

# Minutes Of The Annual Meeting Of The Organized Hamlet Of Pasqua Lake

Camp Lutherland, 214 Qu'Appelle Beach  
May 11, 2013

1. Opening/Adoption of the Agenda

The Chairman called the meeting to order and made introductions:

Doug Casper - Chairman and Hamlet Board Member

Carla Taylor - Hamlet Board Member

Tim Hollerbaum - Hamlet Board Member

Ken Hutchinson - RM Councillor for Hamlet of Pasqua Lake

Dawn Lugin - RM Administrator

The chairman thanked all who volunteered for flood preparations.

Motion: To approve agenda. - Doug Casper/ Lyle Smulan. Carried

2. Minutes of the May 5, 2012 Annual Meeting

Carla Taylor read the minutes.

Motion: To approve the minutes as read. - Jim Holmes/Stan Powell. Carried

3. Business Arising From Minutes

A. Emails:

Residents are encouraged to provide their email address to the RM. The emails will only be used to relay information from the Hamlet Board and the RM office.

B. Groome's Vista and Lakes End:

The amalgamation of Groome's Vista and Lakes End with The Organized Hamlet of Pasqua Lake will not be proceeding.

C. Provincial Disaster Assistance Program - 2011:

The RM has received funding for 60% of the engineers cost estimates for repairs. The balance of claims submitted for debris removal, landfill costs and incomplete projects are still outstanding.

D. Dust Control:

Dust control products will be applied for 2013 to the Kronsberg Hill, grid road #727.

E. Directories: The directories are being printed by a company in Regina and should be ready before the end of May.

4. Financial Report

- A. The Administrator reviewed the 2012 financial statement showing a surplus of \$68,900.12 and a reserve balance of \$105,404.22 at December 31, 2012.  
Motion: To approve the 2012 financial statement. - Ernie Schwartz/Dan Dukart.  
Carried
- B. The Administrator presented the 2013 budget showing no change in the mill rate, revenues of \$377,852.00, expenditures of \$374,350.00 and a surplus of \$3,502.00. Uncertainties regarding revenues from the 2011 PDAP and 2013 EFDRP programs and the expenses relating to the 2013 flood preparation costs were discussed.

Questions from the floor were answered on the 2013 Assessment values and correlating revenue increase; the implications of a reduced mill rate and implementation of a special mill rate for the road paving; a review of the cost sharing from the RM for the Pasqua Lake Road; and discussion as to Hamlet Reserve account balance and what is acceptable.

Motion: That the 2013 budget be amended to be tax neutral with the new assessment values, and that a special mill rate be used for the road paving. - Stan Powell/Ernie Schwartz. Carried

5. 2013 Work Program

- A. Paving - the paving tender for one (1) km of road is currently being worked on.
- B. Patching - with a paving project in 2013, patching will be completed; however, costs may be lower than budgeted.
- C. Signs - the RM crew has been asked to replace missing or damaged signs as soon as possible.
- D. Bence Beach - the road work from the 2011 PDAP program will be completed this year; as well, an engineer has been hired and will be out in the late spring to work on correcting the drainage problems in the subdivision.
- E. Tree Trimming - the Hamlet will continue to remove diseased elm trees on public land and trim trees overhanging the roadways.

6. Election of Board Member

Jim Holmes, chairman of the nominating committee indicated that there will be two (2) Board positions open this term, and as such, will be conducting two (2) separate elections.

Doug Casper's term is complete, and Doug does not wish to continue for another term.

Jim Holmes nominated Dan Dukart for a three (3) year term. With no other nominations,

Dan Dukart was appointed for a three (3) year term.

Tim Hollerbaum is stepping down from the Board, with two (2) years left in the term.

Jim Holmes nominated Gerald Elliott for a two (2) year term. With no other nominations, Gerald was appointed for a two (2) year term.

7. Annual Meeting Date

That the 2014 annual meeting be held on Saturday, May 3, 2014, at Camp Lutherland, if available.

8. Other Business

Motion: That a \$500.00 board member expense be included in the 2013 budget for travel costs related to Hamlet duties. - Ken Hutchinson/Clayton Bakke. Carried

The Administrator discussed the changes to the building permit and flood proofing requirements for all building sites along the lakes and river.

The Hamlet Board members will continue their efforts to keep the roadways and public spaces clean and clear of items and vehicles.

9. Adjournment

Motion: That the meeting be adjourned. - Marg Hutchinson. Carried

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## The Organized Hamlet Of Pasqua Lake Newsletter - 2013

### **Annual Meeting:**

The organized Hamlet of Pasqua Lake Annual Meeting is scheduled for Saturday, May 11, 2013 at 2:00pm at Lutherland, #214 Pasqua Lake. There will be information provided on reassessment and taxes at this meeting.

### **Flooding/Runoff:**

Sask Watershed Authority is predicting very high water again this spring, therefore there is a high potential of flooding again. Please start early to plan and prepare for this to minimize damage to your property. We will be updating the R.M.'s website

([www.fortquappelle.com/rm187](http://www.fortquappelle.com/rm187)) with information as it becomes available. In the March 5, 2013 Runoff Prediction from Sask. Water Security the 2013 peak water level for Pasqua & Echo is predicted to be at 480.5m. As a comparison, the peak level in the 2011 flood was 480.98m, so the difference is 0.48m, translating into 1.5 feet lower in 2013 than it was in 2011.

Communication from the Agency indicates that they will be releasing an updated report in the first part of April on their website - [www.sask.ca](http://www.sask.ca), and then a bi-weekly basis after that.

The Hamlet is cost-sharing in the purchase of a sandbagging machine with the Resort Village of B-Say-Tah and The Resort Village of Fort San. Delivery of the machine is estimated to be April 1 to B-Say-Tah. Once it arrives, time for the machine will be allotted to each community and it will be moved into the communities for volunteer groups to begin using. The machine requires a minimum of 5 to operate and additional volunteers to tie, stack and load bags. Please check the RM's website for more information on dates, times and locations. Sandbags will be provided by the RM at no cost, and sandpiles will be set around the Hamlet in Bence Beach, near the area of 230 Qu'Appelle Beach, and in the Bolingbroke area around the 500 series for individuals who need. If you are able to volunteer, please email the Hamlet Board members at [pasqualake@live.ca](mailto:pasqualake@live.ca). Please indicate your name, contact information (email, home and/or cell phone number), dates/times you would be available and if you have any equipment (trailers, skidsteer, etc.) that you would be able to assist with.

The RM has set aside office space for volunteers and is in the process of adding a dedicated phone line (with phone number to follow) for anyone with questions, or looking for information about the flood. The phone number and volunteer operations schedule will be posted to the RM's website once available.

#### **Vehicle and Pedestrian Traffic:**

The speed limit is 60 km unless otherwise posted. ATV's are not allowed to be driven on the road.

#### **Storage on Roadside:**

Long term storage/parking (longer than a few days) of vehicles, shacks, trailers etc is not permitted along the roadside either on RM property or your own property. These can be removed at the property owner's expense. See bylaw on RM website for more information. Please help keep our community looking good.

#### **Permits:**

A reminder to all that a permit is required before starting any building, development or excavation. No work is to commence until you have received permission from the RM to start the work. New for 2013 is a Provincial regulation that property owners must contact the Sask. Water Security Agency for a letter of approval for development of any type if your property is along a lake or major river system. The Water Security Agency can be reached at the Yorkton Regional Office by telephone at 306-786-1490, or by email at [comm.wsask.ca](mailto:comm.wsask.ca). You will need to provide your property information such as legal description and location. The Municipality cannot issue a permit until the property owner provides the RM with documentation of approval from Water Security Agency.

**Calling Lakes Website:**

The Calling Lakes Planning Commission has been formed to monitor development and create a community plan for the area. Check out their website at [www.4callinglakes.ca](http://www.4callinglakes.ca).

**Bence Beach:**

The engineer will be back out look at the drainage problems in the spring and if possible, we will run the water from the roadway on the north side to Jumping Deer Creek.

**Lower Qu'Appelle Watershed Authority:**

Doug Clarke is ratified by the RM as a member representing the lakes in the lower Qu'Appelle valley.

**Hamlet Directories:**

We are in the process of updating the Pasqua Lake directory and hope to have it ready for pickup either at the AGM or shortly after.

**Hamlet Board Members:**

Doug Casper   Tim Hollerbaum   Carla Taylor   Ken Hutchinson (RM Councillor )

There will be a vacancy on the board and we are looking for people to step forward. Anyone interested is advised that nominations and elections will take place on the day of the annual meeting, May 11 2013.

The Hamlet Board members can be contacted by email at the following address :

[pasqualake@live.ca](mailto:pasqualake@live.ca)

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**Organized Hamlet of Pasqua Lake  
Agenda for Annual Meeting**

Date: May 11, 2013

Time: 2:00 pm

Place: Camp Lutherland  
214 Qu'Appelle Beach

**Agenda**

1. Opening/Adoption of Agenda
2. Minutes of May 5, 2012 Annual Meeting
  - a. Adoption
  - b. Business arising
3. Financial Report
  - a. 2012 Financial Statement
  - b. 2013 Budget
4. 2013 Work Program
5. Election of Board Member (one)
6. 2014 Annual Meeting Date

7. Other business
8. Adjournment

### **Hamlet Board**

Doug Casper    Tim Hollerbaum    Carla Taylor    Ken Hutchinson (RM Councillor )

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## **The Organized Hamlet Of Pasqua Lake September 18, 2012**

# **Minutes of a meeting of the Board of the Organized Hamlet of Pasqua Lake held on Tuesday September 18, 2012.**

In attendance were:

- Board Members: Doug Casper
  - Tim Hollerbaum
  - Carla Taylor
  - Councillor Div. 7: Ken Hutchinson
  - RM Administrator: Dawn Lugin
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1. Re: Public Reserve land sale by Simpson's & Greenhill's in Spanier Beach:  
RM Council to pass a bylaw authorizing the sale of land after public hearings then request approval from Ministry of Municipal Affairs. Discussion was had on evaluating value of land to be sold, and how to split between adjacent land owners.
  2. Re: #26 Bence Beach - Rae's Sales & Service:  
Letter requesting when building permit will be expected and trailer to be removed by October 15, 2012 or \$5,000 deposit required.
  3. Re: #48 Bence Beach  
Building Inspector has been out to property and Stop Work order to be issued. Hamlet board would also like a letter sent advising of owner's responsibility to ensure drainage is dealt with so as to not affect neighbors when developing property.
  4. Re: #216 Qu'Appelle beach - Truelove  
Doug is going to speak with Dennis.
  5. Re: #654 -Smith/Zaccharias  
Need to see plans for the excavation and drainage work currently being done. Dawn has an email for the contractor and will be in touch this week to get a plan.
  6. Re: #96 Braumberger - Schick/Templeton  
Letter to remove trailer or provide \$5,000 refundable deposit by ?October 15,2012

7. Re: Boat trailer on road allowance by Taylor's  
Doug to speak with RCMP to have it towed. Dawn to contact other municipalities to see what procedures & arrangements are in place with towing companies & authorities for these situations
8. Re: #344 Spanier - Bruce Schaeffer  
Was fine sent for vehicles being stored improperly? YES.  
Also have received complaints in last couple weeks about his dogs chasing people while walking/biking past. - Send dog bylaw &, fine.
9. Re: #583/585- Trailer  
Tim advised that the trailer has been removed.
10. Re: Centreline Striping  
Dawn to contact Highways & confirm that Pasqua Lake Road to be painted.
11. Re: #209/211 Qu'Appelle Beach Anderson/Mikron  
May 2012 letters sent to lawyer, Mikron Homes and matter considered closed at this time. Discussion was that it's a "buyer beware" situation and if RM office is approached about property information that information on file would be disclosed.
12. Re: Predinchuk's- storage on public reserve  
Dawn has received an email from Stan &, Violet and is going to respond this week
13. Re: SGI & Tracking Owner's from License Plats  
Dawn to contact SGI to see if they are able to provide ownership names or information from plate numbers to the municipality for vehicles/items stored on public lands
14. Re: Building Permits  
Hamlet Board would like notification of permits being applied for, when they are approved and if/when an extension is being requested.  
Could the RM have a cover sheet or some form highlighting that development is not allowed to begin until an application has been approved?  
It would seem that applicants are starting projects prior to review & approvals, which creates situations such as setbacks not being met, or potential excavation & drainage issues.

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## The Organized Hamlet Of Pasqua Lake Newsletter - 2012

### **Annual Meeting:**

The organized Hamlet of Pasqua Lake Annual Meeting is scheduled for Saturday, May 05, 2012. Agenda Items will include:

- RCMP Staff Sergeant Earl Nini
- Discussion on a walking path
- Website/EMAIL use to inform property owners

- Update on 2011 flood ongoing issues
- We hope to have an updated Lake Directory available

### **Approaches Onto Pasqua Lake Road**

Where driveways slope down to the road, it is the responsibility of the property owner to ensure the runoff from the road will enter the ditch and not run on the road. In some cases this can be achieved by crowning the driveway to run the water to each side and not on the road. In others situations the level of the driveway may have to be reduced so that it is lower than the road at the ditch.

### **Vehicle and pedestrian traffic on Pasqua Lake Road**

Everyone is reminded that the speed limit on the road is 60km. Off road vehicles are not allowed to be driven on the road. Pedestrians are asked to walk on the edge of the road facing traffic. These are ongoing issues that are continually brought up and your cooperation is requested.

### **Break and Enters along the lakes:**

The RCMP has attended a number of B &E's along the lakes and would request all seasonal property owners check their property, as they have suspects, and have laid some charges.

**Water level issues:** A final agreement (Government/First Nations) is not in place, but hopefully a decision will be forthcoming. For information concerning the proposal to use water from the Qu'Appelle Valley lakes for Potash Mines, see [www.katepwabeach.com](http://www.katepwabeach.com), and click on "what's new."

### **Building/Development Permits:**

A permit is required before any building or development (including excavation) takes place in the Hamlet. However, permits for fences, accessory buildings under 100 Sq. Ft. (9 Sq. Meters), and maintenance or repairs of a building provided there are no structural alterations.

### **Shoreline Alterations Permits:**

In addition to any permit required by the RM/Hamlet, you may need a Shoreline Alteration Permit, if you are doing any work at or near the shoreline. For information call Sask Environment at 306-332-3215 and Fisheries and Oceans Canada at 306-780-8725.

### **On going flood issues**

- For property owners who have submitted flood related claims, you are reminded that you need to ensure that you apply for an extension (if required) to submit the final cost.
- Debris removal: The landfill is still accepting flood debris including items such as railway ties. Items need to be sorted. Property owners will need a permit letter from the RM office prior to dumping flood debris at the landfill site.



### **Storage of vehicles and other property (Bylaw provisions)**

- The storage of unregistered vehicles, trailers, etc on the road allowance is not allowed and can be removed at the property owner's expense.
- Registered vehicles are not to be stored on the road allowance for long term storage.
- Wrecked, partially dismantled, inoperable vehicles, or machinery, are not to be stored or displayed on one's property.
- No outdoor open storage is to be permitted in one's front yard of any residential site.

These provisions are in place to ensure that the issues can be addressed. A number have and will continue to be addresses as required. Your cooperation is greatly appreciated.

At times, our ditches and road allowance, have been used to dump grass clipping, branches, and leaves. This is prohibited and adds to the unsightly appearance of the roadway. Over the winter the ditches, collect paper, plastic and other articles. Your cooperation in assisting in picking up the garbage in your area is appreciated, at this and throughout the year.

### **Hamlet Board**

- Doug Casper
- Lorne Robb
- Carla Taylor
- Ken Hutchinson ( Councillor for Division 7)

Lorne Robb's Term on the board ends in May of this year and has decided to step down after 9 years. Thank-you Lorne, for your contribution, dedication, and ongoing leadership over the past nine years.

Anyone interested in sitting on the Hamlet Board is advised that nominations and elections will take place on the day of the annual meeting, May 05, 2012.