



Village of Buena Vista

Regular Council Meeting MINUTES

November 25, 2025 at 7:00 p.m.

Council Chambers 1050 Grand Ave Buena Vista, SK

Via Microsoft Teams Meeting ID: 251 582 361 042 5 Passcode: QY7Es9fU

Present: Mayor Karen Smith, Councillor Bob Sax, Councillor Spence Miller, Councillor Chris Duke, Councillor Steve Schultz

Administration: Acting Chief Administrative Officer Melissa Pollock, Assistant CAO Cate McConnell

1. **CALL TO ORDER**

A quorum being present, Mayor Smith called the meeting to order at 7:01 p.m.

2. **ADOPTION OF AGENDA**

2.1 RESOLUTION NO. 318/25

Moved by Councillor Schultz

That the November 25, 2025 Regular Meeting of Council Agenda be adopted as presented.

CARRIED

3. **CONFLICT OF INTEREST DECLARATION**

No conflicts of interest were declared.

4. **ADOPTION OF MINUTES**

4.1 RESOLUTION NO. 319/25

Moved by Councillor

THAT the October 25, 2025 Regular Meeting of Council Minutes be adopted as presented.

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES**

No business arising from minutes.

6. **ANNOUNCEMENTS, RECOGNITIONS & COMMUNITY EVENTS**

- Regina Beach Primary Health Care Centre Lab – Online Booking now Available
- Kids Korner – November 29th
- Community Christmas Hampers – Last donation date of December 12th

7. **DELEGATION**

No delegation.

8. FINANCIALS

8.1 LIST OF ACCOUNTS FOR APPROVAL

RESOLUTION NO. 320/25

Moved by Councillor Duke

THAT Council approves the following accounts for payment: AP Batches 2025-00103 to 2025-00108 in the amount of \$86,664.72 and 2025-00109 to 2025-00112 in the amount of \$11,381.75, which includes all cheques, credit card, automatic withdrawals, EFT and online payments for a total amount of \$98,046.47.

CARRIED

8.2 PAYROLL

RESOLUTION NO. 321/25

Moved by Councillor Duke

THAT Council approves the following payrolls:

- *Public Works October 12-25, 2025 in the amount of \$6,585.45;*
- *Public Works October 26-November 8, 2025 in the amount of \$6,461.07;*
- *Administration October 16-31, 2025 in the amount of \$4,809.54;*
- *Administration November 1-15, 2025 in the amount of \$4,862.40; and*
- *Council Remuneration October 2025 in the amount of \$670.*

CARRIED

8.3 FINANCIAL STATEMENT

RESOLUTION NO. 322/25

Moved by Councillor Sax

THAT Council accepts and files the Income Statement for January 1 – October 31, 2025.

CARRIED

9. REPORTS OF STAFF

9.1 ADMINISTRATION REPORT

RESOLUTION NO. 323/25

Moved by Councillor Schultz

THAT Council has reviewed the Administration Report for the period of October 19-November 14, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

CARRIED

9.2 PUBLIC WORKS REPORT

RESOLUTION NO. 324/25

Moved by Councillor Duke

THAT Council has reviewed the Public Works Report for the period of October 19-November 14, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

CARRIED

9.3 WATER TREATMENT PLANT DAILY RECORD

RESOLUTION NO. 325/25

Moved by Councillor Miller

THAT Council has reviewed, accepts and files Water Treatment Plant Daily Operations for the period of October 2025 as presented, and FURTHER THAT the Mayor and CAO be authorized to sign off on the report as required and filed as part of the official record.

CARRIED

10. REPORTS OF COUNCIL

Councillor Spence reported that the library heat issue in the library has been resolved with electric heaters; they have purchased new furniture; and they will have a table selling books at the Farmers' Market on December 7th. Councillor Spence also reported that he attended the South Shore School Remembrance Day Ceremony and laid a wreath on behalf of Buena Vista.

Councillor Schultz reported that he attended the Remembrance Day Ceremony in Lumsden and laid a wreath on behalf of Buena Vista.

Councillor Sax reported on Parks & Rec board advising the pumpkin carving contest was completed; the board has a bus trip scheduled for February 12th; and the winter carnival is scheduled. Councillor Sax also briefly went through the minutes of the last board meeting.

11. BOARDS & COMMITTEES

11.1 PARKS & RECREATION BOARD MINUTES – November 7, 2025

RESOLUTION NO. 326/25

Moved by Councillor Sax

THAT Council approves and files the Buena Vista Parks & Recreation Board Minutes of November 7, 2025.

CARRIED

12. UNFINISHED BUSINESS

13. NEW BUSINESS

13.1 RESOLUTION NO. 327/25

Moved by Councillor Duke

THAT Council defer any decision on Discretionary Use Applications (SW 13-21-22 w2 Construction of Private Dwelling to Include Attached Garage, Type II Mound Septic System & Installation of Domestic Water Infrastructure; and Seasonal Rotational Grazing of Small Herd of Cattle from May – October) until more information is gathered by Administration; and FURTHER THAT Council will review further all submissions and delegation concerns to be considered.

CARRIED

13.2 RESOLUTION NO. 327/25

See above resolution – 13.1 and 13.2 combined as one motion.

13.3 RESOLUTION NO. 328/25

Moved by Councillor Duke

THAT Council approve the Laneway Construction at SW 13-21-22 w2 with the following

- *The developer's Engineered specs for the road be submitted to the Village's engineer at the Village's cost;*
- *Administration apply to Highways for a permit to construct the access; and*
- *A Road Agreement is put in place with the developer to also include that the Village will apply for the Highway Permit for the approach.*

CARRIED

13.4 RESOLUTION NO. 329/25

Moved by Councillor Duke

THAT Council defer any decision on purchasing Property on Shady Lane until further information is received; and FURTHER THAT Administration inquire into how wide the section of Tower Road behind the property is to determine if a wider road is necessary.

CARRIED

13.5 RESOLUTION NO. 330/25

Moved by Councillor Miller

THAT Council defer signing the Dudley & Company LLP Engagement letter until Administration follows up with the auditor regarding pricing and including not charging separate for the Parks & Rec Board.

CARRIED

13.6 RESOLUTION NO. 331/25

Moved by Councillor Duke

THAT Council approves the appointment of the building official as listed below, who are employed by Professional Building Inspections, Inc.:

- *Nathan Brodner; Class 1 Licensed Building Official, Saskatchewan*

CARRIED

13.7 RESOLUTION NO. 332/25

Moved by Councillor Sax

THAT Council reschedules December 23rd Regular Meeting of Council to December 16, 2025 at 7:00 p.m.

CARRIED

13.8 RESOLUTION NO. 333/25

Moved by Councillor Duke

THAT Council schedule a preliminary operating budget meeting on December 16, 2025 prior to the Regular Meeting of Council; and FURTHER THAT the capital budget will be discussed prior to the January 27, 2025 meeting.

CARRIED

14. BYLAWS & POLICIES

14.1 RESOLUTION No. 334/25

Moved by Councillor Miller

THAT Council table Policy No. 05-2025 Tax Abatement until a further meeting.

CARRIED

14.2 RESOLUTION No. 335/25

Moved by Councillor Duke

THAT Council read Bylaw No. 01/2025 A Bylaw of the Village of Buena Vista to Establish a Parks, Recreation & Culture Board a third time; and FURTHER THAT Council approve and adopt Policy No.06-2025 Discretionary Use Policy & Procedure as amended under Section 6.

CARRIED

15. COMMUNICATIONS

15.1 RESOLUTION NO. 336/25

Moved by Councillor Sax

THAT Council receives and files the Regional Bylaw Services reports for October 29, November 5 & 19, 2025.

CARRIED

15.2 RESOLUTION NO. 337/25

Moved by Councillor Sax

THAT Council receives and files the Federation of Canadian Municipalities (FCM) – Letter Response.

CARRIED

15.3 RESOLUTION NO. 338/25

Moved by Councillor Miller

THAT Council receives and files the STARS Thank You and Information.

CARRIED

16. CLOSED SESSION

17. ADJOURNMENT

17.1 *THAT this meeting be adjourned by Mayor Smith at 9:31 p.m.*



Mayor



Acting Chief Administrative Officer