

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

APRIL 25, 2012 – 9:30 am

1. PRESENT

Cliff Terry, Glen Clements, Bert Sebastian, Ross Wilson

2. AGENDA

Motion - Clements/Sebastian To approve the Agenda as amended. Carried

3. PAST MINUTES

Motion – Sebastian/Clements To adopt the Minutes of September 17, 2011 as circulated. Carried

4. BUSINESS ARISING FROM THE MINUTES

- a. Wilson reported that two 2011 property taxes have not been paid. Monthly notices including penalties are being sent out.
- b. Wilson updated on the Zummack property sale. The decision is for the municipality to purchase a portion of Block 5 / Lot 4 and to consolidate the remaining portion of Lot 4 with Lot 3.
- c. Terry reported on the planned meeting with the Church Camp Board. Council agreed that they would be available to meet at Lumsden Beach on Saturday, May 26, 2012.
- d. Clements got clarification that if a boathouse owner wants to rebuild they need to submit a building permit along with the \$25 fee.

5. NEW BUSINESS

- a. Wilson presented an update on 2012 finances as of April 25, 2012 and circulated to Council copies of the 2011-audited statement.
Motion - Clements/Sebastian To approve the 2011 Audited Statement. Carried
Motion – Sebastian/Clements To re-appoint Glen Graham Dean as the 2012 auditors Carried
- b. The 2012 Events Calendar was approved with one modification to accommodate Sports Day not being in conflict with a Rider home game. The Calendar is to be circulated with the Tax Notice.
- c. Council agreed to again have the SaskTel pay phone activated for a 4-month period.
- d. Agreed to book having the road dust control applied around June 15.
- e. Terry reported on estimates from AMK to have the beach refurbished including bringing in sand and having tree stumps removed.
- f. Wilson reported on the Gas Tax Grant being extended until the 2013/14 year. The project applied for in 2010 has been completed. Council needs to determine what another project might be in the area of road upgrades or water delivery system upgrades.
- g. Council has not heard from anyone who might be interested in operating the Store. Wilson is to send out another information bulletin. After discussion of alternatives, Council is prepared to have the Store be closed in 2012 if no operator steps forward.
- h. Sebastian presented a preliminary plan regarding street signs with an estimated cost to Council of \$2500 for installation of posts and signs at intersections.
- i. Council discussed that 2012 is an election year with new four-year terms to follow. Wilson will review what is needed for nominations of Councilors.
- j. Terry reported that summer staff includes Fred Buchanan full time and Mickey Eberts at four days per week from May until September. Dustin Garvin at 3 days per week in July and August.

RESORT VILLAGE OF LUMSDEN BEACH

SPECIAL COUNCIL MEETING MINUTES

June 9, 2012 – 9:30 am

1. PRESENT

Glen Clements, Bert Sebastian, Ross Wilson

2. Special Council Meeting was called due to the receipt of resignation, effective immediately, of Mayor Cliff Terry dated June 9, 2012.

Motion – Sebastian/Clements To receive and accept the resignation of Mayor Cliff Terry. Carried

a. New Council Make Up

The remaining Council decided, that 2012 being an election year and the election being only 7 weeks away, that there would be no appointment to fill the remaining term, and that G. Clements and B. Sebastian would work as joint mayors for the remainder of the term.

b. Communication

It was decided that an email would be sent to the email list serve informing everyone of the Mayor's decision and the actions being taken by Council. An email would also be sent to the Lumsden Beach Camp contacts bringing them up to date and the desire to continue working on the improved communications. Camp contact should now be through the Lumsden Beach Administrator.

c. Staff

Agreed to meet with the summer staff as soon as possible to assure them their jobs are intact and to indicate that G. Clements and B. Sebastian would be providing weekly direction.

d. Election

Nominations have already been called for with the deadline June 23, 2012. The Administrator is to inform the email list serve that G. Clements and B. Sebastian intend to let their names stand for re-election. The Administrator will serve as the Returning Officer. Should it be needed the Returning Officer will prepare the voters list for the election on July 28, 2012.

e. Water System

G. Clements will oversee the operation and testing of the water system.

f. Tasks to be dealt with:

- * Council to meet with D. Zummack whether to proceed with the property survey in preparation for sale of a portion of Block 5/Lot 4.
- R. Wilson to contact the Road Dust Company to proceed with an application prior to June 29 if possible.
- R. Wilson to review provincial legislation regarding taxation by special assessment.

3. ADJOURN (11:00am)

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

JUNE 20, 2012 – 10:00 am

1. PRESENT

Glen Clements, Bert Sebastian, Ross Wilson

2. AGENDA

Motion - Clements/Sebastian To approve the Agenda. Carried

3. PAST MINUTES

Motion – Sebastian/Clements To adopt the Minutes of April 25 and June 2, 2012 as circulated. Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Wilson reported that two 2011 property taxes are still outstanding (Bell/Olynick)

5. NEW BUSINESS

- a. Wilson provided a verbal update on 2012 finances. All is on budget.
- b. Wilson reported that he is waiting for the Survey Company to provide a date to handle the Zummack property.
- c. Wilson reported that the road dust control company has been contacted and waiting for a date for an application prior to July 1 if possible.
- d. A review of summer staff positions was discussed. It was agreed to offer Dustin Garvin four days/week (Monday, Thursday, Friday, Saturday) from June 28 to September 3 plus the possibility of some Sunday afternoons as required. It was agreed to have a staff meeting on Thursday, June 28 when all staff are in place.
- e. Clements indicated that the existing Chlorine Injector had been repaired and that a back up Chlorine Injector is on hand should it be needed.
- f. The slumping of the valley in certain locations was discussed. Council will continue to monitor the situation.
- g. Wilson indicated he had submitted the CIG Grant Letter of Agreement for \$10,000 matching dollars. 80% of the grant will be forwarded and the grant must be completed by June 2014.
- h. Further work on the Zoning Bylaw was tabled to a future meeting.
- i. The possibility of installing street signs is to be added to the Annual Meeting Agenda for input from ratepayers. The goal is to include the project in the 2013 budget.
- j. Council decided to place a tender to determine the cost of having all eleven blocks at Lumsden Beach surveyed and re-staked.
- k. A discussion of property taxes moving towards more of a base tax method was tabled to a future meeting.
- l. Council agreed to support the Regina Beach Triathlon request to close a portion of Highway 54 on July 8 for a few hours and having the entry to Lumsden Beach be a detour during those hours.

- m. Council discussed a few scenarios based on what ever the results of the nomination process are. It was agreed that the new Council would determine responsibilities of Council members and the Administrator/Clerk/Secretary position.
- n. The Annual Meeting was discussed. Sebastian will chair the meeting. Clements will report on Building Permits. Wilson will provide the financial statement comparisons. Clements to check with C. Terry re water test results for circulation at the meeting.
- o. Wilson is to write to J. Bell regarding getting the back filling done at his construction site and that a new permit would be required should any work on a septic tank, a cistern and/or a deck be planned.
- q. Wilson is to investigate what the provincial requirements are for the operation of the Lumsden Beach water system.

6. NEXT MEETING

Thursday, June 28 at 10:00am at the Wilson cottage.

7. ADJOURN (12:00nn)

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

JUNE 27, 2012 – 9:00 am

1. PRESENT

Glen Clements, Bert Sebastian, Ross Wilson

2. AGENDA

Motion – Sebastian/Clements To approve the Agenda. Carried

3. PAST MINUTES

Motion – Clements/Sebastian To adopt the Minutes of June 20, 2012 as circulated.
Carried

4. BUSINESS ARISING FROM THE MINUTES

- a. R. Wilson updated on the road dust control to be applied June 28. In order to find a neighbouring partner RVLB needs to change to oil based product (DL10) from Lignosulphate that has been used the past 4 years. The cost is higher, but should last longer. Council agreed to proceed working with Buena Vista.
- b. R. Wilson to meet with the summer staff June 28 at 8:00 am to welcome Dustin Garvin (first day), to provide direction for the week and to hand out sheets to report what was accomplished each week to assist making a future manual.
- c. Council reviewed a first draft of a Zoning Bylaw for Lumsden Beach. More meetings needed.
- d. R. Wilson is to prepare a tender to survey companies to determine the cost of having the Municipal Block pins re-established.
- e. Discussion on a Base tax model was tabled.
- f. Council reviewed the Election process. R. Wilson is to follow up and inform ratepayers of election days (July 15 and 28) and hours, eligibility to vote and who is on the ballot.
- g. Council reviewed the Agenda for the Annual Meeting and who would chair and give reports.
- h. Council agreed that R. Wilson would send a letter to J. Bell re the requirement to have the new construction site back filled as soon as possible.
- i. R. Wilson is to investigate the provincial water system requirements to determine if Lumsden beach is following appropriate standards.

5. NEW BUSINESS

- a. R. Wilson provided a financial update as of June 26. Agreement was reached on what financial data to present to ratepayers at the Annual Meeting.
- b. Council reviewed a draft regarding policies that concern summer staff and Municipal Equipment.

6. NEXT MEETING

To be decided.

7. ADJOURN (12:00nn)

RESORT VILLAGE OF LUMSDEN BEACH

ANNUAL MEETING MINUTES

JUNE 30, 2012 – 10:00 am

1. Councilor Bert Sebastian chaired the meeting, welcomed all in attendance and introduced Councilor Glen Clements and Administrator Ross Wilson. Due to the resignation of Mayor Cliff Terry, Council has decided to operate with dual mayors until the general election in July.
2. G. Clements provided a report on the water system and testing done to date. The annual water quality report will be sent out by email in the near future.
3. R. Wilson presented the Financial Statement with 3 years Actuals (2009-2011), the 2012 Budget and 2012 Actuals as of June 30, 2012 (see attached). A request was made to include a Balance Sheet in the future.
4. B. Sebastian reviewed the previously circulated recreation and social calendar of events and thanked all those who are volunteering to make these events possible. A reminder that Sports day will be on a Sunday rather than the normal Saturday.
5. B. Sebastian reviewed how the current Council including the Administrator would operate until a new Council is elected in July. All would work closely together to establish operations with summer staff and equipment to meet the needs of cottage owners.
6. R. Wilson reviewed the election process. The position of Mayor has been filled by acclamation. Three nominations have been received for the two Councilor positions. An advance poll will be held Sunday, July 15 from 4:00-6:00 pm in the Community Hall. The provincial election date for resort villages is Saturday, July 28. The Poll will be open from 10:00 am – 1:00 pm and 4:00 – 8:00 pm. R. Wilson was asked to review the possibility of proxy voting and mail in ballots.
7. B. Sebastian outlined a plan for street signs to be installed at Lumsden Beach with each piece of property being assigned a 'cottage/house' number (10 - 99). Names would mirror the original village survey with some modifications. Cost is estimated at \$2500 with some work being done by summer staff. Cottage owners would put their own numbers in a visible location on their cottage or on the driveway entrance, which ever was more appropriate.
8. G. Clements reviewed the need for building and/or demolition permits prior to any work beginning by private property owners. This includes the installation of septic or cistern tanks.
9. B. Sebastian informed ratepayers of the work being done to establish a new Zoning Bylaw for Lumsden Beach. This would include Development, Building and Demolition Permits. Once Council has prepared a first draft a special meeting will be called to receive input from cottage owners prior to taking the proposal to the next level.
10. Questions and comments were entertained from those in attendance.

RESORT VILLAGE OF LUMSDEN BEACH

SPECIAL COUNCIL MEETING MINUTES

July 9, 2012 – 2:00 pm

1. PRESENT

Glen Clements, Bert Sebastian, Ross Wilson

2. AGENDA

Motion – Sebastian/Clements To approve the Agenda. Carried

3. NEW BUSINESS

- a. Discussion took place re the problems of over crowding in the beach parking area on hot weekend days. It was agreed to work on educating cottage owners, encouraging local people to walk to the beach, improving signage, increasing the size of the parking area and on a trial basis use a cottage owners parking pass as the means of going through the staff operated yellow control gate.
- b. After discussion it was agreed to re-install, on a temporary basis, the entrance to the village sign, to have a new sign built for the entrance to the beach, and to purchase some 'No Exit' and 'No Parking' signs. Wording for the beach entrance sign was agreed to(see below):

WELCOME TO LUMSDEN BEACH

- **Swim at your own risk**
 - **No lifeguard on duty**
 - **Dogs must be on a leash**
 - **No fishing in the beach area**
 - **No fires / No alcohol**
- Please help keep the beach clean**

- c. Discussion took place regarding the operation of the Water Treatment Facility. R. Wilson is to order chemicals. R. Wilson is to meet with B. Johnson to provide background information and to move forward on having B. Johnson be a second certified well operator. G. Clements is to meet with M. Eberts to handle concerns with testing and liability.
- d. Discussion took place regarding the drainage pipe entering the top of the Park and it's effect on a cottage below. R. Wilson to work with staff to alleviate the problem.
- e. B. Sebastian is to talk with D. Silver re the Building Inspector situation. R. Wilson is to contact Regina Beach regarding how they inspect their buildings.

4. NEXT MEETING

To be decided.

5. ADJOURN (3:00 pm)

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

AUGUST 2, 2012 – 10:00 am

1. PRESENT

Ross Wilson, Glen Clements, Bert Sebastian

2. AGENDA

Motion – Clements/Sebastian To approve the Agenda. Carried

3. PAST MINUTES

Motion - Sebastian/Clements To adopt the Council Minutes of June 27 and July 9 and the Annual Meeting Minutes of June 30, 2012 as circulated. Carried

4. INSTALLATION OF NEW COUNCIL

Motion - Wilson/Clements To accept the results of the June 28 general election and thereby install the newly elected Council for a four-year term as follows:
Mayor – Ross Wilson (acclamation)
Councilor – Glen Clements (elected)
Councilor – Bert Sebastian (elected)

5. BUSINESS ARISING FROM THE MINUTES

a. Zoning Bylaw (Draft 2) – Tabled

b. Block Survey Tender – Tabled

c. Base tax vs. Assessed Value property Taxes – Tabled

d. Bell Correspondence

R. Wilson reported that a letter had been sent to J. Bell re requirement to backfill the construction site prior to further work being done. In the interim the property has been sold, but the new owners have been made aware of the requirement.

e. Provincial Water System Requirements

R. Wilson reported that he had met with Brian Johnson who is prepared to become involved including moving towards being a certified operator of a water treatment facility. B. Johnson and G. Clements will work towards meeting the recommendation submitted by Sask Environment re the operation of the well.

f. Beach Parking

R. Wilson reported on the email educational message sent to residents re beach parking, the purchase of the entrance road sign emphasizing parking for visitors, the creation and distribution of the beach parking passes and the staff on going work to increase the parking spaces at the beach parking site.

g. Water Treatment Facility

G. Clements is handling daily testing and submitting samples for testing as required. B. Johnson is also able to conduct daily sampling. The new testing equipment has arrived and training from the sales rep took place. The cost of the equipment can be submitted towards the 2012/13 Gas Tax Grant.

- h. Park Drainage
R. Wilson will work with the staff to improve the direction of flow of water run off through Temple Park during the second week of August.
- i. Building Inspector
B. Sebastian reported on his meeting with Des Silver, the former Building Inspector. D. Silver does not wish to continue in the role. B. Sebastian is to investigate what the provincial requirements are re a municipality having a building inspector.

5. NEW BUSINESS

- a. Outstanding Taxes
R. Wilson reported that Bell and Olynick 2011 taxes remain outstanding and that Bell, Olynick and S. Young taxes for 2012 are outstanding. With the Bell property having been sold and the possession date being July 31 outstanding taxes from that property should arrive shortly. (Note: S. Young taxes arrived in the afternoon mail after the meeting so the only remaining situation should be Olynick for 2011 and 2012.)
- b. Financial Update
R. Wilson circulated the August 1 finances compared to budget. Variances were explained.
- c. Zummack Property
R. Wilson reported that he is waiting for the survey drawings and Application Forms, which are overdue in order to move to the next step in completing this transfer of property title. (Note: Surveyor secretary called to indicate they had received the drawings and the drawings and forms should be mailed asap.)
- d. Council Roles / Administrators Position
R. Wilson circulated a draft proposal of roles for Council and Staff. This will be a work in progress and needs to include input from Myron Becker who is coming on as the new Administrator.
- e. Signs / Locks
R. Wilson reported that the new entrance road and beach entrance signs had been purchased and installed. The 7 walk through doors on 4 municipal buildings have had their locks keyed to a common master key with sub keys as well. Council and summer staff each has a master key.
Motion – Sebastian/Clements To proceed with the purchase of 12 new padlocks again with master keys and sub keys thereby eliminating all old rings of keys.
Carried
- f. Lumsden Sewage Treatment Meeting
R. Wilson reported on attending the meeting on behalf of Lumsden Beach. A follow up report should be received.
- g. Regina Beach Contracts
R. Wilson reported on meeting with the chief administrator at Regina Beach. The result of the meeting is to submit a report to IMUC making the case for what payments from Lumsden Beach should be based upon. Lumsden Beach will then be invited to a meeting with IMUC. Council had a discussion on the pros and cons of having a seasonal or year round fire agreement.
- h. Year End / Start Up Responsibilities
R. Wilson made Council aware of issues that need to be addressed re the water system, 2012 fall staffing and 2013 summer staff. These issues are to be discussed at a future Council Meeting.
- i. Lumsden Beach Camp Meeting
Council decided to request that the meeting be moved to early September rather than August 11.
- j. Boat House Proposal
Council briefly discussed the written submission. Strong concerns were expressed. Further discussion required.

6. NEXT MEETING

The next meeting is scheduled for Wednesday, August 8 at 10:00 am at R. Wilson cottage.
Meeting to include M. Becker.

7. ADJOURN (11:10 am)

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

AUGUST 10, 2012 – 10:00 am

1. PRESENT

Ross Wilson, Glen Clements, Bert Sebastian & Myron Becker

2. AGENDA

Motion – Sebastian/Clements To approve the Agenda as amended. Carried

3. Council welcomed the new Administrator, Myron Becker to the meeting.

4. BUSINESS ARISING FROM THE MINUTES

a. Zoning Bylaw (Draft 2) – Tabled to meeting of August 14, 2012 at 7:00 p.m. in Village hall.

b. Block Survey Tender – Tabled

c. Base tax vs. Assessed Value property Taxes – requires further investigation. Tabled until further notice.

d. Building Inspector-Tabled.

e. Outstanding Taxes-2011 & 2012:

R. Wilson reported that only one cottage taxes have not been paid for 2011 and 2012-Brenda Olynick. Discussion to place on how best to approach this and R. Wilson indicated that he would approach the Olynicks.

f. Zummack Property Purchase - Tabled.

g. IMUC Report:

R. Wilson reported that the agreement between Regina Beach (RB) and the Resort Village of Lumsden Beach (RVLB) on the sharing of resources (Fire, Lagoon and Waste Management) has been changed. This has resulted in a significant increase in fees for RVLB as the agreement has been altered to a monthly fee for 12 months service instead of a flat fee for six months service – e.g. Fire Protection - \$125.00 per month. RB indicated that RVLB should make a submission to them indicating what RVLB feels our coverage & share should be.

Discussion took place on what services the RVLB might require. An arrangement for the submission was suggested as follows - Fire Protection – 12 months

- Lagoon Usage – 6 months

- Waste Disposal - 6 months

It was acknowledged that there has been no increase in fees from RB for a considerable time period so an increase in fees was to be expected.

R. Wilson will contact IMUC with our submission.

h. Lumsden Beach Camp (LBC) Meeting:

R. Wilson reported that he is waiting on a reply from the LBC on a meeting date and location.

i. Boat House Proposal:

G. Clements reported that a proposal for a boat house “complex” had been submitted and was quite a bit different than the original verbal request. Discussion took place on the proposal and it was decided that Council could not grant the request for the following reasons:

1. The structure was bigger than originally discussed. It is too big.

2. There seems to be a problem with the governance of the structure as there are several owners, but not individual control of entrances.

3. We must resolve a number of issues with the LBC before any additional structures are built on the lakefront.

R. Wilson will reply to the request.

5. New Business:

a. Council Roles/Administrators Position:

R. Wilson reviewed the proposed distribution of the various duties that must be looked after by the Mayor, Council, Administrator and Summer Staff. Discussion took place and everyone agreed that they appeared to be reasonable. These are to be viewed as preliminary and other duties may be assigned or removed as time goes on and other activities come into focus.

b. Signing Authority:

It was agreed that signing authority for the RVLB should be any two of the four members of Council.

R. Wilson will make arrangements with the Credit Union at Lumsden to make the necessary changes on Tuesday, August 13, 2012 in the afternoon. He will contact members of Council with the exact time.

c. Golf Course Parking:

Discussion took place on the parking and storage of equipment in Block 3. At present there are a number of vehicles, trailers (some with boats and some without) and various other pieces of equipment stored in this area. It leaves very little room for beach vehicle parking, If angle parking for boat trailers, with or without a vehicle is arranged on the west side of the roadway near the trees and the other equipment is removed or moved to the north end near Lot 6 (not impacting the Sasktel building), this will go a long way to allow parking for vehicles at the south end of Block 3. An arrangement of outlining parking stalls using the existing rocks as markers will be worked out with the Summer Staff.

R. Wilson will discuss this with the Staff.

d. Further Beach Repair & Upgrades:

Discussion took place on additional beach repair and shoreline sculpting to be carried out next year. It will be necessary to get the necessary permits in place for next year.

e. Summer Staff Days/Hours:

Discussion took place on the schedule of duties for the Summer Staff and their hours of work. It was decided to experiment with the new hours for the final 3 weeks of this season and then make a decision regarding 2013.

The schedule will include:

Hours of work – 8:00 a.m. to 4:00 p.m. (8 hrs.) Monday to Friday.

Beach grading – Early in the morning, Monday, Wednesday and Friday

f. Garbage Pick Up Days:

Discussion took place on the schedule for garbage pick up and this will be changed to reflect the following:

- May and June – once per week on Mondays (Tuesdays after long weekends.)

-July to the long weekend in August – twice a week Mon (Tues after long weekends) and Friday.

-After long weekend in August, September and October – once a week Mon (Tues after long weekend.)

g. Year End Responsibilities:

A review of some of the year- end activities took place. Some of these activities are as follows but not limited to:

- Shut down and drainage of the water system – Monday of the Thanksgiving weekend.

- Last garbage pick up – Tuesday after the Thanksgiving weekend.

- Removal of the porta-potties
- Removal of golf course flags
- Year end water report

h. 2013 SUMA Assessed Values:

Discussion took place on the up coming assessments by SUMA (2013) and the impact on property values. It was decided that the only role the Council should play is to make sure that only the changes to property values, which are as a result of permits being taken out, are accounted for.

R. Wilson will review this.

Any increases in assessment as a result of value increasing due to demand are up to the cottage owners to discuss with SUMA.

i. 2013 Budget:

It was agreed that Council would try to meet during the Christmas season to discuss the 2013 budget.

R. Wilson will keep Council posted.

j. Variance Agreement:

Motion – Sebastian/Clements That the Variance Agreement to allow the construction of a shed near or on the road allowance abutting the property of Brian Hoiland (Lot 6, Block 6) be approved. Carried.

This is being allowed, as there is an RVLB lane near this property. Traffic is actually moving through his property due to contour and vegetation issues.

k. Water Course Up-grades:

Discussion took place on the issue that there are payments for course up grades that will be due as soon as the courses are completed and receipts are submitted.

l. New Locks and Keys:

Keys were issued for the new locks installed and re-keyed.

6. NEXT MEETING

1. Tuesday, August 13, 2012 at 7:00 p.m. in the RVLB hall

- The only agenda item will be a review of the final draft of the new Zoning Bylaw.

2. Saturday, September 01, 2012 at 10:00 a.m. in the RVLB hall

- This will be a ratepayer meeting for in put on the Zoning Bylaw.

7. ADJOURN (12:05 p.m.)

Myron Becker prepared these minutes
August 22, 2012.

(DRAFT)
Meeting
Rate Payers Review of Zoning Bylaw
Village Hall, September 01, 2012

1. Meeting started at 10:00 a.m. with a welcome by Mayor Wilson.
2. There were approximately 35 cottages represented with approximately 40 people present.
3. Mayor Ross Wilson explained the purpose of the meeting and gave background information on the formation of the bylaw.
 - One method of forming a bylaw to be in line with the Provincial Government would be to hire an outside consultant to do a Community Plan. This would involve considerable expense and may not necessarily accomplish what we require as a Resort Village. Council will look into this matter.
4. Discussion of the Bylaw:
 - Section 1. Table of Contents:
 - It was pointed out that this section needed to be revised as the Bylaw as presented contained more information than the first draft so the page numbers were not correct.
 - Section 2. Purpose:
 - Paragraph 2.2 was stressed to indicate to the cottage owners that this would not be retroactive.
 - Paragraph 2.8 sounds strong but is necessary for RVLB Council to act if required.
 - Section 3. Definitions:
 - An explanation was made of some of the terms used in this section.
 - Paragraph on Vehicles should include a distinction between licensed and unlicensed vehicles. There a number of unlicensed vehicles that are used around the beach for example – golf carts, and there are others.
 - Section 4. Zones:
 - It was noted that the RVLB was originally laid out in 1911.
 - It was suggested the RVLB property (store, hall, garage, well and tank house) should be listed.
 - There was a suggestion that maybe structures should be zone specific.
 - Paragraph 4.2 dealing with geotechnical reports for all structures seemed to be a little onerous and should be limited to principal residences. Council is to look at this requirement.
 - Section 5. Administration of Permits:
 - A brief explanation was given as to what this section involved>
 - It was suggested that an explanation be included to explain the difference between a Development Permit and a Building Permit.
 - There needs to be an outline of the order of the permits - for example, first the Development permit is required and then when the Development Permit is issued, the Building permit is applied for.
 - In paragraph 5.5, the suggestion was made that in the case of variances ‘...Council “must” consult with other property owners that may be affected.’
 - In paragraph 5.7, the suggestion was made that ‘...Council “will” be cognizant...’. This paragraph implies compromise with Council being the “Mediator”.
 - Section 6. Private Property:
 - In paragraph 6.5, remove “attached garages”, as this should be part of the principal residence.
 - In paragraph 6.6, there was a debate on the required “Side Distance”. The consensus of the cottage owners present was that it should be 5.0 feet. It was believed that fire regulations might require a greater distance than 3.3 feet. Council will check with other jurisdictions on the requirement.
 - Section 7. Principal Residence:

- In paragraph 7.1, it was suggested that there should be a definition of a mobile home. The Motor Vehicles Act would be a good place to start.
 - In paragraph 7.3, remove the “etc.”.
 - In paragraph 7.4, a question was raised as to where the 23 feet came from. The explanation was from two 8 foot walls (first and second floor) and roof peak of 7 feet = 8+8+7=23.
 - Section 8. Accessory Structures:
 - In paragraph 8.1, remove the “etc.”.
 - In paragraph 8.3, this to be consistent with paragraph 6.6 on the side distance.
 - In paragraph 8.5, council is to review ‘ Only “one” garage or car “port” (spelling) shall be permitted per lot.’ If it meets all the clearances of the Zoning Bylaw, why does it matter?
 - In paragraph 8.6, Council should check the health regulations for the required distances.
 - Section 9, Landscaping:
 - There were no comments.
 - Section 10, Structures to be Moved/Lot Access:
 - In paragraph 9.2, there needs to be a definition of “an existing road.”
 - Section 11, Vehicles:
 - The definition may require expanding.
 - In paragraph 11.2, licensed vehicles needs to be covered as well.
 - In paragraph 11.3, there should maybe something indicating that a current license is required for storage.
 - Section 12, Outdoor Storage:
 - There was question raised that is this the section to cover lot appearance or should it be a separate bylaw.
 - In paragraph 12.3, Council is too look at the wording.
 - Section 13, Signs/Fences:
 - There were no comments.
 - Section 14, Maps:
 - There was question raised about including a slump zone map in this section.
5. A suggestion was made to add a requirement about building or rebuilding in a specific time period on a vacant lot or a property that had a cottage but was demolished. Leaving the lots vacant has tax implications for RVLB – loss of revenue.
 6. Mayor Ross Wilson gave a brief outline of the possibility of RVLB hiring a firm to do our building inspections. The builder could hire a firm on their own if it was a reputable company. In the case of RVLB using a firm, all inspection fees will be added to the Building Permit. Cottage owners are responsible for all fees.
 7. Reference was made to the 2007 survey made of the cottage owners as to what they would like the Resort Village of Lumsden Beach (RVLB) to look like in the years ahead. The question was asked if Council had referred to this survey in forming the bylaw. The reply was that the results of the survey were just discovered a few days before the September 01 meeting and that the survey would be taken into account in the final draft of the bylaw.

The meeting adjourned at 12.00 noon.

Myron Becker prepared these minutes.

September 4, 2012

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

September 08, 2012 – 9:00 am

1. PRESENT

Ross Wilson, Glen Clements, Bert Sebastian & Myron Becker

2. AGENDA

Motion – Sebastian/Clements to accept the agenda as amended.

Carried

3. MINUTES:

Motion – Sebastian/Clements to adopt the minutes of the August 10, 2012 meeting as circulated

Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Zoning Bylaw :

-Discussion took place on the next steps to take as a result of input from the cottage owners meeting.

- It was agreed that although the document may not meet all the requirements of a complete zoning bylaw, it was a document that would allow the RVLB to operate.
- Mayor Wilson indicated that there was a lot of excellent input and this will be used in making the next draft. This will be ready for the fall of 2012.
- We have had an offer by a RVLB cottage owner, Dave Phillips, to assist us in preparing a community plan. It was agreed that we should accept his offer.

b. Building Inspector:

- Bert Sebastian agreed to contact the Provincial Government on their requirements for this activity.

c. Outstanding Taxes:

- It was reported that there is one cottage owner who has not paid 2011 or 2012 taxes.
- This will be reviewed at the December meeting.
- Myron Becker is to contact the Provincial Government to determine what the procedure is in dealing with delinquent taxes.

d. IMUC:

- Mayor Wilson reported that our position on the agreement with Regina Beach has been presented as discussed at the last Council Meeting.
- It was decided to send in a nominal amount for the year 2012 as partial payment. This will keep RVLB in-line with past practice.

e. Signing Authority:

- Mayor Wilson reported that the signing authority for the accounts has been completed but the signing authority for the safety deposit box was not done. We are to contact Garret st the Conexus Credit Union in Lumsden to complete this at our earliest convenience.

f. Golf Course Parking:

- Mayor Wilson reported that clean up of this area is going well and that most of the trailers have been identified with two exceptions. It was suggested that Council at their earliest convenience

do a walk around the area to review the proposed layout and clean up. This could be in coming week.

g. Summer Staff:

- Mayor Wilson reported on the status of the summer staff and that all full time and part time staff are finished for the season with exception of one. He will be retained on an as needed basis to help with the once a week, Monday, garbage pick up until the long weekend in October.
- A report was presented on the staff for next year:
 - The two full time caretakers will be returning for May to September long weekend.
 - A part time caretaker will be needed for July and August.

5. NEW BUSINESS:

a. August Financial Statement:

Mayor Wilson presented a financial statement to September 08, 2012.

- Outstanding bills to be paid were outlined.
- We will require salary for one caretaker for two more weeks.
- Funds will be moved into chequing to keep the balance above \$1500.00 so no service charges are applied.
- SaskTel phone at the village hall may disappear next year, as there was no usage this summer and the equipment is outdated.
- Sask Power will be contacted to see if the street lighting can be easily separated to accommodate a seasonal disconnect in certain areas of the beach in an effort to reduce costs.

b. Water Shutdown:

- It was agreed that a walk around by Council should be made before the actual shutdown in October just to get an idea of the general layout. This would be good time to check for any required changes.

c. Camp Meeting:

- Discussion took place on our agenda with Camp Board and if there were any additional items for review. There were none. Camp Board has prepared an agenda.

d. Zummack Property:

- It was reported that the paper work had gone to Community Planning but nothing has come back as yet.

e. Johnson/Olynick Boat House Area:

- It was reported by the Johnson's that Brian Olynick requested that they move their paddleboat as he was going to prepare an area around their boathouse to build a deck. He told the Johnson's that he has permission from Fisheries to move rocks and modify the area to accomplish this. The Johnson's agreed to comply providing there was a boathouse going into that area. There appears to be enough room for a small boathouse. It was agreed that Mayor Wilson and Councilor Clements would talk to Brian Olynick to confirm what he is planning and that he does have written permission from Fisheries.

6. NEXT MEETING:

At the call of the chair.

7. ADJOURN:

Meeting adjourned at 9:55 a.m.

Myron Becker prepared these minutes.
September 11, 2012.

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

October 03, 2012 – 7:00 p.m.
Meeting took place at the cottage of Mayor Ross Wilson

1. PRESENT

Ross Wilson, Glen Clements, Bert Sebastian & Myron Becker

2. AGENDA

Motion – Sebastian/Clements to accept the agenda as amended.
Carried

3. MINUTES:

Motion –Clements/Sebastian to adopt the minutes of the August 10, 2012 meeting as circulated
Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Certification :

- Bert Sebastian reported that he is continuing with his search on certification requirements..

b. Outstanding Taxes:

- It was reported that there is one cottage owner who has not paid 2011 or 2012 taxes.
- Motion – Sebastian/Wilson that a notice of proceedings be issued to the affected cottage owner outlining the steps to be taken to collect the outstanding taxes.

Carried

- This will be in the form of a letter and in accordance with the Tax Enforcement procedures.

c. IMUC:

- Mayor Wilson reported that he is trying to arrange a meeting with Regina Beach on the sharing agreement. He believed that a meeting on October 10, 2012 in the a.m.was a possibility.
- Mayor Wilson reported that interim payments have been made in the following amounts:
 - Fire protection - \$1500.00 (For 2012)
 - Lagoon Services - \$300.00 (For 2011)
 - Landfill - \$0 (For 2011).

d. Parking Area:

- Mayor Wilson reported that clean up of the area is almost complete.
- All that remains is the designation of areas for long term parking, visitor parking and seasonal trailer parking.

e. Street Lighting:

- Mayor Wilson reported that had forwarded an email from SaskPower to most of the cottage owners regarding a seasonal disconnect of streetlight in RVLB. The email indicated that it would be “all or nothing” on shutting off lights as the grid for the all streetlights is common and it is difficult to split. Nothing will be done at this time.

f. Water Line Mapping:

- It was reported that the mapping is almost complete and that several cottage owners had contributed their knowledge to the process.

- g. Purchase of Zummack Property:
 - Mayor Wilson reported that everything necessary had been forwarded to Community Planning and a copy had been sent to the Zummacks.
- h. Boat Houses:
 - Mayor Wilson reported on his contact with the Olynicks and the status of their boat house improvements. It appears that they have permission from the Department of Environment to make the changes that they want concerning shoreline rocks and dead shrubs.
 - It appears that Robin Gregg has stabilized her boathouse and no longer represents a problem.
 - Neil Marvin, a rural neighbour and not a cottage owner, boathouse was demolished by high water and is gone. He has requested to build a small structure to house equipment and be allowed to install a boatlift. This is in Parcel A and the RVLB wants only boathouses in this area, boatlifts are not allowed. Mayor Wilson will write Neil a letter outlining his alternatives:
 - Rebuild a boathouse in the previous location.
 - Sell or give up his location in Parcel A and put up a boatlift in Parcel B an area designated for boatlifts..
 - Steve Ryder, the son of a cottage owner, has made arrangements with Barb Hackett to take over her boat house.
 - No permits have been issued to build new boathouses and will not be issued until we establish some sort of agreement with the Church Camp Board. There is lots of demand for boathouses.

5. NEW BUSINESS:

- a. September Financial Statement:

Mayor Wilson presented a financial statement to October 03, 2012.
- b. Water Shutdown:
 - Water shut off will begin on Monday, October 8
- c. Spring Start-up:
 - Discussion took place on possible dates to turn the water back on. Weather permitting it will be by May 1, 2013 or sooner.
 - Discussion took place on the summer staffing. Full time staff will be the same and will start approximately May 1, 2013. Part time staff will start when available. We will budget for one part time staff member for one day a week from the long weekend in September to the Tuesday after the long weekend in October.
- d. Future Planning:
 - Council reviewed the Capital Requirements list prepared by Mayor Wilson. One of the main issues for next year may be the replacement of the smaller tractor.
- e. Review Zoning By-law Draft #4:
 - Draft #4 was reviewed. The by-law now includes a reference for the provision of septic tank on an existing lot with an existing structure.
 - Draft #5 will be prepared for the December meeting.
- f. Miscellaneous:
 - Discussion took place on the possibility of selling the "old" pump house lot (Lot 2, Block 3). The pump house is no longer in use. It could be knocked down and the electrical relocated. It would mean some revenue for the Beach.

6. NEXT MEETING:
At the call of the chair, possibly December 29th or 30th.
7. ADJOURN:
Meeting adjourned at 9:30 p.m.

Myron Becker prepared these minutes.
November 28, 2012.

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

December 30, 2012 – 1:30 p.m.

Meeting took place at the cottage of Mayor Ross Wilson

1. PRESENT

Ross Wilson, Glen Clements, Bert Sebastian & Myron Becker

2. AGENDA

Motion – Clements/Sebastian to accept the agenda as amended.

Carried

3. MINUTES:

Motion – Sebastian/Clements to adopt the minutes of the October 03, 2012 meeting as circulated

Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Building Inspection Requirements:

- Bert Sebastian reported that he is continuing with his search on requirements. Item tabled for next meeting.

b. Outstanding Taxes:

- It was reported that the outstanding taxes for 2011 & 2012 have been paid.
- The Tax Enforcement procedures that have been started will now be discontinued.

c. Regina Beach/IMUC:

- Mayor Wilson reported on the interim payments that have been made to Regina Beach.
- Payments have been made as follows:
- 2010, Paid in full: Fire-\$600.00, Lagoon-\$300.00 & Landfill-\$657.61=\$1557.61.
- 2011, Paid in full: Fire-\$950.00, Lagoon-\$745.00 & Landfill-\$3737.86=\$5432.86
- 2012, Paid in full: Fire-\$1500.00. Lagoon and Landfill will be paid in 2013 based on actual costs to Regina Beach and divided among cottages at Regina Beach, Buena Vista, Kinokima, RM of Lumsden and RVLB.
- Estimated invoice: Lagoon-\$2332.00 + Landfill-\$5399.00=\$7731.00

d. Zummack Property Update::

- Mayor Wilson reported that the necessary papers are in the hands of Community Planning. When Community Planning is done, they will be forwarding everything to Information Services Corporation for completion of the title.
- Council will be budgeting the remaining costs for the completion of this project in the 2013.

e. Marvin Boathouse:

- A letter was sent out Neil Marvin outlining his options and we are currently waiting for his reply. Mayor Wilson will follow up on this matter.

f. Zoning Bylaw:

a) Repeal Zoning Bylaw 36/1996:

- Moved by Mayor Wilson, Seconded by Councilor Bert Sebastian that bylaw No. 2012/1 being a bylaw to repeal bylaw 36/1996 be read a first time.
- Carried

- Moved by Councilor Bert Sebastian, Seconded by Mayor Wilson that bylaw No. 2012/1 being a bylaw to repeal bylaw 36/1996 be read a second time.
 - Carried.
- Moved by Mayor Wilson, Seconded by Councilor Glen Clements that bylaw no. 2012/1 be given three readings at this meeting.
 - Carried Unanimously.
- Moved by Mayor Wilson, Seconded by Councilor Bert Sebastian that bylaw No 2012/1 being a bylaw to repeal bylaw 36/1996 be read a third time and finally adopted.
 - Carried.

b) New Zoning Bylaw 2012/2:

- Moved by Mayor Wilson, Seconded by Councilor Glen Clements that Zoning Bylaw 2012/2 be read a first time.
 - Carried.
- Moved by Councilor Bert Sebastian, Seconded by Mayor Wilson that Zoning Bylaw 2012/2 be read a second time.
 - Carried.
- Moved by Mayor Wilson, Seconded by Councilor Glen Clements that Zoning Bylaw 2012/2 be given three readings at this meeting.
 - Carried Unanimously.
- Moved by Mayor Wilson, Seconded by Councilor Bert Sebastian that Zoning Bylaw 2012/2 be read a third time and finally adopted.
 - Carried.

5. NEW BUSINESS:

a. Year End Financial Statement:

- Mayor Wilson reviewed the financial statement to December 30, 2012. It appears that the RVLB is in a sound financial position. There are still some invoices for 2012 to come. These will be paid in 2013.

b. Store-2013:

- To date there has been no interest expressed in running the store in 2013. A poll will be taken of the residents to see if there is any interest. It may be necessary for RVLB to provide an interest free loan to someone interested in order to get started. Start up costs are significant and maybe a deterrent to anyone wishing to run the store.

c. Staff-2013-Number and Pay Scale:

- Discussion took place on possible dates for startup of services. Weather permitting it will be by May 1, 2013 or sooner.
- Discussion took place on the summer staffing. Indications are that Mickey will be returning and Fred will in all likelihood be available for the summer. If necessary a part time employee (someone from the beach) will be hired.
- Possible pay scale as follows:
 - Mickey - \$17.00/hr.
 - Fred - \$15.00/hr.
 - Part Time – Minimum wage - \$10.00/hr to start.

d. 2013 Garbage Removal – Loraas Proposal:

- Moved by Councilor Bert Sebastian, Seconded by Councilor Glen Clements that we proceed with Loraas Disposal for our garbage removal starting May 1, 2013.
 - Carried.

e. Draft Maps:

- Mayor Wilson presented a draft of the Beach map for discussion and review for comments by the next council meeting. Council is to notify him of any errors or omissions and he would like to have the maps ready for purchase this coming summer.
- Draft #5 will be prepared for the December meeting.

f. Future Capital Expenditures Review:

- Mayor Wilson presented a 5-year plan for capital expenditures. Council will review and have comments for the next meeting.

g. 2013 Budget Preparation:

- The following items (but not limited to) are to be considered for the next budget year:
 - Purchase of the Zummack property for road right of way. Paper work is almost complete.
 - Purchase of a replacement tractor.
 - Purchase and installation of street signs.
 - Authorization of consultant to prepare a plan for the reconstruction of the main beach road to eliminate erosion.
 - Complete the reconstruction of the main beach.

6. NEXT MEETING:

- Budget meeting - at the call of the chair, possibly late April.
- Examine the requirements for a Council Procedure Manual – covers the necessary methods of the operation of Council in their relation to one another and to Beach property owners.

7. ADJOURN:

Meeting adjourned at 4:50 p.m.

BACKGROUND INFORMATION

1. Olynick Taxes (as of December 31, 2012)
 - 2011 Taxes Owing = \$953.63 + \$293.09 in penalties = \$1246.72
 - 2012 Taxes Owing = \$966.29 + \$90.29 in penalties = \$1056.58
 - Total Taxes and Penalties owing = \$2303.30
 - Costs incurred – Property Title = \$10 / Late Tax Notices – 18@ \$1/month = \$18 / Time Spent ???
 - Phoned December 14, 2012 – told would be paid in full with cheque to be mailed December 20, 2012
 - Certified Cheque received Dec. 29, 2012 – **back taxes paid in full**

2. Zummack Property Purchase
 - Need to budget expenses for 2013. To date have not spent anything.
 - Cost of land - \$4000
 - Cost of survey and land titles – First invoice = \$2126.25 (Original estimate for total expenses = ~\$4000)
 - 2013 Budget should include \$8000 expense

3. Regina Beach Agreements (Fire, Lagoon, Landfill)
 - 2010 – paid in full - \$600 + \$300 + \$657.61 = \$1557.61
 - 2011 - paid in full – \$950 + \$745 + \$3737.86 = \$5432.86
 - 2012 - fire paid in full (\$1500)/Lagoon & Landfill to be paid in 2013 based on invoiced amount.
 - 2013 - Estimate - \$1500 + \$2332 + \$5399 = \$9231

4. Loraas Disposal Proposal
 - Starting in 2013 contract Loraas Disposal to provide and empty large disposal bins.
 - Bin size - 6 cu. yd. (6' wide x 5.5' deep x 5' high) sloped front – Suggest using 2 bins
 - Bins are to be positioned on North side of Pump House from May 1 to October 15, 2013.
 - Bins can be locked. Bins left on site year round, but only used May to October.
 - Summer Staff pick up garbage as per normal, but carry only as far as the bins.
 - All types of refuse can go in the bins (garbage, wood, metal, branches).
 - Cottage owners or staff can still haul unusual loads (furniture, appliances) to the Landfill at \$10/load.
 - Loraas empties the bins at a schedule established in advance by Council.
 - 2013-Wednesdays - May 15, 29, June 12, 26, July 3, 10, 17, 24, 31, Aug. 7, 21, Sept. 4, 18, Oct. 2, 16
 - Rates – Rent bins at \$35/month Empty charge - \$40/bin/empty
 - 2013 - 2 containers x \$35/month x 6 months = \$420
 - 15 empties x 2 bins x \$40/bin/empty = \$1200
 - Total - \$420 + \$1200 = \$1620 + taxes
 - Savings: Beach truck does not go to Landfill (gas, wear) and staff takes less time doing garbage.

5. Beach Reconstruction
 - \$10,000 matching CIF grant approved - \$8,000 received
 - To date have spent ~\$11,500. Need to spend another \$8,500 to maximize the grant.
 - Possible expenditures – volunteer labour, additional sand, raft ladder, children's play equipment

6. Block Survey Quotes
 - RFP sent to six companies asking for quotes to survey and establish corner monuments for 11 blocks.
 - 1. Altus Geomatics \$14,700 + GST

7. Capital Expenditures – 2013 and beyond

A. Street Signs

Purchase of signs, posts and connectors ~\$3,000
Consider Haus Place

B. Main Road Restoration

From top of hill to Store ~.3km – most heavily used section of road in the entire village.
Currently in poor shape - Problems of water flows, erosion, no base left, gravel swept away.
Need plan for water erosion control & materials to apply being aware of dust control needs.
Approached two Regina engineering firms for quotes re review and advise.
- Clifton Associates Ltd. and MDH Engineering Solutions Group
Both quotes around \$1000 or less.

C. Vehicle Garage/Storage

Need to get 2 trucks and 2 tractors out of water treatment facility and into garages.
Current garage (16' wide x 24' deep with 8' w x 7' h door) can hold one small truck.
Potential solution is to build a storage facility near the current garage or near the pump house.
Off season storage could include trailers, tables, port-a-potties
Two quotes obtained for discussion purposes:

- a. Wood Country – 3 vehicle garage – 3 drive through doors (10' high x 9' wide)
 - 36' wide x 24' deep x 12' high walls with peaked roof on trusses
 - includes metal roof, vinyl siding, walk through door, electronic door openers
 - does not include cement pad or foundation walls with gravel pad
 - not insulated
 - quote - \$13,271 taxes in (Delivery - \$200 +GST)
- b. Norseman Structures-QC-Series – Dave Moffatt – (306) 385-2749 - Saskatoon
 - Sliding drive through door, walk through door, curved fabric cover, gravel or cement floor, raised floor for keeping dry, vented, not insulated
 - 30' wide x 30' deep x (12' x 12' door) - \$13,128.50 taxes in & installed
 - (can install on own saves ~ \$3200)
 - 25' wide x 30' deep - \$7700 /. 25' wide x 40' deep – same as 30x30

D. Tractor Replacement

Need to decide if work should go into repairing the small tractor and thereby extending it's life or actively pursuing a replacement tractor. At the same time need to determine what level of maintenance should go into the large tractor.

If purchasing a replacement small tractor I think the following is needed:

- small in weight with tires to work on the beach, Horsepower between 25 and 40 hp
- 3 point hitch able to pull various trailers and grass mower, needs a roll bar, back up beeper
- do not need front loader, back hoe, cab, etc.
- Could consider front blade (instead of pulling old grader), sun shade, etc.

For information I met with Earth Works Equipment Dealership near Saskatoon

- they sell both Kubota and Bobcat tractors - Ed Gutek-(306) 931-7880
- see their web page edg@earthworksequipment.ca
- compared 3 Kubota models in the L Series – new price ranged from ~\$14,000 - \$27,000
- I asked them to watch for a used model that fits our needs.