

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE RESORT
VILLAGE OF SHIELDS HELD MONDAY, JUNE 16, 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 May 12/14 regular Council Meeting be adopted as circulated.
CARRIED 112/14

4. Business from the Minutes:

A. Sunterra Service Agreement

Heidt moved that a letter be sent to Sunterra Developments indicating that Shields has extended the timeline for the development completion to 2025 and is not prepared to extend it further. A schedule for off site fee payments for Phase 2, 3 & 4 to be included.
CARRIED 113/14

Strasser moved that a letter be sent to Sunterra Developments outlining the proposed drainage solution obtained from Gord Hagen of SWA, namely that they restore the runoff patterns to as close to natural as possible (mindful that runoff will be a little greater due to asphalt and hard surfaces vs field conditions.) this may be a number of smaller water ways with less volume of flow and less potential for damage downstream requiring the developer to allow for additional drainage swale right of ways within the subdivision. As suggested by Gord Hagen, the municipality would like a plan for the proposed runoff routing as per the Development and Service Agreement along with a copy of their Aquatic Habitat Protection Permit (secured from Water Security Agency) .
CARRIED 114/14

No reply to our request for consideration to develop the proposed MR along Waters.

Mackay moved that the quote of \$12,500 from J.T. Sprinklers to install the seasonal irrigation line for Phase 1 of the Sunterra Subdivision be accepted.
CARRIED 115/14

Response received re grassing of leased parcel adjacent to Willow View.

Administrator to contact our lawyer re requirement for village to register easements within Sunterra Subdivision.

B. Annual Information Meeting

Notes attached.

C. Lot, Block 1 shed on Municipal lands

Bessey moved that the owner of Lot 1, Block 1 be requested to remove their shed from municipal property as per discussions held last fall.
CARRIED 116/14

D. Summer Student

Bessey moved that the municipally request that the approved funds from the CANADA SUMMER JOBS program be redirected to green space maintenance position.
CARRIED 117/14

Strasser moved that Reid Dressler be hired at \$11/hour as per CANADA SUMMER JOBS position.
CARRIED 118/14

E. Sub Division Update

Verbal report

5. Unfinished Business:

A. Bylaw #2/14 - Zoning Bylaw Amendment

Bessey moved that Bylaw #2/14 being a bylaw to amend the Zoning Bylaw be read a second time.

CARRIED 119/14

Strasser moved that Bylaw #2/14 be read a third time and adopted.

CARRIED 120/14

B. Tax Enforcement

Bessey moved that a letter be sent to the owner of lot 13, Block 4 indicating that the tax lien is still in place & will be removed upon receipt of tax costs.
CARRIED 121/14

Robson moved that a letter be sent to the owner of Lot 9, Block 11 acknowledging receipt of his tax arrears payment and requesting information on when we can expect the balance of the arrears to be paid.
CARRIED 122/14

Heidt moved that a letter be sent to the owner of Lot 3, Block 2 indicating that the tax lien is still in place and application for title can be made if tax arrears are not paid.
CARRIED 123/14

C. Backroads Service

Heidt moved that the discussion regarding winter housing of the truck be tabled until the next Council meeting.
CARRIED 124/14

D. Parkinson

No follow up received.

6. New Business:

A. Bylaw #4/14 - BEST

Heidt moved that Bylaw #4/14 being a bylaw to enter into an agreement for emergency services be introduced and read a first time.
CARRIED 125/14

Bessey moved that Bylaw #4/14 be read a second time.
CARRIED 126/14

Strasser moved that Bylaw #4/14 be given three readings at this meeting.
CARRIED UNANIMOUSLY 127/14

Robson moved that Bylaw #4/14 be read a third time and adopted.
CARRIED 128/14

B. Development Permits

Bessey moved that the development permit for a house at 60 Mawson Dr. be approved.
CARRIED 129/14

C. Building Permits

Bessey moved that the building permit S1402 for a house at 3 Sunterra Dr be approved.
CARRIED 130/14

Strasser moved that the building permit S1403 for a deck at 15 McCordick St. be approved.
CARRIED 131/14

D. Waste Management

Heidt moved that the municipality enter into an agreement with Multi-Material Stewardship Western Inc. for funding.
CARRIED 132/14

Strasser moved that a letter be sent to MMSW advising that Shields only has 2 commercial properties and no industrial or institutional sources and requesting that the 20% allowance for this sort of materials be removed from our agreement. The commercial properties are small restaurants that have advised that they deposit less than 8 pieces of cardboard into the recycle bin on a weekly basis - well below 20% of the products collected.
CARRIED 133/14

E. Boating Info Grant

Information obtained regarding grant funding for boating safety awareness. Grant application to be prepared for Council consideration.

F. RBC

Robson moved that the new signing documents for RBC be executed.
CARRIED 134/14

G. Truck

Heidt moved that the village purchase a 2001 F450 truck - SN - 1FDXW47F61EC47814 for \$4400 plus taxes. In service value to be determined.
CARRIED 135/14

H. Insurance

Bessey moved that the application for insurance renewal with SUMAssure be submitted.
CARRIED 136/14

Robson moved that the auto package policy be amended to cover the new truck.
CARRIED 137/14

7. Financial Report:

Strasser moved that the May 2014 statement of financial activities, income statement, balance sheet and bank reconciliation be adopted as presented.
CARRIED 138/14

8. Payment of Accounts:

Bessey moved that the June payments totaling \$238,730.96 be approved for payment.
CARRIED 139/14

9. Committee Reports:

A. Water/Sewer - Permit to operate seasonal irrigation system received

- Adam - maternity leave July 1/14 - July 1/15
- Heidt moved that Dennis Robson be hired to do water testing on Sundays & stats during maternity leave. Wage to be minimum wage - 3 hour rule will apply. CARRIED 140/14
- new schedule for testing effective July 1 - Ken Tues - Sat, Dennis - Sunday, `` Trevor - Monday..
- Heidt moved that the term for Mackay & King on the DAWWU be extended by 1 year. CARRIED 141/14
- high lift station power bills were questioned.
- truck dump/lift station update
- DAWWU power charges still note resolved.
- Campbell DCV - bill sent.
- proposal to revise sewer rates needs to be delayed until power bill allocations are resolved.
- Daviduik water issues response to be sent
- Ground Water info sheet to be posted & link sent to email list.

B. Maint - employment agreement signed - paying for hours worked.

- request for June 27 off - trade with June 23
- request for July 22 - 24 if coverage for seasonal system to be discussed
- operator report attached
- Bessey moved that staff be authorized to expend up to \$100 for maint/repair without prior approval - notification of action to be documented. CARRIED 142/14
- drainage at 47 McCrimmon Cres still not done
- Mawson work - preparation progressing; timeline for work late August or Sept.
- Dust Control to be placed on or about July 15.
- back alley between Hordern & McCordick to be graded & graveled.

C. Rec Board - minutes

- cross country ski trail follow up done - file closed
- \$1000 received for Canada Day
- Bessey moved that the policy for use of village infrastructure by instructors who are charging a fee be adopted. CARRIED 143/14
- Golf - minutes
 - financial report
 - Bessey moved that Nathan Davis be hired to work on the golf course @ \$13/hour for 24 hours per week start date - June 26. CARRIED 144/14
 - greens keeper report attached
 - north area - was seeded last fall.
- Hall - bathroom cleaning contract with Crystal Rechney
 - project - grant not approved - committee to review scope of project.
- Trees - Aitken application - tree committee to contact
 - North lift station trees - funding from reserve
 - Hall parking lot project - rock permit obtained
 - Sawyers quote reviewed - other quotes to be obtained
 - winter tree project to be considered.

D. BEST - Heidt moved that the 2014 BEST budget be approved with \$50/assessed owner levy.

CARRIED 145/14

- letter sent re fireworks

E. Docks - Beck approved - Coulson & Crone (possession Aug 1) to be looked at.

Heidt moved that the Committee Reports be adopted as presented.

CARRIED 146/14

10. Correspondence:

PARCS	survey
SWMS	rate increase
Govt Relations	Rev Sharing grant - \$49,745
Justice	8% increase - 2013 error
SAMA	resolutions
SUMA	Urban Voice - good articles

Strasser moved that the correspondence be filed.

CARRIED 147/14

11. Announcements:
Next meeting - July 21/14 in the Community Centre

12. Adjournment:
Robson moved that the meeting now be adjourned. CARRIED 148/14

9:40 p.m.

Mayor

Administrator