

Crystal Lake Hamlet Board Meeting Minutes

September 24, 2021 – 9:00 am – Fox Residence

1. Call to Order – by Howard at 9:10 am
2. Board members present: Howard, Brad, Lois
3. Adoption of Agenda – Motion by Lois – CARRIED
4. Adoption of August 24, 2021 Hamlet Board Meeting Minutes – Brad - CARRIED
5. Correspondence and Communication –
 - a. Web Site Update – Letter prepared for mailout to addresses not on web alert listing advising web site official communication and encouraging sign-up.
 - b. Government Relations letter re withdrawal of appeal(s) – still awaiting financial allocation to the hamlet account re tax revenues. ACTION: Confirm with Administrator that this allocation will be done by JV at end of the fiscal year.
6. Reports:
 - a. Community Water System:
 - i. Groundwater Investigation Project – Proposals received reviewed by HB and Administrator. Fox met with Watermark Consulting as follow up to define project needs. MOTION by Howard “That the Hamlet Board request the RM of Keys to enter into a contract with Watermark Consulting to complete Phase 1 of a groundwater study as per the provided Statement of Work”.
 - b. Financial Report
 - i. Updated forecast provided as of Sept 7/21. Currently forecasting a small surplus. There is an amount under Lake Water Quality that is available for purchase of some specialized testing equipment once a monitoring plan and equipment and processes are determined later this winter.
 - ii. Motion by Lois: “That HB purchase supplies from Rec Committee for Volunteer Appreciation Lunch.” CARRIED
 - iii. Stenen Lagoon: ACTION – check to see if any maintenance work was done this season for which we are accountable

- c. Recreation Committee – Lois
 - i. Preparations (removal of problematic trees and signs) for transplanting of live spruce tree at the Y for permanent tree for Xmas Tree Lighting Event are underway. Motion by Lois “That the Hamlet Board approve payment to Sky High Tree Services for the removal and cleanup of dead and trees in poor condition to allow for transplanting of the Xmas tree.”
CARRIED
 - ii. Rec Comm priority is multi-use court for basketball and other potential activities. Rec Committee meets again in October.
- d. Fire Department Report/Update –
 - i. 5 members attended two-day First Aid/CPR course September 11-12 in conjunction with Sturgis FD.
 - ii. FD safety coveralls – Motion by Howard “That HB approve purchase of coveralls meeting fire retardant standards for FD members.” CARRIED.
 - iii. Confirmation from Sturgis FD Chief that CL fire truck will be charged out for fires at CL, same as other jurisdictions. CLFD will be allocated approx. \$1200 for attending to a fire at CL.

7. Old Business

- a. Application to AHHP to replenish sand eroded from adjacent properties due to culvert design – in progress
- b. Provision of Services Agreement – HB has minor revisions to be submitted for Council approval. Motion by Brad “That the Crystal Lake Hamlet Board approve and sign the Provision of Services Agreement with the RM of Keys.” CARRIED.

8. New Business:

- a. New Board New Board Member Orientation – Tabled
- b. Lake Level/Drainage – Action: HB to meet with FD to try to remove sand from system using water and pressure from fire truck. Need to advise/communicate with WSA – Yorkton prior to any work.
- c. Signage for Hamlet – ACTION: 1) Complete full inventory of existing signs and their conditions and where new signs are needed. 2) Get quotes for new signs. Motion by Lois “That the Hamlet Board

approve expenditures up to \$2,500 for new reflective signage to provide clear directions to visitors to CL". CARRIED

- d. Kubota Mower – Motion by Brad “That we pay full amount – two invoices for repairs and replacement for Kubota mower.” CARRIED
- e. Sandra Jeffrey request for tax considerations - Tabled for detailed info and research
- f. Mary Suchy request for consolidating properties. Letter prepared to RM advising HB supportive of properties consolidation.
- g. Farm Access to Lubienicki field – Motion to Council for new Farm Access Road to be developed south of the CL pavement for safety purposes and to protect road damage by heavy equipment
- h. Bulletin Board Renovations - ACTION: Lois will create conceptual design of new or renovated board(s).
- i. Double lining of Highway portion and OH portion of Lakeview Dr – Howard has contacted MHI to see about plans for their highway portion and options for remainder of Lakeview Dr. MHI has completed the lining of Lakeview Dr.
- j. Specific addition to CL development permits to account for heavy traffic damage to paved and gravel roads for excavation equipment and material delivery. ACTION: Request Council to amend development permit to add an amount for CL permits to account for damage to our roads due to construction equipment and delivery of materials. Tabled
- k. Water Quality Program – Tabled for further research on quality parameters, process and equipment
- l. Water Users Focus Group – Tabled to fall ‘21
- m. Improvements to Landfill –Cherewyk Construction has moved some of the surplus fill to cover concrete and other debris at the landfill. Motion by Howard: That Hamlet Board approve payment to Cherewyk Construction for landscape work at the landfill” CARRIED
- n. Future Development Plans for Parking Lot/Recreational Area – ACTION: Meet with Rec Comm to plan layout of parking lot to better serve expanded events and facilities.
- o. Newsletter – time to start working on items for December newsletter – most items will come from HB minutes.

- p. Robinson removal drainage pipes – Robinsons have request permission to remove two drainage pipes that send water into their back yard. ACTION: HB to inspect site to see if any issues will arise.
 - q. Conservation Easements – Initial discussion on pursuing the idea of conservation easements for lands that border the hamlet boundaries. The idea is to protect the natural beauty of the trees that border Crystal. ACTION: Brad will do further research on options to protect/enhance the existing tree cover.
 - r. SaskTel Concerns – Several people have expressed disappointment that the advertised SaskTel TV services are not what they were led to believe and that the services can only be provided to a relatively small number of residences (approx. within 1000? metres of the SaskTel building).
 - s. Suitable Trees for Resort/Urban landscape. We have a great number of hybrid poplars, maples, willows and other species that are really not appropriate for resort/urban landscaping due to longevity, danger from falling limbs in storms, competitiveness with adjacent plants, messiness (excessive leaves, pollen, seed cotton, sap) and cost of removal. The idea is to use the MR located at the landfill intersection and establish sample varieties that are more suitable for urban landscaping.
9. Items for October 7 Council Meeting
- a. Provision of Services Agreement -approval by Council and potential official signing of Agreement
 - b. Groundwater Investigation – Motion to enter into contract with Watermark Consulting for Phase 1
 - c. Motion for New Farm Access Road to SE-24-33-4-W2
 - d. Motion for Additional Building Permit Fee
 - e. Letter of support for Properties Consolidation for Mary Suchy
10. Next Meeting – at call of Chair
11. Adjournment – Motion by Howard at 1:20 pm - CARRIED