

**Village of Buena Vista  
MINUTES OF REGULAR MEETING  
JANUARY 14, 2025  
1050 Grand Ave, Buena Vista, SK**

**PRESENT:** Deputy Mayor Chris Duke, Councillor Bob Sax, Councillor Steven Schultz, Councillor Spence Miller

**ADMINISTRATION:** Acting Chief Administrative Officer Melissa Pollock

**ABSENT WITH REGRETS:** Mayor Karen Smith

**CALL TO ORDER:**  
A quorum being present, Deputy Mayor Duke called the meeting to order at 7:00 p.m.

**ADOPTION OF AGENDA:**

**001/25** THAT the January 14, 2025 agenda be adopted as presented.

**Moved by Councilor Schultz  
Seconded by Councilor Sax**

**CARRIED**

**002/25** THAT Council move to dispense of Seconders for the remainder of this meeting.

**Moved by Councilor Sax  
Seconded by Councilor Schultz**

**CARRIED**

**ADOPTION OF MINUTES:**

**003/25** THAT the Minutes of the Regular Meeting of Council of December 10, 2024 be adopted as presented.

**Moved by Councilor Sax**

**CARRIED**

**FINANCIAL STATEMENTS:**

**004/25** THAT Council acknowledge and file the financial statements as presented.

**Moved by Councilor Schultz**

**CARRIED**

**APPROVAL OF ACCOUNTS PAYABLE:**

**005/25** THAT Council approves the following accounts for payment: AP Batches 2024-00104 to 2024-00111, which includes all cheques, credit card, automatic withdrawals and online payments for a total amount of \$125,757.77 and AP Batches 2025-00001 to 2025-00004, which includes all cheques, credit card, and online payments for a total amount of \$4,477.98.

**Moved by Councilor Schultz**

**CARRIED**

**006/25** THAT Council approves the following payrolls:  
Public Works November 24 – December 7, 2024 in the amount of \$10,239.52  
Public Works December 8 – 21, 2024 in the amount of \$10,065.76  
Public Works December 22, 2024 – January 4, 2025 in the amount of \$5,057.20  
Administration December 1 - 15, 2024 in the amount of \$4,833.27  
Administration December 16 – 31, 2024 in the amount of \$7,340.74

**Moved by Councilor Schultz**

**CARRIED**

**REPORTS OF STAFF:**

**007/25** THAT Council accept and file the Administration report as presented.  
**Moved by Councilor Sax** **CARRIED**

**008/25** THAT Council accept and file the Public Works report as presented.  
**Moved by Councilor Schultz** **CARRIED**

**009/25** THAT Council accept and file the Water Treatment Plant Daily Record for December 2024 as presented.  
**Moved by Councilor Miller** **CARRIED**

**OLD BUSINESS:**

**010/25** THAT Council having held a Public Hearing, and having previously approved, in principle, the application to rezone Parcel K, Plan 10238412 and having authorized administration to proceed with the Zoning Bylaw Amendment, approve the rezoning and proceed with the second and third reading of Bylaw No. 09/24; and FURTHER THAT the proposed shop be subject to the conditions and approval of a Development Applications and Building Permit.  
**Moved by Councilor Schultz** **CARRIED UNANIMOUSLY**

**011/25** THAT Council read BYLAW NO. 09/24 A BYLAW TO AMEND BYLAW NO. 07/16 THE ZONING BYLAW a second time.  
**Moved by Councilor Schultz**  
**Seconded by Councilor Miller** **CARRIED**

**012/25** THAT Council read BYLAW NO. 09/24 A BYLAW TO AMEND BYLAW NO. 07/16 THE ZONING BYLAW a third time, adopted and attached hereto.

**Moved by Councilor Schultz  
Seconded by Councilor Sax**

**CARRIED**

**013/25** THAT Council approve the Wyatt Engineering Waterworks Assessment Proposal submitted by Andrew Hickey, Waterworks Consultant, at a fixed rate of \$11,500 plus applicable taxes to be included in the 2025 budget; and FURTHER THAT Council authorize Acting Chief Administrative Officer to sign the agreement in Section 6.1 of the Proposal; and FURTHER THAT Administration draft a cost sharing agreement with the developer of the proposed Belleridge Subdivision to present at the next Council meeting, to include a fifty percent cost sharing for the Waterworks Assessment proposal, and that ownership of the Assessment is that of the Village.

**Moved by Councilor Schultz**

**CARRIED**

**NEW BUSINESS:**

**014/25** THAT Council approve and authorize the Mayor and Chief Administrative Officer to annually sign the Notice of Planned Procurement; and FURTHER that administration publishes the notices as required annually.

**Moved by Councilor Schultz**

**CARRIED**

**015/25** THAT Council approves the Request for Proposal (RFP) for Village Curb Stop & Water Line Repairs and/or Maintenance; and FURTHER authorizes Administration to issue the RFP January 15, 2024 with a submission deadline of February 14, 2025.

**Moved by Councilor Schultz**

**CARRIED**

**016/25** THAT Council having read, acknowledged and agrees to the Dudley & Company LLP Engagement Letter and authorizes Council to sign and complete the Appendix Risk of Fraud section at the next meeting all are in attendance.

**Moved by Councilor Sax**

**CARRIED**

**017/25** THAT Council Authorize TAXervice under s22(1) of *The Tax Enforcement Act*, on or after January 26, 2025, to commence proceedings to request title with respect to the following described lands:

LOT 2-BLK/PAR 2-PLAN 63R13489 EXT 3  
BLK/PAR 18-PLAN CI627 EXT 29  
LOT 1-BLK/PAR 22-PLAN CI627 EXT 0  
LOT 1-BLK/PAR 29-PLAN 84R18410 EXT 0  
LOT 15-BLK/PAR 2-PLAN 62R07755 EXT 0

**Moved by Councilor Schultz**

**CARRIED**

**018/25** THAT Council re-appoint Barry Worman as Buena Vista’s representative on the Board of Revision for 2025.

**Moved by Councilor Miller**

**CARRIED**

**019/25** THAT Council re-appoint Barry Worman and appoint Gary McLennan as Buena Vista’s representatives on the District Development Appeal Board for 2025.

**Moved by Councilor Schultz**

**CARRIED**

**020/25** THAT Council appoints the following members to the Buena Vista Parks & Recreation Board:  
Councillor Sax, Councillor Schultz, Donna Hall, Gary McLenna, Cathy Klemm, Peg Frey, Jeff Jacobs, Alex Neuls, Reubi Erfle, Jan Franklin, Mark Percy, Sharon Mittermayr, and Nancy Koszman

**Moved by Councilor Schultz**

**CARRIED**

**021/25** THAT Council appoints the following Local Library Board as members of the Regional Library Board:

Gord Wilson (Chair), Darlene Freitag (Treasurer), Laura Davis (Secretary/Librarian), Joan Cobler (Assistant Librarian), Shannon Waugh (Advertising Coordinator), Donna Gliddon (Member), Virginia Percy (member), Sandi Metz (Regina Beach Council Representative), and Councillor Spence Miller (Buena Vista Representative).

**Moved by Councilor Miller**

**CARRIED**

**022/25** THAT Council appoint Mayor Smith as the Primary Health Care Committee representative for Buena Vista.

**Moved by Councilor Sax**

**CARRIED**

**023/25** THAT Council confirms and authorizes the Adequate Bonding and Equivalent Insurance for Employees 2025.

**Moved by Councilor Sax**

**CARRIED**

**024/25** THAT Council approve and update the previous appointment of building officials (resolution No. 353/24) with the removal of Amanda Kaufman, Class 3 Licensed Building Official.

**Moved by Councilor Sax**

**CARRIED**

**CORRESPONDENCE:**

- 025/25** THAT Council receives and files the following communications:
- Regional Bylaw Services Report of December 12, 2024
  - Regional Bylaw Services Report of December 27, 2024
  - Regional Bylaw Services Report of January 8, 2025

**Moved by Councilor Miller**

**CARRIED**

**ADJOURNMENT:**

- 026/25** THAT the meeting be adjourned at 9:05 p.m.

**Moved by Councilor Schultz**

**CARRIED**



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Mayor



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Acting Chief Administrative Officer