

Agenda
Village of Buena Vista
Regular Council Meeting on January 23, 2024 at 7:00p.m.
1050 Grand Avenue,
Buena Vista, Saskatchewan

Call to Order

Delegations

- Matthew Wagner – Edgewood Sewer Update

Agenda Approval

Approval of Minutes

- Minutes of Regular Council Meeting – January 9, 2024

Payment of Accounts

- Public Works Payroll Jan 7 - Jan 20 \$6025.95
- Administration Payroll Jan 1 - 15 \$4,796.92

- Cheques #10834 –10841 destroyed by the printer
- Cheques #10842-10851 in the amount of \$8636.88
- Online Banking Accounts in the amount of \$87,267.94
- Credit Card Payments in the amount of \$3930.22

Staff and Council Reports

- Administrator's Report
- Public Works Report

Deposit Register

Pay group : **002 (Public Works)**

Pay period : **02 (07Jan2024 to 20Jan2024)**

Cheque date : **26Jan2024**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Amount
00000001	26Jan2024	013	Neudeck, Catrina	004	2055.90
00000002	26Jan2024	020	Neudeck, Joel	003	2328.13
00000003	26Jan2024	024	Warawa, Lorne D	004	1641.92

Pay Group Totals :

Number of Deposits:3
Total Amount of Deposits:6025.95

Deposit RegisterPay group : **004 (CAO & Assistant)**Pay period : **01 (01Jan2024 to 15Jan2024)**Cheque date : **13Jan2024**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Amount
00000001	13Jan2024	026	Guillemin, Karen	002	961.07
00000002	13Jan2024	028	Manz, Krista	001	2051.93
00000003	13Jan2024	040	Pollock, Melissa D.	002	1783.92

Pay Group Totals :

Number of Deposits:3

Total Amount of Deposits:4796.92

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Village of Buena Vista
List of Accounts
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Bank Code - AP - AP-General Oper

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
10834	1/23/2024	VOID - Cheque Printing			
10835	1/23/2024	VOID - Cheque Printing			
10836	1/23/2024	VOID - Cheque Printing			
10837	1/23/2024	VOID - Cheque Printing			
10838	1/23/2024	VOID - Cheque Printing			
10839	1/23/2024	VOID - Cheque Printing			
10840	1/23/2024	VOID - Cheque Printing			
10841	1/23/2024	VOID - Cheque Printing			
0842	1/23/2024	Abhilash Pillai			
Jan 21		580-230-105 - UT - Water - WTF	WTP Cleaning Jan 7 &21	106.00	106.00
Jan. 21/24		510-220-110 - GG - Office Clear	Office Cleaning Jan 7 &21	106.00	106.00
			Payment Total:		212.00
10843	1/23/2024	Buena Vista Parks & Rec Board			
Oct 13/23	Accrual	535-210-140 - TS - Const. - Con	1/2 Pymt for Tilling Sandy B	112.50	112.50
10844	1/23/2024	HBI Office Plus Inc.			
INV134755		510-410-140 - GG - Office Supp	USB Storage x3	42.74	
		110-340-110 - GST Receivable	Both Tax Code	2.02	
		900-110-110 - GST Paid	Both Tax Code	2.02 NL	44.76
10845	1/23/2024	Heidelberg Materials Canada Limited			
6884454		530-440-110 - TS - Sand	Salted Sand - Jan 4	1,294.77	
		110-340-110 - GST Receivable	Both Tax Code	62.02	
		900-110-110 - GST Paid	Both Tax Code	62.02 NL	1,356.79
10846	1/23/2024	102129517 Saskatchewan Ltd.			
202403		580-260-100 - UT - Water - Con	Class 1 WT/WD Operator T	1,250.00	
		580-260-100 - UT - Water - Con	Class 1 WT/WD Operator T	0.00	
		110-340-110 - GST Receivable	GST Tax Code	62.50	
		900-110-110 - GST Paid	GST Tax Code	62.50 NL	1,312.50
10847	1/23/2024	Munisoft			
2023-24-05426		510-410-140 - GG - Office Supp	Counter Receipts	222.19	
		110-340-110 - GST Receivable	Both Tax Code	10.60	
		900-110-110 - GST Paid	Both Tax Code	10.60 NL	232.79
2023/24-04660	Accrual	510-410-140 - GG - Office Supp	Equipment Maintenance	502.44	
		110-340-110 - GST Receivable	Both Tax Code	23.70	
		900-110-110 - GST Paid	Both Tax Code	23.70 NL	526.14
			Payment Total:		758.93
10848	1/23/2024	Pitney Bowes			

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COMPUTER CHEQUE

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
Jan 15		510-400-110 - GG - Postage	Postage Refill -Jan 15	808.40	
		110-340-110 - GST Receivable	GST Tax Code	40.00	
		900-110-110 - GST Paid	GST Tax Code	40.00 NL	848.40
10849	1/23/2024	Professional Bldg. Insp. Inc.			
2312319	Accrual	525-230-110 - PS - Building Insp	Fees -Dec 2023	1,035.00	
		110-340-110 - GST Receivable	GST Tax Code	51.75	
		900-110-110 - GST Paid	GST Tax Code	51.75 NL	1,086.75
10850	1/23/2024	Saskatchewan Health Authority			
3452076		580-290-100 - UT - Water - Lab	Water Test -Jan 9	21.90	
		110-340-110 - GST Receivable	GST Tax Code	1.10	
		900-110-110 - GST Paid	GST Tax Code	1.10 NL	23.00
3452546		580-290-100 - UT - Water - Lab	Water Test - Jan 16	21.90	
		110-340-110 - GST Receivable	GST Tax Code	1.10	
		900-110-110 - GST Paid	GST Tax Code	1.10 NL	23.00
1180815		580-290-100 - UT - Water - Lab	Water Test - Jan 12	21.90	
		110-340-110 - GST Receivable	GST Tax Code	1.10	
		900-110-110 - GST Paid	GST Tax Code	1.10 NL	23.00
			Payment Total:		69.00
10851	1/23/2024	SUMA			
11575 -1		510-140-330 - GG - Benefits - A	Guillemin -Group Ins Feb	431.59	431.59
11575 - 1		510-140-330 - GG - Benefits - A	Guillemin -Group Ins. Jan A	-0.36	-0.36
11575 -2		510-130-230 - GG - Benefits - A	Manz -Group Ins. Feb	619.71	
		110-340-110 - GST Receivable	GST Tax Code	1.00	
		900-110-110 - GST Paid	GST Tax Code	1.00 NL	620.71
11575 - 2		510-130-230 - GG - Benefits - A	Manz -Group Ins. Jan Adjus	54.84	54.84
11575 -3		530-130-130 - TS - Benefits - La	Neudeck, C -Group Ins Feb	470.63	470.63
11575 - 3		530-130-130 - TS - Benefits - La	Neudeck, C -Group Ins Jan	9.78	9.78
11575 -4		530-120-120 - TS - Benefits - Fc	Neudeck, J -Group Ins Feb	387.21	387.21
11575 - 4		530-120-120 - TS - Benefits - Fc	Neudeck, J -Group Ins Jan .	9.64	9.64
11575 -5		510-140-330 - GG - Benefits - A	Pollock -Group Ins. Feb	541.13	541.13
11575 - 5		510-140-330 - GG - Benefits - A	Pollock -Group Ins Jan Adj	14.77	14.77
11575 -6		530-130-130 - TS - Benefits - La	Warawa -Group Ins. Feb	288.44	288.44
11575 - 6		530-130-130 - TS - Benefits - La	Warawa -Group Ins Jan Adj	6.87	6.87
			Payment Total:		2,835.25
			Total Computer Cheque:		8,636.88

Total AP: 8,636.88

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Bank Code - CC - CC - Credit Card

CREDIT CARD

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
012024-001 2659745985	1/18/2024	Adobe			
		510-410-140 - GG - Office Supp	Acrobat Pro - 1 Year subscr	330.59	
		110-340-110 - GST Receivable	Both Tax Code	15.60	
		900-110-110 - GST Paid	Both Tax Code	15.60 NL	346.19
012024-002 6667	1/18/2024	Hordos Insurance Brokers Inc.			
		510-230-100 - GG - Cont. - Insu	Commercial Auto Pack	2,436.94	2,436.94
012024-003 753857	1/18/2024	Regina Beach Service & Repair			
		530-420-100 - TS - Vehicle/Equi	Flatbed -water pump/coolar	714.44	
		110-340-110 - GST Receivable	Both Tax Code	33.70	
		900-110-110 - GST Paid	Both Tax Code	33.70 NL	748.14
012024-004 Jan 10	1/18/2024	Yola			
		510-240-110 - GG - Web Site	Website -2024	398.95	398.95
Total Credit Card:					3,930.22

Total CC: 3,930.22



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Bank Code - OB - OB - Online Banking

ONLINE BANKING


Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
012024 6Rbzb-5389190	1/18/2024 Accrual	Gov of Sask 210-210-190 - School #1 - Remi	SK Educ Property Tax -Nov	16,873.30	16,873.30
012024-001 6OyqA-6117627	1/18/2024 Accrual	Gov of Sask 210-210-190 - School #1 - Remi	SK Educ Property Tax -Nov	571.27	571.27
012024-002 6Wuf3-8023216	1/18/2024 Accrual	Gov of Sask 210-210-190 - School #1 - Remi	SK Educ Property Tax -Dec	42,123.46	42,123.46
012024-003 6RcDm-5397981	1/18/2024 Accrual	Gov of Sask 210-200-100 - Payroll Deduction	Fed Payroll Ded -Dec 2023	8,493.95	8,493.95
012024-004 6RcEe-5398524	1/18/2024 Accrual	Gov of Sask 210-200-100 - Payroll Deduction	Fed Payroll Ded - Nov 2023	7.44	7.44
012024-005 6WMzc-4729001	1/18/2024 Accrual	Gov of Sask 210-200-100 - Payroll Deduction	Fed Payroll Ded - Dec 2023	7,527.46	7,527.46
012024-006 6Mgd3-3651019	1/18/2024 Accrual	Gov of Sask 210-200-100 - Payroll Deduction	Fed Payroll Deductions -Oc	21.49	21.49
012024-007 Jan -7	1/18/2024	SaskEnergy 510-300-110 - GG - Office - Hea	Office -Jan	125.52	
		110-340-110 - GST Receivable -	Both Tax Code	2.75	
		900-110-110 - GST Paid	Both Tax Code	2.75 NL	128.27
Jan -8		530-300-110 - TS - Workshop - I	Shop -Jan	371.16	
		110-340-110 - GST Receivable -	Both Tax Code	11.71	
		900-110-110 - GST Paid	Both Tax Code	11.71 NL	382.87
			Payment Total:		511.14
012024-008 Jan -1	1/18/2024	SaskPower 510-300-120 - GG - Office - Pow	Office -Jan	117.14	
		110-340-110 - GST Receivable -	GST Tax Code	6.39	
		900-110-110 - GST Paid	GST Tax Code	6.39 NL	123.53
Jan -2		530-300-120 - TS - Workshop - I	Shop -Jan	369.50	
		110-340-110 - GST Receivable -	GST Tax Code	17.49	
		900-110-110 - GST Paid	GST Tax Code	17.49 NL	386.99
Jan -3		570-340-110 - R&C -Power - Co	Concession -Jan	43.65	
		110-340-110 - GST Receivable -	GST Tax Code	2.06	
		900-110-110 - GST Paid	GST Tax Code	2.06 NL	45.71
Jan -4		580-300-170 - UT - Power - Boo	Booster Station -Jan	333.76	
		110-340-110 - GST Receivable -	GST Tax Code	15.80	
		900-110-110 - GST Paid	GST Tax Code	15.80 NL	349.56
Jan -5		530-310-200 - TS - Power - Edg	Edgewood -Jan	43.65	
		110-340-110 - GST Receivable -	GST Tax Code	2.06	
		900-110-110 - GST Paid	GST Tax Code	2.06 NL	45.71
Jan -6		580-300-180 - UT - Power - WT	WTP -Jan	4,112.30	
		110-340-110 - GST Receivable -	GST Tax Code	205.62	
		900-110-110 - GST Paid	GST Tax Code	205.62 NL	4,317.92
			Payment Total:		5,269.42
12024-009 Jan -9	1/18/2024	SaskTel 580-295-110 - UT - Water Treati	WTP Internet -Jan	55.90	55.90
Jan -10		510-300-140 - GG - Office - Tele	Office Phone -Jan	412.33	
		110-340-110 - GST Receivable -	Both Tax Code	22.09	

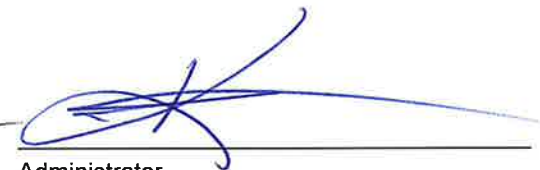
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ONLINE BANKING

Payment # Invoice #	Date	Vendor Name	GL Account	GL Transaction Description	Detail Amount	Payment Amount
			900-110-110 - GST Paid	Both Tax Code	22.09 NL	434.42
Jan -11			530-300-130 - TS - Workshop -	Shop Phone -Jan	60.50	
			110-340-110 - GST Receivable	Both Tax Code	2.85	
			900-110-110 - GST Paid	Both Tax Code	2.85 NL	63.35
				Payment Total:		553.67
012024-010	1/19/2024	MEPP (PEBA)				
7698	Accrual	210-200-140 - MEPP Payable	Dec 2023		5,315.34	5,315.34
				Total Online Banking:		87,267.94

Total OB: 87,267.94
Grand Total: 99,835.04


Mayor


Administrator



CAO's Report – January 23, 2024

- Payroll/GST/Annual School Taxes
- Updating Bylaws – Bylaw Training Melissa and I
- Budget/planning
- Year end/Monthly Reconciliations/Audit Prep
- Tax Enforcement Process 2022/2023
- T4's
- WCB Employer Payroll Statement

BYLAW NO. 01/24

A BYLAW OF THE VILLAGE OF BUENA VISTA TO PROVIDE FOR THE CONTROL OF ANIMALS

1. The Council of the Village of Buena Vista, in the Province of Saskatchewan, enacts as follows:

2. **SHORT TITLE**

This Bylaw may be cited as the *Animal Control Bylaw*.

3. **PURPOSE**

The purpose of this bylaw is to:

- a) To promote safety to the residents and animals;
- b) To provide for the licensing of permitted domestic animals;
- c) To control and regulate animals in the Village of Buena Vista;
- d) To provide for the impounding of animals where necessary, and
- e) To provide for standards of care for domestic animals.

4. **DEFINITIONS**

Whenever in this Bylaw the following words or terms are used, they shall, unless the context provides otherwise, be held to have the following meanings:

- 4.1. **Administrator** means the administrator of a municipality appointed pursuant to section 110 of *The Municipalities Act*;
- 4.2. **Animal** includes dogs, cats and all other domestic animals permitted within the limits of the Village of Buena Vista, and does not include livestock or poultry;
- 4.3. **Apiary** means any place where bees are kept;
- 4.4. **At Large** means circumstances where an animal is:
 - a) Off the premises of the land occupied by the owner unaccompanied by a person;
 - b) Off the premises of the land occupied by the owner but not under the complete control by means of a leash; and
 - c) On private property without the permission of the owner or occupant of the property;
- 4.5. **Beekeeper** means the rearing or keeping of bees for their honey;
- 4.6. **Cat** means any domestic feline animal;

- 4.7. **Collar** means a device designed and solely intended to be worn around the neck of a dog or cat, and capable of having metal tags securely fastened to it;
- 4.8. **Council** means the Mayor and Councillors of the Village of Buena Vista that have been duly elected by *The Local Government Elections Act*;
- 4.9. **Designated Officer** means the person or persons designated, appointed or contracted by the Village of Buena Vista for the purpose of enforcing the provisions of this Bylaw and shall include Bylaw Enforcement Officer, Administrator or designate, Public Works Foreman or designate, RCMP, Peace Officer, and any other person or agency appointed by Council to act on their behalf;
- 4.10. **Dog** means any domestic canine animal;
- 4.11. **Dog Park** means an area or parcel designated by the Village of Buena Vista as an off-leash area for dogs;
- 4.12. **Hive** means a dome-like structure or box where bees are kept;
- 4.13. **Intact** means a dog or cat that is capable of reproducing;
- 4.14. **Judge** means a Judge of the Provincial Court of Saskatchewan or a Justice of the Peace;
- 4.15. **Kennel, Enclosure (Dog Run)** means an accessory building or enclosure intended to house one (1) or more domestic animals;
- 4.16. **Leash** means any chain, rope, strap or similar device attached to the collar or harness of a dog, no longer than two (2) metres (6.5 feet) and is used to lead or hold the dog in check;
- 4.17. **License Tag** means the plate worn on the collar of every licensed animal for identification, and issued in accordance with the provisions of this Bylaw by the Village of Buena Vista;
- 4.18. **Livestock** means domesticated animals used primarily as beasts of burden or for the production of fur, hides, meat, milk, eggs or other product, or as breeding stock, but excluding companion animals;
- 4.19. **Municipality** means the corporation of the Village of Buena Vista and the area of land over which it has jurisdiction;

- 4.20. **Nuisance** means repeated behavior by any domestic animal that negatively impacts another person or animal;
- 4.21. **Owner** includes:
- a) A person who owns or has possession of, or control over, an animal; and
 - b) The person responsible for custody of a minor where the minor is the owner of the animal;
- 4.22. **Person** includes a natural individual, corporation, association or partnership;
- 4.23. **Pound** means any facility designated by Council and operated by the Village of Buena Vista for temporarily holding dogs;
- 4.24. **Pound Keeper** means the person(s) appointed by the Village of Buena Vista to administer the pound;
- 4.25. **Provocation** means an act done intentionally for the purpose of provoking an animal;
- 4.26. **Service Dog** means a dog that is trained and certified to be used by:
- a) A person with a disability for reasons relating to their disability;
 - b) A Peace Officer in the execution of his or her duties; or
 - c) A person who is authorized by a Peace Officer to assist Peace Officers in their duties;
- but does not include:
- d) Emotional support dogs or therapy dogs, which provide therapeutic benefits, but do not have specialized training to provide services for a disabled person, are not considered a service dog under this Bylaw.

5. LICENSING OF DOGS

- 5.1. Every person who owns, possesses, or harbours a dog, including a service dog, over the age of six (6) months for a period of more than thirty (30) days within the Village shall license said dog as provided for in this bylaw.
- 5.2. The license shall be in effect from the date of issuance of the license for the lifetime of the dog or until the owner to which the license was issued to is no longer in possession of the dog.

- 5.3. Any license issued under this bylaw is non-transferrable between animals or between owners.
- 5.4. Any license issued under this bylaw is non-refundable.
- 5.5. The fee for acquiring a license and obtaining a replacement license tag shall be found in Schedule B, attached to, and forming part of this bylaw.
- 5.6. When applying for a license under this section, the owner shall complete an *Application for Dog License* as set out by the Village and shall provide:
- a) Owner information;
 - b) Description of dog to be licensed;
 - c) Proof of whether the dog has been sterilized;
 - d) If registering a service dog, proof of certificate;
 - e) Confirmation as to whether the dog has a history of aggressive behaviour including whether the dog has been subject to any proceeding in any jurisdiction to be declared a dangerous dog or has previously been determined to be a dangerous dog by the court in Saskatchewan or any other municipality, province or country. If the dog has been declared dangerous by a Judge, a copy of the court order must be provided; and
 - f) Any other relevant information which may be required.
- 5.7. No person shall give false information when registering their dog pursuant to this bylaw.
- 5.8. When an *Application for Dog License* is completed and a license is issued, the owner shall be supplied with the license tag and a receipt for payment of the license fee.
- 5.9. An owner shall notify the Village Office of any change with respect to any information in an application for registration, including a deceased licensed animal, change of contact information or change of ownership.
- 5.10. Every owner to whom a license has been issued under this bylaw shall cause that dog to wear a collar to which the valid license tag shall be attached whenever the dog is off the premises of the owner.
- 5.11. No person shall affix a license tag to any dog other than the dog for which it was issued.
- 5.12. Any person who owns, possesses, or harbours a dog in the municipality and neglects or refuses to purchase a license for said dog shall be deemed guilty of an infraction of this bylaw.

6. EXEMPTIONS FROM LICENSING

- 6.1. The following are exempt from the licensing provisions of this bylaw:
- a) The Pound Keeper designated by Council;
 - b) An Animal Rescue registered with the Village; and
 - c) Temporary visitors to addresses in the Village if:
 - i. Staying no longer than thirty (30) days;
 - ii. All provisions of this Bylaw are complied with; and
 - iii. The dog has not been declared a dangerous dog.
 - d) Seasonal residents who own a dog that is registered in another municipality shall provide registration information to the Village Office for identification purposes. Dogs not registered elsewhere shall purchase a license as provided for in this bylaw.
 - e) Cats are exempt from licensing however, the owner, possessor or harbourer shall cause that animal to wear a collar to which an identification tag shall be attached whenever the cat is off the premises of the owner.

7. REGULATIONS OF ANIMAL RESCUES

- 7.1. An animal rescue operating within the municipality shall provide the Village Office confirmation of their organization by completing the *Animal Rescue Application* and shall ensure all provisions of this bylaw are complied with.
- 7.2. Any person may foster cats or dogs so long as all provisions of this bylaw are followed.

8. REGULATION AND CONTROL OF DOGS AND CATS

- 8.1. No person shall own, possess or harbour more than three (3) dogs over the age of three (3) months at any one address within the municipality.
- 8.2. An owner of an intact female dog or cat shall keep said dog or cat indoors at times during the period the dog or cat is in heat.
- 8.3. *The Animal Protection Act, 2018*, and amendments thereto, applies to all species of animals in the legislation. If any animal is kept in unsanitary conditions, with lack of proper quality and quantity of food, and/or show extreme neglect, this would be reported to Animal Protection Services.

8.4. No animal, without provocation shall:

- a) Bite or engage in an act that injures a person or other animal whether on the property of the owner or not;
- b) Bite another dog that is under the control of the owner or in an enclosure on private property;
- c) Chase or otherwise threaten a person whether on the property of the owner or not;
- d) Bite, bark at, or chase animals, bicycles, automobiles or other vehicles; or
- e) Cause damage to or trespass on private property, whether or not the animal is at large or leashed.

8.5. No person shall:

- a) Untie, loosen or otherwise free an animal which has been tied or restrained;
- b) Negligently or willfully open a gate, door or other opening in a fence or enclosure in which an animal has been confined and thereby allowing an animal to run at large within the Village; or
- c) Tease, entice, bait or throw objects at an animal confined within its owner's property.

Dogs Running at Large

8.6. No owner shall allow their dog to be at large within the municipality.

8.7. The owner of a dog shall ensure that:

- a) The dog is on a leash not exceeding two (2) metres (6.5 feet), in length by a person able to have complete control of the dog by physical means at all times when off the owner's property;
- b) No owner shall allow a minor to be in control of the leash of a dog that the minor is not able to properly restrain.

9. DOG ENCLOSURES OR RUNS

9.1. Where a dog is housed or kept in an enclosure or dog run, the owner shall:

- a) Ensure the enclosure or dog run is kept in sanitary conditions;
- b) Ensure the enclosure or dog run is constructed so that the total area is at least three (3) times the length of the animal in all directions;
- c) Ensure the enclosure or dog run meets requirements of the Village's *Zoning Bylaw*; and
- d) Ensure the enclosure or dog run is constructed with material of sufficient strength and in a manner adequate to confine the animal and prevent the entry of young children and other animals.

- 9.2. If in the opinion of a Designated Officer, the condition or location of an enclosure or dog run is not in accordance with this bylaw, or any other bylaw, the Designated Officer may order the owner of the property to clean, alter, demolish or relocate the dog enclosure or run allowing at least thirty (30) days to comply with the Order.
- 9.3. Failure to comply with the Order, or after reasonable exploration, the whereabouts of the owner or occupant of the property cannot be determined, may result in the Village crew or contracted personnel being hired to perform the work required to remedy the problem. The property owner is subsequently invoiced for the cost of performing the work in addition to any other fines as specified in any applicable Village Bylaws.
- 9.4. If the Village carries out work under subsection 9.3, the costs and expenses incurred are a debt due to the municipality, and the Village may recover costs and expenses by adding the costs and expenses to the Tax Roll on the land on which the work was completed.

10. NUISANCES

- 10.1. The owner of an animal shall take all measures to prevent any nuisance behaviour.
- 10.2. A person who witnesses nuisance behaviour can file a written complaint by completing a *Nuisance Animal Complaint Form*, as set out by the Village.

Defecation

- 10.3. If a dog or cat defecates on any public or private property other than the owner's property, the owner shall immediately remove the defecation and dispose of it in a sanitary manner.
- 10.4. An owner or occupant of private property shall not allow animal feces to accumulate on the property as to create a potential health risk to others.
 - a) A Designated Officer may serve an owner or occupant of private property with an order to remove all animal feces from the property within seventy-two (72) hours of service of the notice.

- b) The Village or contracted personnel may remove the feces from the property if:
 - i. The person to whom the request is made fails to remove the feces within seventy-two (72) hours; or
 - ii. After reasonable inquiry, the whereabouts of the owner or occupant of the property cannot be determined.
 - iii. If the Village carries out work under this section, the costs incurred are a debt due to the Village and the Village may recover costs and expenses by adding the costs and expenses to the taxes on the land on which the work was done.

Dog Barking or Howling

- 10.5. The following acts are deemed nuisance barking or howling violations of this Bylaw:
 - a) Barking or howling which persists for a period of fifteen (15) consecutive minutes or longer; and
 - b) Barking or howling which persists, intermittently, for a period of one (1) hour or longer.
- 10.6. For the purposes of this bylaw, the factors for determining whether the barking or howling of a dog has become a nuisance are as follows:
 - a) Proximity of barking or howling to sleeping facilities;
 - b) The time of day or night the barking or howling occurs;
 - c) The duration of the barking or howling;
 - d) Whether the barking or howling is the result of provocation; and
 - e) Where the barking or howling is recurrent, intermittent or constant.
- 10.7. Any person who witnesses a dog barking or howling excessively, and can positively identify the animal, can file a written complaint with the Village by completing a *Nuisance Animal Complaint Form*, as set out by the Village.
- 10.8. Upon a complaint made in writing to the Village that a dog has been causing a disturbance, the Designated Officer, upon being satisfied of the truth of the complaint, shall notify the owner to abate the disturbance, and may issue a written order if there is anything in the physical environment that the dog is being kept in that can be remedied that would prevent said dog from barking or howling.

11. DETAINMENT & IMPOUNDING OF DOGS

- 11.1. For the purpose of impounding dogs found at large, a Pound shall be established at such place as may from time to time be designated by Council.
- 11.2. Any Designated Officer may apprehend, restrain, receive, and detain at the Pound any dog found at large.
- 11.3. Any person of legal age may restrain any dog at large and deliver to the Village Office, where the Office shall receive the dog and have the Pound Keeper detain it if the following has been met:
 - a) The person who restrained the dog has provided a written statement with the circumstances in which they took possession of the dog by completing the *Animal Found At Large* form, as set out by the Village;
 - b) The Village has reasonable grounds to believe that the dog was in fact running at large.
- 11.4. The Village shall keep a complete record of all impounded dogs, including date and time of impound and the disposition made of same.
- 11.5. If a restrained or detained dog is wearing a collar to which a valid license tag is attached, the Village shall immediately contact the owner by telephone or in writing according to information provided for in the *Application of Dog License*. If there is no response within two (2) hours, the Village shall serve notice to the owner at the address shown in the records. The Village will not be liable by reason of the failure of the owner to receive such notice.
- 11.6. If a restrained or detained dog is not wearing a valid license tag, the Village shall within four (4) hours of detainment publicly post the dog as a means to locate the owner.
- 11.7. During the period of impounding any dog, it shall be the duty of the Pound Keeper, or designate, to supply said dog with adequate food, water and shelter.
- 11.8. Any dog that is seriously injured or seriously ill may, at the discretion of a registered veterinarian, be humanely disposed of the dog.
- 11.9. Where a dog is disposed of as provided under subsection 11.8, the owner, if found, shall be liable for the disposal costs incurred.

Release of Impounded Dog

11.10. All dogs impounded under the authority of this bylaw shall be confined and held by the Pound Keeper in the Pound for a maximum period of seventy-two (72) hours from the time of capture, during which time the owner shall have the right to claim and repossess the dog by:

- a) Paying all applicable fees set forth in Schedule B attached to, and forming part of, this bylaw;
- b) Demonstrating to the satisfaction of the Village that they are the owner of the dog; and
- c) Purchasing a license for the dog if one has not already been obtained.

11.11. The owner of an impounded dog may redeem said dog during the operating hours of Monday to Friday (excluding holidays) 7:00 am – 12:00 pm and 1:00 pm – 4:00 pm by paying all requisite fees at the Village Office.

11.12. If a dog with a current license is impounded, the Village will waive the impound fees for a first occurrence.

Unclaimed Dogs

11.13. A dog may be considered to be relinquished to the pound under the following circumstances:

- a) Detained at the Pound, whose owner is unknown, is not claimed or released within seventy-two (72) hours from the time the dog was received at the Village; or
- b) Detained at the Pound, whose owner is known, and is not claimed or released within seventy-two (72) hours from the time the dog was received at the pound.

11.14. Where a dog is relinquished to the Village Pound, a Designated Officer shall be authorized to:

- a) Make arrangements to be taken to an Animal Rescue;
- b) Make the dog available for public release for a sum of not less than the amount required to redeem the dog under Schedule “B”, and the purchase of a license if a resident of the Village; or
- c) Humanely dispose of the dog.

Interference with Impounding

11.15. No person shall:

- a) Interfere with or attempt to obstruct a Designated Officer who is attempting to seize any dog in accordance with the provisions of this bylaw;
- b) Tamper in any way with an apparatus belonging to the Village for the purpose of apprehending dogs; or
- c) Unlock, unlatch, or otherwise break open or assist to break open the vehicle or Pound in which the seized dog is in, as to allow or attempt to allow the dog to escape.

12. DANGEROUS DOGS

12.1. A dangerous dog is defined as a dog that has:

- a) Demonstrated a propensity, tendency, or disposition to attack, bite, to cause severe or repeated injury, or to threaten the safety of human beings or domestic animals without provocation;
- b) Bitten or attacked a person without provocation;
- c) While off its owner's property, has severely injured a domestic animal;
- d) Is allowed to injure or kill wildlife;
- e) Is owned primarily for the purpose of fighting or is trained for fighting; or
- f) Has been previously designated as "potentially dangerous", which after its owner has been notified of such designation, is maintained in violation of this Bylaw;

but shall not include:

- g) any dog acting in the performance of police work; and
- h) any dog working as a guard dog on commercial property, securely enclosed by a fence to prevent the escape of the dog and the entry of children.

12.2. Where a written complaint is received by the Village that an animal within the Village is potentially dangerous, Section 375 of *The Municipalities Act* shall apply.

13. VILLAGE DOG PARK

- 13.1. The Village's Dog Park is a use-at-your-own risk facility. Owners are solely, and legally, responsible for the actions of their dog.
- 13.2. Dogs shall be leashed when entering and leaving the Dog Park.
- 13.3. Dogs shall have current vaccinations, and dogs that are in heat or sick are prohibited.
- 13.4. Dogs shall have a valid license tag issued by the Village or neighbouring community.
- 13.5. Dog defecation both in and out of the Dog Park shall be immediately cleaned up by the owner and disposed of properly.
- 13.6. Owners shall be within the Dog Park and supervising their dog with leash readily available.
- 13.7. Owners shall not allow their dog to dig holes. If they do, holes shall be filled immediately.
- 13.8. No owner of a dog shall permit or allow their dog to become a nuisance to other persons or dogs. For the purpose of this section, the behaviour of a dog which constitutes a nuisance includes, but is not limited to:
 - a) Engaging in any act that injures a person or other animal;
 - b) Chasing, biting, barking at or otherwise threatening a person or other animal;
 - c) Excessive barking, howling or otherwise disturbing any person or other animal; or
 - d) Causing damage to property.
- 13.9. Owners shall remove their dog from the park immediately if the dog shows nuisance behaviour or aggression towards another dog or person.

14. LIVESTOCK

- 14.1. No person shall possess, harbour, herd, graze or allow to graze any livestock within the limits of the Village, other than horses, to a maximum of two (2) horses on a site of at least ten (10) acres.

15. BEES

- 15.1. No person shall keep any bee other than honeybees known as *Apis mellifera*.
- 15.2. Any person keeping bees shall be permitted a maximum of two (2) hives on any one (1) property.
- 15.3. Any person keeping bees shall be required to clearly post on their property that bees are present.
- 15.4. All hives shall be located in the rear yard of a property.
- 15.5. All hives shall be a minimum of one (1) metre from any property line and there must be a fence of 1.8 metres (6 feet) between neighbouring properties.
- 15.6. Hive entrances shall face away from adjacent residential properties.
- 15.7. No person keeping, or permitting bees to be kept on their property, shall fail to adequately maintain the bees such that the bees exhibit unduly defensive behaviour toward any other person while that person is on their own private or public property.
- 15.8. Pursuant to *The Apiaries Act*, any person(s) keeping bees in Saskatchewan must be registered with the Province of Saskatchewan, including the apiary locations where bees are kept.

16. PROHIBITIONS & CONTROL OF OTHER ANIMALS

- 16.1. No person for any purpose shall own or harbour any animal or hybrid of any animal, of the kind listed in the Schedule A, attached to, and forming part of, this bylaw.
- 16.2. Subsection 16.1 does not apply when such animal is used in an event organized or approved by the Village, such as horse-drawn wagon rides, or petting zoos.

17. GENERAL PENALTIES AND VOLUNTARY PAYMENT

- 17.1. The municipality may, in accordance with section 366 of *The Municipality Act*, take whatever actions or measures are necessary to remedy a contravention of this bylaw.
- 17.2. In an emergency, the Municipality may take whatever actions or measures are necessary to eliminate the emergency in accordance with the provisions of section 367 of *The Municipalities Act*.
- 17.3. Any unpaid expenses and costs incurred by the Municipality in remedying a contravention of this bylaw may be recovered by adding the amount to the taxes on the property on which the work is done in accordance with section 369 of *The Municipalities Act*.
- 17.4. No person shall:
- a) Fail to comply with an Order made pursuant to this bylaw;
 - b) Obstruct or interfere with a Designated Officer or any other person acting under the authority of this bylaw; or
 - c) Fail to comply with any other provision of this bylaw.
- 17.5. Where the Designated Officer believes that a person has contravened any provision of this bylaw, they may serve upon such person a Notice of Violation, which Notice of Violation shall indicate that the Municipality will accept voluntary payment as prescribed in Schedule B to be paid to the Municipality within twenty (20) days.
- 17.6. Where the Municipality receives voluntary payment of the amount prescribed under subsection 17.5 within the time specified, the person receiving the Notice of Violation shall not be liable to prosecution for the alleged contravention. Such person served with a Notice of Violation may voluntarily pay same at the Village Office during hours of operation.
- 17.7. Payment of any Notice of Violation does not exempt the person from enforcement of an Order pursuant to this bylaw.

17.8. Every person who contravenes any provision of subsection 17.4 is guilty of an offence and liable on summary conviction:

- a) in the case of an individual, to a fine of not more than \$10,000;
- b) in the case of a corporation, to a fine of not more than \$25,000; and
- c) in the case of a continuing offense, to a maximum daily fine of not more than \$2,500 per day.

18. TRANSITIONAL, REPEAL AND COMING INTO FORCE

18.1. All existing yearly licenses issued under Bylaw No. 01/14 are no longer valid and the terms of such license are now expired.

18.2. Bylaw No. 6/01, 01/14 and 1/20 are hereby repealed.

18.3. This Bylaw shall come into force on the day of its final passing.




Mayor


Chief Administrative Officer

INTRODUCED AND READ a first time this 9 day of January 2024.
READ a second time this 23 day of January, 2024.
READ a third time and adopted this 23 day of January, 2024.

SCHEDULE A
Animal Control Bylaw No. 01/24
PROHIBITED ANIMALS

No person shall keep or harbour, within the Village of Buena Vista, an animal of species identified below, or a hybrid of such animals. Examples of animals in parentheses are examples only and shall not be construed as limiting the generality of the group.

1. Arachnids dangerous to humans (such as scorpions and tarantulas, except tarantulas of the genera *Aphonopelma*, *Avicularia* and *Grammostola*);
2. Artiodactyl Ungulates (such as pigs, peccaries, hippopotamuses, camels, chevrotains (mouse deer), giraffes, pronghorn, antelopes, sheep, cattle);
3. Bats;
4. Canids, other than domestic dogs;
5. *Columba Livia* (pigeons);
6. Crocodilians (such as alligators, crocodiles and caimans);
7. Edentates (such as anteaters, sloths and armadillos);
8. Elephants;
9. Felids, other than domestic cats;
10. Galloanserae, Galliformes (such as chickens, quails and turkeys) and the family Anatidae (in order Anseriformes), commonly known as "waterfowl" (e.g. domestic ducks and domestic geese);
11. Hyenas;
12. Marsupials (such as kangaroos and opossums);
13. Mustelids (such as skunks, weasels, otters and badgers) except the domestic ferret;
14. Non-human Primates (such as gorillas and monkeys);
15. Pinnipeds (such as seals, fur seals and walruses);
16. Raptors, diurnal and nocturnal (such as eagles, hawks and owls);
17. Ratite Birds (such as ostriches, rheas and cassowaries);
18. Snakes of the families Pythonidae and Boidae;
19. Ursids (bears);
20. Venomous Reptiles and Amphibians;
21. Viverrids (such as mongooses, civets and genets);
22. Procyonids (such as raccoons, coatis and cacomistles).

SCHEDULE B
Animal Control Bylaw No. 01/24
FEES & PENALTIES

LICENSING

Annual license fees for dogs shall be as follows:

Neutered Male Spayed Female Dog	Lifetime	\$25
Intact Male Female Dog	Lifetime	\$50
Service Dog	Lifetime	\$0
Dangerous Dog	Lifetime	\$200
Replacement License Tag		\$5

IMPOUNDMENT FEES

The Village shall be entitled to the following impoundment fees:

Basic Fee (per occurrence)	\$75
Each day (or part thereof) that the dog as remained in the Pound during weekdays of Monday to Friday inclusive but excluding Statutory Holidays	\$20
Further charge for each day (or part thereof) that the dog has remained in the Pound on a Saturday, Sunday or Statutory Holiday	\$40

In addition to the above fees, penalties for a dog running at large, unlicensed dog, failure to attach a license tag, or any other applicable offence, shall be added to the fees to reclaim the dog.

SCHEDULE B Continued

PENALTIES & FINES FOR CONTRAVENTION

Any person who contravenes the provisions of this bylaw as not specifically set out in this Schedule or fails to comply therewith, or with any notice given thereunder, is guilty of an offence and is liable on summary conviction to a fine in an amount not exceeding that provided for by the Village of Buena Vista General Penalty Bylaw.

Offence	Penalty
Failure to license a dog	\$100 +license fee
Failure to attach a valid license tag when a dog is off the premises of the owner	\$50 +license fee
Owning or harbouring any prohibited animals	\$250
Exceeding limit of allowable animals on any one property	\$100 For each animal exceeding the limit
Dog at Large	\$75
Failure to Comply with Dog Park regulations	\$100
Failure to immediately remove defecation from public or private property (other than the Owner's)	\$75
Teasing or Enticing Animals	\$75
Providing false information on an <i>Application for Dog License</i>	\$50
A nuisance animal	\$100
Failure to properly leash a dog off owner's property	\$50
Obstructing or interfering with a party acting in enforcement of this bylaw	\$50
All other offences and contraventions not otherwise included in this Schedule	To the penalties described in section 17 of this bylaw or in the General Penalties Bylaw

That TAXservice be authorized under s22(1) of the Tax Enforcement Act on or after January 13, 2024 to commence proceedings to request title with respect to the following described lands

Description of Property			
Lot	Block	Plan	Roll
SE		13-21-22-W2	462
4	15	C1627	76
5	34	89R70322	419
24	F	FZ5674	284

Bylaw 02/24

A BYLAW OF THE VILLAGE OF BUENA VISTA TO FIX THE RATES TO BE CHARGED FOR THE USE OF THE GROUP HOLDING TANK IN THE EDGEWOOD SUBDIVISION

The COUNCIL of the Village of Buena Vista, in the Province of Saskatchewan, enacts as follows:

1. That Bylaw 7/23 be repealed.
2. Persons who own or occupy premises in the Edgewood Subdivision must utilize a group holding tank to collect their sewage and shall pay for this service in accordance with Schedule A attached.
3. The Village water distribution system shall be the only supply of water in the subdivision.
4. Only sewage, the liquid household waste, shall be allowed to flow into the holding tank. Water from swimming pools, hot tubs, sump pumps, eavestroughs, weeping tiles, garage floor drains, and such must not be allowed into the holding tank.
5. Accounts for sewer service shall be rendered with and form part of the water service billing and are enforced under Bylaw 8/23. As long as water service is turned on to the residence, the sewer charges are based on the metered water consumption and include a minimum charge and a flat fee.
6. There will be an Infrastructure fee charged monthly.
7. Sewer blockage repair costs will only be considered for reimbursement by the Village if the blockage occurs on Village property.
8. This Bylaw will be reviewed annually.
9. This Bylaw shall come into force and take effect on the date of approval being issued by the Saskatchewan Municipal Board, Local Government Committee.

Seal

Mayor

Chief Administrative Officer

Read a first time this th day of , 2024

Read a second time this th day of , 2024

Read a third time and adopted this th day of , 2024

BYLAW 02/24

SCHEDULE "A"

**ATTACHED TO AND FORMING PART OF BYLAW 02/24
REGARDING RATES FOR SEWER CALCULATIONS**

Monthly Sewer Rates:

February 1, 2024

Flat fee per Household - \$40.00

Sewer Charged at .018 cents/gallon

January 9, 2024

January 23, 2024

February 13, 2024

February 27, 2024

March 12, 2024

March 26, 2024

April 9, 2024

April 23, 2024

May 14, 2024

May 28, 2024

June 11, 2024

June 25, 2024

July 9, 2024

July 23, 2024

August 13, 2024

August 27, 2024

September 10, 2024

September 24, 2024

October 8, 2024

October 22, 2024

November 12, 2024

November 26, 2024

December 10, 2024

Ground Water Use and Water Level Data Report

Report for Year: 2023 File Number: 1683
 Owner of the Well: Village of Buena Vista Well Number: No2-82
 Well Land Location: SE-12-21-22-W2
 Pumping Rate (igpm): 100gpm
 Distance from Pump Well: ft ☒ m ☐ Obs. Well 1: _____ Obs. Well 2: _____

Month	Water Use Data		Water Level Data					
	Month End Meter Reading	Water Use	Water Level in ft <input checked="" type="checkbox"/> m <input type="checkbox"/>			Date Measured	Pump On	
			Pump Well	Obs. Well 1	Obs. Well 2		Yes	No
December (Previous Year)	149180.0							
January	151446.0	2266.0	113.4			Jan 30	<input type="checkbox"/>	<input checked="" type="checkbox"/>
February	153460.0	2014.0	152.4			Feb 24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
March	155698.0	2238.0	114.1			Mar 3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
April	158091.0	2399.0	151.1			Apr 10	<input checked="" type="checkbox"/>	<input type="checkbox"/>
May	163221.0	5124.0	119.2			May 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
June	169192.0	1671.0	153.1			June 26	<input checked="" type="checkbox"/>	<input type="checkbox"/>
July	177865.0	8173.0	129.1			July 21	<input type="checkbox"/>	<input checked="" type="checkbox"/>
August	184168.0	6303.0	154.5			Aug 21	<input checked="" type="checkbox"/>	<input type="checkbox"/>
September	188804.0	4636.0	117.3			Sept 29	<input type="checkbox"/>	<input checked="" type="checkbox"/>
October	191721.0	2923.0	154.6			Oct 18	<input checked="" type="checkbox"/>	<input type="checkbox"/>
November	194165.0	2438.0	116.0			Nov 8	<input type="checkbox"/>	<input checked="" type="checkbox"/>
December	196771.0	2606.0	143.2			Dec 11	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Total Use for Year		47591.0						
Peak Date:		Day 13	Month Sept	Peak Day Amount per Day:		500.0		

Please check appropriate boxes below:

<input checked="" type="checkbox"/> Cubic Metres	<input type="checkbox"/> Imperial Gallons	<input type="checkbox"/> US Gallons
<input type="checkbox"/> Raw Water	<input checked="" type="checkbox"/> Treated Water	Based on meter location: before (raw) or after (treated) treatment

Notes:

File Number: refers to the Water Rights Licence number given to the well by the Saskatchewan Watershed Authority.

Well Number: Client reference identification number for the well.

Well Land Location: is the legal land location (ie. section, township, range & meridian) for the well.

Pumping Rate: refers to the rate at which the water is withdrawn from the well (ie. imperial gallons per minute)

Treated / Raw: refers to what type of water is being metered (i.e. before or after treatment)

Distance from Pump Well: refers to the distance (please mark feet or metres) from the pump well to each obs. well.

Water Use: is the volume of water pumped from the well for that particular month.

Unit of Measure: is the unit in which the volume of water is measured (ie. imperial gallons, us gallons, cubic metres)

Water Level: is the distance (please mark feet or metres) from the top of casing to the water level in the well.

Date Measured: is the date the water level reading(s) was taken.

Obs.: refers to a small diameter (i.e. 2 inch) observation well used to measure water levels typically in proximity to the production well.

Peak Date (Communities only): the date for which the maximum volume of water used in one day of the year was measured.

Peak Day Amount per Day (Communities only): the maximum volume of water used in any one day of the year.

Date: January 23, 2024 Phone: (306) 530-1569 Prepared by: Catrina Neudeck

Report for Year: 2023 File Number: 1683
 Client: Village of Buena Vista
 Project Name: Treated Water Use

Water Use Data				
Month	Month-End Meter Reading	Water Use	Comments	
December	149180.0	← Please enter month-end meter reading for December of the previous year.		
January	151446.0	2266.0		
February	153460.0	2014.0		
March	155698.0	2238.0		
April	158097.0	2399.0		
May	163221.0	5124.0		
June	169692.0	6471.0		
July	177865.0	8173.0		
August	184168.0	6303.0		
September	188804.0	4636.0		
October	191727.0	2923.0		
November	194165.0	2438.0		
December	196771.0	2606.0		
Total Use for Year:		47591.0		
Peak Date:		Day	Month	Peak Day Amount per Day:
		13	Sept	500.0
Consumption Units:		<input checked="" type="checkbox"/> Cubic Metres <input type="checkbox"/> Imperial Gallons <input type="checkbox"/> US Gallons		
		<input type="checkbox"/> Other Units (please specify):		

Notes:

File Number: the Water Rights Licence number given by the Water Security Agency, if applicable.

Water Use: the volume of treated water pumped for that particular month.

Consumption Units: the unit in which the volume of water is measured (ie. imperial gallons, us gallons, cubic metres)

Peak Date (Communities only): the date for which the maximum volume of water used in one day of the year was measured.

Peak Day Amount per Day (Communities only): the maximum volume of water used in any one day of the year.

PLEASE PRINT

January 23, 2024 306-530-1569 Catrina Neudeck
 Date Phone Number Prepared by



January 12, 2024

Mayor & Council
Village of Buena Vista
1050 Grand Avenue
Buena Vista, SK
S2V 1A2

Email: admin@buenavista.ca

Good day Mayor McLennan & Council,

In response to the letter sent to the Town of Regina Beach on December 14, 2023 regarding the termination of the Waste Management Site Agreement between the Town of Regina Beach and the Village of Buena Vista, Council has officially discussed at the last regular meeting of council on Tuesday January 9, 2024. Here is the motion made:

**12.5 Buena Vista - Waste Management - Termination
2023/012**

Moved by Councillor Jared Rommens

Seconded by Councillor Mark Oldershaw

THAT Council acknowledge and accept the letter from the Village of Buena Vista regarding the termination of the Waste Management Site Agreement with the Town of Regina Beach effective December 31, 2024.

CARRIED

Regina Beach Council looks forward to discussions on this and other projects, events, etc. that the communities have in agreements and in common in the future.

On behalf of the Mayor, Town Council of the Town of Regina Beach,

Mike Thorley

Chief Administrative Officer (temporary)

Town of Regina Beach

Box 10, Regina Beach, Saskatchewan S0G 4C0 Telephone: (306) 729-2202 Fax: (306) 729-3411

Email: townoffice@reginabeach.ca Website: www.reginabeach.ca



January 8, 2024

To: All Municipal Councils
c/o Clerks and Administrators

NOTICE OF SAMA ANNUAL MEETING

In accordance with *The Assessment Management Agency Act*, municipal councils are hereby notified that the Saskatchewan Assessment Management Agency (SAMA) will hold its Annual Meeting on **Wednesday, April 10, 2024, at Prairieland Park in Saskatoon** in the Terrace. The theme of SAMA's 2024 Annual Meeting is "Focus on the Future: SAMA and the 2025 Revaluation." At the meeting we will discuss the upcoming 2025 Revaluation, with an emphasis on how the work SAMA does in partnership with our clients and stakeholders brings value to municipalities in the province.

Registration fees for the annual meeting are \$75 if registered before March 31, 2024, and \$85 after March 31, 2024. SAMA will also be offering a virtual option for the 2024 annual meeting. A registration fee of \$25 will be charged for virtual access to the annual meeting. Delegates are welcome to share virtual access for a group of people. Virtual attendees are not allowed to vote on resolutions.

SAMA will again offer a half day training session the day before the Annual Meeting specifically geared to administrators. The session will run the afternoon of April 9, 2024, from 1:30 – 4:30, and will be held in the Terrace at Prairieland Park, the same room as the Annual Meeting. There is no cost for the training session, however, delegates are asked to pre-register for the session.

A block of hotel rooms has been set aside at the Home Inn and Suites Saskatoon South. Rooms can be booked by calling Home Inn and Suites at (306) 657-4663 and asking for the SAMA group rate.

Municipal councils may appoint up to two voting delegates to attend the Annual Meeting. The voting delegates can be any elected or administrative representative named by the municipal council to attend SAMA's Annual Meeting as a voting delegate. Additional delegates, including members of council and administration, may also attend the Annual Meeting as non-voting participants.

Registration on the day of the annual meeting will begin at **8:15 a.m. on April 10, 2024**, with the formal meeting commencing at **9:30 a.m.** Refreshments will be provided throughout the day, and lunch is included with each delegate's in-person registration fee.

Business conducted at the SAMA Annual Meeting will include:

- consideration of resolutions with respect to assessment policy and practices, assessment administration or assessment legislation;
- receipt of the board of directors' annual report;

- consideration of reports made by SAMA; and
- consideration of any changes proposed by SAMA to assessment legislation.

As stated in section 17(1) of the *Annual Meeting Bylaw*, a municipal council may, not less than one month before the date set for the convening or reconvening of the annual meeting, deliver to the Board a proposed resolution for consideration at the annual meeting. A municipal council may present a resolution respecting assessment policy and practices, assessment administration or assessment legislation. **The deadline for submission of regular (non-emergent) resolutions is March 10, 2024.** Resolutions may be submitted by mail to my attention at SAMA Central Office, 200-2201-11th Avenue, Regina, Saskatchewan, S4P 0J8, by or by email at sama.agm@sama.sk.ca.

The full registration package and agenda for SAMA's Annual Meeting will be sent to municipal councils by March 1, 2024. If you have any questions about the annual meeting, please contact SAMA at 1-800-667-7262 or by email at sama.agm@sama.sk.ca.

Sincerely,



Betty Rogers
SAMA Chief Executive Officer