

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

May 13, 2019

Present: Mayor Wilson, Councillors Sebastian and Phillips, Administrator Young

1. Agenda: Motion Phillips/Sebastian to approve agenda. Carried.
2. Adoption of Minutes of October 2, 2018 (previously circulated). Motion Sebastian/Phillips to accept minutes. Carried
3. Off Season email information and decisions:
 - a. Staffing Salary Levels - Council agreed to pay as follows for 2019; Fred Buchanan - \$18.50/hr. Zane Fuessel - \$15.00/hr. Rylan Wagner (as needed) - \$14.50
 - b. Lagoon Payment Agreement
Motion: Wilson / Sebastian - That an invoice for \$9,578.31 for the construction of the new lagoon be paid to Regina Beach using \$5,000 from a Term Deposit and the remainder from the chequing account. Carried
 - c. Staff Handbook
Council reviewed wording for a new staff handbook incorporating wording from previous policies and updated as per provincial guidelines.
 - d. 2018 Audit Approval
Motion: Phillips / Sebastian - That the 2018 Audit as presented by Cogent Chartered Professional Accountants be approved as received. Carried
 - e. 2019 Budget Approval
Motion: Sebastian/Phillips - That the 2019 Budget be adopted based on a Municipal Mill Rate of 2.26 and an Education Mill Rate of 4.12. Carried
 - f. WUQWATR
Council approved that Sharon Rodenbush, property owner, would be the Resort Village of Lumsden Beach representative at meetings of WUQWATR.

4. Business Arising from Oct 2/18 Minutes

- a. Lumsden Beach Camp. RVLB will once again maintain the camp roads and pick up garbage, with a slight increase in our charge. The cattle fence boundaries have been determined, with cattle grazing limited in this fenced area to Sept/Oct.
- b. Block Surveys. No action.
- c. Tree planting at Beach. Phillips has replanted all but one tree that survived. Small trees planted so less water needed, but regular watering necessary.

5. New Business

- a. Financial Statement Review – Enough taxes have been received that cash flow is fine without cashing term deposit.
- b. Lagoon Update – A bill has been received for projected final expenses in the amount of \$1300. A refund is expected if actuals are less.
- c. Lagoon Operating Expense formula: parties to the formula seem to be finding ways to reduce the number of users. Mayor Wilson received a “do not know” to his question regarding how multi-resident buildings (condos, retirement home, etc.) are counted. To be followed up.
- d. Fire Dep’t Agreement (funding, bans) – Funding formula has now been decided for each of the five participating communities. Regarding fire bans: The Fire Chief will issue an opinion when there may be the need for a fire ban, but each jurisdiction will make its own decision, given that local conditions may vary.
- e. RVLB will host the IMUC meeting on Monday, July 15.
- f. Variance application – Chislett (former Hoiland property) has requested variance consideration to build a 2 car attached garage. An onsite inspection will be necessary to determine if this is possible. Mayor and councillors to follow up in person with the ratepayer.
- g. Development Permit – Orell. The plan is to build a sleeping cabin which would fall outside the lot boundary. Variance application will be required. Councillor Sebastian to follow up.
- h. Road Dust Control. Council agreed to use Fort Distributors who will apply magnesium chloride to our roadways when they come to our area to also serve Regina and Buena Vista Beaches. This will be soon. The estimated cost is 36 cents/litre (\$1469 total) and a second application further into the summer may be required.
- i. Meat on a bun – A co-ordinator for this event is still required. Now that cottagers are arriving at the Beach, Mayor Wilson will send another email with a detailed description of the duties involved.

- j. Street addresses. A reminder with 'good reasons why' will be sent to cottagers encouraging all to put the number of their cottage up in easy view.
- k. Public Disclosures. Mayor and Councillors completed (again) the required provincial disclosure forms at the end of the meeting.

6. Next Meeting

Weds June 12 at 1:30 pm

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

June 12, 2019

Present: Mayor Wilson, Councillors Sebastian and Phillips, Administrator Young

1. Agenda: Motion Phillips/Sebastian to approve agenda as amended to move item 3c in camera. Carried.
2. Adoption of Minutes of May 13, 2019 (previously circulated). Motion Sebastian/Phillips to accept minutes. Carried
3. Business Arising from May 13 minutes
 - a. LB Camp Lease – no response yet to Ross’s reply to Camp request for \$400 for lease of land that the Village uses for golf course and gardens. Will await Camp response.
 - b. Block Surveys – No action taken by Councillor Sebastian re: inquiring about availability and cost to have this undertaken.
 - c. Development Permit / Variance Application – moved “in Camera”
4. New Business
 - a. Financial Statement Review – Mayor Wilson reported that cash flow is good as 53% of taxes are paid and the remainder should be received by month end. Unexpected cost for new front tires for tractor should be offset by less than anticipated expense elsewhere.
 - b. Annual ratepayer meeting preparation – Mayor Wilson circulated a draft agenda and copy of the financial report for June 29/19. It was decided that emphasis needs to be placed on the importance of providing hard copy of Village OCP and Zoning Bylaws to prospective buyers so they fully understand the limitations they may face in making changes to property. Draft agenda approved with modifications.
 - c. Environmental projects. Expressions of interest have been submitted for two federal/provincial grants, one for solar power of our streetlights, the other to clean up the old garbage site. If approved, grant application would follow with Council approval.
 - d. Problem properties – Three problem properties were discussed:

- one for clean-up around property and cut back of overhanging trees
- one for clean-up of collapsed deck
- one for removal of items located on village road allowance and the removal of one trailer

Mayor Wilson to follow-up with appropriate correspondence for the first two properties identified including use of the Abatement of Nuisance Bylaw

- e. Road Dust Control. The dust control product has been applied and all appears well.
 - f. Fire Hazard signs. The Regina Beach Fire Dept. will be erecting 5 “risk of fire – low to extreme” signs in the area, one placed at the Happy Camper corner on Buena Vista land, which will also catch RVLB residents. A fire dep’t volunteer will be charged with ‘moving the arrow’ as required.
5. Next Meeting – Date to be decided – prior to the annual ratepayers meeting if needed or later in July.

Agenda Item 3 c “in camera”

Development Permit/Variance application. The Orell family have tabled a development permit to build a sleeping cabin – Councillor Sebastian recommends approval and will follow up.

The Chislett – Miller family has been in informal discussion with Mayor Wilson and Councillor Sebastian regarding site possibilities for adding a double garage to their property. It does not appear that there is sufficient area to do this without encroaching on road allowance and also contravening our bylaws that do not permit garages in front yards. Also the couple have not submitted a development permit. Verbal mention was made that the owner’s may/would contact a lawyer. Correspondence will be sent from the Development Officer requesting a proper Development Permit be submitted while providing appropriate background data.

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

July 16, 2019

Present: Mayor Wilson, Councillors Sebastian and Phillips, Administrator Young

1. Agenda: Motion Phillips/Sebastian to approve agenda. Carried.
2. Adoption of Minutes of June 12, 2019 (previously circulated). Motion Sebastian/Phillips to accept minutes. Carried
3. Business Arising from June 12 minutes
 - a. Lumsden Beach Camp Lease – The Village has agreed to pay \$400/year for lease of the land where the 3-hole golf course and garden plots exist that belong to the Camp. Mayor Wilson has requested an agreement that this amount remain stable for 3 years.
 - b. Block Survey – Councillor Sebastian will invite surveyors to tour the beach in the fall once leaves have fallen, providing better visibility of the lay of the land, so accurate cost of survey quotes can be provided. We will then be in a better position to decide to proceed with a survey, or not.
 - c. Development Permits – Variance permits were signed for the Orell and Reeves properties. A building permit was issued to Brian Johnson for a small deck addition. A letter has been sent to Miller/Chislett regarding their garage addition, no response to date. A email has been sent to Calvin and Tammy Ross for clarity on some unpermitted demolition and deck repair work they are undertaking.
4. New Business
 - a. Financial Statement Review – The budget is tight, due to unexpected expenditures on roads and culverts resulting from rainstorms, and truck repair. Some items are under budget, but it is anticipated that some or all of the reserve term deposits may need to be cashed.
 - b. Property Taxes – One cottager still owes taxes.
 - c. Problem Properties – Lytle – Some work done on tree/bush trimming but no refuse clean-up. Hudy – no feedback on request for a Demolition Permit for clearing the collapsed deck. Reeves – Councillor Sebastian will continue to monitor the clean-up progress at this property, which is not completed.

- d. Bylaw Control Officer – Mayor Wilson informed Council that Rocky Coleman does this work for \$38/hr and would be willing to provide service for RVLB should we find it necessary.
- e. Garbage/Recycle Containers – Council will budget next year for the purchase of bins with specific sections for waste and recycled materials. This is prompted by the realization that no matter what size garbage bags or containers are used, the bags invariably slump into the container.
- f. Liquor Licence Permit for Pork on a Bun – Moved Phillips/Sebastian that The Resort Village of Lumsden Beach supports and agrees with the Pork on a Bun/ Beer Garden as a licenced community event to be held August 3, 2019.
- g. Future Administrator – Mayor Wilson has asked several individuals to serve when Young retires in September. One person has agreed to serve if no one else can be found.
- h. IMUC Update. New Lagoon is fully operational with decommissioning of the old lagoon somewhat delayed due to recent rainfall. The remainder of expenditures are coming in on, or under budget so RVLB may expect a small refund, as we have forwarded funds for the project based on budgeted numbers. Mayor Wilson has received acknowledgment that Regina Beach in particular, with condos, retirement homes and commercial enterprises, needs to fairly count the number of users in these facilities so they pay their fair share of ongoing lagoon operating expenses. Fire Pits – The fire chief is planning a communication regarding “safe fire pits” which will be circulated once it is ready.
- i. Annual Meeting Issues
 - Future Road Maintenance
 - Unleashed Dogs
 - No smoking/vaping signs. Mayor Wilson will budget next year for better signage. -
 - AED – A question was raised about a sign at the Beach, but it was explained that due to liability issues a sign can only be placed where the AED is located.
 - Beach Handicap Access – the idea of a chair ramp and small deck by the outhouses will be explored.

Next Meeting - Wednesday, Sept 4, 2019

RESORT VILLAGE OF LUMSDEN BEACH

COUNCIL MEETING MINUTES

September 4, 2019

Present: Mayor Wilson, Councillors Sebastian and Phillips, Administrator Young,
Robin Tinani

1. Agenda: Motion Phillips/Sebastian to approve agenda. Carried.
2. Adoption of Minutes of July 16, 2019 (previously circulated). Motion Sebastian/Phillips to accept minutes. Carried
3. Business Arising from July 16 minutes
 - a. Calvin and Tammy Ross project. The demolition and construction at this property is ongoing without the appropriate permit having been received. Verbal feedback from owners indicates it will be received by the coming weekend. If not, a written deadline will be issued.
 - b. Reeves property. The required cleanup of a second trailer has not taken place. A deadline will be issued.
 - c. Hudy demolition. South Shore Bobcat has been hired to clear the entire property. As this will result in considerable noise, cottagers will be notified when the work is about to proceed.
4. New Business
 - a. Financial Statement. The Sept 4, 2019 Financial Update was tabled and reviewed. The budget is tight due mainly to extra expense for roadways due to heavy rains. Small savings have been found here and there. Line of credit is available should it be needed.
 - b. Taxes for one ratepayer still outstanding.
 - c. Council reviewed the schedule of various fees charged to ratepayers.
Motion Phillips/Sebastian That the annual service fee for lots with buildings (currently at \$400) and unattached lots with no buildings (currently at \$300) each increase to \$500. Carried
Motion Sebastian/Phillips That the fee charged for boathouse owners increase from \$75 to \$100. Carried.

- d. Council has agreed to a Variance at Block 3 Lot 5 to continue to allow parking on a RVLB owned (unbuildable) lot.
- e. Schutzman cottage road access. A “heads up” for council that trees on the RVLB road allowance to this cottage are blocking access and will likely need to be removed.
- f. Montenegro Cottage Development. All permits are in order.
- g. Property clean-up update – Lytle. Clean-up has not been completed, despite many requests.
- h. Summer staff review. Council discussed several concerns with the full-time staff person. It was decided that a performance review process will be implemented for next season, to be decided on prior to the beginning of work in 2020.
- i. RVLB Website. Councillor Phillips raised concerns with the negative tone of our general website message, which reinforces a general perception held by some people of our community as private and unwelcoming. It was agreed that our website message will be rewritten to be more positive.
- j. Additional parking for cottages below the hall. Cottagers are requesting expanded parking in this area, and road improvement is needed due to erosion. A grassy area on Resort Village land would be available for conversion to parking. A quote for this work will be sought with the expectation that the cost would be shared by the cottagers affected.
- k. It was noted that a SaskPower contractor has been at the beach drilling test holes in all power poles.
- l. Motion Sebastian/Phillips that Robin Tinani be appointed Village administrator to replace Judy Young, who will no longer be available to attend all council meetings and therefore cannot fulfill her duties.

Next Meeting - Friday October 11 at 1:30pm

Resort Village of Lumsden Beach

Council Meeting Minutes

October 11, 2019

Present: Mayor Wilson, Councillors Sebastian and Phillips, Administrator Tinani

1. Agenda:

Motion: To adopt the Agenda as circulated. Phillips/Sebastian - carried

2. Adoption of Minutes:

Motion: To adopt the minutes of September 4 Sebastian/Phillips -carried

3. Business Arising:

a. Cottage Issues Update

- i. Ross – working on addition on pergola – replacing the deck. Sebastian has proper permit now. Already paid for permit. Deck same area size, pergola has bigger posts and better roof than canopy that was before.
- ii. Reeves – 2nd trailer. Finish rebuilding the inside next couple of weeks, supposed to be gone by November 2019.
- iii. Hudy – demolition. Everything done. Not wanting to sell lot.
- iv. Lytle – Lot still not cleaned up in satisfactory condition. Wilson has offered to clean it up and she said yes. Paying hauling fees for what has been hauled away. Duncan brought chainsaw & brought down trees. She's paying for it all. Making piles for Fred to take away (last garbage is October 15). Will be cleaner in spring.
- v. Tisdale – new owners of Binn's. Variance for parking all taken care of.
- vi. Schutzman – no more correspondence. Tied to Chislet.
- vii. Chislet – Friends boat parked on the back of Schutzman's property. 4x4 – has been moved from municipal property.
- viii. Troy's boat still up top. Ken Taylor's son's boat still up on top. Both should be leaving Thanksgiving weekend.
- ix. 2 small black trailers should leave this weekend.

- b. Summer Staff. Wilson and Phillips met with Fred Buchanan October 11, 2019. Wants to come back next year. Going to make changes. Will need to review in spring. Change reaction with employees, better job with equipment, better management of time. Probationary year – one year from now will decide future.

- c. Website Revision. Changed wording on website to be more friendly.

- d. Parking on Sebolt Bay. Ross met with 3 cottages involved. For now, leave it alone. Everyone has 2 parking spaces.

4. New Business

a. Financial

- i. Year end is tight. The audit will show a deficit, but a planned deficit. Still grants to come. Some payments still to come out (power/loraas/etc.). Year is finished so shouldn't be any other expenses to pay. End of year is tight, but next year no more lagoon, so next year we can hopefully build up the reserves again.

Discussion about meter readings and how it works. Spent less on treatment plant, overstocked some materials. Environment costs (septic/lagoon/loraas) keeps rising. Water lines have all been flushed. This weekend the water pump house will be shut down.

b. Winter Projects

- i. Solar Power – What would it cost to put solar panels on pump house or hall? Could we generate enough to cover the power bill for it? Discussion about solar & net metering. Phillips going to look into the numbers for this to see if this is worth it.
- ii. Block Pin Survey. Looking at legal block survey's around the beach. Going to tender survey companies to see about getting the beach surveyed. Just 4 corners of each block. Sebastian going to look into it.
- iii. Green Practices. Top 10 things for each cottage to be green. Products that shouldn't be used (soaps/weed spraying/) near a lake? Eavestroughs take water away. Boat owners – where to change oil? Not to dictate, but to give helpful hints on how to be greener at Lumsden Beach? Tinani to make a list.
- iv. Bylaw Records/Minute Binders. Need to be updated. Tinani/Wilson going to work together.
- v. Gas tax funding. Possible application for solar panels counts for a grant. What project do we want to do next? What grant \$ is available to us? Wilson to look for whatever grants can be found. Capital projects: waste disposal system (recycling/garbage in various places), golf course upgrades, etc. Wilson to look into all this. New culverts?

5. Next Meeting

- a. Budget Meeting – Late April 2020

6. Adjourn