



Village of Buena Vista

Regular Council Meeting MINUTES

March 24, 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 (via Microsoft Teams), Councillor Bob Sax, Councillor Spence Miller, Councillor Chris Duke

Administration: Chief Administrative Officer Melissa Pollock

Absent: Councillor Steve Schultz

1. **CALL TO ORDER**

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

2. **ADOPTION OF AGENDA**

2.1 RESOLUTION NO. 050/26

Moved by Councillor Duke

That the March 24, 2026 Regular Meeting of Council Agenda be adopted as presented, with the addition of New Business Item 13.8 Discretionary Use Water Line.

CARRIED

3. **CONFLICT OF INTEREST DECLARATION**

No conflicts of interest were declared.

4. **ADOPTION OF MINUTES**

4.1 RESOLUTION NO. 051/26

Moved by Councillor Sax

THAT the February 24, 2026 Regular Meeting of Council Minutes be adopted as presented.

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES**

N/A

6. **ANNOUNCEMENTS, RECOGNITIONS & COMMUNITY EVENTS**

Primary Health Care Centre – Expanded services to now include Nurse Practitioner/Doctor on Wednesday, Thursday and Fridays.

7. **DELEGATION**

No delegation.

8. **FINANCIALS**

8.1 **LIST OF ACCOUNTS FOR APPROVAL**

RESOLUTION NO. 052/26

Moved by Councillor Duke

THAT Council approves the following accounts for payment: AP Batches 2026-00017 to 2026-00020 in the amount of \$45,793.26; AP Batches 2026-00021 to 2026-00027 in the amount of \$27,601.16 which includes all cheques, credit card, automatic withdrawals, EFT and online payments for a grand total of \$73,394.42.

CARRIED

8.2 **PAYROLL**

RESOLUTION NO. 053/26

Moved by Councillor Sax

THAT Council approves the following payrolls:

- *Public Works February 15 – 28, 2026 in the amount of \$6,512.64;*
- *Public Works March 1 – 14, 2026 in the amount of \$6,472.27;*
- *Administration February 16 – 28, 2026 in the amount of \$5,071.88;*
- *Administration March 1 – 15, 202 in the amount of \$4,856.70; and*
- *Council Remuneration February 1 – 28, 2026 in the amount of \$1,201.77.*

CARRIED

8.3 **FINANCIAL STATEMENT**

RESOLUTION NO. 054/25

Moved by Councillor Miller

THAT Council accepts and files the Income Statement for February 2026.

CARRIED

9. **REPORTS OF STAFF**

9.1 **ADMINISTRATION REPORT**

RESOLUTION NO. 055/26

Moved by Councillor Duke

THAT Council has reviewed the Administration Report for the period of February 21 – March 20, 2026, received clarification on certain matters, and hereby accepts the report as information and files it accordingly.

CARRIED

9.2 **PUBLIC WORKS REPORT**

RESOLUTION NO. 056/26

Moved by Councillor Sax

THAT Council has reviewed the Public Works Report for the period of February 21 – March 20, 2026 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. 057/26

Moved by Councillor Miller

THAT Council has reviewed, accepts and files the Water Treatment Plant Daily Operations for the period of February 2026 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**

10.1 **SASKATCHEWAN PUBLIC SAFETY AGENCY'S (SPCA'S) PROVINCIAL DISASTER ASSISTANCE PROGRAM (PDAP) TRAINING UPDATE:** *Councillor Sax updated on the training as per attached written report.*

Councillor Miller updated on the library board that some outstanding issues have been completed; they have discussed looking into grant applications; and how they are having challenges getting teens involved so looking for ideas.

11. **BOARDS & COMMITTEES**

11.1 **PARKS & RECREATION BOARD SIGNING AUTHORITIES**

RESOLUTION NO. 058/26

Moved by Councillor Sax

THAT Council appoint the following as signing authorities for the Buena Vista Parks, Recreation & Cultural Board, as follows

- *Nancy Kozman, Board Treasurer*
- *Donna Hall, Board Chair*
- *Melissa Pollock, Municipal Administration, CAO*
- *Karen Smith, Municipal Administration, Mayor*

AND FURTHER THAT, all financial documents require two (2) signatures, with one (1) signature being from a member of the Board and one (1) signature being from Municipal Administration.

Further, THAT Council confirms the following appointments to the Buena Vista Parks, Recreation & cultural Board:

- *Donna Hall, Chair*
- *Amanda Krenbrink, Vice Chair*
- *Lindsey Bast, Secretary*
- *Nancy Koszman, Treasurer*

CARRIED

12. UNFINISHED BUSINESS

N/A

13. NEW BUSINESS

13.1 PROPOSED RESIDENTIAL SUBDIVISION – PARCEL D, PLAN 102376278

RESOLUTION NO. 059/26

Moved by Councillor Duke

THAT Council deny the proposed subdivision application for Parcel D, Plan 102376278, as the proposed subdivision would result in a dwelling being located on a parcel where a dwelling is not permitted or discretionary use within the Cottage Industrial Zoning District, and therefore does not comply with the requirements of the Zoning Bylaw; and FURTHER THAT Council direct Administration to prepare a draft amendment to the Zoning Bylaw to allow separate dwellings within the Zoning District as a discretionary use, in order to address existing non-conforming situations and bring affected properties into compliance.

CARRIED

13.2 PROPOSED AMENDMENTS TO ZONING BYLAW- SHORT-TERM RENTALS (STRs) & SHORELINE REGULATIONS

RESOLUTION NO. 060/26

Moved by Councillor Sax

THAT Council direct Administration to prepare amendments to the Zoning Bylaw to establish regulations for short-term rentals and shoreline regulations, including appropriate definitions, permitted uses, any applicable environmental or land use controls, and operational standards; AND FURTHER THAT, the proposed amendments be brought forward to Council for consideration, and that upon First Reading, a Public Hearing is scheduled and notice provided in accordance with The Planning and Development Act, 2007; and FUTURE THAT the proposed amendments be returned to Council for further consideration following the Public Hearing.

CARRIED

13.3 REQUEST FOR PROPOSAL (RFP) VB2026-001 SUPPLY AND INSTALLATION OF GUARDRAILS & LED STOP SIGNS

RESOLUTION NO. 061/26

Moved by Councillor Sax

THAT Council, based on the evaluation criteria outlined, award the Request for Proposal (RFP) for the supply and installation of guardrails and LED Stop signs under the SGI Traffic Safety Grant to Proponent #1 Barricades And Signs Traffic Professionals, in the amount of \$47,751 plus applicable taxes, as the proponent deemed to provide the best overall value to meet the requirements of the RFP. And FURTHER, that Administration be authorized to finalize and execute the necessary agreement with Barricades And Signs.

CARRIED

13.4 REGIONAL BYLAW SERVICES CONTRACT

RESOLUTION NO. 062/26

Moved by Councillor Duke

THAT Council approves the Regional Bylaw Services Contract at the revised reduced service hours for April 15-30, 2026 from 3 hours biweekly to 2 hours biweekly and October 1-April 14, 2026 from 3 hours biweekly to 2 hours biweekly, as presented to Council; and FURTHER THAT Council authorize Administration to finalize, sign and execute the agreement with Regional Bylaw Services; and FURTHER THAT Administration continue to monitor bylaw compliance matters and proactively contact residents as part of an educational approach to encourage voluntary compliance and assist property owners in bringing properties into compliance where possible, in order to reduce the need for formal bylaw enforcement proceedings.

CARRIED

13.5 SK RECYCLES CURBSIDE COLLECTION AGREEMENT – SEPTEMBER 1, 2026 ONBOARDING

RESOLUTION NO. 063/26

Moved by Councillor miller

THAT Council accept the SK Recycles Curbside Collection Agreement, with onboarding effective September 1, 2026; and FURTHER THAT Council authorize the Chief Administrative Officer (CAO) and the Mayor to sign and execute the agreement on behalf of the municipality; and FURTHER THAT Administration begin developing and distributing educational materials to residents regarding the new recycling program to help support a smooth transition and public awareness.

CARRIED

Prior to discussion of item 13.6, Councillor Duke declared a Conflict of Interest and did not participate in discussion or vote on the matter, leaving the Council Chambers at 9:00 p.m.

13.6 SOUTH SHORE BALL ASSOCIATION REQUEST

RESOLUTION NO. 064/26

Moved by Councillor Sax

THAT Council deny South Shore Ball Associations request to purchase a Purple Air air quality machine for 2026 as the budget has already been set; and FURTHER THAT Council will consider this request for the 2027 budget.

CARRIED

Councillor Duke returned to the Council Chambers at 9:03 p.m. after Council concluded discussion and voting on the item; and resumed participation for the remainder of the meeting.

13.7 MILL RATE INCREASE SCENARIOS

RESOLUTION NO. 065/26

Moved by Councillor Sax

THAT Council direct Administration to refine and expand upon the mill rate scenarios presented and bring forward additional options for review at the next regular Council meeting.

CARRIED

13.8 DISCRETIONRAY USE APPLICATION BV25-024: SW 13-21-22-w2 – WATERLINE

RESOLUTION NO. 066/26

Moved by Councillor Duke

THAT Council determine it will not proceed with funding the Installation of the waterline from the water treatment plant to the developer's property boundary of Parcel SW 13-21-22-w2, as the quotes received are not financially feasible at this time; and FURTHER, that due to the Village's existing infrastructure deficit and current budget pressures, Council is unable to assume additional financial burden; and FURHTER THAT Administration be directed to advise the developer of this decision and arrange a meeting with Council to discuss the matter further.

CARRIED

14. BYLAWS & POLICIES

N/A

15. COMMUNICATIONS

15.1 REGIONAL BYLAW SERVICES – FEBRUARY 25, 2026

RESOLUTION NO. 067/25

Moved by Councillor Sax

THAT Council receives and files the Regional Bylaw Services report for February 25, 2026.

CARRIED

15.2 LUMSDEN RCMP MONTHLY UPDATE – MARCH 2026

RESOLUTION NO. 068/25

Moved by Councillor Sax

THAT Council receives and files the Lumsden RCMP Monthly Update for March 2026; and FURTHER THAt

CARRIED

15.3 SGI BUSINESS RECOGNITION ASSESSMENT

RESOLUTION NO. 068/25

Moved by Councillor Duke

THAT Council receives and files the SGI Business Recognition Assessment letter.

CARRIED

16. CLOSED SESSION

N/A

17. ADJOURNMENT

17.1 *THAT this meeting be adjourned by Mayor Smith at 10:03 p.m.*



Mayor



Chief Administrative Officer