# Town of Shaunavon

## Meeting Minutes

### Regular Council Meeting July 7, 2026 - 06:30 PM

Attending: Mayor, Cal Vance; Councillors: Pam Bahnuick, Rhonda Bellefeuille (Via Zoom), Sharon Dickie, Darren Johnston, Lisa Schmit, Alain Tetrault and Blaze Larson, CAO-in-Training

**1 Calling the Meeting to Order**

Mayor Vance called the meeting to order at 6:43 P.M.

**2 Additions to the Agenda**

There were no additions to the agenda.

**3 Acceptance of the Agenda**

2026-254
Councillor Dickie
Councillor Bellefeuille

That the agenda for the July 7, 2026, Regular Council Meeting be accepted as presented.

**CARRIED**

**4 Approval of the Minutes of the June 16th, 2026 Regular Council Meeting**

2026-255
Councillor Schmit
Councillor Johnston

That the minutes of the June 16, 2026, Regular Council Meeting be adopted as presented.

**CARRIED**

**5 Unfinished Business and Business Arising from the June 16th, 2026 Regular Council Meeting**

**5.1 SDFR Fire Hall RFP #2 Evaluation and Discussion**

2026-256
Councillor Tetrault
Councillor Bellefeuille

That regarding the recommendation from the Shaunavon & District Fire and Rescue (SDFR) Department Committee to negotiate or deal on a lot for the proposed new fire hall, Council defer granting any such authorization until the overall facility design plans and construction timelines are further developed.

**CARRIED**

**5.1.1 Recommendation Regarding SDFR Bookkeeping**

2026-257
Councillor Bellefeuille

That Council directs administration to send a formal communication to the Shaunavon & District Fire and Rescue (SDFR) Department Committee recommending that the Town of Shaunavon transition out of its bookkeeping and financial administration duties effective December 31, 2026; further, that the Town recommends the SDFR Committee budget for and retain an independent third-party bookkeeping service to manage the department's financial operations moving forward

**CARRIED**

**5.1.2 Fire Hall Special Meeting Call**

2026-258 Councillor Dickie
Councillor Bahnuick

That Council call a Special Meeting of Council to take place at 5:00 P.M. on July 21, 2026, to discuss the fire hall project.

**CARRIED**

**5.1.3 Fire Hall Pictures**

Maple Creek fire hall pictures were presented to Council for discussion purposes and were acknowledged and received as filed for information.

**5.2 Discretionary use Permit**

2026-259 Councillor Bellefeuille
Councillor Schmit

That Correspondence Letters 1, 2, and 3 regarding the Discretionary Use Permit application for Lot 22, Block 37, Plan B3185 (580 3rd Street East) be received and filed; further, that Council rescind Resolution No. 2026-244 passed on June 16, 2026, and direct administration to issue a formal Notice of Refusal to the applicant based on the public objections received.

**CARRIED**

**5.3 Airport Lights RFP**

2026-260 Councillor Bellefeuille
Councillor Schmit

That Council reject all bids received for the Airport Lights Request for Proposals (RFP) and direct administration to revisit the project in the fall of 2026.

**CARRIED**

**5.4 AWOS Logs**

The AWOS Logs were presented and were acknowledged and received as filed for information

**5.5 Proposed Revision to Summer Council Meeting Schedule**

2026-261 Councillor Dickie
Councillor Tetrault

That the August 4, 2026, Regular Meeting of Council be cancelled, and that the next Regular Meeting of Council following the July 21, 2026 meeting be scheduled for August 18, 2026.

**CARRIED**

**6 New Business**

**6.1 Boomtown Committee- Noise Bylaw**

2026-262 Councillor Bellefeuille
Councillor Tetrault

That Council grant a temporary exemption from the Noise Bylaw to the Boomtown Committee for the Boomtown Days event from Thursday, July 16, 2026, to Monday, July 20, 2026.

**CARRIED**

**6.2 SUMA- Councillor School**

2026-263 Councillor Bellefeuille
Councillor Schmit

That pursuant to recent Council email correspondence regarding the SUMA Councillor Summer School, Council authorize the attendance of Mayor Cal Vance and any member of Council wishing to participate, with all registration fees and associated travel expenses covered in accordance with Town policy.

**CARRIED**

**6.2.1 Letter to SUMA Regarding Councillor School**

2026-264 Councillor Bellefeuille
Councillor Bahnuick

That administration be directed to send a letter to the Saskatchewan Urban Municipalities Association (SUMA) inquiring as to why the Councillor School program is not offered concurrently during the annual SUMA convention.

**CARRIED**

**6.3 Barndominiums discussion**

Council entered into a discussion regarding barndominiums; it was noted that any parties interested in constructing a barndominium are required to submit a standard building permit application to the town office for review

**6.4 Annual Tree Plan Mandate**

2026-265 Councillor Dickie
Councillor Tetrault

That Council instructs administration to prepare and submit a comprehensive Town Tree Plan to Council for review on an annual basis.

**CARRIED**

**6.5 Bylaw 2026-03 Animal Control Bylaw**

**6.5.1 Bylaw No. 2026-03: Animal Control Bylaw - First Reading**

2026-266 Councillor Bellefeuille
Councillor Dickie

That Bylaw No. 2026-03, being the Animal Control Bylaw, be read a first time

**CARRIED**

**6.5.2 Bylaw No. 2026-03: Animal Control Bylaw - Second Reading**

2026-267 Councillor Tetrault
Councillor Schmit

That Bylaw No. 2026-03 be read a second time.

**CARRIED**

**6.5.3 Bylaw No. 2026-03: Animal Control Bylaw - Permission for Third Reading**

2026-268 Councillor Johnston
Councillor Dickie

That Council grant permission for a third reading of Bylaw No. 2026-03 at this meeting.

**CARRIED UNANIMOUSLY**

**6.5.4 Bylaw No. 2026-03: Animal Control Bylaw - Third Reading and Final Adoption**

2026-269 Councillor Bellefeuille
Councillor Bahnuick

That Bylaw No. 2026-03, being the Animal Control Bylaw, be read a third time and finally adopted

**CARRIED**

Councillor Bahnuick exited at 8:51 P.M.

**6.6 Pawnavon- Shaunavon Dog Park Support Request**

2026-270 Councillor Bellefeuille
Councillor Johnston

That Council approves the requests submitted by Pawnavon to allow the Town of Shaunavon to issue official charitable tax receipts for eligible dog park donations and to authorize the use of town public works equipment, to be operated exclusively by public works staff as requested and available

**CARRIED**

**6.6.1 Pawnavon- Shaunavon Dog Park Support Request For Water lines**

2026-271

That the request for the installation of town water lines to the dog park site be tabled until administration can accurately determine the total cost to the Town.

**CARRIED**

Councillor Bahnuick Returned at 9:07 P.M.

**6.7 Grass Clippings on Town Streets**

Council held an informal discussion regarding the management of grass clippings on town streets; no formal resolution was put forward, and the matter was received as information

**6.8 Changes to Banking Signing Authority**

2026-272 Councillor Schmit
Councillor Dickie

That the banking signing authority for all Town of Shaunavon financial accounts be updated effective immediately to remove Grace Potter and to add Tara Lingenfelter.

**CARRIED**

**7 Mayor and Councillor's Reports**

2026-273 Councillor Tetrault
Councillor Bellefeuille

That the verbal and written reports provided by the Mayor and members of Council be accepted as presented.

**CARRIED**

Councillor Schmit Exited at 9:30 P.M.

**7.1 Extension of Time**

2026-274 Councillor Dickie
Councillor Johnston

THAT this Council Meeting be Extended at 9:39 PM, as per Section 32 of "The Council Procedures Bylaw No. 2021-10".

**CARRIED**

**8 Financial Reports**

**8.1 Town of Shaunavon**

2026-275 Councillor Tetrault
Councillor Johnston

THAT Council approves the Town of Shaunavon Accounts Payable, as listed on the Payment Register as Cheques No. 22202 to Cheque No. 22244 and Other On-Line Payments No. 2600062 to No. 2600066, in the Total Amount of $350,835.97, and forming a part of these Minutes as Schedule "A".

**CARRIED**

**8.2 Shaunavon & District Fire and Rescue Department**

2026-276 Councillor Johnston
Councillor Tetrault

That Council approves the Shaunavon & District Fire and Rescue Department Accounts Payable, as listed on the Payment Register as Cheque No. 1476 to Cheque No. 1493, in the total amount of**$14,113.22**, and forming a part of these Minutes as Schedule "A".

**CARRIED**

**9 Correspondence**

**9.1 Media Summary of Police Calls for Service**

2026-277 Councillor Dickie
Councillor Bellefeuille

That the Media Summary of Police Calls for Service for the months of May & June 2026 be received and filed for information

**CARRIED**

**9.2 Mic & Shelly Burich — RV Property Request**

2026-278 Councillor Bellefeuille
Councillor Johnston

That Council approve the request from the property owner of **Lots 20-21, Block 7, Plan B3185**to temporarily place and occupy a recreational vehicle (RV) on the property, subject to the condition that the authorization is valid only until **August 31, 2026**.

**CARRIED**

**10 Adjournment**

2026-279 Councillor Tetrault

That this meeting be adjourned at 9:56 P.M.

**CARRIED**

Date approved: _____

_____

Cal Vance, Mayor

_____

Edna Laturnus, CAO