

SUNSET VIEW HAMLET BOARD MEETING – OCTOBER 11, 2023

PRESENT: DARRYL GREENING, RHONDA BARTLETT, KYLE NERBUS, RON ROMMEL, SHELDON HOOD, KEVIN PAINTER

Darryl called the meeting to order at 19:00

Utility Board update:

- I. The utility board gave their monthly report.
- II. Updates from the Utility Board will be posted on the SSVB website.
- III. 2024 Budget was discussed.
1. Review Action Items:
 - I. Drainage project updates: Steven Galen with RMI Engineering will work with Mitchell Brother's to ensure the project gets completed. They have Rhonda's number in the event they need to ask any further questions.
 - II. Beach erosion project: Kyle did receive some suggestions from the water security agency. It was suggested that Kyle also contact Steven Galen with RMI for further discussion. **ACTION:** Kyle will contact Steven Galen.
 - III. Public Washroom Update: Nothing new to report at this time. **ACTION:** Kyle will get the cost of rental for two washroom trailers before the next AGM.
 - IV. Park Culvert Repair: Darryl reported that Adam Court had the capability of fixing the culvert. **ACTION:** Darryl to have Adam fix it.
 - V. Wild Rose Lane: Rhonda contacted Paige at the RM and she is going to ensure that the Civic Address Registry for emergency services has the addresses on their list. **ACTION:** Rhonda will follow up with Paige in December to see what she found out.
 - VI. Wake Zone Buoys: Nothing to report at this time. **ACTION:** Darryl and Kyle will follow up with the resources they were talking to.
 - VII. Park Mini Village Repair: Adam was currently repairing the fourth building in the park. There will be two building remaining on completion of that one. One of the remaining buildings will need minor repairs and one just needs stain.
2. General Maintenance Agreement:
 - I. The maintenance position will be posted in February with interviewing completed in March.
 - II. Paige was sending Rhonda the link to apply for a student grant as an option for additional summer maintenance.
3. SSVB Hamlet Guide:
 - I. AGM Guide – This needs to be in place for the next AGM. **ACTION:** Darryl will put a draft together for the Hamlet Board to review.
 - II. Medical equipment maintenance guide: Just waiting on clarification of where to obtain some of the medications. **ACTION:** Rhonda will send completed guide to Darryl to put on the website once it is complete.
4. Hamlet Street Status (standing agenda item):
 - I. The grader was through the Hamlet on October 10th.
 - II. Rhonda and Ron will take responsibility for ensuring the plowing is done throughout the winter. **ACTION:** Rhonda will call Millard's to ask about cost and how available he would be if needed. Rhonda will also contact the RM to ask if when the plow comes to do Evergreen road if they cant just continue over to complete our Hamlet at the same time.
5. Waste and Recycle Status (standing agenda item):

- I. We will ensure that the push stick is left out for use but need to remind people that it is not meant to compact garbage but just to push into the center.
 - II. We will use the phone fanout to inform permanent residents to call Rhonda if there is a need to empty the waste or recycle bin. **ACTION:** Rhonda will ensure the messaging goes out on the phone fanout. Darryl will put the information on the website.
6. RM of Turtle View shared services opportunities:
 - I. Darryl was advised that we need to identify areas of impact, as well as negatives and positives of joining the RM of Turtle View.
 - II. It is important that all areas are transparent to the residents of the Hamlet of Sunset View.
 - III. We will send a communication out to the residents of Sunset View Hamlet in January to inquire about any questions they would have about joining the RM of Turtle View. It will make for a more organized AGM if we have questions answered during presentations. **ACTION:** Darryl will draft a letter to send out to the residents in January.
7. Signing of the RM of Mervin tax allocation document:
 - I. The meeting with the RM of Mervin and other Hamlets has been postponed to November 29th. **ACTION:** Rhonda will attend the meeting on November 29th in Turtleford.
8. Fire Readiness Plan and Training
 - I. The people who attended the fire training provided by the RM of Mervin felt like the training was not what they expected.
 - II. A letter was sent to the RM about the concerns from the Hamlet and asking for the RM to report what the minimum requirements are for the Hamlets to have for fire preparedness.
 - III. Ken Hergott was going to take the concerns to the RM and inquire about the initial request for equipment that was submitted to the RM of Mervin.
9. Future Long Term Plans to Consider:
 - I. Turtle View Amalgamation Discussions
 - II. Emergency Road Access
 - III. Wake Zone Buoys
 - IV. Community Activities Area (Basketball, Badminton, etc.)
 - V. South Beach Erosion Concerns
 - VI. Student Grant for summer maintenance work
 - VII. Future water system and infrastructure upgrades.
10. Other New Business:
 - I. Public Boat Docks: The docks were removed today for the winter. It was noted that the North Beach dock needs some extensions added to add height to the dock. **ACTION:** Darryl to discuss options with Myron.
 - II. Pets: There were some concerns brought forward that since summer is over there are residents that are allowing their pets to run at large. **ACTION:** Darryl will put a reminder on the website that all pets are to be in a fenced yard or on a leash.
 - III. There were also concerns that there were dogs on the beach area last summer. There will be a reminder added to the website that the beach area includes both the sand and grass areas and that pets are not allowed on either area at the beach. **ACTION:** Darryl to add to pet reminder on the website.
11. Areas of Focus for 2023
 - I. Drainage Project
 - II. South Beach Erosion Concern

- III. Utility Board Collaboration Opportunities and 5 year plan
- IV. Emergency Readiness (Fire Preparedness)
- V. Emergency Access Road Development
- VI. RM of Mervin Collaboration
- VII. Public Washrooms
- VIII. RM of Turtle View shared services opportunities
- IX. Office Access Strategy *(Complete)*
- X. Maintenance Contract for 2024 *(Complete)*
- XI. Waste Management Strategy *(Complete)*
- XII. Street Maintenance and Repair Strategy *(Complete)*
- XIII. Road Widening *(Complete)*
- XIV. SSVB Website *(Complete)*

12. Review of Action Items

| ACTION ITEMS | | |
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| Action | Person Responsible | Date to Be Completed |
| Drainage Project to be completed this fall | Mitchell Brothers/Darryl | October 15, 2023 |
| Beach erosion project - contact Steven Galen | Kyle and Paige | Ongoing |
| Culvert Repair – Darryl to see if Adam Court can repair it | Darryl | October 15, 2023 |
| Blockage in current North drainage system | Darryl | October 15, 2023 |
| Public Washrooms: Kyle to get rental prices for trailers | Kyle | April, 2024 |
| Contact Paige regarding mapping of Wild Rose Lane | Rhonda | December 1, 2023 |
| Wake Zone Buoys: Kyle to inquire about having an outside source install the buoys and cheaper options for buoys. | Kyle | April 1, 2024 |
| Wake Zone Buoys: Option of a barge system for the buoys | Darryl | April 1, 2024 |
| Posting of Maintenance Position | Hamlet Board | February 2024 |
| AGM guide – draft guide to be developed for board to review. | Darryl | January 15, 2024 |
| Complete the guide on management of emergency medications and the AEDs. | Rhonda | October 15, 2023 |
| Winter Road maintenance – contact Millard’s to get costs and availability for the winter | Rhonda | November 1, 2023 |
| Winter Road Maintenance – contact the RM of Mervin to see if the grader can just come to the Hamlet when doing the Evergreen Road. | Rhonda | November 1, 2023 |
| Waste Management – send messaging out to permanent residents to contact Rhonda in the event the waste bin or recycling needs to be emptied. | Rhonda | October 15, 2023 |

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| Draft letter to residents on opportunity to amalgamate with Turtle View RM | Darryl | January 2024 |
| Attend tax allocation meeting | Rhonda | November 29, 2023 |
| Pet reminders for SSVB website | Darryl | October 15, 2023 |
| Dock extensions – ask Myron about options | Darryl | April 2024 |
| Read Hamlet Guide sent out from the RM of Mervin | Darryl, Kyle, Rhonda | November 30, 2023 |
| Volunteer Strategy: Hamlet Board to populate a list of volunteer activities for the AGM | Hamlet Board | Ongoing to May 2024 |