

**2014 Annual General Meeting
May 17, 2014**

**Minutes of Taylor Beach Hamlet Board Meeting
June 1, 2013**

Present:

Jan Spicer
Tony Coppola
Ron Palmer

1. Agenda approved as circulated
2. Minutes of May 25, 2013 were adopted after noting 3 amendments.
3. Discussion regarding date for next AGM of the Hamlet of Taylor Beach
4. MOTION 2013-05
5. Moved by Tony Coppola that the date of the next AGM be set for Saturday May 24, 2014 subject to availability of the Katepwa Town Hall / Library. Tony to contact Glenda Hodson, Katepwa Village Administrator to arrange.
Seconded Ron Palmer
Approved
6. Update on flood clean-up. Ron reviewed details from his email:
Sand bags are to be returned to sand pile and emptied on to pile. Residents are to dispose of bags on their own. Arrangements will be made to remove the sand pile and then do restoration work to the damaged lawn. Residents can help themselves to sand if they need it.
7. Engineering report for flood mitigation work was received on Thursday. It included three options. Report has been give to RM (Harry and Dawn) for review. Report also went back to Sask Water Agency. Next steps are to get cost estimates for items in the engineering report and then pursue the grant application. Success in getting the grant funding is critical for this initiative to go forward.
8. Discussion on Ron Palmer's attendance at RM of N Qu'Appelle Council meeting on Monday May 27, 2013. Harry McDonald, our Reeve was not present. Ron was asked to begin his report before meeting quorum was attained. Some council members resisted having the Hamlet on the agenda as a standing item. Ron was not certain that motions made by the Hamlet will be noted in the RM meeting minutes. Minutes will be requested so that a follow-up can occur.

Ron will make a formal request to receive the minutes of the RM council meetings either by mail, email or otherwise.
9. Discussion regarding lack of action on Katepwa Land Development's lack of action on commitments made in the Service Agreement. Agreed that formal requests will be made of the RM to follow up with KLDC to have the outstanding work done on a timely basis.

The Hamlet Board believes KLDC bears some measure of responsibility for the damages resulting from the April 28, 2013 flood. During construction of the roads in August 2012, KLDC trenched into the creek bed, breaching and destroying the creek bed and surrounding vegetation.

MOTION 2013-06

Moved by Jan Spicer that the RM recommends to Saskatchewan Environment and Saskatchewan Water Agency that a fine be levied against KLDC for breaching the creek and the Environmental Reserve in the Organized Hamlet of Taylor Beach in August of 2012.

Seconded Tony Coppola

Approved

A recommendation was made at the Hamlet Board AGM in May that fines be levied by the RM against KLDC in the amount of \$50,000.

MOTION 2013-07

Moved by Tony Coppola that the RM assess a fine on KLDC in the amount of \$50,000 for disturbing the soil, removing the bush and trees within the Environmental Reserve in the Organized Hamlet of Taylor Beach. This follows a motion at the AGM on May 18, 2013.

Seconded Ron Palmer

Approved

It is evident the repair done to the creek breach is inadequate.

MOTION 2013-08

Moved by Jan Spicer that the RM repair the creek breach to above grade, at KLDC expense. The Board includes in the motion that the work be completed by RM personnel, or under direct contract to and supervision by the RM; no later than July 1, 2013.

Seconded Tony Coppola

Approved

Section 4.1 of the service agreement states the 'Municipality shall build up Brown Avenue, Luther Place and Victoria street....at the Developer's expense". During a meeting with the Hamlet Board on March 23, 2010, based on the previous poor job done by the Developer, the RM committed to build the roads - at Developer expense. The RM did not follow the agreement made during the March 23, 2010 meeting, or the service agreement signed by the RM.

MOTION 2013-09

Moved by Ron Palmer that the Municipality complete the construction of the above noted roads, including remediation of culverts and drainage. The Hamlet Board recommended a professionally engineered drainage plan for this development in 2009 and 2010. The failure to have an engineered plan contributed to the destruction on April 28, 2013. The Hamlet Board includes in the motion that the work be completed by RM personnel, or

under direct contract to and supervision by the RM; with completion no later than July 31, 2013.

Seconded Jan Spicer

Approved

Further, Schedule B, Section a of the service agreement states the developer shall "remove or cause to be removed from within the limits of all roads/streets of the 'Plan' any privately owned structures, trees, bush or brush, and to properly dispose of any resulting refuse in order that no waste material is left on the Land" KLDC cut down trees, bush and brush and moved large quantities of soil in July and August of 2012 for the road construction. This refuse has not been properly disposed of, and remains as waste material on the Land.

MOTION 2013-10

Moved by Tony Coppola that the RM remove this refuse from the Environmental Reserve and the land surrounding Luther Place, Brown Avenue and Victoria Street at Developer expense. The Board includes in the motion that the work be completed by RM personnel, or under direct contract to and supervision by the RM; with completion no later than July 1, 2013.

Section 5.7 of the service agreement states the developer is responsible for all telecommunications, power, gas and phone services. The April 28, 2013 flood eroded the earth surrounding the service boxes, exposing wires and connections.

MOTION 2013-11

Moved by Jan Spicer that the RM contact the appropriate service providers to inspect and ensure the connections are safe, and make repairs as necessary, at Developer's expense.

Section 5.8 of the service agreement states the developer is responsible "for the removal of the fence and the material from the environmental reserve areas.....within 30 days of the 'Plan' being registered.... The fence has not been removed from the environmental reserve areas, well over a year after the Plan being registered.

Seconded Ron

Approved

MOTION 2013-12

Moved by Tony Coppola that the fence and material be removed by the RM at Developer's expense. The Board includes in the motion that the work be completed by RM personnel, or under direct contract to and supervision by the RM; with completion no later than July 1, 2013 and that no trees, brush or bush be removed or disturbed in the demolition/removal process.

Seconded Ron Palmer

Approved

Schedule B, section f of the service agreement states the ditches are to be reseeded.

MOTION 2013-13

Moved by Tony Coppola that the ditches be re-seeded no later than August 4, 2013.
Seconded Jan Spicer
Approved

There are a number of additional provisions of the services agreement that are not yet completed. Section 5.6 of the service agreement requires the installation of permanent markers to define lots adjacent to the Environmental Reserve. The requirement for each marker is fully described within the service agreement.

MOTION 2013-14

Moved by Ron Palmer that the RM ensures, by personal inspection, the provisions under Section 5.6 are completed prior to any advertising for sale, or sale of the lots. In addition, the RM is requested to ensure compliance with Sections 5.3; 5.9; and 5.11 and that all work is completed as described within the service agreement.
Seconded Tony Coppola
Approved

10. PFRA has committed all its trees for the season. Trees can be sourced from U & K Greenhouse on Highway 56. Possible locations for planting discussed. No final decision made.
11. Discussion regarding road work Motion 2013-04. Jan will seek out some cost estimates for the required work.

Next meeting date not confirmed.

**AGM Meeting Minutes
May 18, 2013**

Present:

Hamlet Counsellors - Dale Finch, Ron Palmer, Jan Spicer
RM Administrator - Dawn Lugin
RM Counsellor - Tom Braithwaite
Resident sign-in list - Attachment #1,#2,#3
2013 Budget: Hamlet of Taylor Beach (3 pages) - Attachment #4

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1. Meeting called to order by Dale Finch at 10 a.m.
 2. MOTION:
Laurie Palmer moved adoption of the agenda as printed, seconded by Barb Kelly.
Motion carried.
 3. MOTION:

Lila McDermaid moved, seconded by Jim Paskaruk that the 2012 Minutes be adopted as circulated.

Motion carried.

4. Presentation of 2013 Budget of Hamlet of Taylor Beach by Ron Palmer:
 - o New 60/40 assessment split a result of negotiations and replaces 50/50 split. 2013 budget responsibility of Hamlet not RM. All items must be in budget or will not be done.
 - o 2011 and 2012 actual expenses reviewed with mention that mandatory expenses amount to around \$17,000 each year. Expenditures in 2011 were \$42,289 and in 2012, \$26,544. Reserve in 2011 was \$22,517 and in 2012, \$28,999.
 - o 2013 Budget: Estimated revenue \$66,526.

Owing to Hamlet for public access development \$17,500

In service Agreement with KLDC for tree planting \$ 2,000

Dawn explained RM has money in trust as part of off-set fees charged to KLDC.

Previous Hamlet assessment 13 million, new assessment value of all land, property and roads in Hamlet is \$22,240,000. Mill rate previously 3.75, in 2013 Hamlet has budgeted for 3.5.

2013 Expenditures:

Blue shaded items in budget are standard costs amounting to \$18,530.

Flood issues:

Grant from EFRP will cover 75% of estimated flood mitigation costs but will not be received in 2013 so therefore not in budget.

Surplus fund at year end estimated at \$13,995.

MOTION:

Moved by Ron Palmer, seconded by Bruce Olesen that the proposed budget be adopted.

5. **DISCUSSION ON 2013 BUDGET:**

Tony Coppola queried why residents asked to raise money for purchase of sand bagger machine when it was rented. Dale Finch explained rental covered costs of sand, two bobcats and their drivers for two days, plus other team members. Hamlet is applying for Grant which will see 85% of the \$10,000 returned.

John Smith-Windsor questioned if the 22 million assessment included a good portion from the new development. Dawn Lugin explained that 2013 is a reassessment year being the fourth year of four year cycle. Municipality increase on average 1.6 times more,

reflected from sales value of properties up to January 1, 2011, plus cost of living and cost of replacement. Some is new development, however a good portion in Hamlet is new values and change across province. Query if KLDC taxed as one large piece of land. Dawn stated taxed as residential, separated into individual lots.

Barbara Kelly stated according to SAMA website would estimate between 2 to 2 ½ million of 22 million from new development being KLDC. As well, significant change from SAMA in terms of new builds that have been done, which estimate at another 2 million of the 22 million, so probably looking at 18 million dollar assessment for existing properties and 4 ½ million in new development.

Allan Guy questioned authorization of \$25,000 for flood mitigation with ability to use reserve. Ron Palmer explained that with adoption of budget it has the \$25,000 as Hamlet's share of estimated \$100,000 cost. EFRP Grant only available in 2013.

Dale Finch and Ron Palmer explained arrangements had been made with the RM to provide bridge financing in order to cover estimated cost of \$100,000. When EFRP Grant received RM would be repaid. Barbara Kelly stated RM's willingness to bridge finance underlines importance of project and faith in effective management to address issues.

John Smith-Windsor stated KLDC warned as to what could happen as area was a flood plain, they proceeded to take out vegetation, lowered elevation in areas and breached creek bed and felt should be responsible for a good portion of cost. Erin Canham agreed that probably 60 percent of water going over Margaret Street due to the breach of creek. Ron Palmer stated Hamlet negotiating with RM to cost share \$25,000 for project, but Hamlet has to provide money up front. Allan McDougall queried whether any recourse from developer, Dale Finch replied always a legal recourse.

Erin Canham thanked Ron Palmer and Hamlet Board for their work in negotiating a 60/40 revenue split with RM, preparing the budget and arranging for EFRP grant.

Ron stated he had estimated that a mill rate of 2.2, using a 13/22 rate on assessment would be revenue neutral. Bruce Olesen emphasized time to get the projects completed when Grants can be accessed. Mill rate at Pasqua Lake is 10, Katepwa 7.5. Allan McDougall stated proposal of incorporating as a separate village should be looked at another year, although future budget could perhaps look at road paving.

Barb Kelly stated she estimated that a revenue neutral mill rate would be 2.75, not 2.2. In order to achieve revenue neutral on the total municipal tax levy, must back out the new development and property improvements from the 22.2M assessment. Using the 18M assessment, previously explained, the revenue neutral mill rate was closer to 2.75.

Bev Paskaruk asked if any indication of the school mill rate. Dawn Lugin stated latest information is that residential school mill rate will be 5.03 mills compared to 9.51 in 2012. Offsetting is that as of January 1, 2013 there is no 15% discount on school portion of taxes. Ultimately majority will see decrease in school portion.

Question by Bev Paskaruk if a maximum set for flood project. Ron Palmer replied that Hamlet cannot spend any more than what is in budget, so the most would be around \$150,000 if they dipped into the surplus more. Estimated figures in budget were obtained from quotes.

Erin Canham questioned whether there was any discussion on changing base tax.

Dale explained base tax for other residents in valley for developed lot base tax is \$250, Hamlet is \$200; undeveloped lot base tax for others is \$100 with Hamlet being \$75. If raised might generate another 3 or 4 thousand dollars.

Erin asked if RM had any authority to assess a fine, penalty or additional costs to KLDC for damage done. Dawn replied that if there was anything to be levied it would have to be done through the Ministry of Environment as land breached is environmental reserve.

Sandy Smith-Windsor called for QUESTION ON ACCEPTANCE OF BUDGET AS PRESENTED WITH MILL RATE OF 3.5. Motion carried

6. 2012 Survey Results - Jan Spicer
Of the 120 surveys distributed, 12 returned. Ten amenities were suggested but majority of residents requested no change.
7. Nomination/Election of New Hamlet Board Member:
As Dale Finch on third year of three year term a candidate from Taylor Beach was encouraged to have representation from both locations.

Nomination of Tony Coppula by Jim Paskaruk.
Nomination of Bruce Olesen by Barb Kelly.
Nomination of Andy Fiorante by Bruce Spicer.

Bruce Olesen withdrew his name. Wanda Smith-Windsor moved nominations cease with Erin Canham seconding the motion. Motion carried.

Following a brief speech by Tony Coppula and Andy Fiorante, Tony Coppula was elected to the Hamlet Board. A motion by Allan McDougall that ballot results be destroyed, seconded by Allan Guy. Motion carried.

8. Other Business:
Dawn announced that May 25th and 26th will be a free week-end for garbage disposal.

Barbara Kelly queried KLDC development and the service agreement. In article 4.1 RM was to build the road; under 5.8 removal of fencing material in reserve areas within 30 days of plan being registered; breach of environmental reserve.

Dawn replied that RM hired a contractor to build road with KLDC funding same. RM rarely supervises any projects. Contractor was given map, but developer was at fault in

providing the information not realizing it was environmental reserve and belongs to province. RM had environment officials attend and remediation made to their satisfaction. With respect to fence and trees removed Dawn understood it had been completed. She will take concern to Council. With respect to future development it will be a case by case scenario.

Erin Canham stated one of biggest concerns with development was creek being breached as well as piles of cut trees and brush on developer's land affecting water flow and felt should be fines or penalties for disturbing soil, tearing down trees, removing of brush and grass in area and disrupting creek.

Dawn replied would have to investigate what options are available for Council. The Environmental Protection Act and Water Security Agency Act set many of the standards. There are provisions within the Service Agreement for both the developer and future purchasers as to what is allowed and requirements which each purchaser receives from RM office.

MOTION:

Erin Canham moved that RM put in place a fine, penalty or levy against an individual who disturbs the soil, removes brush, trees or otherwise within a 500 meter radius of the creek bed. Seconded by John Smith-Windsor.

AMENDED MOTION:

John Smith-Windsor moved RM put in place a fine, penalty or levy against an individual who disturbs the soil, removes brush, trees or otherwise within the environmental reserve. Seconded by James Kress. Amended motion carried.

AMENDMENT TO AMENDED MOTION:

Moved by Maurice Delage, seconded by Erin Canham that: RM put in place a fine, penalty or levy of \$50,000 against an individual who disturbs the soil, removes brush, trees or otherwise within 30 metres of the creek within the environmental reserve. Motion carried.

Sandy Smith-Windsor expressed appreciation for all who helped with the flood problem especially Warren Bobbee who assisted in organization. He suggested the Hamlet Board look into defining a course of action for emergency situations and also define the role of the RM.

Erin Canham brought up items in 2012 Minutes on dust control and the lagoon.

Jim Paskaruk attended meetings to analyze costs for dust control. Dawn Lugin stated RM tendering for Pasqua Lake at cost of \$200,000 per kilometre for a two inch surface. Lagoon at Lebret is almost to capacity but will continue to be used as long as possible due to cost of a new location.

John Smith-Windsor requested RM to update the website and include the Reeve,

Councillor's names contact persons for various issues. Dawn will take request to Council. RM had received request that copy of Minutes be on website. Webmaster has been unavailable and updates were difficult.

Dale Finch warmly thanked Dawn and Tom for attending the meeting. Gary Morin expressed his thanks for the RM providing material and help in a timely fashion when Margaret Street flooded. Dale felt there should be a mechanism to distribute news in the Hamlet, being either thanks, condolences or celebrations.

At 11:45 a.m. a motion to adjourn by Barbara Kelly.

AGM Meeting Minutes July 7, 2012

Present:

Hamlet Counsellors -John Smith-Windsor, Dale Finch, Ron Palmer
RM Administrator -Dawn Lugin
RM Counsellor -Tom Braithwaite
RM Reeve -Betty Lou Whitley
RCMP Constables -Marcus Crocker and Guillaume Duval
Resident sign-in list -attachment #2, #3

I. Announcements

- a. Meeting called to order by John Smith Windsor- 2:08pm. Presentation and Acceptance of 2011 AGM Minutes - as corrected to read 10am. not 2:00pm.
- motion to accept as corrected- Bernie McCallion, 2nd- Delphy Olesen- carried
- b. Presentation and Acceptance of 2011 Financial Statement and 2012 Hamlet Budget(attachment #1)
- motion to accept- Erin Canham, 2nd-Barb Kelley - carried
- c. Presentation and discussion of comparison of Hamlet tax levy between Taylor Beach and Pasqua Lake (attachment#4)
- motion that a request be presented to the RM to consider a change in the Taylor Beach Hamlet tax levy (currently 50/50) to 75/25 (similar to Pasqua Lake Hamlet). - Ron Palmer 2nd- Mike Cameron - carried
- d. RCMP Presentation- Detachment boundaries- area to the South of Margaret St.is Indian Head detachment (695-5200), North of Margaret St. is Fort Qu'Appelle (332-2222). Detachment office phones are not manned on weekends. Messages may not be retrieved for many hours. Residents are encouraged to stay on the line as directed (press zero) and talk with an RCMP member for urgent matters. Weekend calls are dispatched from the Regina detachment. The 911 call is for emergencies. Detachment phone messages may be

updated. Hamlet/RM rules and bylaws for ATV, public access use and parking will be enforced by the RCMP.

- e. Request for Community Spirit Committee Members- if you are interested in serving on this committee please contact Dale Finch. (Al Hauglum volunteered) The community BBQ that was initiated last year is an example of activities that this committee may organize and build.- motion for \$300 to fund Community B-B-que, Aug. 25 12:00-2:00pm., - Dale Finch, 2nd- Jan Delage, -carried
- f. Nomination/Election of New Hamlet Board Member- Jan Spicer nominated by Carolyn Balfour. Nomination accepted by Jan. No other nominations were presented. Jan Spicer elected by acclamation.
- g. Other Business- Inappropriate use of public access areas. motion to establish a barricade that restricts vehicle/ATV access to the point and signage of acceptable use of public reserves (no ATV/vehicle use, open fires, parking or overnight camping) throughout the Hamlet.- Jan Delage, 2nd- Guy Lafond, carried

II. Discussion

- i. Continuation of Agenda item c) Presentation and discussion of comparison of Hamlet tax levy between Taylor Beach and Pasqua Lake.
- significant change in property tax assessment - 2013 for all Saskatchewan residents. Also in 2013 there will be no early pay tax discount on the school portion of the taxes.
- ii. Road Construction. RM was asked to make improvements to grid road from Lakeview Ave. stop sign to Ross Park. Current gravel use has a significant level of clay that makes it unsafe to travel on during wet conditions. Tom Braithwaite mentioned that 'good quality gravel' is becoming harder and more expensive to find. Dawn Lugin will be presenting to the RM Council at their next meeting the request for a date/timeline of completion of road across public reserve along Lakeview St. and the request for better quality gravel to be placed on grid. Hamlet is responsible for all costs of road construction and resurfacing within the Hamlet.
- iii. Trailer/Camper as residence within Hamlet. A trailer/camper cannot be on a lot unless a permanent home exists. Residents are encouraged to contact the Hamlet Board members or the RM office if they believe any bylaw infraction exists. Complete listings of all bylaws are available upon request from RM office.
- iv. Playground Development on public reserve (similar to what Breese Park has done)- liability issues will be researched by Hamlet Board before any plans move forward.
- v. Concerns with lagoons at Lebret and impact on Katepwa Lake.- Presently they are at capacity and at risk to leakage. Authorities are reviewing issues related to these concerns. More information to be forthcoming.
- vi. Motion to have RM cut/remove Dutch Elm infected tree on point- Mike Cameron, 2nd- Jan Delage - carried
- vii. Use of Fireworks within Hamlet - no bylaws restricts the use of fireworks. They may fall under the noise bylaw if after 10:30pm.
- viii. John Smith-Windsor requested that Taylor Beach Hamlet Board members contact info be listed on RM website.
- ix. Bernie McCallion thanked Hamlet Board members for their work.

- x. Committee member request to research road construction and surfacing options within Hamlet - all interested residents in assisting with this committee are asked to contact Jim Paskaruk.

Barb Kelly moved that the meeting be adjourned. - carried. 4:10pm.

Next (suggested)AGM: June 22,2013. 9:00am., Katepwa Beach Hall

*Note: Copies of these minutes will be posted on Community Information Boards