
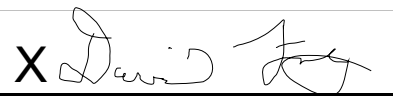


Deer Valley Hamlet Board Meeting (Agenda & Minutes)

DATE: May 30, 2017

TIME: 7:00pm

Chair	Kristen Abel		
Secretary	Dave Frey		
Participants:	<ul style="list-style-type: none"> ✓ Dave Frey ✓ Kristen Abel ○ Brian Obrigewitsch <p>Public</p> <ul style="list-style-type: none"> ✓ Darcie Cooper (phone) ✓ Krystal Strong ✓ Dave Cherney 	Chair:	Secretary:
		 X <u>Kristen Abel</u> Kristen Abel Deer Valley Board Chair	 X <u>Dave Frey</u> Dave Frey Deer Valley Board Secretary

AGENDA AND MINUTES

Item	Meeting Notes	Carried/Rejected
Convene	7:00pm	
Adopt Minutes of Previous Meeting	- Adopted as is	
Open Items	<p>Water Utility</p> <ul style="list-style-type: none"> - Review bylaw request to create public utility - Review request to see what services the RM office can provide and cost - Need to be submitted 7 days prior (June 8th for June 15th) 	
	<p>DVHB Responsibilities</p> <ul style="list-style-type: none"> - What are we responsible for for new developments or existing? (Site inspections, etc.) - Utility is responsible for site inspections for sewer/water hookups on new builds - We are meeting all expectations 	
	<p>Tax Assessments for 2017</p> <ul style="list-style-type: none"> - Can we get a copy of the RM tax assessment along with percentages for population - April GL account balances and activities - Revenue Sharing, do we receive part of that? - Assessments are available in early July (mill rate should be set on June 15 meeting) - Grants for revenue sharing are based on population 	
	<p>Easements</p> <ul style="list-style-type: none"> - Contract is between DVD and RM for easement registration. What is our part in this as we are not a legal entity? - Is registration of the easements required by law or through a contract? - Only discovered the easements were not registered within the last couple years. - Servicing agreement is the contract that states they should be registered. 	

	<ul style="list-style-type: none"> - Easements are outlined in design drawings of the development - Shouldn't need to survey each easement unless work is required on them - Need to have easement agreements signed between land-owners and the RM - Start with a letter explaining the situation and why the easement is required along with a sample agreement - Meet again to discuss responses if anyone wants compensation or won't sign - 	
	<p>Sanitary Sewer Line Repair</p> <ul style="list-style-type: none"> - Can we go directly to companies to ask for quotes and award the work or do we need to RFP this work? - \$75,000 for goods or service or \$200,000 for construction (roads, infrastructure), Darcie to provide clarification from SaskTenders requirements 	
	<p>Manhole Inspections</p> <ul style="list-style-type: none"> - Update from Dave Cherney - No issues found in any of the higher priority manholes. All pipes are sealed with rubber, no leakage to be worried about and no grouting needed. Small amount of infiltration around the gaskets, not enough to be concerned enough. - Would like to check each from the top, and if there is concern, do a documented inspection. Dave will email the list of inspected manholes to Darcie/Krystal. - Lift-station on Deer Foot Trail requires a lot of maintenance. Electrical panel is entirely corroded; nothing has been maintained. New controller and pumps required, structure is ok. - Sewer lines should be jetted every 3 years (likely haven't been to date). Need to bring in a company - Line going by hole 9 on golf course was not engineered before being put in, should likely have it inspected (camera). 	
	<p>White Tail Ridge Estates Rezoning Agreement</p> <ul style="list-style-type: none"> - Status, and clarification of responsibilities - Allow for White Tail Ridge to stamp the plans for different building setbacks, Krystal to provide agreement to us and we will reach out to him. 	
	<p>Curtis Construction</p> <ul style="list-style-type: none"> - What work is remaining on the ditch of Deer Valley Road for Curtis Construction to perform? - Letter was sent last fall outlining issues, Krystal will forward to Dave - What is the process for awarding the RFP? - Send a letter to Curtis directly and cc the RM Office for rewarding the contract 	
New Items for June 6		
	<p>Communications</p> <ul style="list-style-type: none"> - 3 days communication out to community for any work being done 	
Adjourn	7:55pm	

Items Deferred from Previous Meeting(s):

- **Architectural Controls – to determine administration process**
- **Quote for drainage for field north of Deer Valley Road**
- **Street Lights**

- **Deer Valley Signs**

NEW ACTION ITEM:

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Next Meeting:

Date	Location	
June 6	104 Deer Ridge Drive	
June 20	104 Deer Ridge Drive	
July 4	104 Deer Ridge Drive	
August 1	104 Deer Ridge Drive	
September 5	104 Deer Ridge Drive	
September ?	GENERAL MEETING	