

Village of Buena Vista
MINUTES OF REGULAR MEETING
DECEMBER 10, 2024
1050 Grand Ave, Buena Vista, SK

PRESENT:

Mayor Karen Smith, Councillor Chris Duke, Councillor Bob Sax

ADMINISTRATION:

Acting Chief Administrative Officer Melissa Pollock

ABSENT WITH REGRETS:

Councillor Steven Schultz, Councillor Spence Miller

CALL TO ORDER:

A quorum being present, Mayor Smith called the meeting to order at 7:15 p.m.

ADOPTION OF AGENDA:

374/24

THAT the December 10, 2024 agenda be adopted with the following additions:
Year-End Payments under Approval of Accounts Payable;
Council Meetings for 2025 under New Business

**Moved by Councilor Duke
Seconded by Councilor Sax**

CARRIED

375/24

THAT Council move to dispense of Seconders for the remainder of this meeting.

**Moved by Councilor Duke
Seconded by Councilor Sax**

CARRIED

ADOPTION OF MINUTES:

376/24 THAT the Minutes of the Regular Meeting of Council of November 26, 2024 be adopted with corrections of adding the missed items for the Kinookimaw Lease Agreement, and AirBnB's.

Moved by Councilor Duke

CARRIED

APPROVAL OF ACCOUNTS PAYABLE:

377/24 THAT Council approves the following accounts for payment: AP Batches 2024-00098 to 2024-00103, which includes all cheques, credit card, and online payments for a total amount of \$39,494.84.

Moved by Councilor Duke

CARRIED

378/24 THAT Council approves the following payrolls:
Public Works November 10 – 23, 2024 in the amount of \$5,839.01
Administration November 16 - 30, 2024 in the amount of \$4,791.38

Moved by Councilor Duke

CARRIED

REPORTS OF STAFF:

379/24 THAT Council accepts the Administration report as presented.

Moved by Councilor Sax

CARRIED

380/24 THAT Council accepts the Public Works report as presented.

Moved by Councilor Duke

CARRIED

381/24

THAT Council accepts the Water Treatment Plant Daily Record for November 2024; and FURTHER that Administration report back to Council with clarification of the well pump hours.

Moved by Councilor Duke

CARRIED

NEW BUSINESS:

382/24

THAT Council accepts and files the Joint Use Committee Meeting Minutes of October 28, 2024.

Moved by Councilor Duke

CARRIED

383/24

THAT Council, having reviewed the Project Concept for Edgewood Phase II Proposal, decide that the Village is not in a position to move forward at this time due to the pending water study; and until the water supply is adequate for new development.

Moved by Councilor Duke

CARRIED

384/24

THAT Council defer the authorization of the Waterworks Assessment Proposal until Administration checks into the Canada Housing Infrastructure Fund, that preparation has begun on, to confirm if this assessment would be an eligible cost if it was completed prior to the grant application.

Moved by Councilor Sax

CARRIED

385/24

THAT Council of the Village of Buena Vista confirms that the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the Audited Financial Statement to the Ministry of Government Relation;
- Submission of the Public Reporting on Municipal Waterworks to the Ministry;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and FURTHER

THAT Council authorizes the Administrator to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

Moved by Councilor Duke

CARRIED

386/24

THAT Council agrees to have administration submit the Canada Summer Jobs grant application for three summer students at a wage of \$20 per hour.

Moved by Councilor Sax

CARRIED

387/24

THAT Council table the Cost of Living; and FURTHER that Administration works the Cost of Living increases into an HR Framework Policy to be brought back to Council at a later date.

Moved by Councilor Sax

CARRIED

388/24

THAT Council approve the replacement of the damaged door in the Rink Shack for up to a maximum of \$500; and FURTHER that Public Works carries out the work, and attempt to source out an upgraded, solid door from a ReStore.

Moved by Councilor Duke

CARRIED

389/24

THAT Council amend Section 16 of the On-Call Duty Policy No. 20-2024 as recommended by Administration and listed below:

- Section 16: "Employees shall receive standby pay of \$2 per hour for every hour on-call outside of the employee's regular hours of work (~~133~~ 123 hours per on-call duty assignment from Thursday 4 p.m. to Thursday 9 a.m.)."

Moved by Councilor Sax

CARRIED

390/24

THAT Council approve and adopt the Performance Management Policy No. 21-2024 as presented; and FURTHER that Form B's maximum percent available be set in an HR Framework Policy to be presented to Council at a later date.

Moved by Councilor Duke

CARRIED

391/24

THAT Council approves the draft Inter-Municipal Utilities Committee (IMUC) minutes of December 4, 2024; and FUTURE authorizes the Mayor and Acting CAO to sign the previous misplaced agreements.

Moved by Councilor Duke

CARRIED

392/24

THAT Council approves the regular schedule of 2025 meetings as per the Council Procedure Bylaw No. 1/16, as set out in Section 9, as follows:

January 14 & 28, 2025
February 11 & 25, 2025
March 11 & 25, 2025
April 8 & 22, 2025
May 13 & 27, 2025
June 10 & 24, 2025
July 8 & 22, 2025
August 12 & 26, 2025
September 9 & 23, 2025
October 14 & 28, 2025
November 11 & 25, 2025
December 9, 2025

Moved by Councilor Duke

CARRIED

CORRESPONDENCE:

394/24

THAT Council receives and files the following communications:

- Regional Bylaw Services Report of November 27, 2024
- Regina Beach Local Library Board Meeting Minutes – November 18, 2024
- Southeast Regional Library Trustee Telegraph – October 26, 2024

Moved by Councilor Duke

CARRIED

ADJOURNMENT:

395/24

THAT the meeting be adjourned at 10:00 p.m.

Moved by Councilor Duke

CARRIED



Mayor



Acting Chief Administrative Officer