

**Agenda for Sunset Beach Annual General Meeting
June 3, 2023 - 10:00 am**

Current Board Members Present

Earl Gosick - Hamlet Board member (2020-2024)
Rory Norton – Hamlet Board Member (2019-2023)

Current Board Members unable to attend

Sean Zamrykut – Hamlet Board Member (2022-2026)

23 Ratepayers

Meeting called to order at 10:00 am

Minutes from previous meeting held June 11, 2022 read

Motion: Minutes to be accepted as read – Debbie Criddle
Second: Norma Fleece

CARRIED

Update on Items from 2022 Minutes:

1) Risk Management and Liability

Playground Signage

Upon recommendation by the insurance provider for the RM of Grayson signage was added to the playground and beach area stating they are “use at own risk” and that there are “no lifeguards on duty”.

Swimming Area

Upon recommendation by the insurance provider for the RM of Grayson buoys were procured and installed to demark the swimming area and discourage boat traffic. Following installation of the Buoys we received a letter from Transport Canada stating they did not meet requirements. 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”. The Buoys will not be installed for 2023 until we have compliant Swim Buoys procured and available.

2) Vote on amendment to Bylaw Section 8.4.6 – 2 RV’s on a lot

The vote was in favor of allowing 2 RV’s on a lot with no permanent residence.

For	Amend the Bylaw to allow one (1) camper on lots with a Permanent Residence and two (2) campers on lots without a Permanent Residence (empty lots), designating one (1) camper as their Primary Residence.	108
Against	Have the Bylaw remains as is, one (1) camper shall be allowed per titled lot.	98
TOTAL		206

As such, the RM is the process of revamping the entire Zoning Bylaw (including the 2 campers per lot) which is unfortunately a lengthy process and requires Ministry approval. This process has not been completed to date, but the current zoning bylaw with respect to RV’s will not be enforced while this change is in process.

3) All invoices for the Hamlet of Sunset Beach must be preapproved.

With respect to our motion passed last year the Organized Hamlet of Sunset Beach must approve all invoices, we received the response below from MLT AIKINS on behalf of the RM of Grayson.

In your email dated March 6, 2023, you made reference to a motion carried by the Hamlet board on June 11, 2022, requesting that any work performed on behalf of the Hamlet be pre-approved by the Hamlet. We would note that the June 11, 2022 motion was in relation to snow removal and the clean-out of a culvert, which is categorically different than the enforcement of the Zoning Bylaw.

At any rate, organized hamlets are subservient bodies to the RM and have no authority to adopt bylaws and resolutions of their own, but may only make representations to RM council.

Furthermore, pursuant to ss. 73 to 76 of The Municipalities Act (the "Act"), a hamlet's jurisdiction is limited to the installation of a waterworks or sewage system, the construction of a power distribution system, the provision of streetlights and sidewalks and the provision of certain services. The Act does not confer jurisdiction upon the Hamlet to enforce the Zoning Bylaw and therefore, the Hamlet does not have the authority to pre-approve any decisions regarding the RM's enforcement of the Zoning Bylaw.

New Business:

1. Revised 2023 and proposed 2024 Budget

Earl Gosick presented the updated budget for 2023.

Total projected revenue to hamlet -	\$ 36,600
Total projected expenditures	\$ 33,715
Projected surplus for the year	\$ 2,885
Projected surplus end of year	\$ 8,751

Earl Gosick presented the proposed budget for 2024.

Total projected revenue to hamlet -	\$ 36,600
Total projected expenditures	\$ 36,115
Projected surplus for the year	\$ 485
Projected surplus end of year	\$ 9,236

Motion: Ken Lemieux - Revised 2023 budget and proposed 2024 budget as discussed, be accepted.

Second: Rob Andris

CARRIED

2. Legal Fees

The RM of Grayson informed us on June 28th they had passed the resolutions below:

Hamlet Budget 146/22: That Council request the Hamlets of Exner’s Twin Bays, Moose Bay, Greenspot and Sunset Beach add legal fees to their 2022 budget. **Carried**

Hamlet Legal Fees

147/22: That in the event one of the Hamlets incur legal fees, the R.M. of Grayson No.184 (R.M.) will pay the first 10,000 on behalf of the Hamlet and then the expense will be split 50/50 thereafter. Should the Hamlet’s legal expenses exceed their budgeted amount, the expense will be paid out of any budget surplus before the R.M. considers financing options in the event of a shortfall. **Carried**

Subsequently, within our final financial package for 2022, the following was included with no further explanation.

Sunset Beach Legal Fees	
S.B. 2022 YTD Legal Fees	\$ 42,977.20
R.M. Paid First \$10,000	-\$ 10,000.00
Total	\$ 32,977.20
Allocation	
50% R.M. Portion Paid	\$ 16,488.60
50% S.B. Outstanding	\$ 16,488.60
S.B. 2022 Payment	-\$ 1,000.00
S.B Total Outstanding	\$ 15,488.60

On behalf of the Hamlet of Sunset Beach I submitted a formal request for additional information with respect to these charges.

In response, I received a letter from their legal firm, MLT AIKINS, stating that the RM had paid legal fees for the enforcement of s.7 of the RM's Zoning Bylaws No 2004-02. The letter further stated that the legal fees were all for fees pertaining to services in relation of s.7 of the Zoning Bylaw provided between January and December of 2022. The fees were invoiced to the RM on January 31, February 28, March 31, May 31, June 30 and July 31 of 2022.

At the annual meeting between the Hamlet Boards and the RM in March I formally requested detailed information on the legal services that were provided to ensure they were all for services provided with respect to s.7 zoning bylaw enforcement within the Organized Hamlet of Sunset Beach.

The RM's response was received May 25th, see below.

Via Email: earl.gosick@esti.ca

Re: March 25, 2023 Request

Dear Mr. Gosick:

May 10th meeting Resolution:

Request from Earl Gosick of Sunset Beach 129/23: In reference to Resolution 103/23, that Council respond to Earl Gosick in accordance to the direction provided by the R.M. of Grayson's Legal Counsel and further remind Mr. Gosick that the R.M. of Grayson including the Hamlets of Exner's Twin Bays, Greenspot, Moose Bay and Sunset Beach receive an annual audit performed by Baker Tilly Canada, a reputable association of Chartered Accountants and Chartered Professional Accountants. **Carried Unanimously**

In regard to the legal services associated with s. 7 of the Zoning Bylaw, it is the R.M. of Grayson's Legal Counsel's view that the invoices, particularly the narrative associated with each time entry, would reveal communication protected by privilege. Therefore, the request is denied on the basis the legal

invoices are subject to solicitor client privilege and will not be disclosed.

Sincerely,

R.M. of Grayson No. 184 Council

As a representative of the Organized Hamlet of Sunset Beach I am uncomfortable paying for invoices we are not able to validate. As such, after consulting with Saskatchewan Municipal Advisory association, I did submit a formal Freedom of Information request to the RM of Grayson for this information.

The RM's response received on May 12th was:

The Office has received the Access to Information Request Form and payment.
Thank you.

After the receipt of the Form, the legislative process is to then forward the request onto the Head of Council who will give written notice to the applicant on whether all, a portion or none of the documents will be shared.

The Head of Council's response will be provided to you within 30 days.

3. Election of Board Members

Chair announced the position currently held by Rory Norton is up for election.

Motion: Open nominations - Earl Gosick

Second: Norma Fleece

CARRIED

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

Earl nominated Mike Norton

No further nominations

Motion: Nominations to cease - Debbie Criddle

Second: Al Johnston

CARRIED

Vote for Mike Norton

- Unanimous

Mike Norton was voted onto the Hamlet of Sunset Beach Board for the term 2023 – 2027.

4. Road Signage for road south of boat launch

Motion: Move “Local Traffic Only” sign to post with speed limit and add “No access to Dam” –
Norma Fleece

Second: Dean Baker

CARRIED

5. Water build up between 1st Ave and new Dam access road

Motion: Ask RM of Grayson who is responsible for removing the excess water build up between
1st Avenue and new Dam access road. The current stagnant water is resulting in a much
larger than usual number of mosquitoes and other bugs. – Norma Fleece

Second: Ken Lemieux

CARRIED

6. Propose date for 2024 AGM

Motion: Earl Gosick – Next Annual Ratepayers Meeting to be held on June 8, 2024.

Second: Debbie Criddle

CARRIED

Motion: to adjourn - Earl Gosick

Hamlet of Sunset Beach Actual 2022 Financials, revised 2023 budget, and proposed 2024 budget as below.

Hamlet of Sunset Beach

Budget - Summary

	Actual 2022	Budget 2023	<i>Revised</i> Budget 2023	<i>Proposed</i> Budget 2024
TOTAL FUNDS AVAILABLE	30,566	31,000	36,600	36,600
TOTAL RECURRING EXPENDITURES	37,225	28,795	33,715	36,115
NET SURPLUS (DEFICIT)	(6,658)	2,205	2,885	485
SPECIAL LEVY TO BE APPLIED RE PLAYGROUND				
HAMLET SHARE OF PLAYGROUND COSTS				
DSL PROJECT COSTS				
SURPLUS, BEGINNING OF YEAR	12,524	5,654	5,866	8,751
SURPLUS, END OF YEAR	5,866	7,859	8,751	9,236
SURPLUS AS % OF TOTAL ASSESSMENT	28%	37%	41%	44%

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

	Actual 2022	Budget 2023	Revised Budget 2023	Proposed Budget 2024
TOTAL ASSESSMENT				
Total assessment per allocation calculations by RM				
Effective mill rate (based on total regular assessment below)				
TAX LEVY				
TOTAL REGULAR ASSESSMENT	43,914	44,000	44,000	44,000
OTHER REVENUE				
INTEREST AND PENALTIES	88			
TAXES CANCELLED				
LESS TAX DISCOUNTS	(1,673)	(1,600)	(1,600)	(1,600)
NET TAXES ASSESSED	42,330	42,400	42,400	42,400
RM SHARE OF TAXES LEVIED	50%	(21,200)	(21,200)	(21,200)
ANNUAL HAMLET LEVY (Special Levy)			5600	5600
PORTION OF HAMLET LEVY RETAINED BY RM	15%			
SUB-TOTAL HAMLET LEVY	21,165	21,200	26,800	26,800
Grant from RM re SBR				
NET TO ACCOUNT OF HAMLET	21,165	21,200	26,800	26,800
PROVINCIAL GRANT	9,000	9,000	9,000	9,000
RM TRANSFER FROM GREEN SPOT				
TRAILER LICENSE FEES	50%	125	800	800
GRANT FROM RM RE PUBLIC RESERVE MAINTENANCE				
DREDGING PROJECT REVENUE				
CUSTOM WORK	26.5			
PDAP - ROAD REPAIRS				
SASK LOTTERIES	250	250	250	250
TOTAL FUNDS AVAILABLE	30,566	31,000	36,600	36,600

Hamlet of Sunset Beach
Budget - Recurring Expenses

		Actual	Budget	Revised	Proposed	
		2022	2023	Budget	Budget	
				2023	2024	
GE GENERAL GOVERNMENT SERVICES						
OTHER - MEETINGS AND OFFICE	21391	-	-	-	-	Legal Remaining
LEGAL	21320	1,000	1,000	1,000	1,000	15488.6
AUDIT	21322	289	300	300	300	
WCB	21342	16				
LIBRARY LEVY		88	70	70	70	
BY-LAW ENFORCEMENT OFFICER		164	375	375	375	
SAMA REQUISITION	21991	632	700	700	700	
SUB-TOTAL		2,190	2,445	2,445	2,445	
PR PROTECTIVE SERVICES						
POLICE PROTECTION	22011	370	250	370	370	
Citizens on Patrol						
FIRE PROTECTION	22191	3,120	3,100	3,100	3,100	
ONE TIME CHARGE - 911						
SUB-TOTAL		3,490	3,350	3,470	3,470	
TR TRANSPORTION						
GRAVEL	23241	-	500	500	500	
ROADS MAINTENANCE - OTHER	23291	-	1,000	4,000	1,000	
MOWING	23410	-	-	-	-	
DUST CONTROL	23430	7,108	3,500	1,400	6,800	
SNOW REMOVAL	23630	11,539	3,500	7,000	7,000	
STREET LIGHTING	23712	3,212	3,100	3,300	3,300	
SIGNS	23761					
MISCELLANEOUS	23991		300	300	300	
SUB-TOTAL		21,860	11,900	16,500	18,900	
EN ENVIRONMENTAL HEALTH SERVICES						
WELL	24010	-	-	-	-	
GARBAGE PICKUP	24113	1,600	1,600	1,800	1,800	
WM SITE MAINTENANCE	24110	5,085	5,500	5,500	5,500	
WM SITE CONSTRUCTION		-	-	-	-	
SEWAGE CONTRACT	24111	-	-	-	-	
DUTCH ELM TREE REMOVAL	24490	-	-	-	-	
SUB-TOTAL		6,685	7,100	7,300	7,300	
EN ENVIRONMENTAL DEVELOPMENT SERVICES						
PLANNING AND ZONING	26010	-	-	-	-	
PARCS		-	-	-	-	
WEED CONTROL	26511	-	-	-	-	
SUB-TOTAL		-	-	-	-	
RE RECREATION & CULTURE SERVICES						
BEACH MAINTENANCE	27221	3,000	4,000	4,000	4,000	
PUBLIC WASHROOM		-	-	-	-	
DREDGING PROJECT		-	-	-	-	
PLAYGROUND SPECIAL LEVY		-	-	-	-	
BEACH MAINTENANCE - EQUIPMENT	27222	-	-	-	-	
SUB-TOTAL		3,000	4,000	4,000	4,000	
TO TOTAL RECURRING EXPENDITURES		37,225	28,795	33,715	36,115	