

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE RESORT
VILLAGE OF SHIELDS HELD MONDAY, April 21, 2014 IN THE SHIELDS
COMMUNITY CENTRE at 7:00pm.**

1. Attendance: Mayor Eldon Mackay, Councillors Grace Strasser, Dwayne Heidt, Kendra Bessey and Cheryl Robson. Administrator Jessie Williams.

2. Mayor Mackay called the meeting to order and asked for additions or deletions to the agenda.
Call for Conflict of Interest issues to be raised when applicable.

3. Circulation and Approval of the Minutes:

Robson moved that the minutes of the March 17/14 regular Council Meeting be adopted as circulated.
CARRIED 59/14

4. Business from the Minutes:

A. Sunterra Service Agreement

Bessey moved that the response to our letters dated March 18/15 from Sunterra Developments be tabled until the next meeting. An in camera session will be held at 6 pm on May 12/14 to discuss same.
CARRIED 60/14

B. Tax Enforcement

Heidt moved that tax enforcement proceedings be started on Lot 9, Block 11, Plan 69S19949.
CARRIED 61/14

Taxes for Lot 13, Block 4 to be paid by month end.

C. Parkinson

No response to March 18/14 letter.

D. 2014 Operating Budget

Robson that the 2014 Operating Budget be adopted with revenue of \$573,451 (including transfer from surplus of \$29,500), expenses of \$570,600, and surplus of \$2852. The capital budget will be approved at a later date. The Base tax will be set at \$750 for residential and \$950 for commercial, the mill rate will be set at 2.
CARRIED 62/14

Bessey moved that a \$350 tax abatement be applied to all boat lots.
CARRIED 63/14

Robson moved that all base taxes on former Lot 2, Block A be abated as per lot consolidation.
CARRIED 64/14

Strasser moved that Bylaw #3/14, being a Bylaw to provide for a base tax, be introduced and read a first time.
CARRIED 65/14

Bessey moved that Bylaw #3/14 be read a second time.
CARRIED 66/14

Strasser moved that Bylaw #3/14 be given three readings at this meeting.
CARRIED UNANIMOUSLY 67/14

Bessey moved that Bylaw #3/14 be read a third time and adopted.
CARRIED 68/14

Heidt moved that the storage site fee be increased to \$150/year.
CARRIED 69/14

E. Beach Area

Permit to place groynes received. Done.

F. Volunteer Event

Strasser volunteered to put together a proposal for Council consideration.

G. South Subdivision

Update. Street access only to be added to Building Check List.

H. Benesh - Request to Amend Zoning Bylaw

Heidt moved that Bylaw #2/14 being a Bylaw to Amend the Zoning Bylaw, be introduced and read a first time.
CARRIED 70/14

Strasser moved that the Public Hearing for the Zoning Bylaw Amendment be held on Wednesday, May 21/14 at 7 pm in the Community Centre. Advertisement to be placed in the Clarke's Crossing Gazette on April 30 and May 7. Notice to also be mailed to all boat lot owners.
CARRIED 71/14

I. Mills Law Suit

Heidt presented a verbal report on mandatory mediation.

5. New Business:

A. Development Permits

Bessey moved that #3/14 for a house at 60 Mawson Dr. be approved.

CARRIED 72/14

Robson moved that #4/14 for a house at 3 Sunterra Dr. be approved.

CARRIED 73/14

Bessey moved that #5/14 for a fence at 9 McMillan be approved.

CARRIED 74/14

B. School Mill Rate

Strasser moved that the school mill rate of 5.03 for residential and 8.28 for commercial be approved for collection.

CARRIED 75/14

C. Consolidation of titles

Strasser moved that the application to consolidate titles for the undeveloped properties in Sunterra be approved.

CARRIED 76/14

D. Administrator's Wage Increase

Heidt moved that the Administrator's monthly wage be increased to \$3090 effective May 1/14.

CARRIED 77/14

E. Payroll

Strasser moved that effective May 1/14 all payroll will be prepared at the end of the month as per legislation for monthly payroll.

CARRIED 78/14

F. Sunterra

Bessey moved that Sunterra Developments be contacted to request permission to develop the MR adjacent to Waters Avenue.

CARRIED 79/14

G. Municipal Maps

Bessey moved that 20 large maps with civic addresses be ordered from Meridian Surveyors.

CARRIED 80/14

H. Annual Meeting

Annual meeting to be held on Saturday, May 17/14 at 10 a.m.; 50+ Club to be asked to serve breakfast from 8 - 9:30. Donation to be made to 50+ club.

I. List of Lands in Arrears

Heidt moved that the List of Lands in Arrears as presented be advertised in the Clarke's Crossing Gazette.

CARRIED 81/14

J. Sign Board

Village to acknowledge Artisans to BAST on the sign board.

K. Council Presentations

Robson to prepare a policy concerning cards, gifts, etc for discussion at next Council meeting.

6. Unfinished Business:

A. Notice of Violation

No action to be taken at this time.

B. Untidy Properties

Lot 7, Block 11 progress noted.

Heidt moved that a reminder letter be sent to the owners of Lot 3 & 4 in Block A. CARRIED 82/14

7. Financial Report:

Strasser moved that the March 2014 statement of financial activities, income statement, balance sheet and bank reconciliation be adopted as presented.

CARRIED 83/14

8. Payment of Accounts:

Bessey moved that the April payments totaling \$27,720.53 be approved for payment.

CARRIED 84/14

9. Committee Reports:

A. Water/Sewer - truck dump - Engineer has been contacted

- lift station update
- DAWWU power charges
- DRWU - at large member (deadline to file)
- truck fill water samples being taken today & tomorrow.
- Campbell DCV inspection has not been done.
- water arrears addressed
- new seasonal permit being issued

- request to abate connection fee on rental property
- proposal to revise sewer rates distributed for consideration.

Bessey moved that Heidt be appointed to the DRWU Board. CARRIED 85/14

Bessey moved that a letter be sent to the renters of The Cove indicating that the utility security deposit will be deferred until August 1/14. CARRIED 86/14

- B. Maint** - WCB claim for April 3 - 8
- drainage at 47 McCrimmon Cres
 - Mawson meeting with contractor April 30 at 5 pm
 - Millsap Customer Appreciation
 - package policy renewed
 - porta potty - tipped over; 2 new ones to be purchased.
 - frozen culverts to be steamed.
 - property owners who have placed large rocks in ditches to be contacted.
 - large garbage bins to be brought in May 13 - 20 to accommodate clean up.

- C. Rec Board** - March 3, April 7 minutes.
- ski trail follow up pending.
 - 2013 TIP funding file closed.
 - 2014 funds to be used for Rec Director programming
- Golf - May 1 meeting with Council to discuss long range plans.
- Part time staff ads to be placed.
 - #8 & #9 silt needs top soil.
 - Gator serviced - starter to be looked at.

Robson moved that a part time golf position be advertised for 24 hours/week, \$13/hour. CARRIED 87/14

Bessey moved that the Greenskeeper wage be increased to \$17.50/hr. CARRIED 88/14

- Hall - weekend bathroom cleaning to be done by part time staff.
- grant app - June response.
- Trees - committee chair required.

D. BEST - meeting this week

E. Docks - Hopkins, McCoy approved.

F. Newsletter - Council Communique to go out with taxes.

Bessey moved that the Committee Reports be adopted as presented. CARRIED 89/14

10. Correspondence:

none

11. Announcements:

Next meeting - May 12/14 - 7 pm in Village Centre

12. Adjournment:

Dwayne moved that the meeting now be adjourned. CARRIED 90/14

10:10 p.m.

Mayor

Administrator