

**Agenda for Sunset Beach Annual General Meeting
June 8, 2024 - 10:00 am**

Current Board Members

Earl Gosick - Hamlet Board member (2020-2024)

Current Board Members unable to attend

Sean Zamrykut – Hamlet Board Member (2022-2026)

Mike Norton – Hamlet Board Member (2023-2027)

9 Ratepayers

Meeting called to order at 10:00 am

Minutes from previous meeting held June 3, 2023 read

Motion: Minutes to be accepted as read – Colleen Andris

Second: Debbie Criddle

CARRIED

Update on Items from 2023 Minutes:

1) Risk Management and Liability

Swimming Area

Following a letter from Transport Canada stating our current swimming buoys do not meet requirements, the buoys were not installed in 2023. To reach compliance the exterior corners of the swim area must be marked with buoys at least 15.25 cm wide and at least 30.5 cm high. These buoys also need to be marked as "PRIV" and "Hamlet of Sunset Beach". We had trouble sourcing the correct buoys in 2023 and are still looking for a reasonably priced source to procure these.

2) Legal Fees

To date Earl has spent over one hundred hours dealing with the RM of Grayson, the Saskatchewan Information and Privacy Commissioner, Municipal Affairs, and Ombudsman Saskatchewan attempting to validate the actual legal expenses and if the RM of Grayson does have the authority to pass these expenses to the Hamlet of Sunset Beach.

Actions taken to date:

- Request additional information from the RM of Grayson to validate the legal expenses were in fact for services pertaining to properties within the Hamlet of Sunset Beach for services delivered in 2023.
 - RM denied the request and we received a letter from MLT Aikins (March 9, 2023) stating invoice amounts and dates. We were not provided any documentation to validate the services rendered, or the dates they were undertaken.
 - On May 10th the RM of Grayson sent an email documenting a meeting resolution stating that legal fees are subject to client privilege and will not be disclosed.
- Earl consulted with Municipal Affairs who advised we should file a Freedom on Information request which was submitted May 12th, 2023.
 - The FOI review states “LA FOIP does not require the RM to withhold the records from the Applicant. The RM is the client in the solicitor-client privilege. Therefore, the RM has the ability to waive the privilege and release the records at issue, in full or in part. It is bizarre that the Hamlet, which is a part of the RM, has not been given access to at least portions of the records to verify its legal expenses. As noted in the RM’s legal counsel’s letter dated March 9, 2023 to the Hamlet, organized hamlets are governed by the RM. It is bizarre that the invoices that details regarding legal expenses being allocated to the Hamlet are not readily available to the Hamlet. It is even more bizarre that the Hamlet has needed to submit a formal access to information request under LA FOIP in efforts to try to gain access to the records.” And further “I recommend that the RM reconsider the exercise of its discretion to determine if it can release the records at issue, in full or in part, to the Applicant within 30 days of issuance of this Report.” The review also agreed with the RM of Grayson “that subsection 21(a) of LA FOIP applies to the records at issue.” This effectively means the RM of Grayson’s position that these invoices fall under client solicitor privilege and do not need to be released.
 - On September 21, 2023 we receive a letter from the RM of Grayson stating they had reviewed the report and “The RM, or more appropriately the Head, has followed the recommendation of the Commissioner in the Decision and has thoroughly reconsidered the exercise of his discretion to refuse to release the Records. However, the Head has come to the same conclusion, namely, that the Records sought are solicitor-client privileged and will not be disclosed.”
- Earl also opened a case with Ombudsman Saskatchewan (File 73779) regarding this issue in tandem with the FOI request. The Ombudsman closed the case stating there was already a FOI request in place and that the ruling from that should take precedent. They felt there was nothing that fell under their jurisdiction and there was no help they could provide.

- Since most of the invoices in questions were prior to the initial date the legal fees resolution was passed (June 24th) I contacted The Rm of Grayson, Municipal Affairs and Ombudsman Saskatchewan to ask if the RM of Grayson had the authority to pass a resolution retroactively. Both Municipal Affairs and the Ombudsman stated they could not provide definitive answers to this question and had no advice to offer. Any further action would have to take place via the Saskatchewan legal system.
 - We received a letter from MLT Aikins stating:

“The subject matter of the resolution was the Hamlet’s budget for the year 2022. Therefore, Resolution 147/22 pertained to the Hamlet’s estimated expenses for all of 2022. As such, the legal fees prior to June 24, 2022 were properly included in the resolution. Resolution 147/22 was not passed retroactively because it was passed during 2022, and only pertained to legal fees incurred on behalf of the Hamlet in 2022. The only way such a resolution would be “retroactive” is if the RM had tried to collect legal fees incurred on behalf of the Hamlet in previous years. Therefore, Resolution 147/22 was not passed retroactively in contravention of the Municipal Bylaw Guide.

We further advise that s. 358(2) of *The Municipalities Act* provides that a resolution of a municipal council may only be challenged within six months after the resolution was passed. As Resolution 147/22 was passed on June 24, 2022, the time to challenge Resolution 147/22 has long since passed.”

At this point the hamlet board believes we have exhausted all possible courses of action and intend to drop this issue.

New Business:

1. Revised 2023 and proposed 2024 Budget

Earl Gosick presented the updated budget for 2024.

Total projected revenue to Hamlet	\$ 38,550
Total projected expenditures	\$ 42,440
Projected surplus for the year	\$ 22,279
Projected surplus end of year	\$ 18,389

Earl Gosick presented the proposed budget for 2025.

Total projected revenue to Hamlet	\$ 38,550
Total projected expenditures	\$ 37,140
Projected surplus for the year	\$ 18,389
Projected surplus end of year	\$ 19,799

Motion: Norma Fleece- Revised 2024 budget and proposed 2025 budget as discussed, be accepted.

Second: Debbie Criddle

CARRIED

2. RFNow

RFNow has received approval to install residential fibre internet within our community and we expect that to start some time this summer. All indication are they will be using directional drilling to install the required infrastructure to avoid damaging roadways or private lanes. More information can be found at:

<https://rfnow.com/>

3. Beach Maintenance and Swim Buoys

Bathroom Maintenance at the beach and boat launch is costing around \$900.

Purchasing compliant swimming buoys will cost about \$800. We have no liability for swimming area now. Introducing swimming buoys will make the swimming area safer but they need to be installed and removed yearly. We may be held liable for any accident involving a private buoy.

The current fence installed at the break around the boat launch also opens us up to liability.

4. Election of Board Members

The position currently held by Earl Gosick is up for election for a 4 year term. Earl will consider running for reelection. If there are any other candidates that want to take a turn on the board we would welcome your participation, please attend the meeting on June 8th.

Motion: Open nominations - Earl Gosick

Second: Debbie Criddle

CARRIED

Call was made for nominations of new Board Members for a term of 4 years.

Debbie Criddle nominated Earl Gosick

No further nominations

Motion: Nominations to cease – Debbie Criddle

Second: Colleen Andris

CARRIED

Vote for Earl Gosick

- Unanimous

Earl Gosick was voted onto the Hamlet of Sunset Beach Board for the term 2024 – 2028.

5. Any other business from the floor?

General Discussion

- Residents on South end of Sunset Beach want to ensure snow is not piling up from cleaning the roads and hampering ability to enter their properties in the winter. Ask snow removal company to ensure snow is not allowed to build up there. May require more frequent snow blowing.
- Grass cutting – Currently Ken and Kim Lemieux are cutting Public Reserve by Pickle Ball location as well as the Playground area. Look into alternatives that do not require only volunteer time to do this. Is Kevin willing to take any of this on?
- Bathroom Cleaning – Create checklist for cleaning and clarify garbage pickup roles.

6. Propose date for 2025 AGM

Motion: Earl Gosick – Next Annual Ratepayers Meeting to be held on June 7, 2025 10:00 am.

Second: Debbie Criddle

CARRIED

Motion: to adjourn - Earl Gosick

Hamlet of Sunset Beach Actual 2023 Financials, revised 2024 budget, and proposed 2025 budget as below.

Hamlet of Sunset Beach

Budget - Summary

	Actual 2023	Budget 2024	Proposed Budget 2025
TOTAL FUNDS AVAILABLE	38,266	38,550	38,550
TOTAL RECURRING EXPENDITURES	21,809	42,440	37,140
NET SURPLUS (DEFICIT)	16,457	(3,890)	1,410
SPECIAL LEVY TO BE APPLIED RE PLAYGROUND			
HAMLET SHARE OF PLAYGROUND COSTS			
DSL PROJECT COSTS			
SURPLUS, BEGINNING OF YEAR	5,822	22,279	18,389
SURPLUS, END OF YEAR	22,279	18,389	19,799
SURPLUS AS % OF TOTAL ASSESSMENT	105%	87%	75%

**Hamlet of Sunset Beach
Budget - General Tax Levy**

	Actual 2023	Budget 2024	Proposed Budget 2025
TOTAL ASSESSMENT			
Total assessment per allocation calculations by RM			
Effective mill rate (based on total regular assessment below)			
TAX LEVY			
TOTAL REGULAR ASSESSMENT	<u>44,569</u>	<u>44,000</u>	<u>44,000</u>
OTHER REVENUE			
INTEREST AND PENALTIES	73.17		
TAXES CANCELLED			
LESS TAX DISCOUNTS	<u>(2,011)</u>	<u>(1,600)</u>	<u>(1,600)</u>
NET TAXES ASSESSED	<u>42,631</u>	<u>42,400</u>	<u>42,400</u>
RM SHARE OF TAXES LEVIED	50%	(21,200)	(21,200)
ANNUAL HAMLET LEVY (Special Levy)	5000	5600	5600
PORTION OF HAMLET LEVY RETAINED BY RM	15%		
SUB-TOTAL HAMLET LEVY	<u>26,316</u>	<u>26,800</u>	<u>26,800</u>
Grant from RM re SBR			
NET TO ACCOUNT OF HAMLET	<u>26,316</u>	<u>26,800</u>	<u>26,800</u>
PROVINCIAL GRANT	10,058	10,000	10,000
RM TRANSFER FROM GREEN SPOT			
TRAILER LICENSE FEES	50%	1,563	1,500
GRANT FROM RM RE PUBLIC RESERVE MAINTENANCE			
DREDGING PROJECT REVENUE			
CUSTOM WORK			
PDAP - ROAD REPAIRS			
SASK LOTTERIES	330	250	250
TOTAL FUNDS AVAILABLE	<u>38,266</u>	<u>38,550</u>	<u>38,550</u>

**Hamlet of Sunset Beach
Budget - Recurring Expenses**

		Actual 2023	Revised Budget 2024	Proposed Budget 2025
GE GENERAL GOVERNMENT SERVICES				
OTHER - MEETINGS AND OFFICE	21391	-	-	-
LEGAL	21320	1,000	2,000	2,000
AUDIT	21322	326	300	300
WCB	21342			
LIBRARY LEVY		69	70	70
BY-LAW ENFORCEMENT OFFICER		0	0	0
SAMA REQUISITION	21991	673	700	700
SUB-TOTAL		<u>2,068</u>	<u>3,070</u>	<u>3,070</u>
PR PROTECTIVE SERVICES				
POLICE PROTECTION	22011	287	370	370
Citizens on Patrol				
FIRE PROTECTION	22191	3,120	3,100	3,100
ONE TIME CHARGE - 911				
SUB-TOTAL		<u>3,407</u>	<u>3,470</u>	<u>3,470</u>
TR TRANSPORTION				
GRAVEL	23241	0	2,000	500
ROADS MAINTENANCE - OTHER	23291	1,874	4,000	1,000
MOWING	23410	-	-	-
DUST CONTROL	23430	0	6,800	6,000
SNOW REMOVAL	23630	1,020	7,000	7,000
STREET LIGHTING	23712	3,307	3,300	3,300
SIGNS	23761			
MISCELLANEOUS	23991	100	300	300
SUB-TOTAL		<u>6,301</u>	<u>23,400</u>	<u>18,100</u>
EN ENVIRONMENTAL HEALTH SERVICES				
WELL	24010	-	-	-
GARBAGE PICKUP	24113	1,800	1,800	1,800
WM SITE MAINTENANCE	24110	6,733	6,700	6,700
WM SITE CONSTRUCTION		-	-	-
SEWAGE CONTRACT	24111	-	-	-
DUTCH ELM TREE REMOVAL	24490	-	-	-
SUB-TOTAL		<u>8,533</u>	<u>8,500</u>	<u>8,500</u>
EN ENVIRONMENTAL DEVELOPMENT SERVICES				
PLANNING AND ZONING	26010	-	-	-
PARCS		-	-	-
WEED CONTROL	26511	-	-	-
SUB-TOTAL		<u>-</u>	<u>-</u>	<u>-</u>
RE RECREATION & CULTURE SERVICES				
BEACH MAINTENANCE	27221	1,500	4,000	4,000
PUBLIC WASHROOM		-	-	-
DREDGING PROJECT		-	-	-
PLAYGROUND SPECIAL LEVY		-	-	-
BEACH MAINTENANCE - EQUIPMENT	27222	-	-	-
SUB-TOTAL		<u>1,500</u>	<u>4,000</u>	<u>4,000</u>
TO TOTAL RECURRING EXPENDITURES		<u>21,809</u>	<u>42,440</u>	<u>37,140</u>