennett declared financial interest, as the owner of Southwest Rentals, in regards to voucher #13530, for the amount of \$108.23, payable to Southwest Rentals.

2017-383 Thienes - Sachkowski: That council approves the payment of voucher #13530 in the amount of \$108.23 payable to Southwest Rentals.

CARRIED



2017-384 Greenlay - Sachkowski: That council approves the payment of the remainder of accounts shown on the attached Schedule "B" in the amount of \$ 147,783.52, and form part of these minutes.

CARRIED

2017-385 Kornfeld - Greenlay: That Council accepts the July 31, 2017 Bank Reconciliation and Tax Collection report as presented.

CARRIED

2017-386 Thienes - Greenlay: That Council accept the balance of the June 30, 2017 Financial Reports as presented.

CARRIED

2017-387 Thienes - Greenlay: That Council accept the balance of the July 31, 2017 Financial Reports as presented.

CARRIED

2017-388 Sachkowski - Kornfeld: That Council approves the payment, as decided at the May 16, 2016 Wellness and Leisure Committee Meeting, in the amount of \$20,463.84 as shown on the attached Schedule "C" from the Shaunavon Recreation Services chequing account, and form part of these minutes.

### **MANAGEMENT REPORTS**

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

2017-389 Sachkowski – Thienes: That Council authorize CAO Fritz to send letters to Honourable MLA Steele and the Honourable Minister Ottenbreit to indicate that the current EMS positions in Shaunavon should be amended for long term sustainability.

CARRIED

2017-390 Thienes - Greenlay: That Council file the Water Quality report for the period ending July 31, 2017 as circulated.

CARRIED

### **BUSINESS ARISING**

#### **BUILDING PERMIT 2014-20R**

2017-391 Skjerven - Thienes: That Council authorizes CAO Fritz to send the Building Permit holder(s) of Permit 2014-20R an Order to Demolish with a deadline of January 1, 2018.

CARRIED

#### **AMEND RESOLUTION 2017-360 - SHAUNAVON RECREATION SERVICES SIGNING AUTHORITY**

2017-392 Bennett - Thienes: That Council approves amending resolution No. 2017-360 to read: That Council approves the signing authority removal of Charmaine Bernath and Myrna Girodat, and adding Tara Fritz, Jessica McIntosh and Riley Kornfeld, to the Shaunavon Recreation Services Account Number 20050332. Two signatures are required for this account.

CARRIED

### **NEW BUSINESS**

#### **SUMA REGIONAL MEETING – SEPTEMBER 26, 2017**

2017-393 Bennett - Greenlay: That Council authorizes Mayor Greenslade, and any other member of Council and CAO Fritz to attend the SUMA Regional Meeting in Maple Creek, on September 26, 2017.

CARRIED

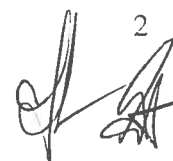
#### **WATER SECURITY AGENCY WORKSHOP – OCTOBER 24, 2017**

2017-394 Greenlay - Thienes: That Council authorizes CAO Fritz and Director of Operations Phillips to attend the Water Security Agency Workshop in Swift Current on October 24, 2017.

CARRIED

#### **SHAUNAVON RECREATION ACCOUNT**

2017-395 Thienes - Kornfeld: That Council approves establishing a separate reserves account entitled Sask Lotteries Trust Fund for the sole use of distributing Saskatchewan Lotteries

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Community Grant Program funds to organizations within of the Town of Shaunavon, RM of Bone Creek No. 108, RM of Arlington No. 79 and the RM of Grassy Creek No 78. The Shaunavon Recreation Service Account Number 20050332, which includes chequing account and term deposit, be closed upon the clearing of the September 5, 2017 cheques, and all funds transferred to the Town of Shaunavon chequing account.

CARRIED

#### WELLNESS AND LEISURE FINANCIALS

2017-396 Greenlay - Thienes: That Council approves that the Wellness and Leisure Financials be consolidated within the Town of Shaunavon, via a year-end Journal entry, effective December 31, 2017.

CARRIED

#### UNCOLLECTABLE ACCOUNTS

2017-397 Bennett - Greenlay: That council approves that the \$40.00 outstanding Accounts Receivable for the account identified as DRE050, plus an Administration fee of \$200.00 be allocated to the tax roll for the properties identified as Lot 9, Block 29, Plan B3185 Ext 33 and Lot 10, Block 29, Plan B3185, as fees were incurred with monthly tax collection.

CARRIED

2017-398 Bennett – Greenlay: That Council accepts the CAO’s recommendation to write off the amount of \$181.50 assigned to the Accounts Receivable account identified as CLI020.

CARRIED

#### ASSISTANT ADMINISTRATORS JOB DESCRIPTION

2017-399 Thienes - Sachkowski: That Council approves the Assistant Administrator’s job description as shown on the attached Schedule “D” and form part of these minutes. CAO to initiate the recruitment process.

CARRIED

#### 2011 CHEVROLET SILVERADO CHEYENNE

2017-400 Thienes - Sachkowski: That Council approves the acquisition of the vehicle identified as 2011 Chevrolet Silverado Cheyenne, Serial No. 1GCRKEA0BZ280959, for the amount of \$16,795.00 plus applicable taxes from Silver Sage Chev.

CARRIED

#### 2017 WINGS OF SASKATCHEWAN CONFERENCE AND TRADE SHOW

2017-401 Bennett - Greenlay: That Council approves Mayor Greenslade, or anyone from council whom wishes, to attend the 2017 Wings of Saskatchewan Conference and Trade Show from November 1-3, 2017 in Moose Jaw, SK.

CARRIED

#### COMMITTEE REPORTS

MAYOR’S REPORT

Mayor Greenslade – Verbal report

PUBLIC WORKS

Mayor Greenslade – Verbal report

ADMINISTRATION

Councillor Bennett– Verbal Report

2017-402 Greenlay - Bennett: That Council approves the Administration Committee’s recommendation to amend clause G-6 of the traffic bylaw #2007-14 to read: No person shall park a vehicle on any highway at on place for a period of time exceeding seventy-two (72) consecutive hours.

CARRIED

EDC

Councillor Kornfeld - Verbal report

2017-403 Bennett – Thienes: That council approves that the money budgeted in the 2017 budget for Cypress Hills Destination Area be allocated to the EDC, whom may use this funding at their discretion.

CARRIED

SOUTHWEST WASTE MANAGEMENT

Councillor Bennett – Verbal Report



WELLNESS AND LEISURE	Councillor Kornfeld – Verbal report
GRAND COTEAU	No report
LOCAL LIBRARY BOARD	Councillor Sachkowski – No report
PINE CREEK REGIONAL PARK	Councillor Greenlay – No report
SHAUNAVON TRUST ADVISORY COMMITTEE	Councillor Kornfeld – Verbal report

2017-404 Greenlay - Thienes: That Council accepts all committee reports and the following minutes as presented:

1. August 3, 2017 Southwest Transportation Planning Council Inc. Meeting Minutes – DRAFT
2. August 10, 2017 Shaunavon Economic Development Committee Meeting Minutes - DRAFT
3. August 10, 2017 Public Works Committee Meeting Minutes – DRAFT
4. August 14, 2017 Wellness and Leisure Committee Meeting Minutes - DRAFT
5. August 16, 2017 Administration Committee Meeting Minutes – DRAFT

CARRIED

### **BYLAWS**

Councillor Skjerven declared financial conflict, as the owner of Helix Construction.

### **2017-13 A BYLAW TO PROVIDE FOR THE COLLECTION, REMOVAL AND DISPOSAL OF DOMESTIC WASTE AND OTHER REFUSE**

2017-405 Sachkowski - Bennett: That Bylaw No. 2017-13, a bylaw to provide for the Collection, Removal and Disposal of Domestic Waste and Other Refuse, be introduced and read the first time.

CARRIED

2017-406 Kornfeld - Thienes: That Bylaw No. 2017-13, a bylaw to provide for the Collection, Removal and Disposal of Domestic Waste and Other Refuse, be read the second time.

CARRIED

2017-407: Greenlay – Sachkowski: That Bylaw No. 2017-13, a bylaw to provide for the Collection, Removal and Disposal of Domestic Waste and Other Refuse, go to third and final reading.

CARRIED UNANIMOUSLY

2017-408: Bennett – Sachkowski: That Bylaw No. 2017-13, a bylaw to provide for the Collection, Removal and Disposal of Domestic Waste and Other Refuse, be read a third and final Reading.

CARRIED

### **CORRESPONDENCE**

#### **CATHIE WILTON**

2017-409 Thienes - Greenlay: That Council authorize CAO Fritz to determine the discretionary use requirements of the property owners of Parcel A, Plan 101794923 Ext 7 and Parcel B, Plan 101794686 Ext 49.

CARRIED

#### **STEPHANIE JESSON – SASK POWER**

2017-410 Thienes - Sachkowski: That Council authorizes CAO Fritz to execute the Sask Power Easement Agreement to cover the easements(s) on Parcel E, Plan 87SC03932, in reference to the proposed subdivision located at the Shaunavon Airport.

CARRIED

#### **RICHARD AND PASTOR JOY FRENETTE**

2017-411 Greenlay - Bennett: That Council approves that the 93 feet of curbing and 23 feet 6 inches of sidewalk, located at legal land description of Lot 8, Block 40, and Plan 60SC06743 qualify under the Sidewalk 50/50 program, as the 2017 program has not been utilized to its full capacity, and there are no other sidewalk applications for 2017 on file.

CARRIED

**FILE CORRESPONDENCE**

2017-412 Thienes - Sachkowski: That the following correspondence having been read, now be filed:

1. Cathie Wilton
2. Fred Antunes – Ministry of Highways and Infrastructure
3. Stephanie Jesson – Sask Power
4. Richard and Pastor Joy Frenette
5. Saskatchewan Crime Stoppers

CARRIED

**IN-CAMERA SESSION**

2017-413 Greenlay - Thienes: Motion to go In Camera at 9:14 PM.

CARRIED

Chief Administrative Officer Fritz left the regular council meeting at 9:14 PM and returned at 9:31 PM.

2017-414 Sachkowski - Greenlay: Return to Council meeting at 9:31 PM.

CARRIED

**ADJOURN**

2017-415 Sachkowski - Kornfeld: That the meeting be adjourned at 9:33 PM.

CARRIED

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

*September 19, 2017*

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Grant Greenslade, Mayor

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