

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE RESORT
VILLAGE OF SHIELDS HELD WEDNESDAY, APRIL 21, 2021 IN THE
SHIELDS COMMUNITY CENTRE at 6:020 pm.**

- 1. Attendance:** Mayor Angela Larson, Councillors Carol Sarich, Cameron Paulson and Noel Tomlenovich. Administrator Jessie Williams, Admin Assistant Jessica Loran. Councillor Lorna Ledoux listened to partial meeting via telephone.
Compliant with provincial regulations re gatherings.
- 2. Call to Order:** Mayor Larson called the meeting to order and requested any declaration of pecuniary interests.
- 3. Agenda:** Paulson moved that the agenda be approved as amended. CARRIED 69/21
- 4. Circulation and Approval of the Minutes:**
Tomlenovich moved that the minutes of the March 17/21 regular Council Meeting be adopted as circulated. CARRIED 70/21
- 5. Business from the Minutes:**
 - A. Sunterra**
No update on agreement.
Quotes being obtained for irrigation line along Memorial (Waters to Sunterra Dr)
Walk through regarding infrastructure turn over completed.
 - B. Post Office Boxes**
Contract for snow removal will be sent in the fall.
 - C. 2021 Budget**
Larson moved that the 2021 operating budget be adopted with revenues of \$793,773 and transfer from surplus of \$20,000 to cover the one time overage for administration expenses; expenses of \$813,488 and a surplus of \$285. Mill rate to be set at 2.5; base tax to remain at \$1150. CARRIED 71/21
 - D. Capital Budget**
Larson moved that the 2021 Capital Budget with expenditures of \$401,007 be approved. CARRIED 72/21
- 6. Unfinished Business:**
 - A. ICIP Grant**
Draft Agreement received.
Paulson moved that a Request for Proposals be prepared and posted on SaskTenders for design & construction of the Municipal Sport Court Amenity/ Maintenance Building Retrofit. CARRIED 73/21
 - B. Hot Shop Grant**
\$1000 grant received.
 - C. Official Community Plan**
Amendments to be done & document circulated.
- 7. New Business:**
 - A. Lot 1, Block 12**
Tomlenovich moved that the proposed subdivision application (moving the west property line) be submitted subject to approval by the potential purchaser. CARRIED 74/21
 - B. Purchase of used 2021 Polaris Ranger**
Tomlenovich moved that Shields purchase a used 2021 Polaris Ranger 570 from AXXIS Motorsports for \$11,500 + taxes. CARRIED 75/21
 - C. School Mill Rate**
Larson moved that we acknowledge the Provincial School Mill Rate of residential – 4.46 and Commercial – 6.75 for collection. CARRIED 76/21
 - D. Fire Ban**
Tomlenovich moved that a partial Fire Ban be put in place. No open fires, No fireworks. CARRIED 77/21
 - E. Permits**
Paulson moved that Development Permit #4/21 – drainage easement access behind 5 Sunterra Dr. be approved. CARRIED 78/21

Development Permit #5/21 – landscaping & retaining walls at 15 Procter Dr cannot be approved as the rocks are placed on neighboring property. These need to be removed & drainage from roof needs to be adjusted so that it does not discharge onto neighboring property.

Larson moved that Development Permit #6/21 – landscaping at 5 Sunterra Dr be approved for work on 5 Sunterra Dr – additional info re adjacent lots is not included in the permit. CARRIED 79/21

Larson moved that Development Permit #7/21 –landscaping at 11 Sunterra Dr. be approved pending discussion re swale on neighboring property.. CARRIED 80/21

Development permit application for deck & stairs at 39 Procter Dr – covered under original permit.

F. Communities in Bloom

Larson moved that Shields submit an application to Communities in Bloom as a “Friend” at a cost of \$125. CARRIED 81/21

G. Audit Request for Proposals

Larson moved that a Request for Proposals for 2021 Audit services be posted on Sask Tenders. CARRIED 82/21

H. Verification of Information Survey

Contacts for address specific surveys being worked on.

I. Application to Place a Development on Public Reserve Lands

File to be checked to see if other applications to locate underground sprinklers have been approved.

J. Administrator

Larson moved that Jessica Loran be hired as Administrative Assistant effective May 1, 2021. She will move to Acting Administrator at a mutually agreed upon date, starting wage is \$49,140 for 1820 hrs/yr. CARRIED 83/21

8. Financial Report:

Tomlenovich moved that the March 2021 statement of financial activities, income statement, balance sheet and bank reconciliation be adopted as presented. CARRIED 84/21

9. Payment of Accounts:

Sarich moved that the April accounts totaling \$80,867.92 be approved for payment. CARRIED 85/21

10. Committee Reports:

A. Water/Sewer- March log sheet

DAWWU – Larson gave verbal report.

Sarich moved that Bylaw #2/21, being a bylaw to enter into an Agreement to Operate a Waste Water Utility, be introduced and read a first time. CARRIED 86/21

Paulson moved that Bylaw #2/21 be read a second time. CARRIED 87/21

Tomlenovich moved that Bylaw #2/21 be given three readings at this meeting.

CARRIED UNANIMOUSLY 88/21

Tomlenovich moved that Bylaw #2/21 be read a third time and adopted.

CARRIED 89/21

DRWU – Larson gave verbal report re Partners meeting.

Tomlenovich moved that Bylaw #3/21, being a bylaw to enter into an Agreement with other Municipalities and the DRWU for the Provision of Mutual Aid for Daily Water Sampling, be introduced and read a first time. CARRIED 90/21

Sarich moved that Bylaw #3/21 be read a second time. CARRIED 91/21

Paulson moved that Bylaw #3/21 be given three readings at this meeting.

CARRIED UNANIMOUSLY 92/21

Tomlenovich moved that Bylaw #3/21 be read a third time and adopted.

CARRIED 93/21

AGM – ZOOM meeting

RM letter to Board re operations.

Larson moved that we accept the draft of the Permit to Operate a Waterworks renewal. CARRIED 94/21

B. Operations – March report circulated.

Tomlenovich moved that Ken Klassen be hired for maintenance laborer at \$20.60/hr effective April 26/21 on an as required basis. CARRIED 95/21

Tomlenovich moved that the EZGO be listed on KIJJI for \$3000 OBO.

CARRIED 96/21

Paulson moved that the red garbage bins be brought in for the May long weekend.
CARRIED 97/21

Gravel to be applied to streets
Email re Maintenance Information to be sent out.

C. Rec Board – minutes attached.

Tomlenovich moved that Bylaw #5/21, being a Bylaw to Establish a Rec Board be introduced and read a first time.
CARRIED 98/21

Paulson moved that Bylaw #5/21 be read a second time.
CARRIED 99/21

Sarich moved that bylaw #5/21 be given three readings at this meeting.
CARRIED UNANIMOUSLY 100/21

Tomlenovich moved that Bylaw 5/21 be read a third time and adopted.
CARRIED 101/21

Assistant Admin Jessica Loran to be added to Rec Board bank account as signatory.
(Rec Board resolution required)

If RecBoard@shields.ca cannot be set up, then shieldsrecboard@gmail.com will be created.

Sarich moved that Amanda Thiessen be nominated for the Prairie Central District Sport, Culture & Recreation Volunteer Recognition Award.
CARRIED 102/21

Sport Court -fence install progressing, lines to be done in May.

Larson moved that resolution #64/21 be amended to state “purchase 2 signs from Qwik Signs for \$651 + taxes.”
CARRIED 102/21

Larson moved that we purchase a Vermont Free Standing tennis net for \$1499 + taxes.
CARRIED 103/21

Golf – minutes

fundraiser to start in May

Linda Ellerington – letter to be sent denying request for golf passes.

2021 rates – no changes.

COVID rules amended to include tournaments.

Quote for irrigation lines - %15,161.36 + taxes.

Hall - preparation of Admin Office for May 1 occupation.

- phone line active May 3/21

- sign needed for Admin office.

Parks, Beach & Playground – Playground Cleanup completed

Green spaces – MOE still considering request for tree nursery.

– suckering trees/shrubs on shoreline to be looked at.

D. Fire Commission – no report

E. Communications/Marketing –no report

F. EMO – report attached.

G. Docks – applications being processed.

H. Animal Control Committee – committee to meet.

- poop bag station to be purchased – approx. cost \$199 – possible donation to fund purchase.

I. Bylaw Review Committee – Paulson moved that the updated Policy Manual be adopted.

CARRIED 104/21

- Sarich moved that the traffic Bylaw be amended to reflect a 20 km/hr speed limit within

Shields. (all streets except for Memorial Dr.)
CARRIED 105/21

J. Joint HR – Thode has agreed to compensate Shields for ½ Munisoft software; Shields will buyout hardware.

K. Committee Appointments – pending survey

L. Library – Tomlenovich moved that Council is not prepared to make a donation at this time.

CARRIED 106/21

M. Garbage – Tomlenovich moved that Bylaw #4/21, being a bylaw to fix rates to be charged for the collection and disposal of wastes or refuse, and to provide for transferring of any unpaid accounts to the tax roll, be introduced and read a first time. CARRIED 107/21
Paulson moved that Bylaw #4/21 be given three readings at this meeting. CARRIED 108/21
Larson moved that Bylaw #4/21 be give three readings at this meeting
UNANIMOUS CONSENT NOT RECIEVED

N. RCMP – Tomlenovich moved that the policing priorities – enforcement, visibility, intelligence leads: be approved. CARRIED 109/21

Sarich moved that the Committee reports be adopted as presented. CARRIED 110/21

11. Correspondence:

Central Area Transportation AGM - postponed
Municipal Potash Tax Sharing - \$9011.03 - down 3.91%
DRWU Newsletter -
Engage Magazine

12. Announcements:

Next regular Council meeting – Wednesday, May 19/21 at 6 pm.

13. Adjournment:

Paulson moved that the meeting now be adjourned.

CARRIED 111/21

8:55 p.m.

_____ Mayor

_____ Administrator