

Hamlet Semi-Annual Meeting – Oct. 28/24

Corey Riess, Evergreen Acres

Don Sideroff, Parkland Beach

Rod Sellers, Crystal Bay Sunset

Marla Leganchuk, Eastview Beach

Pat Toner, Sandy Point

Marcie Graham, Spruce Lake

Ron Gramlich, Evergreen BS

Judith Closen, Horseshoe Bay

Clinton Smith, South Bay

Gerry Ritz, Reeve

Jim Range, Division 1 - Virtual

Ken Hergott, Division 4

Dave Krywchuk, Division 5

Victor Hamm, Division 6

Paige Hundt, Municipal Planner

Shiloh Bronken, CAO

Discussion Topic

Welcome and Introductions

Administration

- Draft Agreement circulated and discussed.

The Municipalities Act Section 68.1 (NEW) requires the hamlet board and the rural municipality to enter into an agreement that includes the content, terms and conditions set out in the Regulations.

Agreement to be finalized for signing January 2025 to adhere to legislative requirements.

Hamlets encouraged to discuss the draft document with their respective boards and provide feedback.

Agreement can provide terms of up to five (5) years.

- Bylaws

Organized hamlet board does not have authority to adopt bylaws, it may recommend the RM Council to enact a bylaw.

Noise Bylaw was discussed as it was identified in a number of Hamlet AGMs this year.

Request of RM Administration to draft a Noise Bylaw for hamlet review and recommendation to RM Council for consideration.

Administration continued...

- Legislative Requirements as circulated and discussed.

Advisory Services Bulletin that *The Municipalities Act* and *The Municipalities Regulations* were amended on July 11, 2024, which included revisions that impact organized hamlets.

The Municipalities Act

Section 52: reduces the timeframe for when a RM must request the reversion of an organized hamlet to one year of inactivity instead of two.

Section 68: shortens the term of organized hamlet board members from four years to three years; provides that the current organized hamlet board members can serve out the full four-year term during the transition, to establish a pattern of overlapping terms.

Section 68.1: provides that the hamlet board and rural municipality must enter into an agreement that includes the content, terms and conditions set out in the Regulations; establishes when the agreement must be signed, that the agreement must be publicly available, and that failure to reach an agreement (or amendments to it) is considered a dispute for the purposes of Section 77.

Section 77: directs disputes between an organized hamlet and its associated rural municipality to the Saskatchewan Municipal Board.

Section 78: adds that the procedures, processes and policies for preparing and submitting the organized hamlet budget to the council may be established in the Regulations; provides regulation-making authority to expand matters considered a dispute under Section 77 of the Act to be referred to the Saskatchewan Municipal Board.

Section 125: removes "telephonic, electronic, or other communication facility" from the term "electronic"; establishes minimum requirement for notice and the minimum standards of conducting a meeting through electronic means, including that the public can both view and hear the meeting as it occurs; provides that the circumstances for when providing a location is not required.

The Municipalities Regulations

Section 22.4 (in force January 1, 2025): provides the contents required to be included in the agreement between the organized hamlet and the RM.

Section 28: reduces the term of office of the hamlet board member to continue until the third annual meeting.

Section 31.1: requires hamlet board members to complete a public disclosure statement at the start of the member's term and to amend the statement during the term as necessary.

Financials

- Budget revised template as circulated and discussed.
Request to add the previous years' actual and budget amounts and move the Reserve Account balance to the top of the document.
Hamlets are encouraged to provide detailed information to the template.
Utility revenue and expenses are to be captured independently for those hamlets who provide services (Evergreen Acres – Turtle Lake, Livelong, and Spruce Lake).
The RM Purchasing Policy was discussed as hamlets are required to follow.
Legislative requirement of the RM to provide the hamlet with a statement that includes funds credited to and expended from the hamlet account during the previous year, the balance of accumulated reserve, and revenues and expenditures of any waterworks and/or sewage system provided to the hamlet.
Request of RM Administration to revise the Budget Template and distribute an excel version to the hamlets.
- Capital Plans
Hamlets are encouraged to provide Capital Plans; support required at AGMs from the voters.
Municipal Planner is currently involved in a Development Charge Study that would benefit from any capital plan information for the past 1-3 years and next 1-5 years for determining future subdivision fees.

Planning

- Developing Municipal Reserve Lands
RM has implemented a policy to create and maintain fairness and consistency for the consideration of development on municipal reserve, public reserve, or other municipal lands.
Proposal to Council must include minutes of the Hamlet AGM indicating majority ratepayer support, approved hamlet budget, legal land location, details of the project, future maintenance considerations, and any other considerations (parking, noise, seating area, notice to ratepayers, etc.)
 - Land Uses
Municipal Planner provided an update on the Official Community Plan and Zoning Bylaws. Thanked the hamlets who participated in discussions and provided the next phase.
 - Revitalization
Municipal Planner is working with a few hamlets with opportunities and ideas to revitalize their communities.
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Resources circulated at the meeting

- Draft Hamlet Agreement
- Organized Hamlet Guide: An organized hamlet (OH) is created by Minister's Order to work with the RM council. An OH has limited authorities and duties as set out in *The Municipalities Act* and *The Municipalities Regulations*. Some duties are requesting the RM council pay for certain types of expenditures, preparing and submitting an annual budget to the RM Council (prior to March 1), holding an annual electors meeting (AGM), holding elections for Board members (3-year term), requesting a special levy if needed, working with the RM council to provide services, and advising council on OH matters.

OH Board meetings should be open meetings that anyone may attend.

An RM council acts only on resolutions passed by an OH Board. An OH Board can pass a policy that delegates a single board member to advise the RM on certain matters.

The RM handles all finances for the OH. The RM is legally responsible for agreements and outcomes. The RM approves the signing of agreements by resolution or bylaw. The original agreements should be kept at the RM office.

- Amendment to *The Municipalities Act* dated March 19, 2024
Request of RM Administration to provide hamlet board term expirations.
- Amendment to *The Municipalities Regulations* dated July 11, 2024
- Budget Template
- Saskatchewan Parks and Recreation Association – Field Consultant
- Rivers West District for Sport, Culture, and Recreation
- WINMAR Restoration

Next Meeting

- Semi-annual meeting in the spring of 2025, prior to the Hamlet AGMs.
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