

# Resort Village of Sunset Cove

Regular Meeting of Council held at 23 Mountain Drive  
 Sunset Cove, Saskatchewan  
 May 11, 2025

Minute #	Agenda Item	Discussion	
	<b>Present</b>	Mayor – Shawna Argue Councillor / Deputy Mayor – Rob Court Councillor – Mike Ganshorn Administrator – Barbara Griffin	
2025-054	<b>Call to Order</b>	A quorum being present, Mayor Argue called the meeting to order at 1:07 p.m.	
2025-055	<b>Agenda</b>	Court/Ganshorn That the agenda be adopted as amended with the following additions under New Business: 6i. Fire Bans; and 6j. Sponsorship Ideas	
2025-056	<b>Minutes</b>	Ganshorn/Court That the minutes of the March 16, 2025, regular meeting of Council be approved as circulated.	<b>Carried</b>
2025-057	<b>Minutes</b>	Ganshorn/Court That the minutes of the April 18, 2025, special meeting of Council be approved as circulated.	<b>Carried</b>
2025-058	<b>Consent Agenda</b>	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 Statement of Financial Activities due to system transfer activities on the Munisoft software program.	<b>Carried</b>
2025-059	<b>Action Register</b>	Council reviewed the status of the action register resulting from previous meetings. The register will be updated to reflect completion and new actions resulting from this meeting.	<b>Carried</b>
2025-060	<b>Hawthorn Road</b>	Councillor Ganshorn declared a conflict of interest in the next item of business and left the meeting (1:36 p.m.)	
2025-061	<b>Bylaw 109-2025 Closing Road</b>	Court/Argue That Bylaw 109-2025, being a bylaw to provide for the closing of Hawthorn Road be introduced and read a first time.	
2025-062	<b>Hawthorn Road</b>	Councillor Ganshorn returned to the meeting. (1:39 p.m.)	<b>Carried</b>

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2025-063	<b>Capital Purchase</b>	Ganshorn/Court That we proceed with the purchase of a TORO Z turn model 75747 riding mower from Regina Rent-It Centre as per May 2, 2025, quote of \$5,800.00, including PDI, plus applicable taxes.	<b>Carried</b>
2025-064	<b>Groundskeeper</b>	Councillor Ganshorn to contact the potential individual who may be interested in the position and discuss the scope of work as groundskeeper.	
2025-065	<b>PW Contractor</b>	Councillor Court to draft a Scope of Work for Public Works to be included in the Expression of Interest to be posted.  Councillor Ganshorn to order the aggregate material required for the boat launch repairs.	
2025-066	<b>OCP</b>	Councillor Court to set a date with Wallace Insights to inform Council of the development of the current draft Official Community Plan.	
2025-067	<b>Road Repair</b>	Councillor Ganshorn to identify local contractor(s) to supply grading and graveling within the resort village.	
2025-068	<b>Parking Enforcement</b>	Council discussed that our residents be reminded to NOT store trailers, vehicles or other equipment by parking along Mountain Drive. Note that the road allowance is 66 feet wide, and residents are asked to be mindful not to place items on the active part of the road right-of-way. Further that this reminder be posted in the information bulletin.	
2025-069	<b>SAMA &amp; Assessment Notices</b>	Councillors Court and Ganshorn attended the SAMA AGM and agreed that it was informative and worthwhile attending.  The Administrator reported that assessment notices were mailed April 25, 2025, giving a 60-day appeal process. No appeals have been received to date.  Council discussed the possibility of using a "TIPS" approach to collecting taxes. Administrator to explore.	
2025-070	<b>Bylaw 106-2025 Control Traffic</b>	Court/Ganshorn That Bylaw 106-2025, 5.2 be amended by removing the words "fifteen (15) km/hr after the word "than" and inserting the words "that posted".	<b>Carried</b>
2025-071	<b>Bylaw 106-2025 Control Traffic</b>	Court/Ganshorn That amended Bylaw 106-2025 being a bylaw to control traffic be introduced and read for the first time.	<b>Carried</b>
2025-072	<b>Bylaw 107-2025 Control Parking</b>	Ganshorn/Court That Bylaw 107-2024 being a bylaw to control parking be introduced and read for the first time.	<b>Carried</b>
2025-073	<b>Bylaw 108-2025 Record Retention</b>	Ganshorn/Court That Bylaw 108-2025 being a bylaw to define record retention and disposal be introduced and read for the first time.	<b>Carried</b>

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2025-074	<b>Bylaw 108-2025 Record Retention</b>	Court/Ganshorn That Bylaw 108-2025 being a bylaw to define record retention and disposal be read for a second time.	<b>Carried</b>
2025-075	<b>Bylaw 108-2025 Record Retention</b>	Argue/Court That Bylaw 108-2025 be given three readings at this meeting.	<b>Carried</b>
2025-076	<b>Bylaw 108-2025 Record Retention</b>	Argue/Ganshorn That Bylaw 108-2025 being a bylaw to define record retention and disposal be read a third time and adopted and that Bylaw 67-2004 – Record Retention and Disposal is hereby repealed	<b>Carried</b>
2025-077	<b>Development Permit</b>	Ganshorn/Court That Council approves the development permit for Lot 4, Block 1, Plan 59R09545, 7 Mountain Drive, to conduct remedial work to re-establish the parking space located at the road adjacent to the property on the following conditions <ul style="list-style-type: none"><li>• Remedial work does not give exclusive use as property is municipal road allowance; and</li><li>• That council be advised when the work has been completed so that council may conduct an inspection.</li></ul>	<b>Carried</b>
2025-078	<b>FCM Membership</b>	Discussion on the benefits of joining FCM. It was determined that a FCM membership is not worthwhile for our community.	<b>Carried</b>
2025-079	<b>Munisoft Implementation</b>	The administrator reported on the progress of the transition of all financial data/reporting to Munisoft. There are still some issues with the quality of some of the reports that she will follow-up.  Tax notices will be issued July 1, 2025.	
2025-080	<b>LSREMO</b>	The LSREMO Annual Meeting minutes of April 3, 2025, were provided as information. A template of an Emergency Preparedness Plan has been provided to incorporate for the Resort Village.	
2025-081	<b>Annual Task List</b>	Council reviewed the status of the annual task list to identify administrative and maintenance activities to be completed before its next meeting.	
2025-082	<b>Fire Bans</b>	Council looked over the Provincial Map indicating where fire bans are in place. Residents are to be reminded to do their part to help protect the community from risk of fire.	
2025-084	<b>Little Library</b>	Ganshorn/Court That the Resort Village of Sunset Cove establish a “little library” to be installed at the entrance to the Gerry Argue Lookout, and further, that the library be dedicated to Barry West in recognition of his 30 years of outstanding service as Sunset Cove’s groundskeeper.	<b>Carried</b>

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2025-085	Correspondence	Court/Ganshorn That the following correspondence, having been read, be filed: <ul style="list-style-type: none"><li>• Minister of Government Relations; 2025 Education Tax Mill Rates</li><li>• Municipal Potash Tax Sharing Administration Board</li><li>• PARCS Notice of Annual Meeting</li><li>• Municipal Revenue Sharing</li></ul>	Carried
2025-086	FlexNetworks Reclamation	Councillor Ganshorn reported that he has been approached by a resident with concerns about equipment installation. Residents are to be advised that they should contact FlexNetworks directly, as per the information shared via email and posted on the RVSC Website.	
2025-087	Next Meeting	Regular Meeting of Council – June 22, 2025, 1pm at 57 Mountain Drive, Sunset Cove.	
2025-088	Adjournment	Court That this meeting be adjourned. Time: 3:40 p.m.	Carried

Shauna Argue  
Mayor

Barbara Drifflin  
Administrator