

Highlights, August 20th , 2025 - Council Meeting

(Full minutes will be approved at the September 17th, 2025, Council Meeting)

Administration

- Administration has been working with Munisoft IT Services to onboard their services. The VPN login for remote access to the Munisoft programs is still outstanding. This connection will allow Administration to work from home if necessary.
- Regional Partners Meeting – This is scheduled for September 16th at 7:00pm. All council members are invited to this meeting.
- The villages web provider, Glen (Firefly Webs) is retiring. Administration is researching to find another contractor to fill this role.
- Administrator will be attending Suma webinar on September 4th
- Council approved Administrator take flex time for time off for August 22nd and August 29th, 2025.

Maintenance/Operations

- Summer students will finish at the end of the month. As usual Operations will plan a luncheon for their staff to thank them for the great job everyone has done, and for working safe with no incidents.
- As the timely rains continue, we will keep cutting grass. So far this is the most grass cutting we have done in the past 10 years.
- South lift station is down a pump, and we have scheduled work.
- Operations will be applying SB-90 at hole #1.
- Alley grading with our skid scraper. We will scrape bad areas of the road only due to the sewer line install.

Financial

Council approved the list of account payments for \$214,980.35 which includes payroll.

Development Permit Application

Council agreed on the following development permits, , subject to the notice declared

- 34 Mawson – Permit to construct a garage - Approval is subject to building permit approval from the building inspector.
- 11 McMillan Crescent – Permit to landscape and create off road parking. Approval is subject to the understanding that all work completed on road allowance may be changed and altered by the village if the operations team deems it necessary.
- 24 Procter Drive – Permit to install a septic tank. Approval is subject to approval of Sask Health for all septic tank permits required.

- 26 Procter Drive – Permit to move a septic tank. Approval is subject to approval of Sask Health for all septic tank permits required.

Bylaws

- Council approved a debenture Bylaw.

Formal Orders

- Council approved that the Resort Village of Shields waives the invoice sent to owners of 42 Procter Drive, based off the letter received and the understanding that they did not receive the formal order sent.

Untidy Yards – Nuisance Properties

- The village declares the land located on Lot 1 Bk 2, Plan 68 S14781 the civic addresses of the property being 42 Procter drive and the land located on Lot 16 Bk 4, Plan 69 S16443 the civic addresses of the property being 9 McCordick Street and the land located on Lots 3 & 4 Bk 3, Plan 68 S14781 the civic addresses of the property being 5 & 7 Waters Street to be a nuisance under Section 5, 8, and 11 of Bylaw #11/05, the Nuisance Abatement Bylaw, for the following reasons:
 - Property is a nuisance and adversely affects the surrounding properties
 - Overgrown vegetation
 - Untidy & Unsightly condition
 - That the Administrator is hereby authorized to issue an order to the owner of the said property requiring them to undertake the following work:
 - Condition of property must be rectified so as not to adversely affect the surrounding properties
 - cut & trim and remove all vegetation
 - remedy the untidy condition of the property
 - Said work to be completed on or before the 15th day of September, 2025.
 - And if the work noted above is not completed by the date noted above, the municipality is authorized to take whatever steps are necessary to complete the work & recover the costs.

Council Reports:

Project Report

The Low-Pressure Sewer System Project is continuing on schedule. AE has begun preliminary septic tank inspections starting from the South end of Shields on Mawson Drive. In collaboration with Subterra, the planning of on-lot servicing will continue next week. Once the mainline is installed, the final coordination and on-lot installation will begin. This will be coordinated between Subterra, AE, the village, and the homeowner. More details regarding on-lot work will be given as available.

Associated Engineering Contract Changes

That the Resort Village of Shields accept Associated Engineering adjustment to their engineering agreement to include the construction related tasks for the various contracts (Contract 1 Subterra, Contract 2 SPS Upgrades, Contract 4 On-Lot / In Tank). These tasks are required so that we can continue to provide engineering assistance for resident inspection and contract administration.

This adjustment increases their budget of \$230,500 by \$255,000 to a total of \$485,000.

This total is still below the original budget submission of \$580,000.

Subterra Budget

That the Resort Village of Shields increase the Subterra Agreement by up to \$54,000 which includes PST so that contract includes:

- Tracer wire for sewer services (green in color) estimated \$80.00 per service \$17,000.
Cleanout – Gate valves and all associated materials for the valve assembly were missed when we submitted bid. There are 6 cleanouts total, the unaccounted material cost is \$20,200.
- Extra Hydrovac cost accumulated for finding watermain and services. \$17,000
Additional Costs are still well within the budget allocated.

Project Scope Change

The village agreed to increase the scope of Subterra Contract to include drilling through the septic tanks on the homeowner's property. The change in scope includes Assessing the quality of tank to determine suitability and Directional Drilling directly into the collar/tank. The addition to their contract is \$1500 per septic tank. The \$270,000 is already part of the in-tank installation budget.

Lift station Upgrades

That the Resort Village of Shields award to Heat Tech Mechanical the Lift Station Upgrades as per AE's recommendation. This upgrade will include (option1) the necessary control upgrades to the South Lift station and will increase the lift station budget from \$350,000 up to \$403,000.

Social Programming Report

- That the administration for the Resort Village of Shields applies for the Dakota Dunes Community Development Corporation grant for the Children's Christmas party taking place in December 2025.
- August 16 – Family Day in the Park had a great turnout. The children and adults really enjoyed themselves with the games, cotton candy, balloon man, face painters and all the treats. Compliments to the Chefs, the burgers were delicious. There was over 100 people attending. Thanks to the participants and all the volunteers!!
- Social Programming will start a silent auction for the old street signs from the village. Minimum bid will be \$50.00. The silent auction will last until December 31st and highest bidder at that time will get the sign. We will have the list available at all events and possibly online.

- Oktoberfest – October 18th – perogies, cabbage rolls and sausage. Get out your Oktoberfest attire and join in on the fun.
- 2025 Children's Christmas Party – December 13th
Programming
- Pickle Ball league continues Sunday mornings starting at 9:30 am. Some games have been played in Dundurn on their indoor pickle ball court.
- Investigating a sewing putting together a sewing group and a paint night so stay tuned.
- Exercise group meets on Tuesdays and Thursdays at 10:00 a.m. Everyone is welcome to attend.

Golf Committee

- The scramble tournament was a huge success and a great fundraiser for the golf course. Thankyou to our volunteers and the sponsors of this event.

The next Regular Meeting of Council will be held on September 17, 2025.