

**Village of Buena Vista  
MINUTES OF REGULAR MEETING  
FEBRUARY 25, 2025  
1050 Grand Ave, Buena Vista, SK**

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

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

**CALL TO ORDER:**

A quorum being present, Mayor Smith called the meeting to order at 7:00 p.m.

**ADOPTION OF AGENDA:**

**077/25** THAT the February 25, 2025 agenda be adopted as presented.

**Moved by Councillor Duke  
Seconded by Councillor Miller**

**CARRIED**

**078/25** THAT Council move to the dispensing of Seconders for the remainder of this meeting.

**Moved by Councillor Sax  
Seconded by Councillor Duke**

**CARRIED**

**ADOPTION OF MINUTES:**

**079/25** THAT the Minutes of the Regular Meeting of Council of February 11, 2025 be adopted as presented.

**Moved by Councillor Duke**

**CARRIED**

**FINANCIAL STATEMENTS:**

**080/25** THAT Council accept and receive the Statement of Financial Activity for January 2025.

**Moved by Councillor Duke**

**CARRIED**

**APPROVAL OF ACCOUNTS PAYABLE:**

**081/25** THAT Council approves the following accounts for payment: AP Batches 2025-00017 to 2025-00020, which includes all cheques, credit card, automatic withdrawals, EFT and online payments for a total amount of \$35,726.21.

**Moved by Councillor Schultz**

**CARRIED**

**082/25** THAT Council approves the following payrolls:  
Administration February 1-15, 2025 in the amount of \$3,760.24  
Public Works February 2-15, 2025 in the amount of \$4,339.37  
Public Works February 2-15, 2025 in the amount of \$243.66

**Moved by Councillor Duke**

**CARRIED**

**REPORTS OF STAFF:**

**083/25** THAT Council has reviewed the Administration Report for the period of February 8-21, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

**Moved by Councillor Duke**

**CARRIED**

**084/25** THAT Council has reviewed the Public Works Report for the period of February 8-21, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

**Moved by Councillor Sax**

**CARRIED**

**UNFINISHED BUSINESS:**

**085/25** THAT Council, being present as a whole, review, complete and sign the Dudley & Company LLP Auditor Engagement Letter and Appendix – Risk of Fraud.

**Moved by Councillor Duke**

**CARRIED**

**086/25** THAT Council elects and approves the inclusion of the Employee and Family Assistance Program (EFAP) to form part of the employee benefits package through SUMA, to be effective April 1, 2025; and FURTHER THAT the cost of the EFAP coverage shall be paid by the Village as part of its commitment to employees' well-being.

**Moved by Councillor Schultz**

**CARRIED**

**087/25** THAT Council move the discussion on Councillor group benefits to the Pending List, as further research is required on costs and potential cost-sharing practices among villages of a similar size.

**Moved by Councillor Schultz**

**CARRIED**

**088/25** THAT Council request administration to contact the Last Mountain Lake Cultural Centre to request the missing information in their application, and to clarify the programming this donation request is intended for that would align with the Village's Donations Policy.

**Moved by Councillor Duke**

**CARRIED**

**089/25** THAT Council approve administration to order two hundred (200) generic business cards.

**Moved by Councillor Schultz**

**CARRIED**

**090 /25** THAT Council request administration to purchase metal engraved magnetic name badges for Council and administrative staff, reusable customizable tags with plastic sheaths for Public Works staff, and to customize public works staff hi-vis shirts with the Buena Vista logo to ensure crew members are identifiable within the community.

**Moved by Councillor Sax**

**CARRIED**

**NEW BUSINESS:**

**090/25** THAT Council accept the list of lands in arrears as presented and exclude the list of lands properties upon which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy; and THAT TAXervice be authorized to manage tax enforcement proceedings respecting the rolls referred to below on behalf of the municipality; and FURTHER THAT the list of lands in arrears be published in a local newspaper.

Tax Roll #	Legal Land Description
Roll #47	Lot F, Blk 10, PI 102250022
Roll #200	Lot 5, Blk 32, PL 87R60285
Roll #201	Lot 6, Blk 32, PL 87R60285
Roll #300	Lot 4A, Blk 1, PL 62R07755
Roll #314	Lot 21, Blk 1, PL 62R07755

**Moved by Councillor Sax**

**CARRIED**

**091/25** THAT Council approves \$250 sponsorship to the Notice Nature Program which focuses on supporting the development of our future land and water stewards.

**Moved by Councillor Schultz**

**CARRIED**

**093/25** THAT Council request administration to add a Sponsorship Policy to the pending list.

**Moved by Councillor Duke**

**CARRIED**

**094/25** THAT Council receives and files the following communications:  
• Regional Bylaw Services Weekly Report – February 19, 2025

**Moved by Councillor Sax**

**CARRIED**

**ADJOURNMENT:**

**095/25** THAT the Mayor adjourn the meeting at 9:03 p.m.

**CARRIED**

  
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Mayor

  
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Acting Chief Administrative Officer