

**Agenda**  
**Village of Buena Vista**  
**Regular Council Meeting on January 9, 2024 at 7:00p.m.**  
**1050 Grand Avenue,**  
**Buena Vista, Saskatchewan**

**Call to Order**

**Delegations**

- Matthew Butz – Subdivision Update

**Agenda Approval**

**Approval of Minutes**

- Minutes of Regular Council Meeting – December 12, 2023

**Payment of Accounts**

- Public Works Payroll Dec 16-23 \$6,104.33
- Public Works Payroll Dec 24-Jan 6 \$5729.03
- Administration Payroll Dec 16-31 \$4,433.76
- Dec 31/2023 Cheques #10803 –10812 in the amount of \$9,529.45
- Cheques #10813-10818 Destroyed by printer
- Dec 31/2023 Cheque #10819 - in the amount of \$8018.20
- Jan 9/2023 Cheques #10820 – 10833 in the amount of \$50,325.93
- Online Banking Accounts as of Dec. 31 in the amount of \$4,297.27
- Credit Card Payments as of Dec. 31 in the amount of \$1,668.84
- Credit Card Payments as of Jan. 9 in the amount of \$467.31

**Staff and Council Reports**

- Administrator's Report
- Public Works Report

## **Old Business**

- Edgewood Sewer

## **New Business**

- District Development Appeal Board Membership Renewal
- Board of Revision Renewal
- Library Board Membership Renewal
- UMAAS Membership Renewal
- Buena Vista Parks & Rec Membership Renewal
- Bylaw Enforcement Training - Melissa Pollock
- Water Distribution Class 1 & Water Treatment 1 Training – Damon Warawa
- Buena Vista Parks & Rec Minutes January 2, 2024
- 2023 Tax Enforcement
- Bylaw 1/24 Animal Control Bylaw (First Reading)
- Waterworks Record of Operation

## **Correspondence**

- Ministry of Government Relations Construction Codes Update
- SAMA 2024 Maintenance Delivery
- Commissionaires Report X 2

## **Adjournment**

***Deposit Register***Pay group : **002 (Public Works)**Pay period : **26 (10Dec2023 to 23Dec2023)**Cheque date : **29Dec2023**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Amount
00000001	29Dec2023	013	Neudeck, Catrina	004	2253.82
00000002	29Dec2023	020	Neudeck, Joel	003	2453.03
00000003	29Dec2023	024	Warawa, Lorne D	004	1397.48

**Pay Group Totals :**Number of Deposits:3  
Total Amount of Deposits:6104.33

***Deposit Register***Pay group : **002 (Public Works)**Pay period : **01 (24Dec2023 to 06Jan2024)**Cheque date : **12Jan2024**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Amount
00000001	12Jan2024	013	Neudeck, Catrina	004	2079.15
00000002	12Jan2024	020	Neudeck, Joel	003	2066.70
00000003	12Jan2024	024	Warawa, Lorne D	004	1583.18

**Pay Group Totals :**

Number of Deposits: 3

Total Amount of Deposits: 5729.03

***Deposit Register***Pay group : **004 (CAO & Assistant)**Pay period : **24 (16Dec2023 to 31Dec2023)**Cheque date : **29Dec2023**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Amount
00000001	29Dec2023	026	Guillemin, Karen	002	578.06
00000002	29Dec2023	028	Manz, Krista	001	2154.76
00000003	29Dec2023	040	Pollock, Melissa D.	002	1700.94

**Pay Group Totals :**

Number of Deposits:3

Total Amount of Deposits:4433.76

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2023-00053 to 2023-00053

Bank Code - AP - AP-General Oper

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>10803</b>	<b>2023-12-31</b>	<b>Abhilash Pillai</b>			
Dec17/23		580-230-105 - UT - Water - WTF	WTP Cleaning -Dec 3&17	106.00	106.00
Dec. 17/23		510-220-110 - GG - Office Clear	Office Cleaning -Dec3&17	106.00	106.00
			Payment Total:		212.00
<b>10804</b>	<b>2023-12-31</b>	<b>Commissionaires</b>			
37652		520-260-100 - PS -Bylaw Enforc	Bylaw Services - Nov 25-Dec	212.00	
		110-340-110 - GST Receivable	GST Tax Code	10.60	
		900-110-110 - GST Paid	GST Tax Code	10.60 NL	222.60
<b>10805</b>	<b>2023-12-31</b>	<b>Hyvac Sewer Service Ltd.</b>			
8540		585-295-200 - UT- Sewage Pur	Edgewood Septic Removal	2,334.57	
		110-340-110 - GST Receivable	GST Tax Code	116.73	
		900-110-110 - GST Paid	GST Tax Code	116.73 NL	2,451.30
85401-1		530-300-150 - TS - Workshop S	Shop Septic Removal -Dec	66.67	
		110-340-110 - GST Receivable	GST Tax Code	3.33	
		900-110-110 - GST Paid	GST Tax Code	3.33 NL	70.00
			Payment Total:		2,521.30
<b>10806</b>	<b>2023-12-31</b>	<b>Muir Barber Ltd.</b>			
Nov 30/23		530-410-100 - TS - Shop Supply	Shop Supplies -Nov	326.08	
		110-340-110 - GST Receivable	Both Tax Code	15.38	
		900-110-110 - GST Paid	Both Tax Code	15.38 NL	341.46
Nov. 30/23		580-430-100 - UT - Water - Mat	WTP Office Supp -Nov	5.24	
		110-340-110 - GST Receivable	Both Tax Code	0.25	
		900-110-110 - GST Paid	Both Tax Code	0.25 NL	5.49
Dec 31/23		530-410-100 - TS - Shop Supply	Misc Shop Supplies	465.40	
		110-340-110 - GST Receivable	Both Tax Code	5.58	
		900-110-110 - GST Paid	Both Tax Code	5.58 NL	470.98
			Payment Total:		817.93
<b>10807</b>	<b>2023-12-31</b>	<b>Munisoft</b>			
2023/24-04999		510-210-170 - GG - Admin. - Tr	AP Training -Dec 12	115.54	
		110-340-110 - GST Receivable	Both Tax Code	5.45	
		900-110-110 - GST Paid	Both Tax Code	5.45 NL	120.99
2023/24-05084		510-410-140 - GG - Office Supp	Training Sessions x5	1,038.80	
		110-340-110 - GST Receivable	Both Tax Code	49.00	
		900-110-110 - GST Paid	Both Tax Code	49.00 NL	1,087.80
			Payment Total:		1,208.79
<b>10808</b>	<b>2023-12-31</b>	<b>Papa Geordies Gas &amp; Grocery</b>			
Dec 31/23		530-425-111 - TS - Gas	Fuel - Dec	333.41	
		110-340-110 - GST Receivable	GST Tax Code	16.67	
		900-110-110 - GST Paid	GST Tax Code	16.67 NL	350.08
Dec. 31/23		510-410-140 - GG - Office Supp	Office Supplies - Tea	11.58	11.58
Dec.31/2023		510-410-140 - GG - Office Supp	Staff Appreciation	1,050.00	1,050.00
			Payment Total:		1,411.66
<b>10809</b>	<b>2023-12-31</b>	<b>Perras, Terry</b>			
Dec 19/23		210-300-100 - Meter Deposits	WMD	200.00	200.00
<b>10810</b>	<b>2023-12-31</b>	<b>Premier Design</b>			
1053		510-240-110 - GG - Web Site	2023 Website/Domain Host	212.00	
		110-340-110 - GST Receivable	Both Tax Code	10.00	
		900-110-110 - GST Paid	Both Tax Code	10.00 NL	222.00

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2023-00053 to 2023-00053

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #	GL Account				
<b>10811</b>	<b>2023-12-31</b>	<b>Saskatchewan Health Authority</b>			
3450337	580-290-100 - UT - Water - Lab	Water Test -Dec 12	21.90		
	110-340-110 - GST Receivable	GST Tax Code	1.10		
	900-110-110 - GST Paid	GST Tax Code	1.10	NL	23.00
3450962	580-290-100 - UT - Water - Lab	Water Test - Dec 19	21.90		
	110-340-110 - GST Receivable	GST Tax Code	1.10		
	900-110-110 - GST Paid	GST Tax Code	1.10	NL	23.00
3451124	580-290-100 - UT - Water - Lab	Water Test - Dec 27	21.90		
	110-340-110 - GST Receivable	GST Tax Code	1.10		
	900-110-110 - GST Paid	GST Tax Code	1.10	NL	23.00
		Payment Total:			69.00
<b>10812</b>	<b>2023-12-31</b>	<b>SUMA</b>			
Dec 14/23	510-140-330 - GG - Benefits - A	Guillemin -Group Ins Dec/23	431.95		431.95
Dec 14/23 -1	510-130-230 - GG - Benefits - A	Manz -Group Ins Dec/23	564.87		
	110-340-110 - GST Receivable	GST Tax Code	1.00		
	900-110-110 - GST Paid	GST Tax Code	1.00	NL	565.87
Dec 14/23 -2	530-130-130 - TS - Benefits - La	Neudeck -Group Ins Dec/23	460.85		460.85
Dec 14/23 -3	530-120-120 - TS - Benefits - Fc	Neudeck, J - Group Ins Dec	377.57		377.57
Dec 14/23 -4	510-140-330 - GG - Benefits - A	Pollock -Group Ins Dec/23	526.36		526.36
Dec 14/23 -5	530-130-130 - TS - Benefits - La	Warawa -Group Ins Dec/23	281.57		281.57
		Payment Total:			2,644.17
		Total Computer Cheque:			9,529.45
		Total AP:			9,529.45

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**Village of Buena Vista**  
**List of Accounts**  
Batch: 2023-00053 to 2023-00053

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Bank Code - CC - CC - Credit Card

**CREDIT CARD**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>122023-002</b> 340623	<b>2023-12-22</b>	<b>Hach Sales &amp; Service</b>			
		580-430-100 - UT - Water - Mat	Tot Chlorine Reagent	471.70	
		110-340-110 - GST Receivable	Both Tax Code	22.25	
		900-110-110 - GST Paid	Both Tax Code	22.25 NL	493.95
<b>122023-003</b> 1DE2EC20E1C8	<b>2023-12-22</b>	<b>Hickey Consulting</b>			
		580-260-100 - UT - Water - Con	Warawa Course -Dist Sys C	275.00	
		110-340-110 - GST Receivable	GST Tax Code	13.75	
		900-110-110 - GST Paid	GST Tax Code	13.75 NL	288.75
<b>122023-004</b> Dec 15/23	<b>2023-12-22</b>	<b>RB Golf Club</b>			
		510-410-140 - GG - Office Supp	Christmas Staff Appreciatio	851.66	
		110-340-110 - GST Receivable	Both Tax Code	34.48	
		900-110-110 - GST Paid	Both Tax Code	34.48 NL	886.14
Total Credit Card:					1,668.84
Total CC:					1,668.84





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**Village of Buena Vista**  
**List of Accounts**  
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Bank Code - OB - OB - Online Banking

**ONLINE BANKING**


Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>122023-002</b>	<b>2023-12-16</b>	<b>SaskTel</b>			
Dec 2023		530-300-120 - TS - Workshop - I	Shop Phone - Dec	62.05	
		110-340-110 - GST Receivable	Both Tax Code	2.93	
		900-110-110 - GST Paid	Both Tax Code	2.93 NL	64.98
<b>122023-003</b>	<b>2023-12-18</b>	<b>SaskPower</b>			
2118-0076-2885		530-300-120 - TS - Workshop - I	Shop -Dec	180.76	
		110-340-110 - GST Receivable	Both Tax Code	8.55	
		900-110-110 - GST Paid	Both Tax Code	8.55 NL	189.31
2118-0076-2900		570-340-110 - R&C -Power - Co	Concession -Dec	43.65	
		110-340-110 - GST Receivable	Both Tax Code	2.06	
		900-110-110 - GST Paid	Both Tax Code	2.06 NL	45.71
2283-0073-0295		580-300-170 - UT - Power - Boo	Booster Station -Dec	262.85	
		110-340-110 - GST Receivable	Both Tax Code	12.43	
		900-110-110 - GST Paid	Both Tax Code	12.43 NL	275.28
23160074-1169		530-310-200 - TS - Power - Edg	Edgewood -Dec	43.65	
		110-340-110 - GST Receivable	Both Tax Code	2.06	
		900-110-110 - GST Paid	Both Tax Code	2.06 NL	45.71
2382-0073-3993		580-300-180 - UT - Power - WT	WTP -Dec	1,828.01	
		110-340-110 - GST Receivable	GST Tax Code	91.40	
		900-110-110 - GST Paid	GST Tax Code	91.40 NL	1,919.41
1722-0082-6867		570-310-110 - R&C - Utility - Po	Rink - Dec Pymt	231.71	
		110-340-110 - GST Receivable	GST Tax Code	11.59	
		900-110-110 - GST Paid	GST Tax Code	11.59 NL	243.30
			Payment Total:		2,718.72
<b>122023-004</b>	<b>2023-12-18</b>	<b>SaskTel</b>			
Dec 13		510-300-140 - GG - Office - Tele	Office Phone -Dec	412.40	
		110-340-110 - GST Receivable	Both Tax Code	22.09	
		900-110-110 - GST Paid	Both Tax Code	22.09 NL	434.49
Dec. 13		580-300-195 - UT - Telephone/a	WTP Internet -Dec	55.90	
					55.90
			Payment Total:		490.39
<b>122023-005</b>	<b>2023-12-27</b>	<b>SaskEnergy</b>			
Dec 13/23		510-300-110 - GG - Office - Hea	Office -Dec	131.13	
		110-340-110 - GST Receivable	GST Tax Code	2.97	
		900-110-110 - GST Paid	GST Tax Code	2.97 NL	134.10
Dec. 13/23		530-300-110 - TS - Workshop - I	Shop -Dec	381.23	
		110-340-110 - GST Receivable	GST Tax Code	19.06	
		900-110-110 - GST Paid	GST Tax Code	19.06 NL	400.29
			Payment Total:		534.39
<b>122023-006</b>	<b>2023-12-27</b>	<b>SaskPower</b>			
2085-0077-5237		580-300-150 - UT - Power - Wel	Well #1 - Dec	366.49	
		110-340-110 - GST Receivable	GST Tax Code	18.32	
		900-110-110 - GST Paid	GST Tax Code	18.32 NL	384.81
2085-0077-5238		580-300-160 - UT - Power - Wel	Well #2 - Dec	99.03	
		110-340-110 - GST Receivable	GST Tax Code	4.95	
		900-110-110 - GST Paid	GST Tax Code	4.95 NL	103.98
			Payment Total:		488.79
			Total Online Banking:		4,297.27


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**Village of Buena Vista**  
**List of Accounts**  
Batch: 2023-00053 to 2023-00053

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Total OB:	<u>4,297.27</u>
Grand Total:	<u>15,495.56</u>

  
Mayor

  
Administrator

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**Village of Buena Vista**  
**List of Accounts**  
Batch: 2023-00054 to 2023-00055

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Bank Code - AP - AP-General Oper

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
10813	2023-12-31	VOID - Cheque Printing			
10814	2023-12-31	VOID - Cheque Printing			
10815	2023-12-31	VOID - Cheque Printing			
10816	2023-12-31	VOID - Cheque Printing			
10817	2023-12-31	VOID - Cheque Printing			
10818	2023-12-31	VOID - Cheque Printing			
10819	2023-12-31	Loraas Disposal South Ltd.			
8042453		540-200-130 - EH - Loraas Accc	Dec Recycle Pick Up x2	3,962.78	
		110-340-110 - GST Receivable	GST Tax Code	198.14	
		900-110-110 - GST Paid	GST Tax Code	198.14 NL	4,160.92
8042453 -1		540-200-130 - EH - Loraas Accc	Dec Garbage Pick Up x2	3,673.60	
		110-340-110 - GST Receivable	GST Tax Code	183.68	
		900-110-110 - GST Paid	GST Tax Code	183.68 NL	3,857.28
			Payment Total:		8,018.20
			Total Computer Cheque:		8,018.20

Total AP: 8,018.20

  
Mayor

  
Administrator

**Village of Buena Vista**  
**List of Accounts**  
Batch: 2024-00002 to 2024-00003

Bank Code - AP - AP-General Oper

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
10820 INS2024	2024-01-09	Aon Canada Inc. 510-230-100 - GG - Cont. - Insu	Insurance Premium 2024	31,594.00	31,594.00
10821 2024 -3	2024-01-09	Guillemín, Karen 510-290-110 - Admin - Cell Phoi	Cell Usage 2024	480.00	480.00
10822 05TX3313	2024-01-09	Mainline Fleet Service 530-420-100 - TS - Vehicle/Equi 110-340-110 - GST Receivable 900-110-110 - GST Paid	Blower Motor -2012 Chevy Both Tax Code Both Tax Code	172.64 8.14 8.14 NL	180.78
10823 2024 -2	2024-01-09	Manz, Krista 510-290-110 - Admin - Cell Phoi	Cell Usage 2024	720.00	720.00
10824 FD2024089	2024-01-09	Minister of Finance 510-240-100 - GG - Cont. - Merr 110-340-110 - GST Receivable 900-110-110 - GST Paid	Fire Dispatch Services 2024 GST Tax Code GST Tax Code	1,292.00 64.60 64.60 NL	1,356.60
10825 2023/24-04101  2023/24-05016	2024-01-09	Munisoft 510-410-140 - GG - Office Supp 110-340-110 - GST Receivable 900-110-110 - GST Paid 510-280-100 - GG - Cont. - Post 110-340-110 - GST Receivable 900-110-110 - GST Paid	Software Maintenance 2024 GST Tax Code GST Tax Code Security System Program 2 GST Tax Code GST Tax Code	5,115.56 241.30 241.30 NL 53.00 2.50 2.50 NL	5,356.86  55.50
Payment Total:					5,412.36
10826 2024 -5	2024-01-09	Neudeck, Catrina 530-300-140 - TS - Cell Phone	Cell Usage Allowance 2024	720.00	720.00
10827 2024 -7	2024-01-09	Neudeck, Joel 530-300-140 - TS - Cell Phone	Cell Usage Allowance 2024	720.00	720.00
10828 2024 -1	2024-01-09	Pollock, Melissa 510-290-110 - Admin - Cell Phoi	Cell Usage 2024	720.00	720.00
10829 3451468	2024-01-09	Saskatchewan Health Authority 580-290-100 - UT - Water - Lab 110-340-110 - GST Receivable 900-110-110 - GST Paid	Water Test - Jan 2 GST Tax Code GST Tax Code	21.90 1.10 1.10 NL	23.00
10830 2024	2024-01-09	SUMA 510-240-100 - GG - Cont. - Merr 110-340-110 - GST Receivable 900-110-110 - GST Paid	SUMA Membership 2024 GST Tax Code GST Tax Code	1,650.36 82.52 82.52 NL	1,732.88
10831 2024-00001	2024-01-09	Town Of Regina Beach 540-200-115 - EH- Lagoon - Re	Lagoon Project Loan -Jan	5,696.31	5,696.31
10832 2024 Memb	2024-01-09	UMAAS 510-240-100 - GG - Cont. - Merr 110-340-110 - GST Receivable 900-110-110 - GST Paid	Membership -CAO 2024 GST Tax Code GST Tax Code	238.10 11.90 11.90 NL	250.00
10833 2024 -6	2024-01-09	Warawa, Damon 530-300-140 - TS - Cell Phone	Cell Usage Allowance 2024	720.00	720.00

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**Village of Buena Vista**  
**List of Accounts**  
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COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
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				Total Credit Card:	50,325.93
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				Total AP:	50,325.93
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**Village of Buena Vista**  
**List of Accounts**  
Batch: 2024-00002 to 2024-00003

Page 3

Bank Code - CC - CC - Credit Card

**CREDIT CARD**

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #	GL Account				
012024	2024-01-31	Hach Sales & Service			
341062	580-430-100 - UT - Water - Mat	Free Chlorine Rgt		446.26	
	110-340-110 - GST Receivable	Both Tax Code		21.05	
	900-110-110 - GST Paid	Both Tax Code		21.05 NL	467.31
Total Credit Card:					467.31

Total CC:	467.31
Grand Total:	50,793.24

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Administrator

## **CAO's Report – January 9, 2024**

- Payroll/MEPP/Taxes/School Taxes
- Water Billing
- Updating Bylaws – Dog – Parks & Rec
- Budget investigation/planning
- Year end/Monthly Reconciliations
- LAFOIP Request from Matthew Wagner for info on Sewer increase
- 2024 Holiday Requests
- Tax Enforcement Process 2022/2023



# PUBLIC WORK'S REPORT

*Report prepared January 9, 2024 council meeting*

**Report period December 11, 2023 to January 7, 2024**

- Flood rink
- Clean, sweep rink
- Snow removal
- Sand
- Meter read





# Urban Municipal Administrators' Association of Saskatchewan

## 2024 MEMBERSHIP APPLICATION

**YOUR MEMBERSHIP IS DUE IN JANUARY OR WHEN YOU START A NEW JOB**

Division No. 3  
(From UMAAS Bylaw No. 1/100)

NAME Manz Krista  
Surname Given Name

MAILING ADDRESS PO Box 672 Regina Beach S0G 4C0  
Box No. City Postal Code

EMAIL ADDRESS cao@buenavista.ca PHONE NO. 306-450-3153

### I AM APPLYING FOR:

(Please check the box of the type of membership you are applying for and provide details of Urban Municipal Administration Certificate held.)

MEMBERSHIP TYPE	FEES (GST Included)	CERTIFICATE TYPE	DATE ISSUED
<input type="checkbox"/> Associate Membership No Certificate, Permit, Conditional Certificate	<b>\$200.00</b> (\$190.48 + \$9.52 GST)		
<input checked="" type="checkbox"/> Regular Membership D, C, or Standard A or Advanced Level 1 Superior or Advanced Level 2	<b>\$250.00</b> (\$238.10 + \$11.90 GST)	Standard	2023-05-16
<input type="checkbox"/> I am a Lifetime Member	<b>\$0.00</b>		

### I AM CURRENTLY WORKING FOR:

(If you are working for more than one municipality, please provide all the details of employment.)

NAME OF MUNICIPALITY / EMPLOYER	POSITION HELD	DATES (From and To)	POPULATION (From 2021 Census)
Village of Buena Vista	CAO	May 1, 2023- current	646

**Would you support an all-inclusive membership/convention fee in the future?**

Yes ☐ No ☒

Please complete the next page >>>



Urban Municipal Administrators' Association of Saskatchewan  
**2024 MEMBERSHIP APPLICATION**  
**YOUR MEMBERSHIP IS DUE IN JANUARY OR WHEN YOU START A NEW JOB**

**CONTINUING PROFESSIONAL DEVELOPMENT:**

(Please check the box of the function(s) attended in 2023 and provide details of continuing education credits.)

Section 1 of Bylaw 7-23 provides that all regular and associate members of the Association actively employed by a municipality as Administrator, Staff or Mentor/Consultant, shall participate in a minimum of at least one professional and development session each calendar year.

Function	Date (MM-DD-YEAR)	Topic / Class (If Applicable)
<input type="checkbox"/> UMAAS Convention		
<input checked="" type="checkbox"/> UMAAS Sponsored Workshop	10-26-2023	Municipal Economic Development Fundamentals (MLDP)
<input type="checkbox"/> SUMA Convention		
<input type="checkbox"/> SUMA Administrators Seminar		
<input checked="" type="checkbox"/> SUMA District Meeting	10-16-2023	Central Regional Meeting (Online)
<input checked="" type="checkbox"/> SUMA Sponsored Workshop	10-31-2023, 11-01-2023	Strategic and Financial Planning for Municipalities(MLDP)
<input checked="" type="checkbox"/> Ministry of Government Relations Workshop		
<input type="checkbox"/> RMAA Convention		
<input type="checkbox"/> RMAA Sponsored Workshop Approved by UMAAS Executive		
<input type="checkbox"/> SARM Sponsored Workshop Approved by UMAAS Executive		
<input type="checkbox"/> SAMA Sponsored Workshop		
<input type="checkbox"/> The Northern Saskatchewan Administrators Conference		
<input type="checkbox"/> The Northern Saskatchewan Administrators Workshop		
<input type="checkbox"/> Webinars offered for Municipal Administrator's training purposes		
<input type="checkbox"/> University or Technical School Degree/Certificate credit		
<input type="checkbox"/> Personal Development Courses Approved by UMAAS Executive		
<input checked="" type="checkbox"/> Other Workshops Approved by UMAAS Executive	ONLINE AT OWN PACE & 11-30-2023	Community Land Use Planning, Municipal Leaders' Roles & Responsibilities (MLDP)

**IF YOU DID NOT ATTEND A FUNCTION, PLEASE EXPLAIN YOUR EXTENUATING CIRCUMSTANCES:**

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**Have you ever had a Membership Certificate from UMAAS, or any fraternal organization suspended or revoked or have been subject to an investigation?** Yes ☐ No ☒

If yes, please provide details in full in a separate document.

*Under Bylaw 1/00, failure to pay the annual membership fee shall render a member liable to have their name struck from the register of members in accordance with disciplinary committee policy. A \$25.00 fee is payable for reinstatement.*

*I hereby agree to abide by the Urban Municipal Administrators Act and by the Bylaws and the Code of Ethics of the Association and any other requirements as set forth from time to time by the Association.*

Signature of Applicant: 

Date: Jan 10/2024

**PLEASE SEND THE COMPLETED APPLICATION AND FEE TO:**  
**U.M.A.A.S**  
**Box 220, Wynyard, SK S0A 4T0**  
**GST# 130535842 RT001**

**FOR OFFICE USE ONLY:**

Membership Certificate Issued:

Associate: \_\_\_\_\_ Regular: \_\_\_\_\_

Receipt No. \_\_\_\_\_ Date: \_\_\_\_\_

## **Buena Vista Parks & Rec Committee Members**

Cathy Klemm

Donna Hall

Gary McLennan

Alex Neuls

Jan Franklin

Ruebi Erfle

Sharon Mittermayr

Peg Frey

Mark Percy

Jeff Jacobs

Nancy Koszman

# Gourlay & Associates - Bylaw Enforcement Training Series Syllabus

## **Bylaw Enforcement Training – Module 1**

This module discusses the scope of municipal authority to regulate activities and development on both public and private lands. It is applicable to Bylaw Enforcement Officers, Municipal Staff and Councilors. No prerequisite training or experience is required. Course duration 2 days.

- An Overview of Municipalities
- Municipalities Act – Authorizes municipalities to adopt and enforce bylaws and provides immunity from prosecution
- A review of common bylaws and provincial offenses addressed in the Municipalities Act
- The Bylaw Enforcement Process – Authorities & Roles
- Summary Offences Procedures Act
- Trespass to Property Act
- The Planning & Development Act – SPI's, OCP's, Zoning Bylaws
- Construction Codes Act
- Fire Protection Act
- All-Terrain Vehicles Act
- Snow Mobiles Act
- Golf Carts
- Other Recreational Vehicles

## **Bylaw Enforcement Training – Module 2**

- This module discusses the procedures related to bylaw enforcement. It is applicable to Bylaw Enforcement Officers, Municipal Staff and Councilors. Prerequisite Bylaw Enforcement Level 1. Course durations 2 days.
- Bylaw enforcement procedures, roles and authorities
- Warnings, OTR's, Appeals
- Document Service, time limits
- Summary Offences Procedures Act - SOT's, Nov's
- Registering an Interest on a Property
- Complaint Management
- Compliance reporting and tracking

# Gourlay & Associates - Bylaw Enforcement Training Series Syllabus

- Inspections: warrants, evidence, vehicle registration verification, experts, documents, photos, body and dash cam operation
- Remediation: Agency Forms, Towing & Impounding, Clean Ups, Police peace keepers
- Privacy Protection & Duty to Inform
- Occupational Health & Safety
- Administration: time reporting, gas receipts, oil changes and vehicle repairs (Commissionaires)

## **Bylaw Enforcement Training – Module 3**

This module explores common barriers and best practices related to bylaw enforcement. It is applicable to Bylaw Enforcement Officers, Municipal Staff and Councilors. No prerequisite training or experience is required. Course duration 1 day.

You can have a well trained and experienced bylaw officer, but without the supportive systems and culture, your results will be disappointing. *"When strategy and culture collide.. culture always wins"* Steven Haines – *The Strategic Management Group*

- This module explores a range of issues and; offers best practices and insights to the following questions.
  - Drafting bylaws
  - How do we know if we're making a difference?
  - What is the current performance?
  - What is the desired performance?
  - How do we measure success?
  - Is what we're doing working?
  - Is there anything we need to change?



# ANDREW HICKEY, WATERWORKS CONSULTANT

## QUALITY TRAINING & OPERATIONAL SUPPORT

Andrew Hickey, Waterworks Consultant  
102129517 Saskatchewan Ltd.  
Box 1731  
Assiniboia, SK S0H 0B0

January 1, 2024

ATTN: Krista Manz, Administrator  
1050 Grand Avenue  
Buena Vista, SK S2V 1A2

cao@buenavista.ca

### **Re: Class 1 Water Treatment and Water Distribution Certification Prep – Remote Operator Training**

I am pleased to provide you with this proposal for Class 1 Water Treatment and Water Distribution custom training and exam preparation for your operator, Damon Warawa.

#### **1. Overview**

This training will be presented over one month with an initial online meeting to present the training materials and agenda with scheduled reading and quiz assignments and clear achievable milestones laid out. A weekly, online meeting will be arranged with Damon to go over the weeks assignments and discuss topics more in depth.

This customized training will be of benefit by enabling Damon to remain in his community to perform daily work and personal tasks. Cost savings would include hotel stays and meal and travel expenses. Some students also find weeklong classroom training and exams overwhelming which can lead to exam failure and lowered morale. Self paced training promotes higher information retention which can improve exam results and operational knowledge.

#### **2. Personnel**

I am a certified Water and Wastewater Technician and certified Class 4 in Water Treatment, Class 3 Water Distribution and Wastewater Collection and Class 2 Wastewater Treatment. I have over 15 years experience working in the waterworks industry and bring a unique perspective as a former Environment Officer with the Water Security Agency of Saskatchewan. In this previous role, I was the officer responsible for multiple facilities including Buffalo Pound Water Treatment Plant, City of Regina/EPCOR Wastewater Treatment Plant, City of Moose Jaw water and wastewater works and numerous other towns and villages in Saskatchewan. I have substantial knowledge of provincial and federal regulations and broad experience with issues faced by municipal facilities. With over 500 system inspections and reviews of facility operations, management in the utilities field and having trained more than 400

operators across Saskatchewan, my training and experience will ensure that efficiency, compliance, and operational excellence is achieved and maintained.

### 3. Fee Schedule

The fee for service is **\$1250.00 + GST**. This fee is based on **one (1) student receiving instruction in 2 subjects** (ex. Class 1 Water Treatment and Water Distribution) and includes:

- All training materials – appropriate manual, practice exams, review quizzes and supplemental resources. These materials will be shipped to the operator.
- An initial online meeting (via Microsoft Teams) to meet with the operator and discuss expectations, timelines and more.
- Four (4) weekly online meetings (via Microsoft Teams) with the student to ensure and maintain progress, present supplemental video and PowerPoint training and discuss any challenges/difficulties they may be experiencing. **\*This meeting can be arranged on weekends or after hours if it is more suitable for the student.**
- Availability for student to ask questions or clarify concepts outside meeting times via text or email.

**Billing will be issued at the commencement of the training.**

This fee **does not include** the cost of exams. I will assist in booking suitable exams and locations for student(s) to challenge the provincial exams. The cost for exams is administered by Saskatchewan Polytechnic.

### 4. Scheduling

A mutually agreeable schedule will be arranged upon acceptance of this proposal. Once the training begins it will be the responsibility of the student to ensure the required weekly study is completed.

Please call (306) 630-3264 or email [andrew@hickeyconsulting.ca](mailto:andrew@hickeyconsulting.ca) if you have any questions or require further clarification on the proposed work contained within this letter.

If this proposal meets your requirements, please sign the attached Authorization to Proceed and return via email at your earliest convenience. Thank you for giving me the opportunity to provide this proposal for custom training.

Sincerely,



Andrew Hickey



**ANDREW HICKEY, WATERWORKS CONSULTANT**

**QUALITY TRAINING & OPERATIONAL SUPPORT**

## **AUTHORIZATION TO PROCEED**

**Class 1 Water Treatment & Water Distribution Remote Operator Training**

**Damon Warawa- Buena Vista, SK**

**Fee for Service: \$1250.00 + GST**

**SIGNED:**

\_\_\_\_\_  
**For Village of Buena Vista**

\_\_\_\_\_  
**Date**

**PRINT NAME:**

\_\_\_\_\_  
**For Village of Buena Vista**

\_\_\_\_\_  
**Position**

Water distribution 1 (WTER-132)  
Water treatment 1 (WTER-130)



BUENA VISTA PARKS & RECREATION

**Minutes**

**Jan 2, 2023**

**Present** Cathy Klemm: Donna Hall, Gary McLennan , Alex Neuls, Jan Franklin, Ruebi Erfle, Sharon Mitemayr

**Absent:** Stephanie Caswell, Peg Fry, Mark Percy, Jeff Jacobs, Nancy Koszman,

Meeting called to order at 7:05pm

Motion to accept agenda Sharon 2<sup>nd</sup> Alex- carried

Motion to accept Previous minutes-Sharon 2<sup>nd</sup> Jan carried

Business Arising

- **Rink schedule-** Sharon advised that she is available if anybody needs a replacement..

**FINANCIAL REPORT**

- Nancy not present but advised that we have \$7021.85 in the bank and \$608.33 in the Heritage account.

**REC. DIRECTOR**

Steph not present . An email was received during the meeting and it will be forwarded to everyone with regards to her activities.

**NEW BUSINESS**

- **Bus Trip** Scheduled for Feb 8<sup>th</sup>
- **Bottles- Sort scheduled for Feb 3<sup>rd</sup> at 10am.**
- **Carnival:- Scheduled for Jan 6<sup>th</sup> Duties:**
  - Horses confirmed.
  - Tables- short picnic tables so we will use the other tables and people can stand around them.
  - Alex will pick up 4 cases of pop, 216 hotdogs and buns
  - Curing rink- Larry and Gary
  - Fire wood- Gary hauled a bunch over and covered it. Need some starter wood for the fire and Sharon will look after that. Gary took two palettes over there and we can have the fires on top of the palettes.
  - Music- Donna- **NO DON MESSER music**
  - Nancy confirmed she will have rolls of loonies there
  - Hockey shoot out
  - We will no longer have people sign up for curling etc.- just show up and if they come close we will record their names.
  - Ruebi brought a sample of the craft for Saturday and a group stayed to put them together.
  - **Everyone to meet at the rink at 10am.**

Motion to adjourn- . Alex and Sharon

**Meeting adjourned at 7350pm. Next meeting February 6th 2024**

South Shore Rec Coordinator Report  
Buena Vista Parks and Rec Board Meeting  
January 2, 2024

**Current Programs:**

B&A program – running daily on school days – 15 regular kids attending and 4 consistent drop-ins. We have received a grant from CIF for \$8000.00 to help with the expenses of the B&A programs and day camps.

Rec Camp Days – running on the non-school days

Youth Volleyball – will continue on Mondays in January as we still have kids showing up regularly

Youth Basketball – has started on Friday nights for the season

Lego – will open again for registration in late January

Rec Nights – have been well attended with over 60 kids coming per night

Yoga – Ann the instructor is taking January and February off. We will continue in March. January and February are typically the lowest enrollment months of the year.

Pickleball – Running on Tuesdays, Thursdays, and Sundays

**News:**

Falon and I have taken the Take the Lead! Instructor program from the Saskatchewan Parks and Recreation Association. We have plans to train the two current recreation workers as instructors for the program, as well. We will then introduce the program as a weekend Youth Leaders program that will run February, March and April. I have applied for a \$300.00 grant from SPRA to go toward program costs.

That the properties herein be advertised as a List of Land in Arrears which is the initial stages of the Tax Enforcement procedure

Description of Property			Total Arrears	Costs	Total costs & Arrears
Lot	Block	Plan			
F	10	102250022	\$ 2,000.00	\$ 10.00	\$ 2,010.00
1	7	CI627	\$ 2,329.66	\$ 10.00	\$ 2,339.66
4	7	CI627	\$ 5,101.02	\$ 10.00	\$ 5,111.02
C of T	18	CI627	\$ 3,138.40	\$ 10.00	\$ 3,148.40
C		102289248	\$ 1,550.19	\$ 10.00	\$ 1,560.19
15	31	60R10277	\$ 3,100.16	\$ 10.00	\$ 3,110.16
5	19	CI627	\$ 1,099.00	\$ 10.00	\$ 1,109.00
1	29	84R18410	\$ 3,703.68	\$ 10.00	\$ 3,713.68
9	29	84R18410	\$ 4,822.82	\$ 10.00	\$ 4,832.82
8	E	FZ5674	\$ 4,293.69	\$ 10.00	\$ 4,303.69
1	22	C1627	\$ 3,813.40	\$ 10.00	\$ 3,823.40
14	F	FZ5674	\$ 2,702.51	\$ 10.00	\$ 2,712.51
2	1	62R07755	\$ 3,937.39	\$ 10.00	\$ 3,947.39
15	2	62R07755	\$ 3,780.46	\$ 10.00	\$ 3,790.46
2	4	62R07755	\$ 2,964.80	\$ 10.00	\$ 2,974.80
7	36	89R70332	\$ 4,897.87	\$ 10.00	\$ 4,907.87
7	37	89R70332	\$ 4,337.65	\$ 10.00	\$ 4,347.65
26	2	62R07755	\$ 2,579.02	\$ 10.00	\$ 2,589.02
1	5	102326206	\$ 1,920.52	\$ 10.00	\$ 1,930.52
					\$ -
			\$62,072.24	\$190.00	\$41,721.92



## VILLAGE OF BUENA VISTA

### Briefing Note

<b>To:</b>	Mayor and Council
<b>Date:</b>	January 9, 2024
<b>Subject:</b>	Draft <i>Animal Control Bylaw No. 01/24</i> Repealing <i>Dog Bylaw No. 1/14</i> & <i>Animal Control Bylaw No. 1/20</i>

**RECOMMENDATIONS:** *That Council give First Reading to Animal Control Bylaw No. 01/24.*

**PURPOSE:** *In an effort to update bylaws, the dog and animal control bylaw is in need of being updated to include a change to the licensing fee, increase the tag replacement cost, update the penalty section and wording in order to be able to enforce the bylaw and be able to register with bylaw court. It also needs to be updated to remove the reference to the Regina Humane Society. After previous extensive research and dealings with problem dogs, the Humane Society confirmed that they do not accept out of town animals.*

*All forms will be updated/created to match the requirements of this bylaw and will be presented at the next Council meeting. This will also all be created to easily be converted to PDF fillable making it convenient for residents who may not be able to make it to the office during regular hours.*

**BACKGROUND:** *Municipalities have discretionary authority to address animal control within the municipality. A municipality may or may not have bylaws to license or regulate animals, however, it is in the best interest of the community to have this in place.*

#### CONSIDERATIONS

- What resources the Village currently has? shop space for impounded dogs, kennel, food/dishes, collar, leash or chain, capture noose.....may require a small budget to purchase some of these things.
- Sign made for Dog Park

#### 2. DEFINITIONS

**2.17** Kennel, Enclosure – definition from Zoning Bylaw (definitions should be consistent from bylaw to bylaw)

**2.18 Leash** = what length of leash does Council find reasonable ? A length should be stated, as to have solid regulations that we can control. Everyone has different perceptions on what is reasonable and we don't want people to think that a 16' length leash is reasonable to control their dog when realistically it isn't. 2 metres (6.5') and 1.2 metres (4') are the most common sizes found in bylaws. As a dog owner I believe both of these to be reasonable lengths in order to have complete control of your dog.

## **6. REGULATION AND CONTROL OF DOGS AND CATS**

**6.1** Current bylaw states no person can have more than 3 dogs. Does Council want to keep it the same? This is reasonable, and going with more than 3 wouldn't be advisable.

**6.3** We realize Council does not wish to enforce cats like dogs, however, a couple rules could be put in place without too much restriction. Saying that an intact cat should be indoors during the period a cat is in heat would be helpful to control the population of cats/strays in the community, and would also be helpful to the Cat Rescue.

## **8. NUISANCES**

**8.4-8.6** The easiest way to determine if a dog barking is in fact a nuisance is to set perimeters around it. A person who just doesn't like dogs could complain about a little bark. When this happens and we send the commissioner to follow up, we are wasting resources and money. If it's in fact a legit complaint people will be completely fine with doing the work to document the barking (or other nuisance behaviour). We should not be following up with any nuisance concerns unless a Complaint form is completed. To have everything about a complaint documented in writing, (including by staff/Commissioner) is also a crucial step to hold up to legal enforcement.

## **9. IMPOUNDING OF DOGS**

**9.3-9.5** Again it is very important to have everything in writing. Especially in the case of a dog being impounded and surrendered. This ensures that the Village has documentation/record of all events that took place. In order to prove that we did everything in compliance with this bylaw (and within our authority), and to hold up to legal enforcement, we should ensure everything is recorded, from time of receiving/catching a loose dog to whenever the dog is claimed or surrendered.

## **11. VILLAGE DOG PARK**

**11.1-11.9** This section adds official/enforceable rules that we can also post at the park. We have had complaints and have heard complaints posted on social media about these things.

## **13. BEES**

We currently do not have anything about bees in our bylaws. So to allow them we should have some good faith rules for the protection of all our residents. We do know of a few residents who have bees and we reached out to a couple. In talking to the one, he advised us of a bunch of information that we were unaware of which prompted this section to expand a bit from original thoughts. There are rules for beekeepers that *The Apiaries Act* legislates. To do our due diligence we should follow these guidelines and rules as well.

## **15. PENALTIES AND VOLUNTARY PAYMENT**

This section may change a bit as we are still working on it. We should be ensuring the Commissioner has a read over this bylaw and he can also ensure this section has the correct wording in order to be able to enforce it and to use the courts if we need to.

December 13, 2023

Dear Stakeholder:

This letter is an update regarding amendments to the regulations under *The Construction Codes Act* (the CC Act) adopting the 2020 editions of the Construction Codes effective January 1, 2024.

This includes:

- The National Building Code of Canada (NBC) 2020;
- The National Energy Code of Canada for Buildings (NECB) 2020; and,
- The National Plumbing Code of Canada (NPC) 2020.

In addition, the Saskatchewan Public Safety Agency (SPSA) has updated *The Fire Safety Regulations*, which include the adoption of the National Fire Code of Canada (NFC) 2020 effective January 1, 2024.

Saskatchewan will adopt the 2020 editions of the Construction Codes on January 1, 2024, which is part of Saskatchewan's commitment to safe, healthy, habitable and energy-efficient buildings while ensuring Saskatchewan's legislative framework for building construction remains current. Adopting the Construction Codes will also align with provincial commitments under Prairie Resilience, Saskatchewan's Plan for Growth and the Canada Free Trade Agreement.

The following are highlights of the regulatory amendments:

- Saskatchewan has committed to adopting all of the 2020 Construction Codes.
- Saskatchewan's four climate zones have been consolidated into a single climate zone being, 7A, to simplify requirements for industry and stakeholders when applying energy efficiency provisions under the NBC and NECB.
- Saskatchewan has adopted Tier 1 energy efficiency standards for buildings to which the NECB applies. For buildings to which Section 9.36. of the NBC applies, Saskatchewan has adopted Tier 2 as of January 1, 2024, and Tier 3 as of January 1, 2025. As a reminder, buildings constructed before January 1, 2019, remain exempt from energy efficiency provisions when those buildings are undergoing renovation work.
- Requirements for carbon monoxide (CO) and smoke alarms have been clarified. While the requirements for CO and smoke alarms remain unchanged, the section was rewritten to ensure a clearer understanding of when and where CO and smoke alarms must be installed.

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- Requirements to plumbing regulations have been updated, clarifying when and where backwater valves must be installed to minimize the effects of sewer backups.

Copies of the 2020 editions of the NBC, NECB, NPC and NFC are available free of charge from Codes Canada at the following link <https://nrc.canada.ca/en/certifications-evaluations-standards/codes-canada/codes-canada-publications>.

Copies of the four Order in Council (OIC) regulatory amendment documents are available through <https://publications.saskatchewan.ca> at the following links:

- OIC 611/2023 *The Building Code (Adoption of Code) Amendment Regulations, 2023*.  
<https://publications.saskatchewan.ca/#/products/122519>
- OIC 612/2023 *The Energy Code (Adoption of Code) Amendment Regulations, 2023*.  
<https://publications.saskatchewan.ca/#/products/122520>
- OIC 613/2023 *The Plumbing Code (Adoption of Code) Amendment Regulations, 2023*.  
<https://publications.saskatchewan.ca/#/products/122521>
- OIC 574/2023 *The Fire Safety (National Fire Code) Amendment Regulations, 2023*.  
<https://publications.saskatchewan.ca/#/products/122409>

If you have any questions, concerns or would like to discuss this letter further, please contact:

Building and Technical Standards  
Ministry of Government Relations  
1430 - 1855 Victoria Avenue  
REGINA SK S4P 3T2  
Email: [btstandards@gov.sk.ca](mailto:btstandards@gov.sk.ca)  
Phone: (306) 787-4113

Sincerely,



Marvin Meickel  
Chief Codes Administrator

cc: Stephen Freidt, Chief Plumbing Inspector, Technical Safety Authority of Saskatchewan  
Wayne Roger, Fire Marshall, Saskatchewan Public Safety Agency

**Subject:**

admin@buenavista.ca  
Tuesday, January 2, 2024 4:19 PM  
cao@buenavista.ca  
FW: Possible 2024 Maintenance Delivery Delay

Thanks,

Melissa Pollock  
Assistant Administrator  
Village of Buena Vista  
1050 Grand Ave  
Buena Vista, SK S2V 1A2  
306-729-4385  
[admin@buenavista.ca](mailto:admin@buenavista.ca)

**From:** Nicole Klein <nicole.klein@sama.sk.ca> **On Behalf Of** Regina Region  
**Sent:** January 2, 2024 4:11 PM  
**Subject:** Possible 2024 Maintenance Delivery Delay

January 2<sup>nd</sup>, 2024

This letter is to provide advanced notice to you that your 2024 SAMA maintenance delivery may be completed later than the date you have requested. To reduce inconvenience to your municipality we are notifying clients as soon as possible.

5 out of 12 staff positions in the region became vacant in 2023 due to promotion, retirement, and turnover. We have filled 3 of these positions while two remain vacant. We are working to fill these vacancies as quickly as possible and provide required training to new staff. Reinspection project plans will be adjusted in order to minimize the impact on maintenance going forward.

SAMA Appraisers will still contact you prior to your desired delivery date or when work begins. We appreciate your patience and understanding as we work to meet your needs.

If you have any concerns, please contact me at frances.simonson@sama.sk.ca or call to speak to your appraiser at 306.924.8080.





Frances Simonson PAg LAAS MRAAS  
Regina Regional Manager  
Saskatchewan Assessment Management Agency

NOTICE: This confidential e-mail message and any attachment is only for the intended recipient. If you are not the intended recipient, be advised that any use of this information is strictly prohibited. In such case, please destroy this message and notify the sender.

**TO THE VILLAGE COUNCIL OF BUENA VISTA - REPORT-2023-12-20**

**Railpath RoW Registry** – I photographed and geolocated 6 more structures along the Railpath RoW. I have completed from 16<sup>th</sup> St. E, Regina Beach, east to 6<sup>th</sup> St. in Buena Vista.

**1225 Grand Ave.** – Upon inspection, the RV trailer remains on the RoW with the tire chalk marks intact. The office informed me that the occupant called the office explaining that the RV trailer is used as an ice fishing shelter and will be move onto the lake as soon as the ice is a safe thickness. Keep file open.

Bob Gourlay – Bylaw Enforcement Officer

South Saskatchewan Commissionnaires

**TO THE VILLAGE COUNCIL OF BUENA VISTA - REPORT-2024-01-03**

**Railpath RoW Registry** – I photographed and geolocated 4 more structures along the Railpath RoW. I have completed from 16<sup>th</sup> St. E, Regina Beach, east to the condominiums.

No reports to the office and no contraventions observed

Bob Gourlay – Bylaw Enforcement Officer  
South Saskatchewan Commissionaires