

Resort Village of Sunset Cove

Regular Meeting of Council held at 23 Mountain Drive
Sunset Cove, Saskatchewan
June 22, 2025

Minute #	Agenda Item	Discussion	
	Present	Mayor – Shawna Argue Councillor / Deputy Mayor – Rob Court Councillor – Mike Ganshorn Administrator – Barbara Griffin	
2025-094	Call to Order	A quorum being present, Mayor Argue called the meeting to order at 1:07 p.m.	
2025-095	Agenda	Court/Ganshorn That the agenda be adopted as amended with the following additions under New Business: 6k. Silton First Responders; Funding Request (moved from Business Arising) 6l. Development Permit Application 6m. June/July Information Bulletin	Carried
2025-096	Minutes	Ganshorn/Court That the minutes of the May 11, 2025, regular meeting of Council be approved as circulated.	Carried
2025-097	Notes	Court/Ganshorn That the notes of the May 31, 2025, special meeting of Council be approved as amended.	Carried
2025-098	Consent Agenda	Court/Ganshorn That the list of consent agenda items, attached hereto and forming part of the minutes, be accepted as circulated with the exception of the Payment of Accounts and Statement of Financial Activities due to errors with the system transfer activities on the Munisoft software program.	Carried
2025-099	Terms Due	Ganshorn/Court That Term #25 in the amount of \$32,122.73 be reinvested as a three-year term at 2.90% and further that Term #26 in the amount of \$6,653.69 be reinvested as a one-year term at 2.8%.	Carried
2025-100	Bylaw 109-2025 Closing Road	Court/Ganshorn That Bylaw 109-2025, being a bylaw to provide for the closing of Hawthorn Road be read a second time.	Carried

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2025-101	Bylaw 109-2025 Closing Road	Ganshorn/Court That Bylaw 109-2025, being a bylaw to provide for the closing of Hawthorn Road be read a third time and adopted.	Carried
2025-102	Pesticide Contractor	Argue/Ganshorn That we approve the hiring of WeedMan as per their quote of \$626.10 for vegetation control with the Resort Village for the 2025 season (two applications).	Carried
2025-103	Groundskeeper	Court/Ganshorn That remuneration be set at a rate of pay of \$30.00 per hour for any work done by council which would be described as Groundskeeper's general responsibilities.	Carried
2025-104	OCP	Mayor Argue to discuss plan to finalize OCP with Wallace Insights and do a thorough review to share with council.	
2025-105	Road Repairs	Councillor Ganshorn to contact local suppliers to do grading and provide aggregate for road repairs. Would like to get work done in early August.	
2025-106	Munisoft Implementation	Administrator Griffin reported that there are still some data transfer issues with the Munisoft implementation that she is following-up on with them.	
2025-107	Website Hosting	The Administrator will contact Cardiff Ventures to have the website domain and hosting transferred over for their administration.	
2025-108	Boat Launch	Councillor Granshorn reported that he is having difficulties sourcing the river rock that has been used in the past from the local supplier. He will source an appropriate alternative in the city.	
2025-109	Infrastructure Grant Use	The Administrator confirmed that the Canada Community Building Fund can be used for the road repairs. Administrator to draft proposal for submission and have Councillor Ganshorn review prior to submission.	
2025-110	Use of TIPPS for Tax Payments	Administrator Griffin reported that no local municipalities use the TIPPS system for tax payments. It looks more suited for larger cities. A survey will be sent to residents to determine interest.	
2025-111	EMO Bylaw / Plan	Mayor Argue reported that no action has been taken yet. It is a high priority item, along with the Building Bylaw and OCP finalization.	
2025-112	Employee Information Form	Mayor Argue has asked Griffin to prepare an Employee Information Form to collect emergency contact, interest in MEPP, etc. information.	
2025-113	FlexNetworks Update	The installation of conduit to individual properties has begun, but has stalled because of issues with the contractor installing lines on incorrect properties, including in the middle of Hawthorne Road. Council is working with FlexNetworks management to get these issues resolved and the construction finalized. Argue will contact FlexNetworks to request	

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		that the bulk of their work be completed by July 31 st , to allow for the road repair work to begin.	
2025-114	Assessment Notices – Appeals	The Administrator reported that one appeal had been received, to date.	
2025-115	Mill Rate	Ganshorn/Court That a levy of 1.8 uniform mill rate be imposed on all taxable assessments within the Resort Village of Sunset Cove	Carried
2025-116	Bylaw 106-2025 Control Traffic	Ganshorn/Court That Bylaw 106-2025, being a bylaw to control traffic be read for a second time.	Carried
2025-117	Bylaw 106-2025 Control Traffic	Court/Ganshorn That Bylaw 106-2025 being a bylaw to control traffic be read a third time and adopted.	Carried
2025-118	Bylaw 107-2025 Control Parking	Court/Ganshorn That Bylaw 107-2024 being a bylaw to control parking be read a second time.	Carried
2025-119	Bylaw 107-2025 Control Parking	Ganshorn/Court That Bylaw 107-2024 being a bylaw to control parking be read a third time and adopted.	Carried
2025-120	Fire Suppression Agreement	Ganshorn/Court That pursuant to Bylaw 102/2022 that we approve and sign the updated version of the Fire Suppression Agreement with the Town of Strasbourg.	Carried
		Griffin to send request to the Town of Strasbourg to include a clause for the Fire Chief to advise when appropriate to implement fire bans, in the next update.	
2025-121	PW Contractor – EOI Results	Mayor Argue reported that there were two submissions as a result of the issuing of the call for EOI. Both were qualified to do the work. They have both been notified and have submitted their WCB and POI documentation.	
		For future work, the less expensive contractor, if qualified to do the required work, will be contacted first to determine their availability and awarded the work, accordingly.	
2025-122	Contractor WCB / POI	It was noted that the Resort Village has standing agreements with two other contractors for snow removal and tree trimming. Argue to request WCB and POI information from them.	
2025-123	LSREMO	The LSREMO is requesting a point of contact from our Council. Deputy Mayor Court will be their contact going forward. Argue to inform the LSREMO	
2025-124	Disposal of Records	Ganshorn/Court That the list as presented to Council be appropriately disposed.	Carried

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2025-125	Septic Waste Disposal	Argue reported that Aquarius has notified her that they are entering into an agreement which would allow them to utilize the Kanata Valley sewage lagoon and will no longer be hauling to Strasbourg. Argue to review contract with the Town of Strasbourg to determine implications.	
2025-126	Annual Task List	Council reviewed the annual task list for completion.	
2025-127	Funding Request	Court/Ganshorn That we approve funding in the amount of \$100.00 to Silton Medical First Responders to help cover operating costs.	Carried
2025-128	Development Permit	Councillor Ganshorn declared a conflict of interest in the next item of business and left the meeting (3:20 p.m.). Court/Argue That Council approves the development permit for Lot 2, Block 4, Plan 59R09545, 52 Mountain Drive, to install stairs along east edge of property to allow access from Mountain Drive.	Carried
		Councillor Ganshorn returned to the meeting. (3:25 p.m.)	
2025-129	June/July Info Bulletin	Council discussed the topics to be included in the upcoming info bulletin. Argue to prepare a draft for review and final circulation next week.	
2025-130	Correspondence	Court/Ganshorn That the following correspondence, having been read, be filed: <ul style="list-style-type: none">• Minister of Government Relations; Municipal Revenue Sharing• PARCS Conference, Sept 5-6	Carried
2025-131	Next Meeting	Regular Meeting of Council –August 17, 2025, 1pm at 57 Mountain Drive, Sunset Cove.	
2025-132	Adjournment	Ganshorn That this meeting be adjourned. Time: 3:41 p.m.	Carried

Shawna Argue
Mayor

B. Griffin
Administrator