

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

April 29, 2013 – 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 – Sebastian/Clements to accept the agenda as amended.

Carried

3. MINUTES:

Motion – Clements/Sebastian to adopt the minutes of the December 30, 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. Other jurisdictions are being looked at as to the requirements that may be applicable to RVLB. Item tabled for next meeting.

b. Zummack Land Transfer:

- Mayor Wilson reported that payment has been made for the property.
- All the requirements have been met and the property now belongs to RVLB.

c. Marvin Boathouse:

- Mayor Wilson reported that there has been no response from Neil Marvin since the RVLB letter outlining our position on his proposal.

5. NEW BUSINESS:

a. 2012 Audit:

- Mayor Wilson reviewed the 2012 audit with council.

Motion – Sebastian/Clements that the 2012 Audit be accepted as presented.

Carried.

b. Appointment of Auditor for 2013:

Motion - Clements/Sebastian that DNTW Chartered Accountants (formerly Glen Dean) be retained as auditors of 2013.

Carried

c. April Financial Statement (Circulated):

- The financial statement was reviewed and shows that RVLB to be in a sound financial position.

d. Regina Beach Agreements:

- Mayor Wilson reviewed the correspondence with Council on the agreements with Regina Beach that will be maintained and those that will be terminated.

e. Loraas Disposal:

- Council has selected a location near the present water pump house for the Loraas bins to be placed.
- There is no agreement signed as yet. Loraas will be contacted when it is dry enough to deliver the bins.

- It was decided to maintain the \$20.00 fee for pick up of garbage outside the normal garbage removal but there will be a \$30.00 charge if the material has to go to the Regina Beach dumpsite. (Background-This is the normal \$20.00 fee for pick up plus \$10.00 which Regina Beach charges to enter their site.)
- Glen Clements will check into the availability of a wood chipper for tree branches as well as the disposal of the wood chips.

f. Store Update:

- Mayor Wilson reported that two parties have come forward expressing interest in running the store for this year.
 - Sarah George-Wilson from the beach (Parents own the cottage just North of the store.)
 - A lady from Lumsden that runs the concession at the rink in the winter is looking for something to do for the summer.
- It was decided that a face to face meeting is necessary so that the interested parties know what is expected of them and see the facilities that are available. Mayor Wilson will look after this.

g. Summer Staff Update:

- Mickey Eberts will be back at \$18.00/hr for 32 hours per week.
- Fred Buchanan will be back at \$15.00/hr for 40 hours per week.

Motion-Sebastian/Clements that we employ only two full time summer staff for 2013. (Background-This is a cost saving measure for this year to keep the Mil rate down. It may be necessary to rely on volunteer help to carry out some of the summer activities.)

Carried

h. Maps Update:

- Mayor Wilson presented the new RVLB maps for review before our next meeting so that they can be printed by June.
- The Public Map show cottage owners and street addresses. They will not be laminated. Cost will be \$10.00 per map.
- Council and necessary parties will also be privy to an Admin Map showing the utilities.
- There will also be a Master Map that contains all this information.

i. Lumsden Beach Camp Update:

- Mayor Wilson reported on correspondence from the Lumsden Beach Camp Board (LBCB). There is a proposed Use Agreement for the beach being drawn up. We are invited to attend a meeting of the Camp Board on May 14, 2013 at 7:15 p.m. at Sunset United Church, Regina. The Mayor, the Administrator and available Councilors will attend.
- There was lots of discussion on annexation and the relationship between RVLB and LBCB.

j. Recreation/Events Calendar:

- Mayor Wilson presented a calendar of events for this coming summer.

Motion – Clements/Sebastian that the calendar for Recreational Events be approved as presented.

Carried

k. Bylaws/Permits/Caveats/Agreements:

- Council is to review the proposed Bylaws as presented. This is for the information of Council and a file of this information will be kept so that it can be easily accessed.
- The proposed new permits are to be reviewed and once accepted they will be put on the RVLB web page so that beach residents can access them.
- Caveats and Agreements are kept in the safety deposit box at Conexus Credit Union, Main Branch, Regina. A list has been made and is on file with the Administrator.

l. 2013 Budget Preparation:

- i. The status of the grants available for RVLB was reviewed. Applications for the grants available to us for 2013 have been submitted.
- ii. The status of the Beach Restoration Grant was reviewed. The grant is for \$10,000, but to receive the maximum amount we must spend \$20,000. We have spent \$11,500.00 to date.
- iii. Road Maintenance and Dust Control:

- A review was made of the options available to us for dust control. Council will look at the options and make a recommendation at the next meeting.
- Clifton and Associates have been approached to view the condition of our main beach road at the top of the hill to the Park. They are to make recommendations as to how we can minimize the erosion damage from water run off. As soon as the snow has melted, they will be contacted to come and look at the situation.
- iv. Street Signs:
 - The location of the street signs was reviewed.
 - Quotes will be obtained for the supply and installation of the street signs.
- v. Community Plan:
 - Dave Phillips has started a preliminary write up for an Official Community Plan (OCP) which Council will review.
- vi. Sale of Property:
 - Council needs to do more work on this issue so that it can be incorporated into the budget.
- vii. Cash Flow Issues:
 - Discussion took place on the provisions necessary to have enough cash on hand for spring start-up costs. We will try to maintain \$5000.00 in the chequing account at year-end so that enough cash is available for expenses that are due before taxes are collected at the start of the year. This will have to come from savings if there is no balance at year-end from taxes.
- m. 2013 Assessed Values/Municipal Mil Rate:
 - A review of the schedule of fees, flat taxes and rates was made and adjusted as it was felt necessary to meet expenses.
 - A review of taxation options was made and Council decided to stay with the format that has been used in previous years.
 - A review of Income and Expenses was made and adjusted as necessary to keep the Beach in good condition.

Motion – Clements/Sebastian that the budget of income and expenses be approved for 2013 as presented and amended.

Carried

Motion – Clements/Sebastian that the 2013 Municipal Mil Rate be set at 7.54.

Carried

- n. Mitchell Property Tax:
 - Discussion took place on the condition of the Mitchell property in RVLB. The cottage is not habitable and is disconnected for all the utilities. Work must be done to reconfigure the site. There is considerable work to be done on the cottage before it can be lived in.

Motion – Clements/Sebastian that there will be a one-year (2013) tax exemption on building and property at this site.

Carried

6. NEXT MEETING:

- At the call of the chair.

7. ADJOURN:

- Meeting adjourned at 5:30 p.m.

Myron Becker prepared these minutes.
May 9, 2013.

RVLB BACKGROUND INFORMATION

(April 29, 2013 Council Meeting)

1. **Regina Beach Agreements** (Fire, Lagoon, Landfill)
2012 - fire paid in full (\$1500)/Lagoon & Landfill to be paid in 2013 based on invoiced amount.
2013 – opted out of landfill agreement, will pay fire and lagoon agreements.
2. **Lumsden Beach Camp**
Continued correspondence and an upcoming meeting with the LBC Board May 14. Need to review our position regarding Parcel A & B and on possible annexation of LBC lands.
3. **Resolutions/Bylaws**
The only actions that RVLB Council can take are to pass Resolutions and Bylaws. Resolutions are decisions taken for short-term action. Bylaws are intended to give direction to Council. The Municipalities Act empowers SK municipalities to pass bylaws to: "...govern the municipality in whatever manner the council considers appropriate, within the jurisdiction provided to the council by law." The scope of municipal jurisdiction is significant. Municipalities are required to have a Public Notice Bylaw, otherwise council has discretionary use of their authority to pass bylaws to govern the municipality. Bylaws shall not conflict with or infringe upon existing government legislation. Bylaws are intended to last over time and only cease to have effect when Council repeals them.
4. **Beach Reconstruction**
\$10,000 matching CIF grant approved - \$8,000 received. To date have spent ~\$10,000. Need to spend another \$10,000 to maximize the grant. Possible expenditures – volunteer labour, additional sand, raft ladder, children's play equipment. Shoreline Account – From December 2011 to present:
On Hand - \$7922 + 2012 Shoreline Fees collected (\$1670) + CIF Grant received (\$8000) minus 2012 Beach expenditures (\$10,074) = \$7,518
5. **Main Road Restoration**
From top of hill to Store ~0.3km – 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.
6. **Street Signs**
I have checked with municipal affairs, highways and ISC re putting up street signs. Basically up to us. Purchase of signs, posts and connectors ~\$3,000. Consider Haus Place and control signs (stop/yield/etc.)
7. **Community Plan**
First draft prepared by Dave Phillips (plan and email correspondence previously circulated). Need to decide how to proceed and what we can afford.
8. **Sale of Property Owned by RVLB**
Possible locations of property owned by RVLB that could be sold have been circulated. Do we want to use this as a method of raising funds for specific projects, eg. Community Plan, New Vehicles, Parking Garage, etc.
9. **Revenues**
Need to decide whether any fees should be increased. The Water Fee went from \$70 to \$90 in 2010. The Boathouse (\$50) & Tracks (\$25) Fees have not changed since incorporated prior to 2006. The Building Permit Fee has been \$25 as long as I can remember.

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

May 21, 2013 – 7:00 p.m.

Meeting took place at the cottage of Mayor Ross Wilson

1. PRESENT

Ross Wilson, Glen Clements and Bert Sebastian

2. AGENDA

Motion – Sebastian/Clements to adopt the agenda Carried

3. MINUTES:

Motion – Sebastian/Clements to adopt the minutes of the April 29, 2013 meeting as circulated. Carried

4. BUSINESS ARISING FROM THE MINUTES

- a. Building Inspection Requirements: (Tabled)
- b. Wood Chipper: R. Wilson to investigate the cost of hiring someone to do wood chipping when needed.
- c. Maps: Final drafts are ready for printing and for sale by the time of the annual meeting.
- d. Street Sign Quotes: One supplier's quote is in with another expected shortly. R. Wilson will circulate comparison.
- e. Main Road Plans: B. Sebastian will work with Clifton Associates to prepare a plan of action regarding drainage of the main road from the top of the hill to Temple Park. R. Wilson will pursue dust control options with an application to occur prior to July 1.
- f. Beach Restoration: A volunteer day is to be planned for Saturday, July 6 to work on upgrades to the beach. Volunteer labor at \$10/hr can be used towards the CIF grant expenses.
- g. Community Planning Meeting: R. Wilson to arrange a meeting with D. Phillips between June 5-10, 2013 with an idea of having a draft of the Community Plan available for discussion at the annual meeting on June 29.
- h. Sale of Property: Discussion took place on how to address this matter as a possible revenue generation idea at the annual meeting.
- i. Store Operation: The Lumsden Beach Store will be operated in 2013 by Sarah Wilson-George

5. NEW BUSINESS:

a. Bylaws:

Motion – Wilson/Sebastian – That first reading of a complete new set of Bylaws for Lumsden Beach numbered 2013/1 through 2013/17 inclusive be adopted (see attached). Carried

Motion – Sebastian/Clements – That second reading of Bylaws 2013/1 through 2013/17 inclusive be adopted. Carried

Motion – Sebastian/Clements – That unanimous consent be given to proceed to third reading of the proposed Bylaws at this same meeting. Carried

Motion – Wilson/Sebastian – That third and final reading of Bylaws 2013/1 through 2013/17 inclusive be adopted. Carried

R. Wilson to work with M. Becker to have these Bylaws signed, sealed and added to the official Bylaw book and to work with S. Rider to have these Bylaws posted to the Lumsden Beach web site.

b. Schedule of Fees:

Motion – Sebastian/Clements – That the revised Lumsden Beach Schedule of Fees be adopted (see attached). Carried

c. Permit Forms:

Motion –Clements/ Sebastian – That the Application Forms, Site Plans and Approval Forms for Development, Building, Demolition and Variance Permits be adopted (see attached). Carried

d. Shoreline Policy:

Motion – Sebastian/Clements – That the attached Shoreline Policy be adopted. Carried

e. Authorized Representative:

Motion – Wilson/Clements – That Bert Sebastian be appointed as the Lumsden Beach authorized Representative as it pertains to Development, Building, Demolition and Variance Permits. Carried

f. Mitchell/Grigg Property: Discussion took place regarding the landslide and destruction of the Mitchell/Grigg cottage. It was agreed that all had been done regarding safety (road blockade, email warning, EMO contacted and aware, Sask Power and water lines disconnected). R. Wilson to contact the RM of Lumsden to bring them up to speed. No further action would take place until the area was safe to work in.

g. Bye-Election: Discussion took place on the resignation of Councilor Glen Clements slated for June 1, 2013 and the process to fill the vacancy.

Motion – Sebastian/Wilson – That the Call for Nominations go out June 1, Nomination day be June 15 and the Election, if necessary, be held July 20, 2013. R. Wilson to arrange for a Returning Officer if needed. Carried

h. Annual Meeting: Discussion took place regarding items to be on the Agenda of the annual meeting on June 29. At this point items were to include: Financial Statement, Update on water system, Street Signage-Addresses, Public Map, Permits under new Bylaws, Community Plan, Parcel B site lottery.

6. NEXT MEETING:

- At the call of the chair.

7. ADJOURN:

- Meeting adjourned at 9:00 p.m.

Ross Wilson prepared these minutes.
May 22, 2013.

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

June 18, 2013 – 7:00 p.m.

Meeting took place at the cottage of Mayor Ross Wilson

1. PRESENT

Ross Wilson, Bert Sebastian & Myron Becker

2. AGENDA

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

Carried

3. MINUTES:

Motion – Wilson/Sebastian to adopt the minutes of the May 21, 2013 meeting as circulated

Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Wood Chipping Update:

- Mayor Wilson reported that Lakeside Tree Service had been hired at \$100.00/hr to provide chipping services for the accumulation of tree branches that have been collected to date. It took approximately 1 1/2 hours for this accumulation to be chipped. This pile represented six weeks of accumulation by the caretakers and beach residents clearing branches from their property. This saved RVLB approximately 4 trips to the Regina Beach dumpsite at \$60.00 per load. The chipping exercise appears to be a saving to Beach residents.
- The chips resulting from this operation remains on site to be used as appropriate.

b. Street Sign Update:

- Mayor Wilson reported that the street signs are due to arrive by June 29th.
- All the supplies are on hand.

c. Main Road Update:

- Councilor Sebastian reported on the information from Clifton & Associates after their review of the condition of the road. Clifton & Associates are prepared to issue a report and sketch on a plan, options and required materials on upgrading of road for a cost of \$2700.00.
- The dust control will be implemented as soon as the rain stops. There is \$6,000.00 in the budget for road maintenance.

d. Official Community Plan Update:

- Mayor Wilson reported that the first draft had been submitted to Council for review.
- The second draft has just arrived. It will be handed out at the AGM for comments and emailed to those who do not attend. It will be stressed at the meeting that this is a requirement by the Provincial Government and not solely a RVLB project.
- The cost for this Plan will be in the 2014 budget.

e. Mitchell/Gregg Property:

- The landslide continues to progress across the old Railroad Right of Way and into the lake. There is a safety concern and Beach residents are being warned not to get too close.
- There has been no response to the Mayor's request for assistance from the Government or which department we should be contacting.
- EMO was out on another matter (street signs) and they may have some answers for us.

5. NEW BUSINESS:

- a. Financial Update:
 - Mayor Wilson reviewed our 2013 financial statement up to June 18, 2013. We appear to be in a good financial position for the year.
- b. Well Water Update:
 - RVLB continues to work with the Water Security Agency on the turbidity situation of our well water.
 - A new chemical has been tried to clear up the water and it seems to be working as the turbidity of the water has improved considerably. The system needs a good flushing to clear it up totally.
- c. Shoreline, Taylor G.:
 - Taylor G. built a platform in Parcel B for a garden type shed to store boating equipment. This was done with out any permits. They have been contacted and ordered to stop any further activity until they have submitted a Development Permit on their plans for their area.
- d. IMUC Agreements:
 - Mayor Wilson & Council met with Regina Beach and Buena Vista to review their proposal and explain our position.
- e. Bye Election Process:
 - Election for Councilor will take place July 20, 2013.
 - There will be two advanced polls:
 - June 30, 2013 at 4:00 to 5:00 p.m.
 - July 13, 2013 at 10:00 to 11:00 a.m.
 - A list of beach resident's names was suggested to act as Returning Officer and Deputy Returning Officer. Mayor Wilson will contact them.
 - Mayor Wilson will approach the candidates for biographies to email to the voters before the election.
- f. Annual Meeting:
 - Mayor Wilson reviewed the agenda for the annual meeting and it was adjusted as felt necessary.

6. NEXT MEETING:

- At the call of the chair.

7. ADJOURN:

- Meeting adjourned at 9:00 p.m.

Myron Becker prepared these minutes.
June 25, 2013.

RESORT VILLAGE OF LUMSDEN BEACH

ANNUAL MEETING NOTES

(June 29, 2013)

1. R. Wilson welcomed those in attendance and introduced members of Council. G. Clements has resigned his Council position. Thanks were expressed for 7 years of service to Lumsden Beach. Two nominees, Dave Phillips and Shaun Young, running for election to fill the Council vacancy were introduced.
2. The 2012 Financial Report was circulated including a Balance Sheet. Explanations were given for variances between 2011 and 2012. The significant change in the assessed values of property for 2013 compared to 2012 was also explained including the significant change in mill rates over the same two years.
3. The challenges incurred this spring with the water system were explained including the announcement that all water advisories had been lifted. G. Clements, as one of the two water operators, gave a more detailed explanation of the addition of C5 plus chlorine to the water so that the lab tests, the turbidity and the free chlorine levels met provincial standards. G. Clements and B. Johnson were thanked by all for their efforts on becoming certified operators and for handling the issue of the past two months.
4. B. Sebastian provided an update regarding the new Bylaws and Permit Forms, which can now be obtained from the Lumsden Beach web page. Anyone considering construction, major landscaping or demolition on their property is reminded of the requirement to follow the Zoning and Building Bylaws and to submit appropriate applications to B. Sebastian. Thanks were given to S. Rider for his volunteer maintenance and additions to the web page.
5. R. Wilson reviewed the one-year trial of having Lorass remove garbage from containers installed at the top of the hill. Pick up at individual cottages remains the same as in the past. The change came about as a means of saving considerable dollars and being more environmentally responsible. If Lumsden Beach staff is requested to take away a large load (trees, brush, wood, etc.) there remains a \$20 hauling fee. Trees have been taken to a pile at the top of the hill where a wood chipper has been employed. Council is negotiating with Regina Beach regarding use of the Regina Beach landfill by individual residents who would pay at the landfill entrance.
6. B. Sebastian reported on the planned 2013 Social and Recreational events. Council is in search of a volunteer to head up Beef on a Bun. R. Wilson is looking for golf prizes for the golf tournament on July 20. Reference was made to a planned volunteer day on Saturday, July 6 at 9:00 am on the beach to assist with further work on beach restoration.
7. B. Sebastian reported on the new street signs. The posts have been installed and the signs should go up shortly. The new map is ready (\$10) and includes the new street names and each cottages individual address. Cottage owners are asked to put their cottage number in a visible location in close proximity to where they drive onto their property. It was reported that the budget for the project was \$3000 and so far it is under budget. The map price is to cover the costs of production including providing free copies to a variety of agencies and service providers.
8. B. Sebastian reported on the beginning stages of development of an Official Community Plan (OCP) for Lumsden Beach. D. Phillips has done the initial work on a volunteer basis with Council having provided feedback on draft #1. Draft #2 was handed out at the meeting and will be circulated by email with the intent of getting input from ratepayers. The provincial government requires an OCP for all municipalities. They can be expensive, but Council is trying to produce as much of the document as they can on their own. The process will be on going into 2014.
9. R. Wilson explained a review of the taxation system at Lumsden Beach. A discussion paper had been circulated looking at other models that might be considered. The rationale provided was to review and determine if all property owners are equitably sharing municipal property taxes. Currently the range from the lowest taxpayer to the highest is more than 5 times greater. It was emphasized that no decision had been taken and that Council was looking for feedback at the meeting or by email or in writing. Some written feedback had already been received. Discussion included trying to gain an understanding of the services provided through taxation some of which serve everyone and some less so. The current mill rate system was compared to a minimum tax system, a base tax system and the current water fee flat tax system. Good discussion ensued including the desire to grasp how a changed system would affect everyone. Comments included: the belief that those with larger properties (land and/or buildings) should

pay more based on the assessed values; the understanding that although services may be used by some for a week and by others for months there is still a cost to provide the services and therefore all need to contribute; the question of why cities use assessed values to provide for taxation and that the services are provided to everyone although everyone pays in at a different level; and, what affect do lots with no buildings have on the total revenues collected. R. Wilson agreed to circulate information about services provided so that a better understanding of what is provided and their costs can be understood. As well, R. Wilson will circulate a chart comparing the current system to alternate systems broken down on a property-to-property basis using a numbering system from 1-87 listed from the lowest taxes charged to the highest.

10. R. Wilson led a discussion on significant future capital expenditures. In particular the need for an upgrade to vehicles (tractor/trucks) and the need for a storage/parking facility for the 6-7 months when equipment is not in use. Three potential ways to generate revenue for these expenditures was presented: increased taxation including a special assessment, borrowing funds at low interest rates paid back through taxation over time; and, the possible sale of unused land owned by Lumsden Beach. An explanation was given that there is land owned by the municipality either as existing lot, as unused road allowances and as land that was never surveyed. Any use of these lands would need to fit within the Zoning Bylaw. The intent would be to sell one or two such spaces with the revenue generated directed towards major capital expenditures. Council was asked to determine the amount of capital needed and then provide what the affect would be on taxpayers if the money was borrowed or if a special assessment was levied. Again Council encouraged written feedback of property owner's views on the issue.
11. A draw was conducted regarding the use of Parcel B for boat lifts, tracks or piers (no boat houses). Those selected must follow the Shoreline Policy in using the area. Those selected must use their designated space in 2013 and/or 2014 or lose the space to those next in line. Those selected will chose their space in the order of the draw. The names were drawn in the following order: Birch, Eckerts, Ross, Buchanan, Mallett, Mayhew, Hendrika, Clincke, Daschuk, Mickleborough, Taylor, K. and Leier.
12. The floor was opened to general questions from the audience. Answers were given re the Administrator, Mayor and Councilor roles and remuneration received. A request to trim trees near the Doyle/Shore intersection to improve vision was heard.
13. R. Wilson in closing remarks thanked a long list of volunteers who had assisted him in various ways during his first year as Mayor and thanked everyone for the tremendous turnout at the meeting.

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

August 02, 2013 – 8:00 p.m.

Meeting took place at the cottage of Mayor Ross Wilson

1. PRESENT

Ross Wilson, Bert Sebastian, Dave Phillips & Myron Becker

2. AGENDA

Motion – Wilson/Phillips to accept the agenda as amended.

Carried

3. MINUTES:

Motion – Sebastian/Wilson to adopt the minutes of the June 18, 2013 meeting as circulated

Carried

Motion – Sebastian/Wilson to receive the report on the Ratepayers Meeting of June 29, 2013.

Carried

4. ELECTION RESULTS:

a. Installation of New Councilor:

- Results of the election were confirmed that Dave Phillips was elected to the position of Councilor.
- Dave was welcomed to the Council meeting and congratulated on his election. It was confirmed that the term was for three years. Next general election will be July 2016.

b. Councilor Roles:

- Discussion took place on the duties of the Councilors with the division of responsibilities being deferred to the next Council meeting.
- A brief review of the administration and duties of the Council took place.

5. BUSINESS ARISING FROM THE MINUTES

a. Wood Chipping/Hauling Fees Update:

- Mayor Wilson gave a brief review of the chipping expenses and hauling fees to date.
- A complete review of the cost/benefit of this arrangement will be presented closer to the end of the season.

b. Street Sign Update:

- Mayor Wilson reported that the majority of the street signs have been installed.
- It was also reported that the project is under budget.

c. Main Road/Dust Control Update:

- Councilor Sebastian reported that we have received an invoice for \$500.00 from Clifton & Associates for their site visit.
- Council will continue to work with Clifton & Associates on the plan for control of our road erosion problem.
- Additional dust control measures will be implemented as required. There is still ample funds in the budget for another application if necessary.

- d. Official Community Plan Update:
 - This item was tabled until the next meeting as Council is still waiting on comments from the cottage owners on the second draft.
 - It was decided that Council will have an “Open House Meeting” of the cottage owners on Saturday, August 31, 2013-10:00 a.m. to 12:00 noon (long weekend in September). Councilor Phillips is to prepare a presentation for the cottage owners on the purpose of an Official Community Plan. This will be the only item for discussion at this meeting.
- e. Mitchell/Gregg Property:
 - Mayor Wilson reported that the Emergency Measures Organization has cleaned up the slide area sufficiently to remove any safety concerns to RVLB about the track area. The slide continues to move into Mitchell/Gregg property area. This area is to be avoided by the general public.
 - This should end the involvement of RVLB on this issue.
- f. Parcel B Update:
 - It was reported that all the remaining spaces for boatlifts have been allocated and are on file with the Administrator. This will be dealt with further at the next council meeting.
 - It was reported that there has been no reply from Graham Taylor on the situation with his space in Parcel B. There has been no further construction on the site.

6. NEW BUSINESS:

- a. Financial Update:
 - Mayor Wilson reviewed our 2013 financial statement up to August 01, 2013. We appear to be in a sound financial position for the year.
- b. Outstanding Property Tax Update:
 - It was reported that there are three outstanding property taxes for the year. We have been assured that these will all be taken care of before the end of August.
- c. Tax Discussion Update:
 - Discussion took place on the comments received to date.
 - Mayor Wilson will circulate a comparison chart on the methods of taxation to the cottage owners.
 - We will have to contact Municipal Affairs on the procedure to make changes if it is agreed to proceed with changes to our method of taxation.
- d. Zummack Correspondence:
 - Council reviewed the correspondence from and to Darryl Zummack.
 - A letter will be drafted to him on the past events surrounding the acquisition of a portion of his property by the RVLB.
- e. Fire Extinguisher Update:
 - It was reported that fire extinguishers on the property of RVLB are all out of date to the point that they cannot be refurbished. The company is out of business and safety supply companies are not allowed to refurbish extinguishers for which parts cannot be obtained from the original manufacturer.
 - A list of suppliers was presented to council with the cost of new extinguishers. (Attached to the original copy of these minutes.)

Motion-Sebastian/Phillips that four (4) new 20# fire extinguishers be purchased from Levett Safety as per their quote. They are to be distributed one to each location as follows:

- Store
- Hall
- Garage
- Water Pump-house

Carried.

- Discussion took place on the requirements for fire fighting training for our summer staff and RVLB residents. Councilor Phillips will check with EMO on training requirements for a RVLB emergency crew.

- f. Tennis Court Painting:
- Discussion took place on the proper preparation of the surface prior to painting. Mayor Wilson has a contact that may be able to help us. He will investigate this over the winter. Nothing is to be done this year.
 - Action on this item is tabled until the next summer season.
- g. CIF Grant-Beach Repair:
- Mayor Wilson reported on the progress of obtaining all of the allowable grant money. We have to spend more money to get additional funding if we want to qualify for the grant money.
 - Mayor Wilson will investigate the possibility of installing additional beach equipment and report back to Council.
- h. Tractor Decision:
- Both tractors are in need of extensive repairs. They have been out of commission for extended periods of time over the summer. Parts are at a premium if they can be found.
 - The quotes from three manufacturers were reviewed. A visit was made by the Council to the various suppliers to view the proposed replacement tractor. Comments were reviewed by Council.
- Motion** – Sebastian/Wilson that we purchase the tractor from John Deere, Model 3038E-Compact as per their quote, including the attachments of rear blade and cultivator.
- Carried
- i. Water Tanks:
- Councilor Sebastian reported that he had obtained information on the availability of two 1,000 gallon Polyethylene tanks for a cost of \$1,100.00 for the pair. These are vertical tanks and would do for our proposed water treatment plant upgrade.
 - Discussion took place on the requirements for water supply for the beach. It was decided that we need the advice of the Water Security Agency on the water requirements and layout of the pumphouse. Councilor Sebastian will look after co-ordinating this with the Water Security Agency.
- j. Stinging Nettle:
- It was reported that the area surrounding the play structure in Temple Park is infested with stinging nettle, which can cause a severe allergic reaction, when it comes in contact with the skin. Several youth of the beach have been in contact with it resulting in such a reaction.
 - Council will investigate what herbicides can be safely used to eradicate the stinging nettle as soon as possible.
- k. Dave Munro Boat-house:
- It was reported that Dave Munro's permit for the re-construction of his boathouse will expire in December of this year and no action has been taken.
 - It was decided that a letter is to be written reminding him of the limits set previously on the time frame allotted for the reconstruction and the consequences of not meeting the requirements.

7. NEXT MEETING:

- At the call of the chair.

8. ADJOURN:

- The meeting adjourned at 10:30 p.m.

Myron Becker prepared these minutes.
August 6, 2013

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

August 28, 2013 – 7:00 p.m.
Meeting took place at the RVLB Hall

1. PRESENT

Council - Ross Wilson, Bert Sebastian, Dave Phillips & Myron Becker.
 Water Operators – Brian Johnson & Glen Clements.

2. AGENDA

Motion – Phillips/Sebastian to accept the agenda as circulated.
 Carried

3. MINUTES:

Motion – Sebastian/Phillips to adopt the minutes of the Aug 02, 2013 meeting as circulated
 Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Council/Administrator Responsibilities:

- This item was tabled until the next meeting.

b. Official Community Plan (OCP)-Draft 3:

- Councilor Phillips outlined the presentation to the General Meeting of Cottage Owners scheduled for Saturday, August 31, 2013.
- Discussion took place on the responses by cottage owners.
- Councilor Phillips will prepare a Draft 4 of the OCP prior to the General Meeting taking into account the suggestion from the Council Meeting.
- It was suggested that a Certified Professional Planner be hired in the spring of 2014 to assist in finalizing the plan.

c. Correspondence Sent – Zummack/Munro D.:

- Council was advised that the letters as requested at the last Council meeting had been sent.
- There has been no response from Zummack.
- Dave Munro has responded that he will comply with request from Council on the Building Permit.
- It was pointed out to Council that to date nothing has been completed on Robyn Grigg's boathouse.
- It was reported that Neil Marvin is working on his boathouse.

d. Stinging Nettle:

- Mayor Wilson reported that the Caretakers had removed by hand as much of the stinging nettle as they could find in the playground area. We will have to watch for future new growth of this plant.

5. NEW BUSINESS:

a. Financial Update:

- Mayor Wilson reviewed our 2013 financial statement up to August 28, 2013. We appear to be in a sound financial position for the year.
- It was reported that we have one outstanding property tax to be paid.

b. Boathouse Fee Use:

- Discussion took place on the need for maintaining a Shoreline Savings Account that holds the funds from the Boathouse Fees and was used to for special work on the beach.
- It was suggested that these funds be put into General Revenue

Motion – Sebastian/Phillips that Shoreline Savings Account be closed and the funds transferred to General Revenue.

Carried

c. Beef on a Bun Review:

- Discussion took place on the quality of the food that was provided for the annual Beef on a Bun supper. It was agreed that the quality was not as good as in the past and that perhaps there may be other sources for the food.
- It will be looked into further prior to the next Beef on a Bun supper and dealt with at that time.

d. Lumsden Beach Use Agreement/Annexation:

- Discussion took place on the actions that have taken place to date and the correspondence from the Church Camp Board regarding the Use Agreement.
- It was agreed that we should meet with the Church Camp Board at their earliest convenience to continue discussions with them. Mayor Wilson will contact them to arrange a meeting in the latter part of September.

e. CIF Grant (Beach Restoration):

- Mayor Wilson provided an update on the progress to date. We have until June 2014 to access additional funds up to the maximum grant of \$10,000.00. To date we have received \$8,000.00. In order to qualify for this amount, we need to spend \$16,000.00 (Grant is 50% of the amount spent up to a maximum expenditure of \$20,000.00.). To date we have spent \$14,346.00. We need to spend another approximately \$1,700.00 so that we do not have to return a portion of the grant that we have received.
- Mayor Wilson will re-examine the expenditures to date to determine if there are additional funds that will qualify to bring the total to the required amount.

f. Water Treatment Facility Upgrade:

In order to accommodate the in-put from the water operators Brian Johnson and Glen Clements this item was discussed early in the meeting.

- A review was made of the existing facility and the changes that have been made.
- It was noted that any improvements to the facility could be quite costly and the government grants for infrastructure have not been announced as yet.
- Councilor Sebastian presented several drawings of proposed layouts for an improved facility. Discussion took place on the layout and the process for the installation of the upgrade.
- Part of the presentation was the availability of new Polyethylene tanks and the possible tank and piping arrangements.

Motion – Sebastian/Phillips that we purchase a new 2100-gallon low profile Polyethylene tank for \$2250.00 plus tax and delivery from Hold-On Industries in Saskatoon, subject to the approval of the Water Security Agency.

Carried

- Councilor Sebastian will prepare a drawing and scope of work required so that we can obtain quotes for the installation of the new tank and upgrade piping to the existing tank.

g. Property Tax Proposal:

- Mayor Wilson presented the proposal in a graph/chart form that will be made available for the cottage owners.
- Discussion took place on the layout and information provided.

Motion – Sebastian/Phillips that council present the RVLB Taxation Proposal to the General Meeting of Cottage Owners, i.e. to recommend a Base Tax of \$400/cottage and \$300 for each unattached empty lot with the remainder of the required operating revenue generated through the assessed value system.

Carried

6. NEXT MEETING:

- At the call of the chair.

7. ADJOURN:

- The meeting adjourned at 9:30 p.m.

Myron Becker prepared these minutes.
September 2, 2013

RESORT VILLAGE OF LUMSDEN BEACH

GENERAL MEETING OF COTTAGE OWNERS

10:00 a.m. August 31, 2013 at the Village Hall

1. Opening/Announcements:
 - Mayor Wilson welcomed everyone to the meeting and introduced the agenda.
2. Agenda:
 - a. Review of the Official Community Plan (OCP) – Councilor Phillips.
 - b. Review of the Taxation Changes Proposal – Mayor Wilson.
3. Review of the Procedures and Comments on Official Community Plan (OCP):
 - Councilor Phillips reviewed the OCP processes to date and highlighted some of the comments from beach residents. He invited further comments from the Cottage Owners present:
Comments:
 - a. Why was an OCP required – required by Municipal Affairs.
 - b. What sort of time frame was the plan to cover – about 10 years.
 - c. How long did we have to prepare an OCP – at present it is the length of time required for us to get it done.
 - d. Who reviews the OCP – we are required to obtain the services of a Professional Community Planner to help us finalize it and then it goes on to Municipal Affairs for the approval and acceptance.
 - e. Who enforces the by-laws of the RM – at present it is mostly Council.
 - f. They would like to see more emphasis on the maintaining of the physical character or physical culture of the beach. Possibly we should be designating the hall and store as Heritage Property.
 - g. Should there be less emphasis on not having commercial enterprises in the RM and possibly allow for cottage enterprises to take place within the RM. More specific on what is allowed and what is not.
 - h. The beach area is a significant part of our life at the beach and this should be emphasized more in the OCP.
 - i. What part does the Church Camp Board play in the formation of the OCP – they are informed but as yet have had no input into the actual document. This is the same for the residents in the vicinity of the RM.
 - j. Should there be something in the plan that acknowledges that aging residences are being torn down and replaced with new ones and that there should be a higher standard for construction than in the past – this issue is one of contention because there are a significant number of the present residents that want to maintain the beach as it is. This will change as new people move in and there is a greater desire for people to reside there all year long. Permanent residents will want more services. There should be a stronger reference to maintaining the beach as a “resort”.

Overall the comments were favorable and there was no opposition to the OCP.
4. Review of the Taxation Changes Proposal:
 - Mayor Wilson outlined the present taxation system and then gave a detailed explanation of the proposed changes to make the system of taxation more equitable.
 - It appeared that once everyone understood what the taxation system was and what was being proposed, they had no problem with the change.
5. Adjourn:

Meeting adjourned at 11:55 a.m.

Myron Becker prepared this report.
August 31, 2013.

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

September 24, 2013 – 7:00 p.m.

Meeting took place at the Cottage of Mayor Wilson

1. PRESENT

Council - Ross Wilson, Bert Sebastian, Dave Phillips & Myron Becker.

2. AGENDA

Motion – Sebastian/Phillips to accept the agenda as circulated.

Carried

3. MINUTES:

Motion – Sebastian/Phillips to adopt the minutes of the Aug 28, 2013 meeting as circulated

Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Council/Administrator Responsibilities:

- This item was tabled until the next meeting.

b. Lumsden Beach Camp Meeting:

- The general impression of everyone present was that it was a productive meeting.
- Mayor Wilson indicated that he had followed up the meeting with an email to all that were present.

c. CIF Grant Update-Suggestions.

- A review is being made of the expenses associated with the 2011 beach repair to determine if there are more expenses that can be claimed toward the grant.
- It was agreed to wait until the spring budget meeting before closing out the grant. It was suggested that we should determine if there were more repairs/improvements that could be made that would qualify for grant money by budget time.

d. Water Treatment Plant:

- Councilor Sebastian reviewed the quotes that have come in to date on the installation expenses associated with the new tank.
- Councilor Sebastian will contact additional suppliers for quotes on the materials based on the present drawings.
- It was suggested that in order to save on the costs of the removal and installation of the new tank that we examine the possibility of doing some of the work ourselves.

e. Property Tax By-law:

- It has been determined that we can enact a new taxation by-law without the approval of Municipal Affairs.
- This item was tabled until the next meeting.

5. NEW BUSINESS:

a. Financial Update:

- Mayor Wilson reviewed our 2013 financial statement up to September 24, 2013. We appear to be in a sound financial position for the year.
- It was reported that we still have one outstanding property tax to be paid.
- The invoice from Cifton and Associates for the review of the necessary road repairs will be paid but nothing further will be looked at until the new budget in 2014.

- b. Water Shutdown Plans:
 - We will try for a Thanksgiving weekend shutdown of the water system.
 - Mayor Wilson will notify Council if there is a change in plans due to the weather. It was suggested that if it appears that the temperature will drop to -5 degrees C or cooler, the system should be shutdown.
 - c. 2014 Summer Staff:
 - Discussion took place on the staffing for the summer of 2014 as it appears that Mickey Eberts may not be returning.
 - It was agreed that we should check on the availability of beach personnel or someone from the immediate area as a replacement.
 - d. Planning Session:
 - A circulated outline of potential short term and long term expenditures was reviewed.
 - It was agreed that we should review them again at budget time to see which items could be accomplished in the near future and which items could be delayed for a longer period.
 - A review was made of potential revenue generating projects.
 - e. Future Meetings:
 - A discussion took place on the frequency of Council Meetings. It was generally agreed that the frequency with which they have been occurring is satisfactory.
 - It was agreed that a fall meeting would take place in October after Thanksgiving. At that time it will be decided when additional meetings will take place.
 - It was agreed that the use of email is an acceptable way to provide information for Council and as a means of making decisions if necessary.
 -
6. NEXT MEETING:
- At the call of the chair and prior to October 18.
7. ADJOURN:
- The meeting adjourned at 8:50 p.m.

Myron Becker prepared these minutes.
September 29, 2013

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

October 16, 2013 – 7:30 p.m.

Meeting took place at the Guest Cottage of Mayor Wilson

1. PRESENT

Council - Ross Wilson, Bert Sebastian, Dave Phillips & Myron Becker.

2. AGENDA

Motion – Wilson/Sebastian to accept the agenda as circulated.

Carried

3. MINUTES:

Motion – Sebastian/Wilson to adopt the minutes of the Sept 24, 2013 meeting as circulated

Carried

4. BUSINESS ARISING FROM THE MINUTES

a. Property Taxation Bylaw (Circulated):

Motion – Wilson/Sebastian that first reading of Bylaw 2013/18 to establish a method of private property taxation at RVLB be passed as per the email vote held September 29, 2013.

Carried

Motion – Wilson/Phillips that second reading of Bylaw 2013/18 be approved.

Carried

Motion – Wilson/Sebastian that council move to third reading of Bylaw 2013/18 at the Council Meeting of October 16, 2013.

Carried Unanimously

Motion – Wilson/Phillips that third and final reading of Bylaw 2013/18 be approved with the intent that the Bylaw be activated for the 2014 taxation year.

Carried

(Copy attached and forming part of the minutes of this meeting.)

5. BUSINESS:

a. Financial Update:

- Mayor Wilson reviewed our 2013 financial statement up to October 10, 2013.
- It was reported that we still have one outstanding property tax to be paid.
- Discussion took place on where is the proper location of the GST rebate in the financial statement
Mayor Wilson will check with the RVLB accountant to obtain the proper location.

b. SAMA Review / Assessment:

- The SAMA review took place on October 16, 2013.
- Council reviewed the options for future use of the Mitchell/Gregg property. The decision on the use of the property is to be determined by the owners with options presented by RVLB.
- Mayor Wilson will check with SAMA to see when the last general assessment was made of RVLB. If a significant time period has elapsed since the last general assessment, it may be in the best interests of the RVLB to have one performed in the not too distant future.

c. Water Treatment Facility Update / Plans:

- A review was made on the progress of installing the new tank and relocation of the existing tank.

- Work on the facility is finished for this season and will be resumed in the spring of 2014.
 - It was suggested that an open house for beach residents be held next season so they can see the facility and be aware of where their dollars are going.
- d. Suggested Councilor/Administrator Winter Tasks:
- A list was review and it was agreed that the following be continued over the winter:
 - Councilor Sebastian will continue to work on plans for the update of Water Treatment Facility and plans for the main road drainage improvements and surface repairs.
 - Councilor Phillips will continue to work on the Official Community Plan and an Emergency Plan for RVLB.
 - Administrator Becker will review the contents of the safety deposit box, check with Municipal Affairs on the type of seal required for official documents and what can be done about unused or empty property with-in RVLB.
- e. Future Meetings:
- Council decided that if a meeting were required in December it would be handled with a conference call.
 - We will plan for a Council budget meeting sometime in the April 22 to 28, 2014 time period.
 -
6. NEXT MEETING:
- At the call of the chair.
7. ADJOURN:
- The meeting adjourned at 8:50 p.m.

Myron Becker prepared these minutes.
October 23, 2013