

**Minutes from Sunset Beach Annual General Meeting
August 23, 2020 - 10:00 am**

Present

Earl Gosick - Hamlet Board member
Rory Norton – Hamlet Board Member

Mike Lang – RM Councilor for Division 2
18 rate payers

Meeting called to order at 10:00 am.

Minutes from previous meeting held June 29, 2019 were read

Motion: Minutes be accepted as read – Rory Norton

Second: Debbie Criddle

CARRIED

Update on Items from 2019 Minutes:

Playground

The playground committee has received sufficient funding to proceed with playground and has provided required documentation to the RM to allow our \$5,000 to be released when requested.

Kevin Criddle Appreciation

Earl wrote a letter to Kevin expressing the appreciation on behalf of the Hamlet of Sunset Beach ratepayers. While delivering the letter we expressed interest in further discussions with Kevin Criddle regarding Beach and other maintenance around the Hamlet.

New Business:

1. Road Construction

Paula Anderson wanted to discuss the potential road construction to provide through access to their property.

To bring everybody up to date the below series of events were provided to the ratepayers present.

The RM had decided to proceed with road construction, Resolution 130/20, and invoice the Hamlet of Sunset Beach for ½ of the cost with the other half covered by the RM.

The RM had the location surveyed with intention to draw up a plan and determine final cost to proceed.

The RM has since notified us that Resolution 130/20 construction plans have been cancelled. We are not sure if they intend to request Sunset to cover any of the costs for the surveyors.

Paula Anderson asked to speak and laid out the following:

- When they purchased the lot they did not realize the lot they had purchased did not have permanent through access or direct access to the existing road.
- Believes they currently cannot get services directly to their cabin – Waste pickup, emergency services, etc
- Believes no financial gain from increase in property value by them having the road built to provide direct access to their lot
- Asking for road to go through and to be paid for by taxes

Mike Lang was asked why the RM had decided to cancel the construction, Mike stated:

- SaskEnergy had no concerns regarding the construction
- Stating Resolution 130/20 rescinded due to too much controversy from the Hamlet
- Had road surveyed and Geotech survey (Geo-Terra) completed
- That the RM was still considering possible solutions to provide access

There was discussion that previous owners of those locations were told any costs incurred to build road access to lots and retaining walls to secure the current road would be the responsibility of the property owners. Multiple ratepayers reiterated their stance that these costs should continue to be the responsibility of the property owners this road would service.

Dean Assman stated that he also wants this road access built.

General Discussion

- Is there a possibility of fixing the current road/access
- Could the access across Mike Lang's property be lowered and allow these three properties to connect up to the existing road just North of the properties and west of the Criddle Avenue.
- Given the limited budget of the Hamlet, any request to spend a considerable amount of the Hamlet's budget on a private access for only a couple lots would be hard to support and unfair to the other ratepayers.

Motion: Mitch Clark - On behalf of the ratepayers, the Hamlet of Sunset Beach request detailed information on the possibilities to build safer access to the lots of Lang, Assman, and Anderson so we understand the recommended design for a potential solution with costs prior to final approval by the RM. At this point, the Hamlet has passed a resolution stating costs to build this access should not be covered by the ratepayers.

Seconded by Lisa George

2. 2019 Financial Statements

Earl Gosick presented financial statements for 2019.

Dave Criddle asked why there was not grant from the RM for public reserve maintenance for 2019? Stated we would ask the RM.

Motion: Accept financial statements for 2019 as presented – Dave Criddle

Second: Debbie Criddle

CARRIED

3. 2021 Budget

Earl Gosick presented the proposed budget for 2021.

Total projected revenue to hamlet - \$ 27,392

Total projected expenditures \$ 25,895

Projected surplus for the year \$ 1,497

Projected surplus end of year \$ 6,817

- Expected to maintain a 75% reserve

Motion: The 2021 proposed budget as presented be accepted – Jack Martin

Second: Bev Criddle

CARRIED

4. Boat Launch Fee Collections

- Fees collected for boat launch have been declining year over year
- Considering trying yearly passes for launch fees
- Kevin is willing to sell passes and possibly include them with campsite costs

Motion: Earl Gosick - That the Hamlet Board be instructed to move to a yearly pass system for the boat launch.

Second: Lesa George

CARRIED

5. Reserve Area Maintenance

- Much of current maintenance is done volunteer and ad hoc
- Does not always get done regularly or with any consistency
- Should we look at tendering our grass cutting for all reserve areas?
- Any other services that should be tendered?
- If it is a student there may be grant \$\$ available

Motion: Mitch Clark - That the Hamlet Board be instructed to release a formal tender for maintenance of reserve areas and garbage pickup. Include garbage pickup of beach area, pickup from in front of all properties, and putting lids back on following pickup.

Second: Jack Martin

CARRIED

6. Speed Bumps and Speed Limit Signs

The Hamlet council requested the cost for various speed bumps and signs following requests for more speed limit signs, speed bumps, and signs to direct traffic to the boat launch. The costs are were:

- 6' speed bumps are \$154.25 per speed bump
- Speed Limit signs are \$41.50 per sign
- Boat Launch signs are \$13.65 per sign
- Do not block drive signs are \$16.35 per sign
- Pets on Leash signs are \$13.65 per sign
- We would need sign posts for each sign – not included on quote
- Shercom in Saskatoon makes signs

Motion: Beverly Criddle - That the Hamlet Board be instructed to:

Procure and install:

- 3 x 20 Km/h Speed Limit Signs
- 2 x Boat Launch Signs
- 1 x Do not block drive sign
- 2 x Pets on leash sign
- Required posts for all signs
- 3 x 6' Speed Bumps
- 2 x watch for children at play (unless Randy already has this covered)

Second: Mitch

CARRIED

8. David Criddle letter regarding Resolution 130/20

- Road plans cancelled, no need for discussion

9. Other Business

ATV's

Motion: Jack Martin - The Hamlet board send a letter to ratepayers expressing concerns about high speed ATV traffic and unsupervised motorized toys being driven by underage drivers. Please encourage responsible use of roadways and supervision of underage children. Also ask to include the same letter to his campers.

Second: Debbie Criddle

CARRIED

AED Machine

- Should we have an AED Machine?

Motion: Mitch Clarke - We communicate the interest in acquiring an AED machine and requesting if there is anyone interested in becoming a first responder for the Hamlet of Sunset Beach area. Mitch will research cost and place to store AED.

Second: Kim Lemieux

CARRIED

Weed Disposal

Motion: Don Anderson – Send notice regarding weed pickup that the weeds should not be dropped onto the public reserve land close to existing properties. Weeds can be taken to the landfill. We will also send a letter to the RM seeking approval to create a weed drop off zone within the reserve furthest from existing properties.

Second – Dean Assman

CARRIED

Playground Update – Information provided by Randy

1. COVID-19 had a significant impact in moving forward with the Playground and Pickleball Project in 2020. As everybody is aware - everything was shut down due to the Pandemic and implications from the Provincial Government restrictions.
2. In mid-July - the RM Grayson No. 184 approved that the Playground Project could be tendered considering COVID-19 implications and that they are the legal owners of the land where the Playground and Pickleball Courts are located.
3. The tender has now closed - bids have been received. The majority of the bids submitted indicated they would not be able to have the Playground Equipment available until the spring of 2021 due to COVID-19 implications, manufacturing issues, shipping, on site supervision availability. etc.
4. As such it is anticipated that the Playground Equipment will be installed in spring 2021. However, once we complete the review of the bids and determine the successful bidder Sunset Beach Recreation Inc. will then be able to confirm when the Playground Equipment will be installed.
5. C & E Maintenance Solutions has sent us an email stating they are still able to install the Playground Equipment (complimentary) THANK YOU CE Solutions - Dustin Ast.
5. For the Playground Pickleball Project - Sunset Beach Recreation Inc. was successful in receiving funds from Co-op Community Spaces in the amount of \$43,000. The Co-op received 916 applications from across Western Canada and only 17 applications were approved. Further - Sunset Beach Recreation Inc. was successful in receiving funding from Parkland Sport, Culture and Recreation District for Pickleball Equipment (Nets, paddles, balls) and for two Learn to Play Pickleball Clinics. In 2020 the RM Grayson issued a cheque to Sunset Beach Recreation Inc. in the amount of \$4,900 - this is the 2019 tax levy approved by the rate payers at the 2019 Sunset Beach Hamlet Rate Payers Meeting.
5. In terms of the Pickleball Courts - the RM Grayson is donating it's equipment to grade the site (THANK YOU RM Grayson for this contribution). When the grading takes place we will have a contractor on site with his laser equipment to ensure the site is graded correctly for a proper playing surface with applicable crown/slope for drainage, etc.. The contractor will then be supplying a clay membrane that will be further graded and compacted to finalize the playing surface. Sunset Beach Recreation Inc does not have a date for this work to be completed as the contractor has a number of projects on the go.
6. At the August 2020 RM Grayson Council Meeting - Council approved that the RM Grayson No. 184 will provide insurance for the Playground and Pickleball Courts and the RM Grayson will be paying this annual insurance premium - THANK YOU Councilor Mike Lang and the RM GRAYSON for this continued support.

Randy Durovick – Gravel Road Oiling

It was brought up at the meeting that Randy Durovick started to oil the gravel road heading East of boat launch to control the dust on the Pickleball Courts, Park Reserve and for the cottages located close to the boat launch. Mike Lang confirmed that Randy sought and received permission from the RM to complete this work. Earl Gosick confirmed that Randy also asked him and since the RM had approved the work, he had

no issues with Randy oiling the road. Further, Earl contacted the Saskatchewan Ministry of Environment to ensure it was allowed to use recycled oil on gravel roads. They confirmed this was allowed.

10. Election of Board Members

Chair announced the position currently held by himself, Earl Gosick, is now up for election and asked for nominations.

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

David Criddle nominated Earl Gosick

Motion: Nominations cease – Lesa George

Second: Rory Norton

CARRIED

Vote for Earl

- Unanimous

Ratepayers thanked Earl for past and continued service.

11. Propose date for 2021 AGM

Motion: Annual Ratepayers Meeting to be held on June 5, 2021. – Earl Gosick

Second: Debbie Criddle

CARRIED

Motion: To adjourn – Lesa George

Hamlet of Sunset Beach

Budget - Summary

	Actual 2019	Budget 2019	Budget 2020	<i>Proposed</i> Budget 2021
TOTAL FUNDS AVAILABLE	27,371	28,375	26,242	27,392
TOTAL RECURRING EXPENDITURES	27,827	19,175	23,695	25,895
NET SURPLUS (DEFICIT)	(456)	9,200	2,547	1,497
SPECIAL LEVY TO BE APPLIED RE PLAYGROUND			5,000	
HAMLET SHARE OF PLAYGROUND COSTS			5,000	
DSL PROJECT COSTS				
SURPLUS, BEGINNING OF YEAR	3,229	979	2,773	5,320
SURPLUS, END OF YEAR	2,773	10,179	5,320	6,817
SURPLUS AS % OF TOTAL ASSESSMENT	13%	50%	26%	33%

Hamlet of Sunset Beach
Budget - General Tax Levy

	Actual	Budget	Budget	<i>Proposed</i> Budget
	2019	2019	2020	2021
TOTAL ASSESSMENT				
Total assessment per allocation calculations by RM		6,000,000		
Effective mill rate (based on total regular assessment below)		7.0		
 TAX LEVY				
TOTAL REGULAR ASSESSMENT	43,002	42,000	42,000	43,000
OTHER REVENUE				
INTEREST AND PENALTIES	335	250	250	250
TAXES CANCELLED				
LESS TAX DISCOUNTS	(1,628)	(1,500)	(1,500)	(1,500)
NET TAXES ASSESSED	41,709	40,750	40,750	41,750
RM SHARE OF TAXES LEVIED	50% (20,854)	(20,375)	(20,375)	(20,875)
ANNUAL HAMLET LEVY (Special Levy)				
PORTION OF HAMLET LEVY RETAINED BY RM		15%		
SUB-TOTAL HAMLET LEVY	20,854	20,375	20,375	20,875
Grant from RM re SBR				
NET TO ACCOUNT OF HAMLET	20,854	20,375	20,375	20,875
PROVINCIAL GRANT	5,867	6,500	5,867	5,867
RM TRANSFER FROM GREEN SPOT				
TRAILER LICENSE FEES	50% 650			650
GRANT FROM RM RE PUBLIC RESERVE MAINTENANCE		1,500		
PDAP - road repairs				
TOTAL FUNDS AVAILABLE	27,371	28,375	26,242	27,392

Hamlet of Sunset Beach
Budget - Recurring Expenses

		Actual	Budget	Budget	Proposed
		2019	2019	2020	Budget
					2021
GE GENERAL GOVERNMENT SERVICES					
OTHER - MEETINGS AND OFFICE	21391				
LEGAL	21320				
AUDIT	21322	308	250	275	275
WCB	21342	8			
LIBRARY LEVY		66	75	70	70
BY-LAW ENFORCEMENT OFFICER		397	400	400	400
SAMA REQUISITION	21991	765	650	700	700
SUB-TOTAL		<u>1,544</u>	<u>1,375</u>	<u>1,445</u>	<u>1,445</u>
PR PROTECTIVE SERVICES					
POLICE PROTECTION	22011	232	250	250	250
Citizens on Patrol					
FIRE PROTECTION	22191	2,800	2,800	2,800	2,800
ONE TIME CHARGE - 911					
SUB-TOTAL		<u>3,032</u>	<u>3,050</u>	<u>3,050</u>	<u>3,050</u>
TR TRANSPORTION					
GRAVEL	23241	348	500		500
ROADS MAINTENANCE - OTHER	23291	490		250	500
MOWING	23410				
DUST CONTROL	23430	6,199	2,000	3,500	3,500
SNOW REMOVAL	23630	3,320	1,750	2,500	3,000
STREET LIGHTING	23712	3,187	2,600	3,200	3,200
SIGNS	23761			100	300
MISCELLANEOUS	23991	0	200	200	200
SUB-TOTAL		<u>13,543</u>	<u>7,050</u>	<u>9,750</u>	<u>11,200</u>
EN ENVIRONMENTAL HEALTH SERVICES					
WELL	24010				
GARBAGE PICKUP	24113	1,200	1,200	1,200	1,200
WM SITE MAINTENANCE	24110	6,337	5,000	6,000	6,500
WM SITE CONSTRUCTION					
SEWAGE CONTRACT	24111				
DUTCH ELM TREE REMOVAL	24490				
SUB-TOTAL		<u>7,537</u>	<u>6,200</u>	<u>7,200</u>	<u>7,700</u>
EN ENVIRONMENTAL DEVELOPMENT SERVICES					
PLANNING AND ZONING	26010				
PARCS					
WEED CONTROL	26511				
SUB-TOTAL					
RE RECREATION & CULTURE SERVICES					
BEACH MAINTENANCE	27221	1,920	1,500	1,750	2,000
PUBLIC WASHROOM		250		500	500
BEACH MAINTENANCE - EQUIPMENT	27222				
SUB-TOTAL		<u>2,170</u>	<u>1,500</u>	<u>2,250</u>	<u>2,500</u>
TO TOTAL RECURRING EXPENDITURES					
		<u>27,827</u>	<u>19,175</u>	<u>23,695</u>	<u>25,895</u>