

SUNSET VIEW HAMLET BOARD MEETING MINUTES – February 6, 2025

PRESENT: DARRELL ORACHESKI, RHONDA BARTLETT, KYLE NERBAS

1. Kyle called the meeting to order at 7:09
2. Agenda approved and adopted by Darrel
3. Minutes of the October 7th, 2024 meeting adopted by Kyle
4. No delegations present.
5. Communications

- a. Public Disclosure Statements

By legislation all Hamlet Board members are required to sign a public disclosure statement at the start of their term and amend the statement during their term as necessary. This current board is required to send in their signed statements ASAP.

ACTION: Rhonda will send a copy of the disclosure to Kyle and Darrell

- b. Shoreline alterations were brought forward and the lack of permits. Watershed authority will be looking at a property in the hamlet that may not have gotten the required permits.

6. Board Member Forum

7. Standing Agenda Items

- a. Roads – The RM did the initial plowing of snow this year as Dave was unavailable. Dave has done the roads a couple of times since. We may have to get the RM to come in with their plow just before melting to get the roads down to the necessary depth. Kyle and Darrell were unsure if Mitchell's had gotten the fills done in the roads where requested. Will check in the spring to see if it needs to be done.
 - b. Waste management – The system has worked well. We did leave 3 bins open for the winter. We also forgot to go to a two-week system until January so unfortunately, we were having the bins dumped on a weekly basis until January.

8. Unfinished Business

- a. Washrooms – Motion was made by Rhonda to have Adam do the renovations for the washroom and get the third option for locking the door. **ACTION:** Kyle will contact Adam regarding the renovations for the washroom.
 - b. Wake Zone Buoys – Kyle ordered 4 more buoys and 12 solar lights for the tops of all the buoys. Invoice has been sent to the RM for payment. Kyle will have the buoys sent to his work to save shipping.
 - c. Resort Village of Turtle View Update – The committee drafted a list of questions to the RM of Turtle View. The RM of Turtle View responded the other day, and Rhonda will forward the responses to the Hamlet Board Members to review

- d. Utility Board Update – no update currently. Kyle was wondering if the Utility Board had submitted a 5-year plan. Rhonda felt that they had and will look for the plan and forward it to the Hamlet board members.
- e. 5 Year Capital Plan – The RM is asking for a five-year capital plan with costs attached. The Hamlet Board would like to meet with the RM in April or early May to discuss some issues including this one.
- f. Posts around speed bumps – this spring we will find a contractor to work with maintenance to install the posts outside the speed bumps.
- g. Swimming platforms – Kyle will update later in April.

9. New Business

- a. Maintenance contract – Adam has agreed to resign the maintenance contract for the next May to October season with the changes that were made.
- b. Tax Allocation Offer from RM - The RM has currently offered a tax allocation of 50% to the Hamlets and retention of 50% for the RM with stipulations. The Hamlet boards will meet next week to discuss and respond to the RM. This Hamlet Board is concerned that the RM has an expectation to use up all reserves for capital plans. Rhonda will bring that forward. There is also a concern of no rationale for not honoring the requested 60%. Rhonda will also bring that forward for the response from the tax allocation committee.
- c. Hamlet and RM Semi-Annual Meeting information including some changes to legislative requirements including:
 - i. It will be one year instead of two years of inactivity by a Hamlet board where the RM can request to take over Hamlet activities
 - ii. The term of organized Hamlet Board members will be shortened to three years instead of 4 years. Current organized hamlet board members can serve out the 4-year terms during the transition to establish a pattern of overlapping terms
 - iii. Hamlet Boards and the RM must enter into an agreement that includes the content, terms, conditions set out in the regulations; establishes when the agreement must be signed, that the agreement be publicly available, and failure to reach an agreement is considered a dispute for purposes of section 77.
 - iv. Procedures, processes and policies for preparing and submitting budgets to council
 - v. 5-year capital plans need to be submitted to the RM
 - vi. A draft Hamlet Agreement was provided
 - vii. Purchasing policy has changes that were reviewed by the Hamlet Board
- d. Speed signs – Motion made for Rhonda to get some quotes for 3 radar feedback signs and submit a grant application to SGI for the signs to be installed on Lakeview Drive and Kenderdine Drive on both ends of the park.

- e. Budget Review – The board reviewed the budget that Kyle has been working on. Revenues we used the actuals in 2024. Tax share may go up. Expenditures were increased by 10% of last years actuals or what our actuals were. Left the 2500.00 in fire equipment but still not sure if we are able to proceed with the purchase of a pump and hose. Kyle will continue to work on the budget. ACTION: Kyle will contact the RM to see when the budget needs to be submitted.
- f. Road review with RM of Mervin and Turtle View – Shiloh had sent out an invite to a meeting next week but no set date yet.

10. Action Items reviewed.

11. Next meeting will be April 15th, 2025 at 7:00 PM. Location to be determined.

12. Meeting adjourned at 08:53

Action	Person Responsible	Date to Be Completed
Public Washrooms	Kyle	May 1, 2025
Wake Zone Buoys Lighting and additional buoys	Kyle	Complete
Discussion with Dave Loehndorf on plowing	Rhonda	Complete
Autumn road checks	Darrell and Kyle	Complete
Speed bump posts	Hamlet Board	May 1, 2025
Addition to maintenance contract	Rhonda	Complete
Contact Mitchells for boat launch pads	Kyle	May 2025
Remove shed from assets	Rhonda	Complete
Have gravel brought in where necessary	Darrel and Kyle	May 2025
Quote to extend drainage	Darrel	May 2025
New swim platform pricing	Kyle	April 30, 2025
Speed radar signs	Rhonda	May 1, 2025
Public Disclosure statements	Board Members	ASAP