

**AGENDA**  
**Village of Buena Vista**  
**Regular Council Meeting on March 25, 2025 at 7:00 p.m.**  
**1050 Grand Avenue,**  
**Buena Vista, Saskatchewan**

**CALL TO ORDER**

**APPROVAL OF AGENDA**

**ADOPTION OF MINUTES**

- Minutes of Regular Council Meeting – March 11, 2025

**APPROVAL OF ACCOUNTS PAYABLE**

- List of Accounts for Approval – Batch 2025-00032 to 2025-00035
- Payroll – Admin March 1-15, 2025; Public Works March 2-15, 2025

**REPORTS OF STAFF**

- Administration Report
- Public Works Report

**UNFINISHED BUSINESS**

- 2025 Draft Operational Budget

**NEW BUSINESS**

- Proposed Subdivision – R.M. of Lumsden
- Professional Building Inspections (PBI) - Certificate of Appointment
- Draft Road Development & Maintenance Agreement

**CORRESPONDENCE**

- Regional Bylaw Services – March 5, 2025
- RCMP Update – March 2025
- RCMP Community Policing Report – February 2025
- Town of Regina Beach – Invitation to Grand Opening of Sandy Steps Child Care Centre
- Professional Building Inspections (PBI) - Newsletter
- SGI Business Recognition Assessment

**IN-CAMERA**

**OVERVIEW OF MEETING**

**ADJOURNMENT**

**Village of Buena Vista  
MINUTES OF REGULAR MEETING  
MARCH 11, 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, Public Works Foreman Joel Neudeck

**CALL TO ORDER:**

A quorum being present, Mayor Smith called the meeting to order at 7:09 p.m.

**ADOPTION OF AGENDA:**

**096/25** THAT the March 11, 2025 agenda be adopted as presented.

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

**CARRIED**

**097/25** THAT Council move to the dispensing of Seconders for the remainder of this meeting.

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

**CARRIED**

**ADOPTION OF MINUTES:**

**098/25** THAT the Minutes of the Regular Meeting of Council of February 25, 2025 be adopted as presented.

**Moved by Councillor Duke**

**CARRIED**

**APPROVAL OF ACCOUNTS PAYABLE:**

**099/25** THAT Council approves the following accounts for payment:  
AP Batches 2025-00029 to 2025-00031, which includes all cheques, credit card, automatic withdrawals, EFT and online payments for a total amount of \$77,317.61.

**Moved by Councillor Schultz**

**CARRIED**

**100/25** THAT Council approves the following payrolls:  
Administration February 16-28, 2025 in the amount of \$4,620.41  
Council Remuneration February 1-28, 2025 in the amount of \$1,203.65  
Public Works February 16-March 1, 2025 in the amount of \$4,675.66

**Moved by Councillor Duke**

**CARRIED**

**REPORTS OF STAFF:**

**101/25** THAT Council has reviewed the Administration Report for the period of February 22 – March 6, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

**Moved by Councillor Duke**

**CARRIED**

**102/25** THAT Council has reviewed the Public Works Report for the period of February 22 – March 6, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

**Moved by Councillor Duke**

**CARRIED**

**103/25** THAT Council accepts the Water Treatment Plant Daily Record for February 2025 as presented; and FURTHER THAT the appropriate signing authorities be authorized to sign off on the report as required and file as part of the official record.

**Moved by Councillor Sax**

**CARRIED**

**NEW BUSINESS:**

**104/25** THAT Council award the Curb Stop & Water Line Repairs and/or Maintenance to JRA Construction Services Ltd. as per the results of the Request for Proposals (RFP) review process. Following a thorough evaluation of all submitted proposals based on criteria including experience and qualifications, approach and methodology, cost, timeline and references, JRA was determined to provide the best overall value to the municipality; and FURTHER that the Chief Administrative Officer (CAO) be authorized to execute the necessary agreement with JRA on a 2-year agreement.

Additionally, Council extends its appreciation to all companies that submitted proposals and recognizes the time and effort put into the submission process.

**Moved by Councillor Schultz**

**CARRIED**

*After providing clarifications and answering questions regarding the Public Works report and the RFP review, Public Works Foreman left the meeting at 7:50 p.m.*

**105/25** THAT Council acknowledges receipt of the draft minutes from the March 3, 2025 Intermunicipal Utilities Committee (IMUC) meeting and accept them for information, and note that some clarification was provided to Council members who are not part of the IMUC meetings.

**Moved by Councillor Schultz**

**CARRIED**

**106/25** THAT Council acknowledges receipt of the Intermunicipal Utilities Committee (IMUC) draft budgets that were presented at the March 3, 2025 IMUC meeting and accept them for information, and budgeting purposes; and FURTHER THAT clarification was provided to Council members who are not part of the IMUC meetings.

Additionally, Council directs administration to work with the IMUC representative at the Town of Regina Beach to determine the allocation of the lagoon fee and to seek clarification on the portion of any and all reserve funding that was contributed by the Village.

**Moved by Councillor Duke**

**CARRIED**

**107/25** THAT Council, having conducted an initial review of the preliminary budget, defer the matter to the next Council meeting to allow for additional review and further discussion.

**Moved by Councillor Sax**

**CARRIED**

**108/25** THAT Council agrees that implementing a biannual mail drop information package to all residents and one in-person meeting while seasonal residents are still here per year would be the most effective approach to keeping all residents informed and ensuring transparency in Council communications; and FURTHER THAT administration distribute a questionnaire to gather resident input on preferred communication methods and topics of interest for the ratepayers meeting, ensuring effective and relevant information sharing.

**Moved by Councillor Sax**

**CARRIED**

**109/25** THAT Council authorize Mayor Smith, and Councillor Sax to attend the SAMA (Saskatchewan Assessment Management Agency) Annual Meeting on April 9, 2025 at the Conexus Arts Centre with a registration fee of \$75/person; and FURTHER THAT Council appoint Mayor Smith and Councillor Sax to attend the Annual Meeting as the Village's voting delegate; and FURTHER THAT Council authorize the Chief Administrative Officer to attend the Annual Meeting and Training Session virtually for a registration fee of \$25.00.

**Moved by Councillor Schultz**

**CARRIED**

**110/25** THAT Council approve the use of a Village truck to participate in the 2025 Regina Beach Canada Day parade, pulling the Village Parks & Recreation Board's float; and FURTHER THAT a Public Works employee drive the truck as an insured operator, and that Council determine which member(s) will ride in the truck to represent Council.

**Moved by Councillor Duke**

**CARRIED**

**111/25** THAT Council receive and file the minutes of the Regina Beach Local Library Board Meeting Minutes of January 27, 2025.

**Moved by Councillor Miller**

**CARRIED**

**112/25** THAT Council receives and files the following communications:

- RCMP Stats – January 2025
- RCMP Update – February 2025
- Letter from the Honourable Eric Schmalz

**Moved by Councillor Schultz**

**CARRIED**

**113/25** THAT Council having items to discuss relating to material that is exempt from Public discussion under *The Local Authority Freedom of Information Act and Privacy Act* and *The Municipalities Act*, go in an In Camera session at 8:52 p.m.

**Moved by Councillor Schultz**

**CARRIED**

**114/25** THAT Council come out of In Camera session at 10:52 p.m.

**Moved by Councillor Schultz**

**CARRIED**

**115/25** THAT Council come out of In Camera session at 10:52 p.m.

**Moved by Councillor Duke**

**CARRIED**

**ADJOURNMENT:**

**116/25** THAT the Mayor adjourn the meeting at 9:03 p.m.

---

Mayor

---

Acting Chief Administrative Officer

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2025-00032 to 2025-00035

Bank Code - ABW - ABW - Automatic Withdrawal

**AUTOMATIC WITHDRAWAL**

<b>Payment #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>GL Transaction Description</b>	<b>Detail Amount</b>	<b>Payment Amount</b>
<b>Invoice #</b>		<b>GL Account</b>			
<b>032025-002</b>	<b>03/17/2025</b>	<b>Munisoft</b>			
2024/25-05488		510-290-130 - GG - Cont - Softw	Office 365 & AntiVirus Rnwl	1,469.16	
		110-340-110 - GST Receivable	Both Tax Code	69.30	
		900-110-110 - GST Paid	Both Tax Code	69.30 NL	1,538.46
			<b>Total Automatic Withdrawal:</b>		<u>1,538.46</u>
				<b>Total ABW:</b>	<u>1,538.46</u>

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2025-00032 to 2025-00035

Bank Code - AP - AP-General Oper

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>11220</b> 1270	<b>03/20/2025</b>	<b>Gilco Electrical Services</b> 580-285-110 - UT - Cont.- WTP	Electrician-Pressure Syt W	879.75	
		580-440-100 - UT - Supplies - V	Electrical Parts-Pressure Sy	225.98	
		110-340-110 - GST Receivable	Both Tax Code	50.03	
		900-110-110 - GST Paid	Both Tax Code	50.03 NL	1,155.76
<b>11221</b> 20250325-01	<b>03/20/2025</b>	<b>Joyal, Robert Norman</b> 110-320-140 - Utility Accounts R	WMD Refund A #612	95.96	95.96
<b>11222</b> Feb 2025	<b>03/20/2025</b>	<b>Muir Barber Ltd.</b> 530-425-113 - TS - Supplies - B	Elbw/Pipe/Bshng-Shop Sep	55.59	
		530-410-130 - TS - Supplies - S	Adptr/Bushing-Hotsy Pump:	8.47	
		580-440-100 - UT - Supplies - V	Bushings/Hose-Press Syt V	29.14	
		580-440-100 - UT - Supplies - V	Washers/Bolts-Press Syt W	5.51	
		530-425-112 - TS - Supplies -Ve	Wndshield Washer Fluid	12.27	
		510-490-100 - GG - Supplies - C	Lock De-Icer	4.39	
		580-440-100 - UT - Supplies - V	Lock De-Icer	4.39	
		580-400-110 - UT - Supplies - V	Batteries-Hand Sanitizer	14.98	
		110-340-110 - GST Receivable	Both Tax Code	6.35	
		900-110-110 - GST Paid	Both Tax Code	6.35 NL	141.09
<b>11223</b> Feb 2025	<b>03/20/2025</b>	<b>Papa Geordies Gas &amp; Grocery</b> 510-410-140 - GG - Supplies - C	Office -Coffee	7.99	
		530-425-111 - TS - Supplies - F	Fuel -Feb	679.79	
		110-340-110 - GST Receivable	GST Tax Code	33.98	
		900-110-110 - GST Paid	GST Tax Code	33.98 NL	721.76
<b>11224</b> SIN26701	<b>03/20/2025</b>	<b>Traffic Logix Corporation</b> 530-420-101 - TS - Supplies - T	Traffic Sign Parts	360.22	
		110-340-110 - GST Receivable	GST Tax Code	18.01	
		900-110-110 - GST Paid	GST Tax Code	18.01 NL	378.23
Total Computer Cheque:					2,492.80
Total AP:					2,492.80



**Village of Buena Vista**  
**List of Accounts**  
Batch: 2025-00032 to 2025-00035

Bank Code - CC - CC - Credit Card

CREDIT CARD

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>032025-005</b> 252179	<b>03/17/2025</b>	<b>King's Printer Revolving Fund</b> 510-200-170 - GG - Cont - Adve	Notice of Assessment	30.00	30.00
<b>032025-006</b> Mar 11/25	<b>03/17/2025</b>	<b>RB Golf Club</b> 510-410-180 - GG - Supplies - M 110-340-110 - GST Receivable 900-110-110 - GST Paid	Budget Meeting Supper Both Tax Code Both Tax Code	118.08 5.57 5.57 NL	123.65
<b>032025-007</b> Mar 18/25	<b>03/17/2025</b>	<b>S.A.M.A.</b> 510-210-100 - GG - Cont - Coun 510-210-100 - GG - Cont - Coun 510-240-150 - GG - Cont - Admi	SAMA Ann Mtg-Myr Smith SAMA Ann Mtg-Cllr Sax SAMA Ann Mtg-CAO	75.00 75.00 25.00	175.00
<b>032025-008</b> 2798	<b>03/17/2025</b>	<b>SK Septic</b> 580-285-140 - UT - Cont. - Main 110-340-110 - GST Receivable 900-110-110 - GST Paid	Backwash-12 loads-Mar13 GST Tax Code GST Tax Code	800.00 40.00 40.00 NL	840.00
<b>032025-009</b> Mar 17/25	<b>03/17/2025</b>	<b>VistaPrint</b> 530-400-110 - TS - Supplies - SI 530-400-110 - TS - Supplies - SI 110-340-110 - GST Receivable 900-110-110 - GST Paid	Business Cards AP Stamp Both Tax Code Both Tax Code	46.64 42.39 4.20 4.20 NL	93.23
Total Credit Card:					1,261.88
Total CC:					1,261.88

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2025-00032 to 2025-00035

Bank Code - EFT - EFT - Direct Deposit

WIRE TRANSFER

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
24 2025-00016	03/17/2025	Town Of Regina Beach 540-200-115 - EH - Cont - Lago	Lagoon Proj Loan -Mar	5,696.31	5,696.31
25 1-65074	03/17/2025	xpera 510-230-120 - GG - Cont - Health 110-340-110 - GST Receivable 900-110-110 - GST Paid	OH&S Investigation Both Tax Code Both Tax Code	8,900.82 419.85 419.85 NL	9,320.67
26 SI293929	03/17/2025	Warawa, Damon 530-410-130 - TS - Supplies - Si 110-340-110 - GST Receivable 900-110-110 - GST Paid	Hose Nozzle -Hotsy Both Tax Code Both Tax Code	117.90 5.56 5.56 NL	123.46
27 735375	03/17/2025	McDougall Gauley LLP Accrual 510-200-110 - GG - Cont - Lega 110-340-110 - GST Receivable 900-110-110 - GST Paid	Employment Matter Both Tax Code Both Tax Code	1,431.00 67.50 67.50 NL	1,498.50
28 737864	03/17/2025	McDougall Gauley LLP Accrual 510-200-110 - GG - Cont - Lega 110-340-110 - GST Receivable 900-110-110 - GST Paid	Shoreline Boundary Appeal Both Tax Code Both Tax Code	16,301.31 758.60 758.60 NL	17,059.91
				Total Wire Transfer:	33,698.85
				Total EFT:	33,698.85

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2025-00032 to 2025-00035

Bank Code - OB - OB - Online Banking

**ONLINE BANKING**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>032025-005</b> 16536	<b>03/17/2025</b>	<b>SUMA</b>			
		510-140-330 - GG - Benefits - A	Guillemin-Group Ben-Apr	455.51	
		510-140-330 - GG - Benefits - A	McConnell-Group Ben-Apr	440.43	
		530-130-130 - TS - Benefits - La	Neudeck, C-Group Ben-Apr	493.69	
		530-120-120 - TS - Benefits - Fc	Neudeck, J-Group Ben-Apr	404.90	
		510-130-230 - GG - Benefits - C	Pollock, Group Ben-Apr	623.35	
		510-130-230 - GG - Benefits - C	Group Ben Admin Fee-Apr	22.00	
		530-130-130 - TS - Benefits - La	Warawa-Group Ben-Apr	326.53	
		110-340-110 - GST Receivable	GST Tax Code	1.10	
		900-110-110 - GST Paid	GST Tax Code	1.10 NL	2,767.51
<b>032025-006</b> Feb11-Mar11	<b>03/17/2025</b>	<b>SaskEnergy</b>			
		530-300-110 - TS - Cont - Shop	Shop Energy -Feb11-Mar11	420.39	
		510-300-110 - GG - Cont - Office	Office Energy -Feb11-Mar11	134.48	
		110-340-110 - GST Receivable	GST Tax Code	27.73	
		900-110-110 - GST Paid	GST Tax Code	27.73 NL	582.60
<b>032025-007</b> Feb13-Mar14	<b>03/17/2025</b>	<b>SaskPower</b>			
		510-300-120 - GG - Cont - Office	Office Power -Feb 13-Mar 14	116.77	
		530-300-120 - TS - Cont - Shop	Shop Power -Feb 13-Mar 14	221.24	
		530-310-200 - TS - Cont - Edge	Edgewood Power -Feb 13-Mar 14	43.65	
		570-310-110 - R&C - Cont - Rink	Rink Power -Feb 13-Mar 14	286.50	
		570-340-110 - R&C - Cont - Con	Concession Power -Feb 13-Mar 14	43.65	
		580-300-170 - UT - Cont - Boos	Bstr Stn Power -Feb 13-Mar 14	311.86	
		580-300-180 - UT - Cont - WTP	WTP Power -Feb 13-Mar 14	2,752.08	
		110-340-110 - GST Receivable	Both Tax Code	34.89	
		900-110-110 - GST Paid	Both Tax Code	34.89 NL	
		110-340-110 - GST Receivable	GST Tax Code	26.49	
		900-110-110 - GST Paid	GST Tax Code	26.49 NL	3,837.13
<b>032025-008</b> Mar13-Apr12	<b>03/17/2025</b>	<b>SaskTel</b>			
		580-300-195 - UT - Cont - WTP	WTP Phone Mar13-Apr12	72.94	
		530-300-130 - TS - Cont - Shop	Shop Phone Mar13-Apr12	56.79	
		510-300-140 - GG - Cont - Office	Office Fax Mar13-Apr12	45.18	
		580-300-195 - UT - Cont - WTP	WTP Internet Mar13-Apr12	55.90	
		510-300-155 - GG - Cont - Office	Office Security Mar13-Apr12	29.95	
		510-300-140 - GG - Cont - Office	Office Phone Mar13-Apr12	276.56	
		110-340-110 - GST Receivable	Both Tax Code	25.34	
		900-110-110 - GST Paid	Both Tax Code	25.34 NL	562.66
<b>032025-009</b> Feb11/Mar4	<b>03/17/2025</b>	<b>Saskatchewan Health Authority</b>			
		580-290-100 - UT - Cont - Labor	Water Samp-WTP-Feb11	76.90	
		580-290-100 - UT - Cont - Labor	Water Samp-1050Grand-Mi	21.90	
		580-290-100 - UT - Cont - Labor	Water Samp-1050Grand-Mi	176.19	
		580-290-100 - UT - Cont - Labor	Water Samp-Bstr Stn-Mar11	21.90	
		110-340-110 - GST Receivable	GST Tax Code	14.86	
		900-110-110 - GST Paid	GST Tax Code	14.86 NL	311.75
Total Online Banking:					8,061.65

Date Printed  
03/21/2025 10:04 AM

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2025-00032 to 2025-00035

Page 6

Total OB:	<u>8,061.65</u>
Grand Total:	<u><u>47,053.64</u></u>

Certified Correct This March 21, 2025

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator

### Deposit Register

Pay group : 004 (CAO & Assistant)

Pay period : 05 (01Mar2025 to 15Mar2025)

Cheque date : 14Mar2025

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	t	Amount
00000001	14Mar2025	026	Guillemin, Karen	002		907.36
00000002	14Mar2025	040	Pollock, Melissa D.	001		2757.75
00000003	14Mar2025	047	McConnell, Catherine M.	002		1620.67

**Pay Group Totals :**

Number of Deposits:3

Total Amount of Deposits:5285.78

### Deposit Register

Pay group : 002 (Public Works)

Pay period : 06 (02Mar2025 to 15Mar2025)

Cheque date : 21Mar2025

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Amount
00000001	21Mar2025	020	Neudeck, Joel	003	2591.09
00000002	21Mar2025	024	Warawa, Lorne D	004	1780.29
00000003	21Mar2025	050	Keith, John	004	118.03

**Pay Group Totals :**

Number of Deposits:3  
Total Amount of Deposits:4489.41



## **ADMINISTRATION REPORT TO COUNCIL**

### **March 25, 2025 Council Meeting**

---

**Melissa Pollock, Acting Chief Administrative Officer**  
**March 7 - 20, 2025**

---

#### **Updates:**

#### **Completed work this period:**

- CAO organizing/assigning of duties, meetings, etc. with Public Works
- Interviews for the PW Operations Coordinator & Labourer position
- Budget work
- Resident questionnaire on Ratepayers meeting out to the community
- Communication with proponents for the RFP and draft agreement completed for the selected proponent
- Work on Servicing Agreement for Adair St
- CHIF grant
- Registration for SAMA Annual General Meeting
- Conversations with WSA and met with Delco on some efficiencies at the WTP
- Working with Loraas on confirming & ensuring accurate tip charges for waste & recycling collection
- Working with Bobcat on lease

#### **Work Priority this week:**

- Finalize draft Employee Orientation
- Complete Audit prep
- Finalize draft Parks & Rec Board Bylaw and Maintenance Policy
- PBI Municipal Information session webinar (CAO & Assistant) - March 27
- Flocor meeting March 25 (CAO & PW)

**Work Planning for this month & Upcoming Months:**

- Performance Reviews with Administration staff
- Joint Use Meeting March 31 (CAO)
- SAMA Annual General Meeting – virtually (CAO) – April 9
- Audit April 8-9
- Free Webinar – Board of Revision Notice of Appeal
- Proposed Subdivision – rezoning/water study
- Bylaw updates drafted / Register with Bylaw Court
- Policies & Health & Safety Program
- Register names for landfill road (Dinu & Rose)
- Asset Management
- Violence Prevention/ Teamwork & Collaboration/ Conflict Resolution Training for all staff
- Complete electronic filing clean up/organization

*In addition to above, keep in mind that all staff have routine, day-to-day activities such as answering calls, emails, collecting & processing payments, payroll, communications out to resident via FB, website & Voyent Alert, preparing council agendas & drafting minutes, signing of cheques, etc., meetings, accounts payable, office cleaning, bylaw enforcement as required, building permits, change of ownerships, tax certificates, cleaning of office, etc. that also consume a significant amount of time.*





## **PUBLIC WORKS REPORT TO COUNCIL**

### **March 25, 2025 Council Meeting**

---

**Melissa Pollock, Acting Chief Administrative Officer**  
**March 7 - 20, 2025**

---

#### **Updates:**

#### **Completed work this period:**

- Snow Removal / Sanding
- Clearing snow & ice from culverts & stiches around the Village
- Making plan to get Elm trees trimmed before April 1<sup>st</sup> – worst areas along roadsides

#### **Water Treatment Plant**

- Water meter reading for change of ownerships
- Delco visit March 12 & 13 (see attached report) – backwash completed, pump maintenance, etc.
- Chlorine pick up
- Budget work

#### **Work Priority this week:**

- Drainage work
- Organize Shop/Clean
- Trimming of Elm trees on roadsides

**Work Planning for this month & upcoming months:**

- Follow up with Delco on comparison of agreement costs versus non-agreement costs for times we've used them
- Tree trimming
- Install new speed signs on landfill road
- Two fire hydrants to be raised
- Fire hydrant installation – reschedule
- Well house fence
- Complete ongoing training as time allows
- Curbstop Project – ongoing/will resume in spring
- Violence Prevention/Teamwork & Collaboration/Conflict Resolution training for all staff
- Mapping/exercising all water valves
- Work on SOP's for water breaks, etc. with CAO

*In addition to the above, keep in mind that all staff have routine, day-to-day activities such as daily water testing, well testing/checks, booster station, garbage collection, service requests, meetings/discussions with CAO, shop & WTP cleaning, maintenance on equipment/vehicles, and on-call duties that also consume a significant amount of time.*



3714 Kinnear Place, Saskatoon, SK S7P 0A6  
Tel: 306.244.6449 - Fax: 306.665.7500  
www.delco-water.com

## Buena Vista, SK - March 12 – 13, 2025

**Field Service Techs:** Levi Lenius – (306) 371-9985 - llenius@delco-water.com

**Location and Contact:** Buena Vista, SK  
Joel - (306) 535-8339  
water@buenavista.ca

### Work Scheduled:

1. Clean and calibrate field instruments
  - a. Fill in calibration sheets
  - b. Note any probe/ instruments that may need replacing either now or in the future
2. Calibrate/Verify handheld instruments
3. Perform a site audit
  - a. Inspect mechanical systems
    - i. Chemical dosing equipment
      1. Calibrate dosing pumps
      2. Inspect for leaks
    - ii. Valves, analytical
    - iii. Leaking fittings or damaged equipment
  - b. System performance
    - i. Fill in profile sheet
    - ii. Setpoint changes if needed
    - iii. Nuisance alarms
4. Operator discussion:
  - a. Plant performance
  - b. Issues with equipment or programming
  - c. Possible maintenance issues you may have noticed
  - d. Best practice – CIP, calibrations, routine maintenance items

### Additional Tasks/Non-critical Work

1. Perform Iron and Manganese testing for raw, Bio 1 filtrate, Bio 2 filtrate, Post AA filter
2. Perform AA filter backwash with operations



3714 Kinnear Place, Saskatoon, SK S7P 0A6  
Tel: 306.244.6449 - Fax: 306.665.7500  
www.delco-water.com

### Work Completed:

*Wednesday, March 12 – On Site 8:00am – 3:00pm*

- Arrived on site and conducted walkthrough of plant with operations.
  - Trouble with keeping arsenic levels below 1.0
  - Operations noted that some nights they have issues with the Bio system turning off and entering Hand Mode.
- Conducted backwash procedure on Activated Alumina tanks.
  - Cleaning was accomplished successfully, no major issues.
  - Operations noted that at some point in the past the air scour laterals were removed.
- Provided calibrations of field instruments and handheld devices.
  - Please see attached calibration sheet for additional information.
  - Handhelds were not in need of re-certification this trip.

*Thursday, March 13 – On Site 10:00am – 5:45pm*

- Performed backwash of Bio filter 1
  - Vac Truck driver on site ~ 9:30am to assist.
  - During 'Ripen' (or flushing) step, noticed that turbidity was not dropping as quickly as anticipated.
    - Flow rate setpoint during this phase was set to **6 gpm**, ideal target flow rate is ~ 12 gpm.
      - Flow rate setpoint adjusted to **12 gpm** during 'Ripen' step.
      - This will help 'set' the bed after backwash disruption and return our turbidity removal.
    - After adjustment of flow rate, process was directed back into 'Ripen' to continue flushing.
  - During continued 'Ripen' step, well pump fault alarm tripped and shutdown.
    - Trip to pumphouse to verify pump and restart PLC cabinet to reset.
      - 'OVERLOAD' fault on VFD screen.
    - Restart success. Bios back online and flushing.
  - Well pump continued to fault on overload during flushing.
    - Well pump line pressure setpoint during this time was displaying 0 psi.
      - Pumps cannot maintain 0 psi, speculated this caused issues with ramping to meet flow needs while trying to remain at 0 pressure.
      - Confirmed through SCADA computer that it is targeting 13, not 0.
      - Operator has been instructed of a way to manually adjust valves to maintain pressure parameters near setpoints.



3714 Kinnear Place, Saskatoon, SK S7P 0A6

Tel: 306.244.6449 - Fax: 306.665.7500

[www.delco-water.com](http://www.delco-water.com)

- Alarm for Bio filter pressure was consistently going during this process.
  - Hi setpoint and HiHi setpoint for filter pressures were both 0 kPa.
  - Hi SP adjusted to **50** kPa, HiHi SP adjusted to **60** kPa.
  - This removed the alarm, process remained stable.
    - Could be another SCADA reading flaw.
- Turbidity was slow to respond, and did not return to sub 1.0 values.
  - Small occasional spikes are present.
  - Operator to maintain watch on NTU, Iron and Manganese values leaving filter 2 to verify integrity of Bio system.

**Work Outstanding:**

- Operations to maintain watch of Bio Filter 2 Effluent.
  - Confirm removal of Turbidity, Iron and Manganese.

## Cate McConnell

---

**From:** Richter, Noah GR <noah.richter@gov.sk.ca>  
**Sent:** March 18, 2025 2:53 PM  
**To:** lumsdenbeach@sasktel.net; Cate McConnell; townoffice@reginabeach.ca  
**Subject:** FW: SUBD-004247-2025  
**Attachments:** SUBD-004247-2025 - 2025-2-28 - Ack letter.pdf; SUBD-004247-2025 - 2025-2-28 - Heritage Screening Report.pdf; SUBD-004247-2025 - 2025-2-28 - Municipal Referral.pdf; SUBD-004247-2025 - 2025-2-28 - Plan Snapshot.pdf; SUBD-004247-2025 - 2025-02-18 - UD.pdf; SUBD-004247-2025 - 2025-02-18 - Application.pdf; SUBD-004247-2025 - 2025-02-18 - PPS (1).pdf; SUBD-004247-2025 - 2025-02-18 - PPS.pdf; SUBD-004247-2025 - 2025-02-18 - Title.pdf

Hello,

Section 13 of *The Subdivision Regulations, 2014* (Regulations), requires us to send a copy of the attached application to your office as it is our opinion that your ministry or agency may be affected by the proposed subdivision.

The subdivision will create the new parcel(s) as identified within the bold dashed line; however, your comments and requirements will apply to **the land that is being subdivided**, ie. all of the source parcel, not just the land inside the bold dashed line.

We are seeking direction from your office to help confirm the suitability of this land for the intended use as outlined in section 14 of the Regulations.

We kindly request your comments, recommendation and/or reasoning behind that decision within 40 days of receipt of this email so that we may process this application accordingly.

Please advise if additional time or information is needed before you respond.

Thank you,

**Noah Richter**

Government of Saskatchewan  
Planning Consultant  
Community Planning, Ministry of Government Relations

420, 1855 Victoria Avenue  
REGINA CANADA S4P 3T2  
Phone: (306) 787-5234  
Fax: (306) 798-0194  
[www.saskatchewan.ca](http://www.saskatchewan.ca)



**CONFIDENTIALITY NOTICE:**

*This e-mail (and any attachment) was intended for a specific recipient. It may contain information that is privileged, confidential or exempt from disclosure. Any privilege that exists is not waived. If you are not the intended recipient:*

*\* do not copy it, distribute it to another person or use it for any other purpose; and*

*\* delete it and advise me by return e-mail or telephone.*

February 28, 2025

Evan Wight  
GeoVerra  
2803 Faithful Avenue  
SASKATOON SK S7K 8E8

Dear Evan Wight:

**RE: RM of Lumsden No. 189  
NE 1-21-22-W2M  
Proposed Residential Subdivision**

Your subdivision application was received on XX, 2020. *The Planning and Development Act, 2007* (PDA), requires us to send a copy of the application to the offices listed below for comments. They have 40 days to reply and some offices may contact you for more information.

RM of Lumsden No. 189, SaskTel, SaskPower, SaskEnergy, Saskatchewan Health Authority, Heritage Conservation branch

### Planning Bylaw Contravention

It appears that your proposal contravenes the RM of Lumsden's official community plan for the following reasons:

Section 3.3.3 (9)(a) states The Zoning Bylaw will contain a series of residential zoning districts to accommodate multiple-lot country residential country residential subdivisions at various densities (Table 3-1).

The proposed site is currently zoned as Agricultural. However, the proposed parcels are most suitable for Low Density Country Residential (CR1) zoning. CR1 site sizes range from 4.01 hectares to 8.01 hectares which aligns with the proposed parcel sizes.

*The Planning and Development Act, 2007* (PDA) does not allow us to approve a subdivision that contravenes a municipality's Official Community Plan. You or your client may ask the municipal



Council to amend its bylaw. If Council agrees to amend the bylaw, it must advertise this intention and hold a public hearing following the procedure in the PDA. We must wait for Council's reply before making a decision on your application.

### **Municipal Reserve Required**

*The Planning and Development Act, 2007* (PDA) requires that new subdivisions have municipal reserve land for public use. On this proposal, 3.02 hectares are required. The options for meeting the requirement should be discussed with Council. The Director's final decision on the option will consider both Council's comments and yours.

If land is to be dedicated, it must be shown on the plan of proposed subdivision.

If a monetary settlement is arranged, we need a letter from the municipality confirming that it has received payment. In most rural areas, a monetary settlement is made and the municipality uses the funds for centralized parks and recreation facilities.

If the deferral option is agreed to, we need consent letters agreeing to the deferral from the municipality and the owner of the land on which our interest is to be registered.

### **Fees**

Please submit your payment of **\$1950.00** covering our examination and approval fees. Please accept this as a request of payment for the subdivision application.

### **Additional Information**

During the course of our review we may identify further information required to complete the application, and we will advise you accordingly. We will endeavour to issue a decision within 90 days of our receipt of all required information. This time limit may be extended by mutual consent or you may, within 30 days after this time limit expires, register an appeal pursuant to section 134 of the PDA, in writing to the Saskatchewan Municipal Board.

Information on the appeal process is available at: [www.smb.gov.sk.ca/planning\\_appeals.htm](http://www.smb.gov.sk.ca/planning_appeals.htm).

### **Servicing Agreement**

The PDA permits a council to require a servicing agreement with a subdivision applicant to cover the costs of new roads or other municipal services for a new subdivision. An agreement may require the developer to provide certain services or pay fees for the capital cost of providing, altering, expanding or upgrading specific services. Capital cost means the municipality's estimated cost of providing construction, planning, engineering and legal services directly related to those services to be undertaken by the municipality or the applicant as authorized by section 172 of the PDA.

The amount of fees to be paid by the applicant are to be specified in the agreement. It is the municipality's responsibility to set the fee in advance to ensure transparency and include all fees for

applicants to fully understand the total amount to be paid prior to signing the agreement. Specifying the fee in the agreement allows an applicant to consider the full agreement of services and fees during the negotiation of the servicing agreement.

If an applicant disagrees with the services required to be provided, the amount of fees to be charged or if an agreement cannot be reached within 90 days, appeal of the servicing agreement can be made to the Planning Appeals Committee, Saskatchewan Municipal Board in accordance with subsections 176(1) through (4). Negotiations of such matters can be complex and challenging for which seeking legal advice is advisable.

#### Utility Waiver Form

The Utility Declaration submitted with your application will assist with expediting the subdivision review process. This does not replace the requirement to sign easements for existing facilities that may be required by utility companies.

**Until our decision has been issued, you should not undertake any construction or site preparation work, nor should you enter into any binding agreements for such work or for selling the proposed property.**

Please call me if you have any questions about your application.

Sincerely,



Noah Richter  
Planning Consultant

Encl.

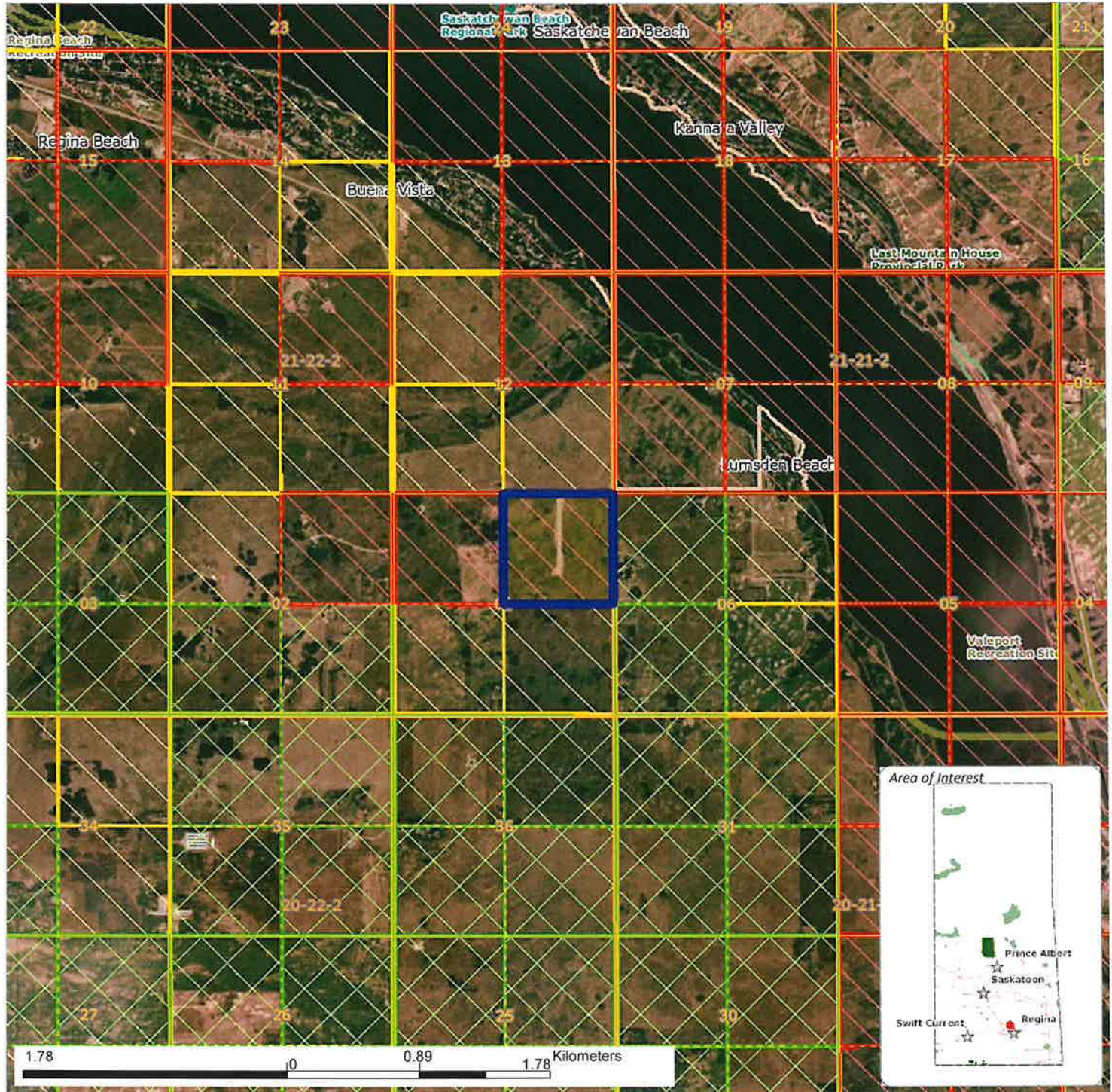
cc: above

# Heritage Sensitivity Screening Report

**Sensitivity:** This selection is Heritage Sensitive.

This development does not have heritage clearance to proceed. Submit this project to the Heritage Conservation Branch for further review.

Report Generated  
Feb/28/2025 9:23 AM



# Heritage Sensitivity Screening Report

Parcel Description	Sensitivity	Parcel Description	Sensitivity
NE-01-21-22-2	Y		

**Sensitivity Legend:**

Y = Heritage Sensitive, C = Conditionally Heritage Sensitive, N = Not Heritage Sensitive, Blank = Heritage Sensitive.

When the parcel description and sensitivity listing is blank, the project is outside of the quarter sections screened for sensitivity. All projects within these areas are automatically heritage sensitive and require review.

If needed, please complete the appropriate referral form and submit the project to the Heritage Conservation Branch for further screening. Project referrals must be accompanied by survey plans. The Screening Report can be saved and/or printed for your records, but does not need to be submitted as part of the referral. <https://www.saskatchewan.ca/residents/parks-culture-heritage-and-sport/heritage-conservation-and-commemoration/archaeology/submit-your-land-and-resource-proposal-for-a-heritage-review>

**Disclaimer:**

Attention landowners: The majority of small scale activities that involve improvements to, or maintenance of, private property usually have little or no impact on archaeological heritage resources. Access the Exempt Activities Checklist for Private Landowners to determine if your proposed activity is exempt from archaeological heritage screening using the Developers' Online Screening Tool. If the activity is exempt, please retain a copy (paper or electronic) of the completed Exempt Activities Checklist for Private Landowners for your records. Include the completed checklist with any applications for regulatory approvals or permits that may be required for the proposed activity to confirm that heritage concerns have been addressed.

Exempt Activities Checklist: <https://applications.saskatchewan.ca/echecklist>

**Contact us:**

For more information, please contact the Heritage Conservation Branch:

Email: [arms@gov.sk.ca](mailto:arms@gov.sk.ca)

Tel 306-787-2817.

Our File: SUBD-004247-2025

February 28, 2025

Aimee Bryck, Director of Planning & Development  
RM of Lumsden No. 189  
Box 160  
LUMSDEN SK S0G 3C0

Dear Aimee Bryck:

**RE: RM of Lumsden No. 189  
NE 1-21-22-W2M  
Proposed Residential Subdivision**

Enclosed is a copy of a subdivision application for Council's comments. Please consider the following in your reply:

1. Are you aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed sites, or any site conditions that make the land unsuitable for the intended use?
2. Do you have any facilities that could be affected by the proposed development? If so, please send us a map of your facilities that we can use to assess any site dimension or other changes that might be needed.
3. If you have any requirements of the applicant, please send the details directly to the applicant, and a copy of your correspondence to us. If you require more information about the application, please inform me. We may be able to obtain this information directly if it would assist your office and ours in finalizing our respective comments.

### **Planning Bylaw Contravention**

It appears that the proposal contravenes the RM of Lumsden's Official Community Plan for the following reasons:

Section 3.3.3 (9)(a) states The Zoning Bylaw will contain a series of residential zoning districts to accommodate multiple-lot country residential subdivisions at various densities (Table 3-1).

The proposed site is currently zoned as Agricultural. However, the proposed parcels are most suitable for Low Density Country Residential (CR1) zoning. CR1 site sizes range from 4.01 hectares to 8.01 hectares which aligns with the proposed parcel sizes.

We cannot approve a subdivision that contravenes a municipal planning bylaw. Please advise if you agree with our interpretation and whether Council will consider amending the bylaw(s). Amendment procedures can be found at <https://www.saskatchewan.ca/government/municipal-administration/community-planning-land-use-and-development/zoning-districts-and-bylaws> or by contacting this office.

### **Municipal Reserve Required**

As mentioned in the letter to the subdivision applicant (copy enclosed), the subdivision is subject to the municipal reserve requirement. Council and the applicant should discuss the options to meet the requirement: dedication, monetary settlement, or deferral. In your reply, please indicate which option Council prefers. If a monetary settlement is arranged, we'll need another letter confirming you have received payment. The Director's final decision on the type and location of municipal reserve will be based on a recommendation from Council.

### **Planning Bylaw Compliance**

As part of our review, we need to know if the proposal complies with your zoning bylaw and official community plan. Should the zoning bylaw indicate that the use of the proposed subdivision is allowed only at the discretion of council, Section 55(2) of the PDA requires notice to the public. **In your reply, please list the bylaw sections that the proposal complies with or contravenes.**

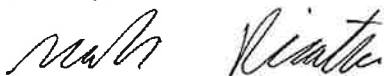
### **Servicing Agreement**

The PDA permits Council to require a servicing agreement with a subdivision applicant to cover the costs of new roads or other municipal services for a new subdivision. Council may only request those services which are authorized by section 172 of the PDA. Please tell us if council requires a servicing agreement for this proposal. An agreement must be negotiated within 90 days of your receipt of this letter after which the applicant may agree to extend negotiations or file an appeal. If you want a sample agreement to consider, please call me as soon as possible, or visit our website at <https://www.saskatchewan.ca/government/municipal-administration/community-planning-land-use-and-development/servicing-agreements-for-municipalities>

If only minor services are needed, (e.g. service connections or an approach), Council may send the applicant a letter listing the requirements. If the applicant accepts Council's requirements in writing, a formal servicing agreement may not be needed. Your solicitor should be consulted on this.

*The Subdivision Regulations, 2014*, allow you 40 days to send us a certified copy of a resolution recommending the subdivision's approval or refusal. Should Council recommend refusal, please provide us with the reason(s). If more time or information is needed, please call me.

Sincerely,



Noah Richter  
Planning Consultant



# PLAN SNAPSHOT REPORT SUBD-004247-2025 FOR COMMUNITY PLANNING BRANCH

<b>Plan Type:</b> Subdivision	<b>Project:</b>	<b>App Date:</b> 02/14/2025
<b>Work Class:</b> Plan of Proposed Subdivision	<b>District:</b> LUMSDEN, RM	<b>Exp Date:</b> NOT AVAILABLE
<b>Status:</b> In Review	<b>Square Feet:</b> 0.00	<b>Completed:</b> NOT COMPLETED
<b>Valuation:</b> \$0.00	<b>Assigned To:</b> Richter, Noah	<b>Approval Expire Date:</b>
<b>Description:</b> 25-00028		

<b>Parcel:</b> SFC0A5EUCW	Main	<b>Address:</b> Sfc0A5Eucw Ne 01-21-22-2 Ext 1	Main	<b>Zone:</b>
---------------------------	------	--	------	--------------

Applicant  
GeoVerra Inc.  
Suite 1 - 313 Adolph Drive  
RM of Sherwood No. 159,  
S4K0A-3  
Business: (306) 501-3271

**Plan Custom Fields**

Name of Municipality	LUMSDEN, RM	Municipality type	Rural Municipality	Office	Regina
Number of Lots	5	Hectares (Ha)	30.687	Legal access to the subdivision	Existing
The Proposed Subdivision Involves:	Plan of Proposed Subdivision	Physical nature of the proposed lots(s)/Parcel(s)	Level / Flat	Physical access to the subdivision	Existing
Road Type	Gravel Road	Discharge surface water to highway ditch/wtrway	No	Proposed lots(s) or Parcel(s) to be drained	Natural
What is the land presently used for?	Agriculture	Describe the present land use in more detail	natural grassland	What is the intended use of land?	Residential
Describe the intended land use in more Detail	country residential style residential lots	Any buildings on the land being subdivided?	No	Water Supply is:	Proposed
Water Supply Info	Private Well	Describe / specify proposed water source		Sewage Disposal:	Proposed
Sewage Disposal Info	Jet	Describe / specify proposed sewage disposal system		Submission Type	Online
Electric Power:	Proposed	Telephone Service:	Not Required	Natural Gas:	Not Required
Airport	Yes	Distance from Airport	4km west	Intensive Livestock Operation	Yes
Distance from Intensive Livestock Operation	3.5km SW - Praire Properties Ltd.	Sewage Treatment Facility or Sewage Lagoon	Yes	Distance: Sewage Treatment Facility/Sewage Lagoon	4.5km west - Town of Regina Beach Lagoons
Landfill for disposal of garbage or refuge	Yes	Distance: Landfill for disposal of garbage/refuge	2.5km NW - Town of Regina Beach	High Voltage Power Transmission Line	No
Distance from High Voltage Power Transmission Line		High Pressure Gas Transmission Line, Oil Line	Yes	Distance: High Pressure Gas Trans Line, Oil Line	1.2km SW - TransGas
Industrial Commercial Operation (specify)	No	Distance from Industrial Commercial Operation		National, Provincial or Regional Park	Yes
Distance: National, Provincial or Regional Park	3.5km NE - Last Mountain House Provincial Park	Residential Lot(s)	Yes	Distance from Residential Lot(s)	adjacent west
Water Body or Course	Yes	Distance from Water Body or Course	1.5km East - Last Mountain Lake	Cemetery	No



## PLAN SNAPSHOT REPORT (SUBD-004247-2025)

Distance from Cemetery	School Bus Route	Yes	Distance from School adjacent Bus Route
Urban Municipality	Yes		
Distance from Water Treatment Plant or Reservoir	Distance from Urban Municipality	1km E-RV Lumsden Beach, 850m N-Buena Vista...	Water Treatment Plant or Reservoir
			No
Additional Comments	Oil or Gas Well or Facility (within 500m)	No	Distance from Oil or Gas Well or Facility
Planning bylaw amendment required	Servicing Agreement Signed	No	Road Closure Bylaw Required
No			No

Attachment File Name	Added On	Added By	Attachment Group	Notes
SUBD-004247-2025 - 2025-02-18 - Application.pdf	02/14/2025 16:38	Assie, Scott	Available Online	Application
SUBD-004247-2025 - 2025-02-18 - PPS.pdf	02/14/2025 16:38	Assie, Scott	Available Online	Plan of Proposed Subdivision or Parcel Picture
SUBD-004247-2025 - 2025-02-18 - PPS.pdf	02/14/2025 16:38	Assie, Scott	Available Online	Plan of Proposed Subdivision
SUBD-004247-2025 - 2025-02-18 - PPS.pdf	02/14/2025 16:38	Assie, Scott	Available Online	Plan of Proposed Subdivision
SUBD-004247-2025 - 2025-02-18 - Title.pdf	02/14/2025 16:38	Assie, Scott	Available Online	Copy of Title
SUBD-004247-2025 - 2025-02-18 - UD.pdf	02/14/2025 16:38	Assie, Scott	Available Online	Utility Declaration
Signature_GeoVerra_Inc_2/14/2025.jpg	02/14/2025 16:38	Assie, Scott		Uploaded via CSS
SUBD-004247-2025 - 2025-2-28 - Heritage Screening Report.pdf	02/28/2025 9:46	Richter, Noah		Heritage screen required

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00002178	Decision Fee	\$150.00	\$0.00
	Examination Fee	\$1,500.00	\$0.00
	<b>Total for Invoice INV-00002178</b>	<b>\$1,650.00</b>	<b>\$0.00</b>
INV-00002211	Additional Lot Fee	\$300.00	\$0.00
	<b>Total for Invoice INV-00002211</b>	<b>\$300.00</b>	<b>\$0.00</b>
<b>Grand Total for Plan</b>		<b>\$1,950.00</b>	<b>\$0.00</b>

Activity Type	Activity Number	Name	Workflow Action Name	User	Created On
Activity - Planning Controls / Referrals	004692-2025		Review Sheet v.1.00	Noah Richter	02/28/2025

### Activity Custom Fields

Field Name	Value	Category	Requirement	Complies	Notes
Amendment Required	Yes	Amount	3.02ha	Complies	No
Density	Site should be rezoned to CR1 to accommodate site sizes	Floodprone	No	Geotech	No
Hazard Land	No	Legal	Yes	OCP	3.3.3(9)(a)(i) - multiple lot residential development policies
Open Water	No	Physical	Yes	Planning District	No
Required	Yes	Reservoir	No	Site Inspection	No
UDF	Yes	ZB	Agriculture		

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1			
Minimum Requirements Met v.1	Generic Action		
<b>Review Sheet v.1</b>			
Review Sheet v.1	Plan Activity	02/28/2025	0:00
Duty to Consult v.1			

## PLAN SNAPSHOT REPORT (SUBD-004247-2025)

Duty to Consult v.1	Create Plan Case
<b>Create Bylaw Plan v.1</b>	
Create Bylaw Plan v.1	Create Plan Case
<b>Draft Notice of Decision v.1</b>	
Draft Notice of Decision v.1	Generic Action
<b>Senior Planner Review v.1</b>	
Senior Planner Review v.1	Receive Submittal
<b>Directors Review v.1</b>	
Directors Review v.1	Receive Submittal
<b>Interest Registration v.1</b>	
Interest Registration v.1	Generic Action
Register Interest v.1	Receive Submittal
<b>Collect Interest Fees v.1</b>	
Collect Interest Fees / Take Payment v.1	Receive Submittal
<b>Alter decision as directed by SMB v.1</b>	
Alter Decision as directed by SMB v.1	Plan Activity
<b>Issue and Email Notice of Decision v.1</b>	
Issue and Email Notice of Decision v.1	Receive Submittal

**Utility Declaration Form**



**Utility Requirements** under  
*The Planning and Development Act, 2007,*  
*The Saskatchewan Telecommunications Act,*  
*The SaskEnergy Act and The Power Corporation Act.*

I (We), 19 PROPERTY CORP. \_\_\_\_\_ of  
 (full legal name - no initials)

\_\_\_\_\_  
 (address or community of residence)  
 in the Province Saskatchewan, hereby declare that:

- I am (We are) the registered owner(s) as defined by Section 2(b.2) of *The Subdivision Regulations* of the land being subdivided on the attached plan of proposed subdivision (plan) dated January 29 and signed by Scott Assie a Saskatchewan Land Surveyor/Registered Professional Planner.
- The legal description of the land being subdivided is:

Parcel Number	Title Number	Lot/Parcel	Block	Plan Number
203787333	153779361			

**Reference Description:** NE ¼ Section 01 Township 21 Range 22 W 2 Meridian.

- I (We) have viewed the subdivision plan or parcel tie removal and understand there may be existing utility lines that may or may not be registered on title.
- I (We) understand the existing utility lines are in place pursuant to unregistered statutory easements and that utility companies have no legal obligation to remove or relocate them.

I (We) agree to either 5A or 5B. (Please strike out the non-applicable paragraph either 5A or 5B.)

5A. I (We) have no objection to the location of the utility lines on the land to be subdivided and will grant any formal written easement agreements or forms as may be required by the utility company owning the line(s).

OR

~~5B. I (We):~~


- ~~Request removal or relocation of existing \_\_\_\_\_ power, gas or telecommunications utility lines (circle the appropriate utility) indicated on the plan/application for subdivision approval and have contacted the utility company owning the lines; and~~
- ~~Have no objection to the location of other utility lines and will grant any formal written easement agreement or form as may be required by the utility company owning the line(s) upon written request.~~

- If a formal written easement agreement is granted I (we) will not sell or transfer any part of the land until the easement is returned to the utility company and registered on the title to the land if required.
- I (We) agree that if I (we) fail to return a formal written easement agreement to the utility company within a reasonable period of time I (we) will have otherwise deemed to consent to the location of the utility line(s) in their current location.
- I (We) understand that this application agreement and declaration will remain in force and bind any successor owners of title to the parcel(s) of land created by this subdivision. Please supply the name, address and phone number of the utility company representative contacted about moving existing lines or extending new lines if required as part of 5B.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I (We) understand this form may expedite subdivision application review and I (we) agree to signing all of the necessary easements as requested by the utility companies.

Signed in the \_\_\_\_\_  
 in the Province of Saskatchewan,  
 this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

  
 \_\_\_\_\_  
 Signature of Landowner

\_\_\_\_\_  
 Signature of Landowner

\_\_\_\_\_  
 Signature of Landowner

\_\_\_\_\_  
 E-mail address of landowner(s)

**10. Other Requirements:**

1. Applications must include a current copy of the title to the land being subdivided and the Basic Fees. Also include any relevant permits or approvals obtained from other agencies or a municipality.
2. Basic Fees are \$300 per parcel (non-refundable) plus \$150 for issuance of a Certificate of Approval. The fees are exempt from GST & PST. Make a cheque or money order payable to the Minister of Finance.
3. Applicants may be asked for additional fees and information if found to be needed during the review of an application.
4. Until the review of an application is done and a decision is issued, no binding contracts for the land should be made and no construction or site preparation work should be started.
5. Personal information given on this form is collected pursuant to *The Freedom of Information and Protection of Privacy Act* and will be shared with other agencies involved in reviewing subdivision applications. If you do not want your personal information to be shared, contact the Community Planning Branch to discuss your concerns before submitting a completed form.

**11. Applicant(s):** *(persons making application and to whom correspondence should be addressed)*

a) Name of registered owner of land to be subdivided:

Name: 19 PROPERTY CORP.  
 Address: Box 944, 375 Broad St.  
 City/Town/Village: Lumsden  
 Prov: SK Postal Code: S0G 3C0  
 Email: \_\_\_\_\_ Tel: \_\_\_\_\_

b) Land Surveyor / Planner / Lawyer / Agent (specify):

Name: Evan Wight Company: GeoVerra  
 Address: 205 - 2803 Faithful Ave  
 City/Town/Village: Saskatoon  
 Prov: SK Postal Code: S7K 8E8  
 Email: Evan.Wight@GeoVerra.com Tel: 306 994 4666

c) Declaration by registered owner or authorized designate:

I, Riley Wagner hereby certify that I am the registered owner of the land proposed for subdivision or I am authorized, in writing, to act as the registered owner per Sections 2(d) and 5(3) of *The Subdivision Regulations, 2014*. By signing below, I certify that all information contained herein is true and correct. I understand that submittal of this application does not entitle the applicant to engage in the work applied for and there shall be no construction, site preparation work undertaken nor entering into any binding agreements for such work or selling the proposed property until such application is approved and the permit is issued. I also understand that all work must be permitted in compliance with all applicable provincial, federal, and local laws. I hereby swear that all statements contained with this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the *Canada Evidence Act*.

Signature:  Date: 02/07/2025

Name: 19 Property Corp. Address: Box 944, 375 Broad St,

City/Town/Village: Lumsden Prov: SK Postal Code: S0G 3C0 Tel: 6048426346

Replies are to be sent to (please specify from above):  a  b  c

Email: Evan.Wight@GeoVerra.com

**NOTES:**

- Measurements are in metres and decimals thereof.
- Measurements are approximate and may vary by 1.0m.
- Area to be approved is outlined in bold dashed line and contains 30,687 ha (75.83 acs).
- Survey date:
- © 2025 GeoVerra Inc., All rights reserved.

**OWNER:**

19 Property Corp.

**COMMUNITY PLANNING**

**REGISTERED PROFESSIONAL PLANNER**

Dated at Regina in the Province of Saskatchewan on \_\_\_\_\_

Scott Assié, R.P.P., M.C.I.P.

REV.	REVISION	INITIALS	DATE
1	Adjusted parcel areas	VM - SA	Jan 23, 2025
0	Issued	VM - SA	Jan 6, 2025

Plan of Proposed  
**SUBDIVISION**  
within

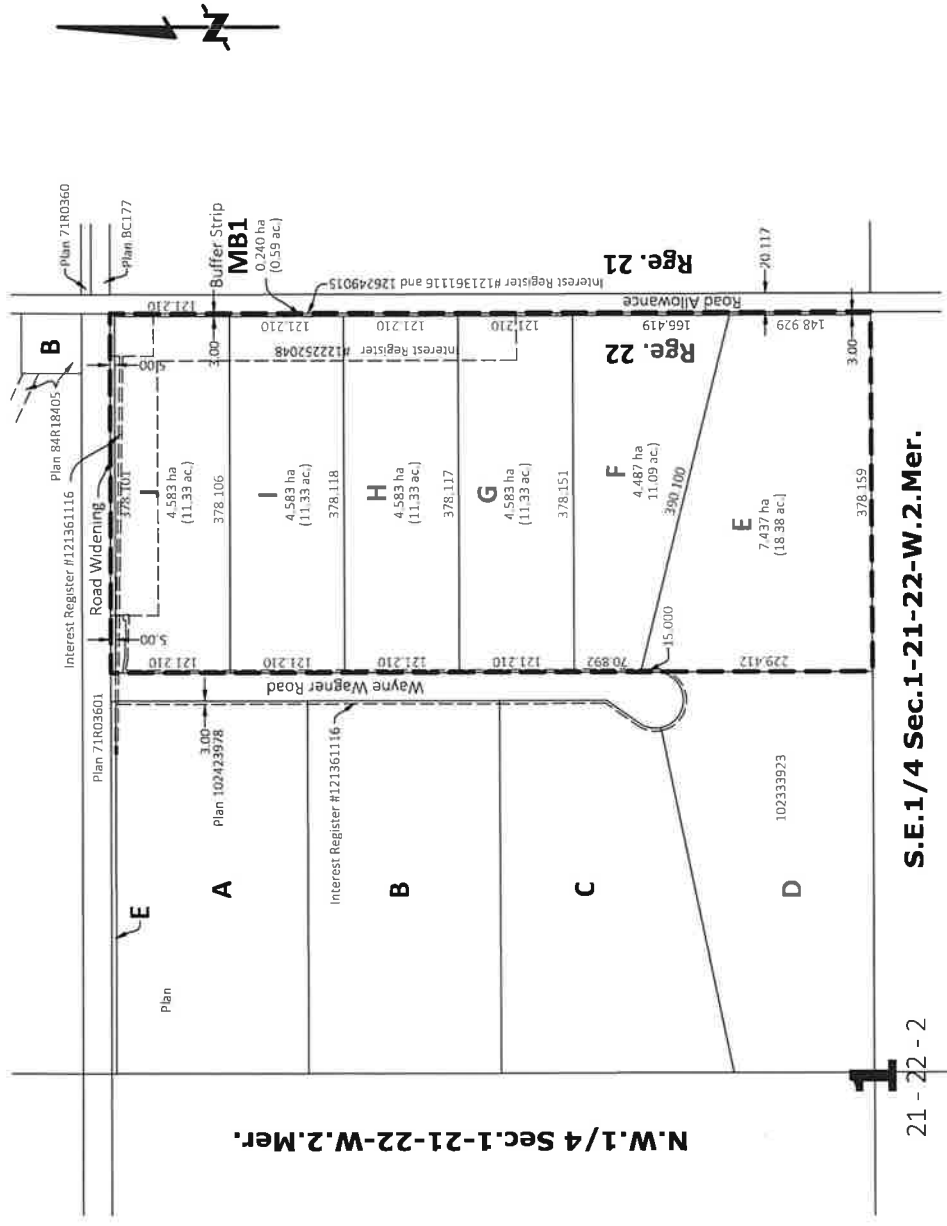
**N.E.1/4 Section 1  
Twp.21 - Rge.22 - W.2Mer.**

**R.M. of Lumsden No. 189, Saskatchewan**  
Scott Assié, R.P.P.  
Scale 1:5000



GeoVerra Inc.  
Toll Free: 1 800-465-6233  
www.geoverra.com

Project No. 25-00028-001 Client File No. :  
File: 25\_00028-001-Sub\_R1B



**N.W.1/4 Sec.1-21-22-W.2Mer.**

**S.E.1/4 Sec.1-21-22-W.2Mer.**

21-22-2

**NOTES:**

- Measurements are in metres and decimals thereof.
- Measurements are approximate and may vary by ±10m.
- Area to be approved is outlined in bold dashed line and contains 30.687 ha (75.83 acs).
- Survey date:
- © 2025 GeoVerra Inc., All rights reserved.

**OWNER:**

19 Property Corp.

**COMMUNITY PLANNING**

**REGISTERED PROFESSIONAL PLANNER**

Dated at Regina in the Province of Saskatchewan on \_\_\_\_\_

Scott Assie, R.P.P., M.C.I.P.

REV	REVISION	INITIALS	DATE
1	Adjusted parcel areas Issued	VM - SA	Jan 23, 2025
0	Issued	VM - SA	Jan 6, 2025

Plan of Proposed **SUBDIVISION** within

**N.E.1/4 Section 1  
Twp.21 - Rge.22 - W.2Mer.**

R.M. of Lumsden No. 189, Saskatchewan  
Scott Assie, R.P.P.  
Scale 1:5000



Project No.: 25-00028-001 | Client File No.:  
File: 25-00028-001\_Psub\_R1B



# Province of Saskatchewan Land Titles Registry Title

**Title #:** 153779361  
**Title Status:** Active  
**Parcel Type:** Surface  
**Parcel Value:** \$0.00 CAD  
**Title Value:** \$0.00 CAD  
**Converted Title:** 14AZO  
**Previous Title and/or Abstract #:** 152584915

**As of:** 06 Jan 2025 09:15:22  
**Last Amendment Date:** 21 Aug 2024 10:23:50.190  
**Issued:** 03 Mar 2021 15:35:48.200  
**Municipality:** RM OF LUMSDEN NO. 189

19 PROPERTY CORP. is the registered owner of Surface Parcel #203787333

Reference Land Description: NE Sec 01 Twp 21 Rge 22 W 2 Extension 1

This title is subject to any registered interests set out below and the exceptions, reservations and interests mentioned in section 14 of *The Land Titles Act, 2000*.

## Registered Interests:

**Interest #:**  
**190112228**

Power Corporation Act  
Easement (s.23)

**Value:** N/A  
**Reg'd:** 22 Jan 2016 09:14:01  
**Interest Register Amendment Date:** N/A  
**Interest Assignment Date:** N/A  
**Interest Scheduled Expiry Date:** N/A  
**Expiry Date:** N/A

**Holder:**  
SASKATCHEWAN POWER CORPORATION  
2025 VICTORIA AVE  
REGINA, SK, Canada S4P 0S1  
**Client #:** 100307618

See Attached

**Int. Register #:** 121361116

**Interest #:**  
**190112239**

Easement Non-Mutual

**Value:** N/A  
**Reg'd:** 15 May 2017 10:58:49  
**Interest Register Amendment Date:** N/A  
**Interest Assignment Date:** N/A  
**Interest Scheduled Expiry Date:** N/A  
**Expiry Date:** N/A

**Holder:**  
The Current Dominant Tenement  
N/A  
n/a, Saskatchewan, Canada S4P 3V7  
**Client #:** 100009099

No Sketch or Schedule

**Int. Register #:** 122252048

**Interest #:**  
**190112251**

Planning and Development  
Act, 2007-Servicing  
Agreement (Section 175)

**Value:** N/A  
**Reg'd:** 23 Jan 2020 09:34:37  
**Interest Register Amendment Date:** N/A

**Interest Assignment Date:** N/A  
**Interest Scheduled Expiry Date:** N/A  
**Expiry Date:** N/A

**Holder:**  
R.M. of Lumsden No.189  
BOX 160  
Lumsden, Saskatchewan, Canada S0G 3C0  
**Client #:** 101035280

**Int. Register #:** 123831008

**Interest #:**  
**194051651**

Joint Use Utility Easement

**Value:** N/A  
**Reg'd:** 01 Jun 2022 15:19:48  
**Interest Register Amendment Date:** N/A  
**Interest Assignment Date:** N/A  
**Interest Scheduled Expiry Date:** N/A  
**Expiry Date:** N/A

**Holder as Tenant in Common**  
**Interest Share:** 1/2  
**Interest Share Number:** 210828764  
**Holder:**  
Saskatchewan Telecommunications  
13th Floor, 2121 Saskatchewan Drive  
Regina, Saskatchewan, Canada S4P 3Y2  
**Client #:** 100006861

See Attached

**Holder as Tenant in Common**  
**Interest Share:** 1/2  
**Interest Share Number:** 210828775  
**Holder:**  
SASKATCHEWAN POWER CORPORATION  
2025 VICTORIA AVE  
REGINA, SK, Canada S4P 0S1  
**Client #:** 100307618

**Int. Register #:** 125120652

**Interest #:**  
**199905687**

Joint Use Utility Easement

**Value:** N/A  
**Reg'd:** 21 Aug 2024 10:23:50  
**Interest Register Amendment Date:** N/A  
**Interest Assignment Date:** N/A  
**Interest Scheduled Expiry Date:** N/A  
**Expiry Date:** N/A

**Holder as Tenant in Common**  
**Interest Share:** 1/2  
**Interest Share Number:** 218093665  
**Holder:**  
SASKATCHEWAN POWER CORPORATION  
2025 VICTORIA AVE  
REGINA, SK, Canada S4P 0S1  
**Client #:** 100307618

See Attached

**Holder as Tenant in Common**  
**Interest Share:** 1/2  
**Interest Share Number:** 218093676  
**Holder:**  
Saskatchewan Telecommunications



13th Floor, 2121 Saskatchewan Drive  
Regina, Saskatchewan, Canada S4P 3Y2  
**Client #:** 100006861

**Int. Register #:** 126249015

**Addresses for Service:**

**Name**

**Address**

**Owner:**

19 PROPERTY CORP.

BOX 126 SILTON, Saskatchewan, Canada S0G 4L0

Client #: 132971520

**Notes:**

Parcel Class Code: Parcel (Generic)



**Back to top**

**CERTIFICATE OF APPOINTMENT**

*THIS IS TO CERTIFY THAT*

<b>Chantel Terry</b>	<b>T-Class 1 Licensed Building Official, Saskatchewan</b>	<b>BOL855</b>
----------------------	---	---------------

Residents of the Province of Saskatchewan, who are employed by

PROFESSIONAL BUILDING INSPECTIONS, INC.  
5 GREGORY AVENUE EAST – UNIT 5  
BOX 517 STN MAIN  
WHITE CITY, SASKATCHEWAN

*HAVE BEEN APPOINTED AS LICENSED BUILDING OFFICIALS*

*BY THE COUNCIL OF THE \_\_\_\_\_ of \_\_\_\_\_*

*UNDER THE AUTHORITY OF SUBSECTIONS 16(2) AND 16(3) OF  
THE CONSTRUCTION CODES ACT*

The Municipal Official below is hereby authorized to issue Certificates of Appointment for the above noted Licensed Building Officials.

**(MUNICIPAL SEAL)**

\_\_\_\_\_  
(Signature of Authorized Municipal Official)

\_\_\_\_\_  
(Name of Municipal Official – Please Print)

\_\_\_\_\_  
(Title of Municipal Official)

\_\_\_\_\_  
(Date of Resolution)

\_\_\_\_\_  
(Resolution Number)

ROAD DEVELOPMENT AND MAINTENANCE AGREEMENT

**BETWEEN:**

*VILLAGE OF BUENA VISTA  
1050 Grand Ave  
Buena Vista, SK. S2V 1A2*

(hereinafter called the "Municipality" )

**AND:**

*XXXXXXX  
PO Box 129  
Regina Beach, SK S0G 4C0*

(hereinafter called the Developer")

(collectively, the "Parties")

This agreement made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

Between:

The Urban Municipality of the Village of Buena Vista, a municipal corporation in the Province of Saskatchewan

-And

XXXXXXXXXX

**WHEREAS** pursuant to the provisions of *The Municipalities Act*; and

**WHEREAS** all public roads (including lanes, streets and original road allowances) are owned by the Crown and other than provincial highways, municipalities are given the authority to direct, control and manage all streets and roads within their municipality; and

**WHEREAS** a municipality has discretion over where and when roads may be built and over the construction and maintenance standards; and

**WHEREAS** the parties named above desire to associate with each other for the purpose of developing the portion of the road allowance known as Adair Street north of Schwann Ave and south of the Old Rail Easement (Walking Path) to a higher standard to support development of the adjacent residential lots at the request of the Developer; and

**WHEREAS** the parties acknowledge that the development of this portion of the road allowance is required to have legal and physical primary access to the residential lots on the (100 Block of Adair), and the road to be developed must meet the primary access standards laid out by the Municipality for the entire portion of the road allowance, as identified by the engineered drawings, and

**WHEREAS** to limit the real and serious risks to the Municipality and to the Developer given the nature of the slopped terrain of the valley wall, it is imperative that the quality standards are met before the road can be officially opened as a primary access to accept building applications for said residential properties, and

**NOW THEREFORE**, in consideration of the mutual covenants, terms and conditions contained herein, the parties hereto agree as follows:

1. The preamble hereto shall form an integral part of this agreement.
2. The legal description of the land considered within the scope of this Agreement shall be the portion of the road allowance known as Adair Street at the northern boundary of the intersection of Schwann Ave and the southern boundary of the Old Rail Easement (Walking Path); described as

LEGAL LAND DESCRIPTION ORA 31-21-22-2 Ext. 0  
Max. Lat./Long. 50.784-104.940 (South Boundary of Old Rail Easement)  
Max. Lat./Long. 50.783-104.940 (North Boundary of Schwann Ave)  
**Highlighted on the Map, Appendix B**  
(Herein known as “the road allowance”)

3. This agreement does not limit or restrict the Municipality’s legal rights, entitlements, and discretion over the road allowance at any time before, during or after the terms of this agreement are complete, and FURTHER; this agreement does not limit or restrict the legal rights, entitlements, and ownership of the road allowance by The Crown.
4. The Municipality accepts the Developer’s offer to develop the portion of the road allowance described herein to the standard set forth by the Municipality in order to support the anticipated development of the residential lot owned by the Developer adjacent to the road allowance’s East boundary.
  - a. The Developer shall perform the necessary work with the necessary equipment and materials to bring the road allowance to the minimum graveled standard as set forth in the engineered drawings in Appendix A.
  - b. The Developer shall bear all costs associated with the necessary work to bring the road allowance to the standard set forth above.
  - c. The Municipality shall bear the costs associated with the provision of the engineered drawings and the costs of having engineers engaged by the Municipality perform quality tests that the Municipality requires.
5. The Municipality shall not be responsible for any damages or losses the Developer incurs while performing the work on the road allowance per this agreement. This includes losses of machinery and/or damages to adjacent property therefore:
  - a. The Developer shall during the term of this Agreement secure and maintain, from an insurer allowed by law to issue insurance policies in Saskatchewan, the following policies of insurance covering the Developer in respect of obligations to construct hereunder:
    - i. a comprehensive general liability insurance policy for bodily injury (including

death) and property damage having limits of not less than \$2,000,000 inclusive per occurrence, which policy shall provide for: a non-owned automobile liability extension; an extension for unlicensed vehicles, and operation of attached machinery; and

- ii. an automobile third party liability insurance policy (owner's form) for bodily injury (including death) and property damage having limits of not less than \$2,000,000 per occurrence, covering all vehicles used in the performance of this Agreement and such insurance shall include passenger liability extension.

## 6. INSPECTION AND TESTING

6.1. The Municipality and its servants shall have free access to the places of work and may perform inspections and tests to determine whether the construction is in compliance with the Municipality's requirements. All inspection and test results shall be available to the Developer upon request.

6.2. The Municipality's inspection and testing shall be supplementary to and not in lieu of inspections and testing as may be conducted or required to be conducted by the Developer's engineer.

6.3. The Developer shall conduct or cause to be conducted material testing in accordance with industry standards for quality control and shall promptly submit or cause to be submitted all test results to the Municipality's Chief Administrative Officer (CAO). Without restricting the generality of the foregoing the CAO may establish minimum standards, frequencies and timing of testing of materials, compaction, and cores.

6.4. The CAO may, in addition to any other requirement or direction authorized in the Contract Documents require the Developer to cause the temporary stoppage of Work in the event the CAO has cause to believe that the road allowance development is not being constructed in accordance with requirements or in a fashion which fails to comply with any law. In such event the CAO or his designate shall forthwith apprise the Developer of the stoppage and arrange for the immediate inspection of the work or inquiry into the compliance with laws.

7. Services constructed by the Developer pursuant to this Agreement shall be the property of the Municipality as soon as constructed, but shall remain subject to the Developer's obligations to repair and maintain as are set forth herein.

8. Upon the issuance Construction Completion Certificate, the warranty period for the road construction shall commence. The warranty period shall be 1 year.

8.1. If during the warranty period any defects or deficiencies attributable to faulty workmanship, substandard materials or the failure otherwise to construct the road in accordance with approved plans and specifications become apparent and the CAO requires repairs or replacement (herein referred to as "warranty work") to be done, the Developer shall, within 30 days after the delivery of a notice in writing to the Developer or within such other period of time as is reasonable having regard to seasonal conditions or as the Parties may otherwise agree, cause the repairs or replacements to be done. If, in the sole opinion of the CAO any emergency arises the Municipality may perform the warranty work without notice to the Developer and the Developer shall reimburse the Municipality for all reasonable costs of the warranty work, having regard to the exigent circumstances.

- 8.2. Warranty work is a continuing obligation which must be carried out until the date of issuance of the Final Acceptance Certificate
- 8.3. Eight weeks prior to the expiration of the warranty period, the Developer may apply for Final Acceptance Certificate. The CAO shall arrange for an inspection of the road within 3 weeks of receipt of such application, which inspection shall be carried out jointly with the Village's engaged engineer for this development. Where following inspection it appears that the Developer has maintained, repaired and/or replaced all in accordance with approved plans and specifications, the CAO shall issue Final Acceptance Certificate, whereupon subject only to express provisions herein to the contrary the Municipality shall accept, and assume maintenance and operational responsibilities with respect to the road. In the event that it requires repair or replacement, the CAO shall cause a list of required repairs and replacements to be delivered to the Developer and issuance of the Final Acceptance Certificate shall be withheld until the Developer remedies such outstanding items.
9. Upon issuance of Final Acceptance Certificate, the road to which each certificate relates shall be dedicated to public use and shall be maintained, operated and repaired or replaced, as the case may be, by the Municipality; EXCEPTING HOWEVER that neither the issuance of any certificates nor the expiration of warranty periods shall relieve the Developer of its obligation to execute the work according to approved plans and specifications and such liability of the Developer to the Village shall be subject only to relevant laws in force from time to time in the Province of Saskatchewan for the limitation of actions.
10. The Developer covenants and agrees that all services, covenants, agreements or undertakings otherwise of the Developer to be kept or observed hereunder shall be completed and discharged on or before the date for completion specified in this Agreement.
11. The Developer may by notice in writing request an extension of time within which to complete the Services. No extension of time shall be allowed unless such written request is made by the Developer and approved by the CAO.
12. DEFAULT
- 12.1. The following shall be events of default by the Developer:
- a) failure or refusal to complete the Services within the time specified herein;
  - b) abandonment of the work or the failure otherwise to continue with construction for a period of 30 consecutive days, seasonal conditions permitting;
  - e) failure or refusal to repair or replace defective or deficient Services in accordance with the requirements of the Municipality.
13. REMEDIES
- 13.1. Without restricting the generality of Article 12, the Municipality shall have the following remedies in the event of an event of default by the Developer:
- a) entering the Development Area and constructing the Services, at the cost of the Developer;
  - b) terminating the Developer's rights to continue to construct the Services;
  - d) commencing legal action(s) for damages or for the enforcement of the covenants of the Developer.
14. Where in this Agreement the CAO requires the Developer to perform, repair, maintain or

replace any Work or Services and the Developer disputes its obligation to perform such work or repair, maintain or replace such Work, including warranty work, the Developer shall perform the measures required hereunder promptly notwithstanding its objection to or dispute with the direction. The Developer shall however be entitled by written notice to the CAO to dispute its obligation to perform such Work and its liability for costs attendant thereon, in which event any Work performed by the Developer shall be effected without prejudice to the Developer's dispute and the costs attendant upon such work shall be subject to a referral to arbitration pursuant to The Arbitration Act for Saskatchewan, at the instance of either party.

15. Where any Work including warranty work is performed by the Municipality the Developer's liability for costs thereof shall also be referred to arbitration if the Developer disputes its liability for cost of the work or the calculation of such costs.
16. In the event of arbitration each Party shall on a timely basis and in any event not less than 14 days prior to the date set for the arbitration hearing provide to the other Party full particulars of the provisions of the agreement documents upon which that party relies together with a disclosure of any tests, reports, field sheets, or inspection results as may be relevant to the disposition of the arbitration whether or not such Party intends to rely upon such materials.

## 17. GENERAL PROVISIONS

17.1. The captions, section numbers, article numbers are for convenience only.

17.2. This agreement shall be governed by and construed in accordance with the laws of the Province of Saskatchewan. Both Parties shall only engage a case within the Province of Saskatchewan.

17.3. This agreement may not be modified or amended except by an instrument in writing signed by the Parties or by their successors or assigns.

17.4. The words "hereof", "herein" and "hereunder" and similar expressions used in any section or subsection relate to the whole of the agreement and not to that section or subsection only unless otherwise expressly provided. The use of the neuter singular pronoun to refer to the Developer or the Municipality is and is deemed a proper reference even though the Developer or the Municipality is an individual, partnership, corporation or a group of two or more individuals, partnerships or corporations. The necessary and grammatical changes required to make the provisions of the Contract Documents apply in the plural sense where there is more than one Developer and to either corporations, associations, partnerships, or individuals, males or females shall in all instances be assumed as though in each case fully expressed. Unless the contrary intention appears the words "Developer" and "Municipality" shall mean respectively "the Developer, its successors and/or permitted assignees" and "the Municipality, its successors and/or permitted assigns".

17.5. If for any reason any term, covenant or condition of this agreement, or the application thereof to any person or any circumstance, is to any extent held or rendered unenforceable or illegal then such term, covenant or condition and is deemed to be independent of the remainder of the Contract Documents and to be severable and divisible therefrom and its unenforceability or illegality does not affect, impair or invalidate the remainder of this agreement or any part thereof.

18. Any notice or demand required or permitted to be given to the Municipality by the Developer shall be in writing and may be delivered to the following address:

Chief Administrative Officer  
Village of Buena Vista  
1050 Grand Ave, Buena Vista, Saskatchewan S2V 1A2

and notices to be given to the Developer by the Municipality shall be delivered to the address set forth above within this agreement or to such alternate address within Saskatchewan as the Developer may by notice in writing advise.

19. The parties agree to perform and do all acts necessary in order to authorize, execute and perform this agreement.

~~20. Time is of the essence.~~

21. No assignment hereof may be made by the Developer in whole or part without the prior written approval of the CAO.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement.

On behalf of the Village of Buena Vista

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

On behalf of Developer \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature





# Regional Bylaw Services

---

**TO THE COUNCIL OF THE VILLAGE OF BUENA VISTA**

**WEEKLY REPORT 2025-03-05**

**1164 Highwood Ave.** – Upon inspection, the red Escalade remains stored on the RoW (photo on file). I issued Notice of Violation 101e for service by registered mail and payment due at the office by March 20/25.

Bob Gourlay – Bylaw Officer - Regional Bylaw Services



Hello again from the Lumsden Detachment.

We are again planning for the upcoming spring and summer season. This past weekend we had the first of many high visibility check stops that will be conducted on highways within the detachment area in an attempt to reduce impaired driving.

Cst. Laurin Holhoyi will be joining our detachment next month and is transferring in from Kamsack where she is presently posted. You can expect to see her out and about in our communities and within our schools.

Our office receives several requests daily to conduct criminal record checks for employment and volunteer positions. We will again be offering extended hours on Wednesday, April 16<sup>th</sup>. The detachment will remain open from 4:00 PM to 8:00 PM to provide people an opportunity to get the checks completed outside of regular working hours.

**Reminder:** This year's Community Consultative Group Meeting to take place this week on Wednesday, March 19<sup>th</sup> at the Lumsden Detachment. The meeting will start at 7:00 PM and we are requesting a representative(s) from your community or rural municipality to attend this year's meeting. At the meeting we will provide an update on policing activities in the Lumsden Detachment area. There will be an opportunity to ask any questions or discuss any concerns your community has in relation to crime or policing in your communities. Refreshments will be served at the meeting.

If you have any questions or concerns, please feel free to contact our detachment.

Regards,

Sgt. Dean Gherasim  
NCO i/c Lumsden Detachment



## COMMUNITY POLICING REPORT

To: Village of Buena Vista	From: Lumsden RCMP	Months: February 2025
		Date Prepared: 2025-03-14
		Lumsden RCMP (306) 731-4270

### OFFENCES REPORTED AND/OR COMMITTED IN TOWN/RURAL MUNICIPALITY

A) Criminal Code		C) Alcohol & Gaming Regulations	
1. Sexual Assault		1. Liquor Offences	
2. Indecent Act		2. Other	
3. Mischief		<b>D) Traffic</b>	1
4. Break and Enter		1. Charges	
5. Possess Stolen Property		2. Accidents	1
6. Thefts		3. Roadside Suspensions	
7. Impaired Driving/Over 0.08%		<b>E) Assistance/Services</b>	
8. Drive While Disqualified		1. Wellbeing Check	
9. Frauds		2. Sudden Deaths – Coroner’s Act	
10. Fail to Comply with Court Conditions		3. Suspicious Person / Vehicle	
11. Harassment		4. False Alarms	
12. Causing a Disturbance		5. Abandoned Vehicle	
<b>B) Drugs</b>		6. Assist General Public	
1. Possession of Drugs		7. Mental Health Act	
2. Trafficking		8. 911 Act	
		9. Animal Calls	
		10. Subpoena Service	
		11. Municipal By-laws	

\* Lumsden Detachment responded to 217 calls for service / incidents during the month of February 2025. There was 1 call / incident originating from within the Village of Buena Vista \*



Date: March 20, 2025

To: Mayor and Council of Buena Vista

Subject: Opening of Regina Beach Child Care Centre

---

Dear: Karen Smith

The Town of Regina Beach is pleased to invite you to the Grand Opening of Sandy Steps Child Care Centre. It will be held on March 27, 2025, from 6:00pm to 7:00pm. The Child Care Centre is open to all families equally in the South Shore School attendance area. We have many Buena Vista kids registered in the Centre ready to attend when the Centre opens April 1, 2025. Looking forward to seeing you there.

Sincerely Yours,

*S. Caswell*

Stephanie Caswell, Town of Regina Beach Recreation Director

cc:

Mike Thorley

[rbcao@reginabeach.ca](mailto:rbcao@reginabeach.ca)

Town of Regina Beach

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

Email: [townoffice@reginabeach.ca](mailto:townoffice@reginabeach.ca) Website: [www.reginabeach.ca](http://www.reginabeach.ca)

# NEWSLETTER



PROFESSIONAL BUILDING INSPECTIONS INC.

MARCH 2025

## ENERGY COMPLIANCE

As per the proposed changes in the Building Regulations, PBI will be accepting designs under Tier 1 energy compliance. **Conditional** approval will be granted pending regulatory amendments by the Province.



## WELCOME TO THE TEAM!

Chantel Terry has recently joined PBI. After completing two years of the electrician apprenticeship program (and receiving her second-year electrical card), Chantel then

began working at the Regina City Hall. There she gained experience in the building permitting process from 2019-2021. In 2025 she obtained her Building Code Training for Canadians certificate.



## NEW

As of January 1st, a new form (CSA F280) must be submitted when using the prescriptive path for energy compliance in a dwelling.

## UPDATING OUR RECORDS

We are currently updating our municipal client files and require your assistance. We are requesting that the items listed to the right be e-mailed to our office at [office@pro-inspections.ca](mailto:office@pro-inspections.ca).

It is important that PBI is notified when fire response times change. This has an impact on design requirements for all buildings.



APPOINTMENT FOR CHANTEL



COPY OF GOVERNMENT STAMPED BUILDING BYLAW



BYLAW APPROVAL LETTER FROM BUILDING STANDARDS



FIRE RESPONSE FORM

## GIFT OPPORTUNITY! *Building safer communities together*

We could not continue to provide our exceptional services without you, our amazing administrators & council! We put together a short, 4-question survey. Each municipality's submission will be entered for a chance to win! See: <https://pro-inspections.ca/survey>



Auto Fund Division

2260 - 11th Avenue  
Regina SK, S4P 2N7

Tel: (306) 751-1200  
Fax: (306) 757-0197  
www.sgi.sk.ca

1 March 2025

RECEIVED  
MAR 07 2025

Village Of Buena Vista  
1050 Grand Ave  
Buena Vista, SK S2V 1A2

81177503

Dear customer:

**Re: Business Recognition assessment, effective May 1, 2025**

Business Recognition is an incentive program for safe driving, offering Saskatchewan businesses basic insurance discounts of up to 15 per cent. The discount will apply to every qualifying vehicle your business registers. However, if your business has claims for which you or your drivers are considered responsible, you may receive a lesser discount or pay a surcharge.

For the one-year period beginning May 1, 2025, based on your business's claims history a **discount of 15 per cent** on basic insurance premiums will apply to eligible vehicles registered to the above customer number. Congratulations on achieving this reward!

Claims used to determine this assessment are listed on the following page(s). If there are claims you believe should be disregarded because of extenuating circumstances, you may appeal them to the Highway Traffic Board. To do so, please contact your local motor licence issuer to purchase an appeal receipt.

If you have questions about this assessment, please contact our Customer Service Centre in Regina at 306-751-1200 or toll free at 1-800-667-9868 or email [ipa@sgi.sk.ca](mailto:ipa@sgi.sk.ca).

From everyone at SGI, take care out there!

	2020	2021	2022	2023	2024	5 year total
Premiums Earned (\$)	3,724.93	3,819.79	3,708.07	4,065.32	5,235.51	20,553.62
Claims Amt Paid (\$)	0.00	0.00	0.00	0.00	0.00	0.00
Loss Ratio (%)	0.00	0.00	0.00	0.00	0.00	0.00
Capped Claims Amt (\$)	0.00	0.00	0.00	0.00	0.00	0.00
Capped Loss Ratio (%)	0.00	0.00	0.00	0.00	0.00	0.00
# of Claims	0	0	0	0	0	0

# Business Recognition Program

**The Business Recognition program rewards Saskatchewan businesses that have a good claims history with basic insurance discounts of up to 15%.** This discount applies to every qualifying vehicle your business insures. The program includes heavy vehicles in the commercial and farm classes (including those registered to individuals), and vehicles registered to a company.

If your business has insurance claims, you may receive a lesser discount or pay a surcharge. The level of discount or surcharge applied to your business's vehicles is called your Business Recognition assessment.

## How does the program work?

If your business has a loss ratio of 60% or less over the last five calendar years, it's eligible for a basic insurance discount of up to 15%. Businesses with a loss ratio of more than 70% are subject to surcharges. SGI does not consider traffic convictions when determining your Business Recognition assessment.

## How is my loss ratio determined?

First, SGI considers the amount it has paid out in claims (over the past five calendar years) for collisions where your company was found to be responsible. That amount is divided by the premiums you've paid to SGI over the same period. SGI caps each claim at the lower of three times your annual premium or \$50,000.

## What kind of assessment will I receive?

Depending on your business's five-year loss ratio, the chart on the right outlines the discount or surcharge you can expect.

Your discount or surcharge will be pro-rated based on the number of years you had vehicles registered in the five-year assessment period. Only businesses that had vehicles registered in each of the five years during the assessment period will be eligible to receive the full Business Recognition discount or surcharge.

SGI periodically monitors your business's loss history, and if you experience a significant change in your loss ratio, you may be contacted.

SGI reviews International Registration Plan (IRP) customers with a loss ratio greater than 70%. These carriers are subject to varying financial penalties and the cap on losses may not apply.

## Can I appeal my assessment?

Yes. If you believe claims in your assessment should be excluded you may appeal to the Highway Traffic Board (HTB), which is independent of SGI. Appeals are conducted over the telephone and cost \$100. SGI will refund this fee if your appeal is successful.

To appeal your Business Recognition assessment, simply identify the claims you believe should not be included and visit any SGI motor licence issuer.

For information on what to expect at an appeal hearing, please visit [www.highwaytrafficboard.sk.ca](http://www.highwaytrafficboard.sk.ca)

## I want to know more

Please visit [www.sgi.sk.ca/business-recognition-program](http://www.sgi.sk.ca/business-recognition-program) for more information about the Business Recognition program, or call SGI's Customer Service Centre at 1-800-667-9868.

**Business Recognition Scale**

	Loss ratio (%)	Discount/ surcharge (%)
Discount	0% – 15%	-15%
	16% – 30%	-12%
	31% – 40%	-9%
	41% – 50%	-6%
	51% – 60%	-3%
Base premium	61% – 70%	0%
Surcharge	71% – 80%	3%
	81% – 90%	8%
	91% – 100%	10%
	101% – 125%	13%
	126% – 175%	15%
	176% – 200%	20%
	201% +	25%