



Village of Buena Vista

Regular Council Meeting MINUTES

December 16, 2025 at 7:00 p.m.

Council Chambers 1050 Grand Ave Buena Vista, SK

Via Microsoft Teams Meeting ID: 255 745 441 386 31 Passcode: az79tx3b

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

Absent: Councillor Steve Schultz

Administration: Acting Chief Administrative Officer Melissa Pollock (via telephone), Assistant CAO Cate McConnell

1. **CALL TO ORDER**

A quorum being present, Mayor Smith called the meeting to order at 7:02 p.m.

2. **ADOPTION OF AGENDA**

2.1 RESOLUTION NO. 339/25

Moved by Councillor Duke

That the December 16, 2025 Regular Meeting of Council Agenda be adopted as presented.

CARRIED

3. **CONFLICT OF INTEREST DECLARATION**

No conflicts of interest were declared.

4. **ADOPTION OF MINUTES**

4.1 RESOLUTION NO. 340/25

Moved by Councillor Sax

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

CARRIED

4.2 RESOLUTION NO. 341/25

Moved by Councillor Miller

THAT the November 25, 2025 Public Hearing Minutes be adopted as presented.

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES**

No business arising from minutes.

6. ANNOUNCEMENTS, RECOGNITIONS & COMMUNITY EVENTS

7. DELEGATION

No delegation.

8. FINANCIALS

8.1 LIST OF ACCOUNTS FOR APPROVAL

RESOLUTION NO. 342/25

Moved by Councillor Duke

THAT Council approves the following accounts for payment: AP Batches 2025-00113 to 2025-00114 in the amount of \$99,009.49, which includes all cheques, credit card, automatic withdrawals, EFT and online payments.

CARRIED

8.2 PAYROLL

RESOLUTION NO. 343/25

Moved by Councillor Sax

THAT Council approves the following payrolls:

- *Public Works November 9-22, 2025 in the amount of \$7,265.11;*
- *Public Works November 23 – December 6, 2025 in the amount of \$7,264.63;*
- *Administration November 16-30, 2025 in the amount of \$5,126.05;*
- *Administration December 1-15, 2025 in the amount of \$5,218.38; and*
- *Council Remuneration November 2025 in the amount of \$1,054.15.*

CARRIED

8.3 FINANCIAL STATEMENT

RESOLUTION NO. 344/25

Moved by Councillor Sax

THAT Council accepts and files the Income Statement for January 1 – November 30, 2025.

CARRIED

9. REPORTS OF STAFF

9.1 ADMINISTRATION REPORT

RESOLUTION NO. 345/25

Moved by Councillor Miller

THAT Council has reviewed the Administration Report for the period of November 15 – December 12, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

CARRIED

9.2 **PUBLIC WORKS REPORT**

RESOLUTION NO. 346/25

Moved by Councillor Duke

THAT Council has reviewed the Public Works Report for the period of November 15 – December 12, 2025, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

CARRIED

9.3 **WATER TREATMENT PLANT DAILY RECORD**

RESOLUTION NO. 347/25

Moved by Councillor Sax

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

CARRIED

10. **REPORTS OF COUNCIL**

Councillor Spence reported that he helped set up the library table for the Farmer's Market.

Councillor Sax reported that the Parks & Rec Board had their Christmas dinner, however, he was unable to attend.

Mayor Smith reported that she attended the South Shore Primary Health Care meeting. A budget had been prepared and given to the Town. They attended a meeting with two MLA's for the Last Mountain area. Both seem keen to help the group lobby to get more money for health services in the area. They have asked for more lab time as well.

Mayor Smith also reported on IMUC. Four firefighters attended the meeting, who updated the committee on their intentions to put together a longer-term plan. The \$5 hauler fee for the lagoon is to be set in a reserve account to use for infrastructure for the lagoon.

11. **BOARDS & COMMITTEES**

11.1 **IMUC MEETING MINUTES & 2025 BUDGET UPDATE – December 1, 2025**

RESOLUTION NO. 348/25

Moved by Councillor Duke

THAT Council approves and files the IMUC Minutes of December 1, 2025 and the 2025 updated budget.

CARRIED

12. **UNFINISHED BUSINESS**

12.1 **PROPOSAL TO VILLAGE TO PURCHASE PROPERTY**

RESOLUTION NO. 349/25

Moved by Councillor Duke

THAT Council deny the request to purchase a portion of Lot A, Plan 101405450, as the existing road and road allowance is currently sufficient in width and no additional land is required.

CARRIED

12.2 DISCRETIONARY USE APPLICATION BV25-024: SW 13-21-22-W2 – CONSTRUCTION OF PRIVATE DWELLING TO INCLUDE ATTACHED GARGAGE, TYPE II MOUND SEPTIC SYSTEM & INSTALLATION OF DOMESTIC WATER INFRASTRUCTURE

RESOLUTION NO. 350/25

Moved by Councillor Duke

THAT Council defer the decision regarding the discretionary use application for the construction of a private dwelling, pending the collection of additional information related to drainage and setback requirements, and that a final decision be made once all relevant details have been reviewed; and FURTHER note that Discretionary Use Application BV25-023: Seasonal Rotational Grazing of Small Herd of Cattle was withdrawn on November 28, 2025 by the applicant.

CARRIED

13. NEW BUSINESS

13.1 OPERATING BUDGET

RESOLUTION NO. 351/25

Moved by Councillor Sax

THAT Council reviewed the preliminary draft of the 2026 Operating Budget and acknowledges that the final budget will be set once all 2025 year-end financial figures are available; and FURTHER THAT Council will begin discussions on the 2026 Capital Budget at the January 27, 2026 meeting; and FURTHER THAT Council approve no increase to the mill rate for the 2026 taxation year.

CARRIED

13.2 SALTED SAND FOR RESIDENTS

RESOLUTION NO. 352/25

Moved by Councillor Duke

THAT Council approve a trial period for the 2026 winter season to provide salted sand for resident use; and FURTHER THAT both sand bins be placed at the Municipal Office where access can be monitored to ensure safety and control; and FUTURE THAT a limited supply of salted sand will be made available, with appropriate signage and warnings posted regarding its use; and FUTURE THAT residents are not permitted to enter the shop yard to access salted sand freely, and that Public Works staff will not provide sanding or any kind of snow clearing of private driveways.

CARRIED

13.3 FEDERATION OF CANADIAN MUNICIPALITIES – 2026 MEMBERSHIP

RESOLUTION NO. 353/25

Moved by Councillor Duke

THAT Council approve obtaining the Federation of Canadian Municipalities (FCM) membership annually, and that the SUMA travel fund continue to be included as part of the annual renewal.

CARRIED

13.4 **DEVELOPMENT APPLICATION – ACCESSORY BUILDING LOT 26A, BLK 3, PLAN 62R07755**

RESOLUTION NO. 354/25

Councillor Sax declared a Conflict of Interest with respect to this item and did not participate in discussion or vote on the matter.

Moved by Councillor Duke

THAT Council request Administration to arrange Professional Building Inspectors (PBI) to complete a site inspection according to the Order on the accessory building before moving forward on the Development Application.

CARRIED

14. **BYLAWS & POLICIES**

15. **COMMUNICATIONS**

15.1 RESOLUTION NO. 355/25

Moved by Councillor Sax

THAT Council receives and files the Regional Bylaw Services reports for December 3 and 10, 2025.

CARRIED

16. **CLOSED SESSION**

16.1 RESOLUTION NO. 356/25

Moved by Councillor Sax

THAT this meeting move to in camera at 9:33 p.m. to receive legal advice as permitted under Section 120(2)(o) of The Municipalities Act and Section 21 of the Local Authority Freedom of Information and Protection of Privacy Act.

CARRIED

16.2 RESOLUTION NO. 357/25

Moved by Councillor Miller

THAT this meeting return to open session at 9:54 p.m.

CARRIED

17. **ADJOURNMENT**

17.1 *THAT this meeting be adjourned by Mayor Smith at 9:55 p.m.*



Mayor



Acting Chief Administrative Officer