

Town of Shaunavon
Meeting Minutes
Regular Council Meeting March 2, 2021 - 07:30 PM

Town of Shaunavon Courtroom
401 Third Street West - Shaunavon, SK

Attendance: Mayor Kyle Bennett; Councillors Nolan Klassen, Riley Kornfeld, Shawn Lingenfelter, Brent Michelson and Travis Nelson; CAO Tara Fritz

- 1 Calling the Meeting to Order**
- Mayor Bennett called the meeting to order at 7:39 PM.
- 2021-090 **2 Approve Minutes**
Councillor Nelson
Councillor Michelson
- That Council approves the minutes of the February 16, 2021 meeting, as circulated.
- CARRIED**
- 3 Financial Reports**
- 2021-091 **3.1 Town of Shaunavon Cheque Register**
- 3.2 Approval of Town of Shaunavon Cheque Register**
Councillor Kornfeld
Councillor Klassen
- That Council approves the payment of the remainder of accounts shown on the attached Schedule "A" in the amount of \$88384.85, and forms part of these minutes.
- CARRIED**
- 4 Management Reports**
- 2021-092 **4.1 Acceptance of Management Reports**
Councillor Kornfeld
Councillor Nelson
- That Council shall accept the Chief Administrative Officer report and Bylaw Enforcement Officer report, as circulated.
- CARRIED**
- 5 Business Arising from the Minutes**
- 5.1 **Long Term Vision**
- TABLED**
- 5.2 **GCHCC Vertical Lift**
- TABLED**
- 6 New Business**
- 2021-093 **6.1 Assistant Director of Operations - Cellular**
Councillor Klassen
Councillor Michelson
- That Council authorizes that Fred Schulze - Assistant Director of Operations, supplement a personal cellular phone and plan for work purposes, that shall be reimbursed at a rate of \$70.00 per month.
- CARRIED**



Councillor Kornfeld declared a financial interest, as the owner of Kornfeld Electric, and left the regular council meeting at 7:50 PM.

2021-094

6.2 Lot Consolidation Request

Councillor Nelson
Councillor Michelson

That Council declares that resolution number 2018-228 shall remain in force; and that Council may consider reclassifying Lot 18, Block 9, Plan B3185 to be commercially assessed, the full amalgamation of Lots 16-23, Block 9, Plan B3185, and abating the three base taxes (on Lots 16-18, Block 9, Plan B3185) and the 1% discount (due to the timing of the request versus the Council meeting date) on the following conditions:

- the demolition of the existing building on Lot 18, Block 9, Plan B3185 shall be completed by December 31, 2021.
- that all taxes are prepaid on Lots 16-18, Block 9, Plan B3185 by March 31, 2021

CARRIED

Councillor Kornfeld returned to the regular council meeting at 8:01 PM.

2021-095

6.3 RCMP Committee

Councillor Kornfeld
Councillor Michelson

That Council shall appoint Mayor Bennett as the Town of Shaunavon on the RCMP Committee.

CARRIED

2021-096

6.4 Committee Chair Remuneration

Councillor Kornfeld
Councillor Michelson

That Council authorizes to pay those members at large whom act as Committee Chair for the Economic Development Committee, Wellness and Leisure Committee and Grand Coteau Heritage and Cultural Centre Board of Directors, the Committee Chair remuneration rate that is set in the most current Council Remuneration. That the remuneration shall be paid in December of every year.

CARRIED

2021-097

6.5 CAODC Annual Membership

Councillor Kornfeld
Councillor Michelson

That Council authorizes to become an associate member of the Canadian Association of Oilwell Drilling Contractors (CAODC) at the annual rate of \$1,000.

DEFEATED

6.6 Bylaw Enforcement Contract Renewal

TABLED

Councillor Kornfeld left the regular council meeting at 8:25 PM and returned at 8:27 PM.



- 2021-098
- 6.7 Offer to Purchase - Lots 1-5, Block 4, Plan 102066577**
Councillor Nelson
Councillor Michelson
- That Council shall accept the \$10,000 offer to purchase for Lots 1-5, Block 4, Plan 102066577, and shall consolidate the parcel into two parcels at a maximum of three lots per parcel, as per the current Zoning Bylaw. That the Sale agreement shall have the following conditions:
- That upon completion of the exterior finish of the newly developed shop and the full installation of fencing of the property, that Council may consider the full consolidation of the five lots, as permitted by local and provincial legislation.
 - 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**
- 7 Committee Reports**
- Councillor Kornfeld left the regular council meeting at 8:43 PM and returned 8:46 PM
- 7.1 Mayors Report**
- Mayor Bennett presented a verbal report.
- 7.2 Economic Development Committee - Councillor Nelson**
- Councillor Nelson presented a verbal report, along with the Economic Development Officer report as of February 26, 2021.
- 2021-099
- 7.3 Public Works Committee - Councillor Kornfeld**
Councillor Lingenfelter
Councillor Kornfeld
- That Council accepts the recommendation from the Public Works Committee to consider an additional \$60,000, for the proposed relocation of the Truck-fill station to the South reservoir, in the 2021 consolidated Operating and Capital budget.
- CARRIED**
- Councillor Kornfeld presented a verbal report, along with the draft February 17, 2021 Public Works committee meeting minutes and the Director of Operations report as of February 26, 2021.
- 7.4 Administration Committee - Councillor Kornfeld**
- Councillor Kornfeld presented a verbal report along with the draft February 23, 2021 Administration Committee meeting minutes.
- 2021-100
- 7.4.1 Property Tender Policy**
Councillor Lingenfelter
Councillor Kornfeld
- That Council accepts the recommendation from the Administration Committee to adopt the following policy: That the Town of Shaunavon shall ensure that all tendered bids for tendered property sales shall be received, opened and inspected only by the Town of Shaunavon's appointed auditor; and that, the Town of Shaunavon's appointed auditor shall ensure that there is a delivery location for sealed tender bids within the Town of Shaunavon.
- CARRIED**



- 2021-101 **7.4.2 Adjacent Lots Policy**
 Councillor Klassen
 Councillor Nelson
- That Council accepts the recommendation to adopt a new Adjacent Lots policy that states: On the condition that there is only one dwelling (as defined by the most current Town of Shaunavon's Zoning bylaw) per tax roll, that a neighboring or adjacent lot owner may purchase the property next to them without any stipulations for development and be joined on the same tax roll without being tied or consolidated together, at the owners request as long as both properties are owned by the same owner. Furthermore, that this policy shall replace those passed in resolution numbers 2019-475, 2017-270, 2012-264, 2010-499.
- CARRIED**
- 2021-102 **7.4.3 Property Purchase Refund Policy**
 Councillor Kornfeld
 Councillor Klassen
- That Council accepts the recommendation from the Administration Committee to abolish the Property Purchase Refund Policy, as defined in resolution numbers 2008-250 and 2011-435.
- CARRIED**
- 2021-103 **7.4.4 HR Policy Manual - Technology**
 Councillor Lingenfelter
 Councillor Kornfeld
- That Council shall accept the recommendation from the Administration Committee to adopt the Technology portion of the HR Policy Manual, as presented.
- CARRIED**
- 7.5 Southwest Waste Management - Mayor Bennett**
Mayor Bennett presented a verbal report along with the draft Feb 23, 2021 Board of Directors meeting.
- 7.6 Wellness and Leisure Committee - Councillor Lingenfelter**
Councillor Lingenfelter presented a verbal report.
- 7.7 Grand Coteau Heritage and Cultural Centre - Councillor Michelson**
Councillor Michelson presented a verbal report, along with the Director of Culture's report as of February 26, 2021.
- 7.8 Chinook Local Library Board - Councillor Michelson**
No report.
- 7.9 Pine Cree Regional Park - Councillor Lingenfelter**
Councillor Lingenfelter represented a verbal report.
- 7.10 SDFR/EMO - Councillor Lingenfelter**
No report.
- 7.11 Southwest Municipal Government Committee (SWMGC) - Mayor Bennett**
No report.
- 7.12 Southwest Transportation Planning Council Inc. (SWTPC) - Mayor Bennett**
Mayor Bennett presented a verbal report with the draft of Feb 26, 2021 Board of directors meeting
- 7.13 Swift Current Watershed Stewards - Councillor Michelson**
Councillor Michelson presented a verbal report.



- 2021-104 **7.14 Splash Park - Mayor Bennett**
No report.
- 7.15 Council Attended Events**
Councillor Michelson attended Artvest Training Thursday February 18, 2021
- 7.16 Acceptance of Committee Reports**
Councillor Kornfeld
Councillor Lingenfelter
- That Council accepts all committee reports as presented:
1. February 17, 2021 Public Works Committee meeting minutes - DRAFT.
2. February 18, 2021 Economic Development Committee meeting minutes - DRAFT
3. February 23, 2021 Southwest Waste Management Authority Board meeting minutes - DRAFT
4. February 23, 2021 Administration Committee meeting minutes - DRAFT
- CARRIED**
- 2021-105 **8 Correspondence**
- 8.1 Megan Gill - Overtime Restaurant and Sports Lounge**
Councillor Lingenfelter
Councillor Nelson
- The Council directs CAO Tara Fritz to write a letter to MLA Steele cc'ing Megan Gill requesting immediate action respecting the COVID-19 concerns.
- CARRIED**
- 2021-106 **8.2 File Correspondence**
Councillor Kornfeld
Councillor Nelson
- That Council approves that the following correspondence having been read, now be filed:
1. Megan Gill - Overtime Restaurant and Sports Lounge
- CARRIED**
- 2021-107 **9 Strategic Planning In-Camera Session**
That Council meets in a Strategic Planning In-Camera session at 9:18 PM.
- CARRIED**
- CAO Fritz left the regular Council meeting at 9:19 PM.
- Present: Mayor Bennett; Councillors Klassen, Kornfeld, Lingenfelter, Michelson and Nelson. CAO Fritz returned at 9:22 PM.
- 2021-108 **9.1 Strategic Planning In-Camera Concluded**
Councillor Kornfeld
Councillor Lingenfelter
- That Council approves that the Strategic Planning In-Camera session is concluded and the regular order of business be resumed at 9:22 PM.
- CARRIED**
- 2021-109 **10 Adjournment**
Councillor Lingenfelter
- That Council now adjourns the meeting at 9:22 PM.
- CARRIED**



Date approved: March 16, 2021



Kyle Bennett, Mayor



Tara Fritz, CAO

**TOWN OF SHAUNAVON
MARCH 2, 2021
CHEQUE REGISTER**

Payment #	Vendor	Date	Amount
16902	Affinity Credit Union	2021-02-17	2601.27
16903	Sask Power	2021-0217	4866.25
16904	A & B Auto Centre	2021-03-02	244.42
16905	Apex Distribution Inc.	2021-03-02	1,852.32
16906	B&D Contract Services	2021-03-02	320.25
16907	Bennett, Kyle	2021-03-02	390.02
16908	Bennett, Kyle	2021-03-02	1,000.00
16909	Boomtown Cup Committee	2021-03-02	1,500.00
16910	Cleartech Industries Inc.	2021-03-02	153.93
16911	Country Club Dist. 2008 Ltd.	2021-03-02	159.18
16912	Johnson, Mario	2021-03-02	129.38
16913	Manitoulin Transport inc.	2021-03-02	770.34
16914	Saskatchewan Health Authority	2021-03-02	23.00
16915	MLT Aikins	2021-03-02	500.00
16916	MuniCode Services Ltd.	2021-03-02	210.00
16917	MuniSoft	2021-03-02	92.50
16918	Perativ Gerenal Partnership	2021-03-02	36.75
16919	Precision-Fit Door Solutions	2021-03-02	38,348.84
16920	Publications Saskatchewan	2021-03-02	30.00
16921	Purolator Courier Ltd.	2021-03-02	85.80
16922	R.V. Auto Parts	2021-03-02	238.80
16923	Shaunavon & District Fire	2021-03-02	595.00
16924	SecurTek	2021-03-02	109.72
16925	Supreme Office Products	2021-03-02	92.26
210038	Fritz, Tara	2021-02-19	2,143.64
210039	Stewart, Sherrilyn	2021-02-19	1,274.89
210040	Potter, Grace	2021-02-19	1,756.91
210041	Johnson, Lauren	2021-02-19	1,159.48
210042	Gregoire Joanne	2021-02-19	1,596.85
210043	Attrell, Kelly	2021-02-19	830.08
210044	Dale, Dana	2021-02-19	1,436.21
210045	Doiron, Mark	2021-02-19	1,321.04
210046	Johnson, Brian	2021-02-19	1,440.89
210047	Lingenfelter, Tim	2021-02-19	1,225.83
210048	Moffatt, Corine	2021-02-19	1,281.32
210049	Pommier, Michael	2021-02-19	1,207.86
210050	Reid, Gerald	2021-02-19	1,598.41
210051	Phillips, Ron	2021-02-19	2,065.93
210052	Municipal Employees'	2021-02-19	4,771.90
210053	Canada Revenue Agency -Payroll	2021-02-19	8,923.58
		Total for AP:	<u>88,384.85</u>