

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE RESORT  
VILLAGE OF SHIELDS HELD ON WEDNESDAY, JULY 24, 2024, IN THE  
SHIELDS COMMUNITY CENTRE AT 7:00 PM**

**Attendance:** Mayor: Angela Larson  
Councilors: Noel Tomlenovich, Jillian Gauthier (via Teams),  
Chad Pysden, Garry Hovland  
Acting Administrator: Kelly Dodd

Regrets:

**Call to Order:** Acting Chief Administrator called the meeting to order at 7:08 p.m.

*Each councilor will read their oath of office and was sworn into office. Each member of council completed their public disclosure statements.*

*Acting Chief Administrative Officer Kelly Dodd turned the meeting over to Mayor Larson at 7:11 p.m.*

*Council members will leave the meeting when Conflicts of Interest declared arise on the agenda.*

**Approval of the Agenda:**

Hovland:

123/24 That the agenda be adopted as presented.

Carried

**Adoption of the Minutes**

Pysden:

124/24 That the July 24, 2024, Regular Council Meeting minutes be adopted as presented.

Carried

**Unfinished Business:**

**Partial Fire BN**

Tomlenovich:

125/24 That effective immediately the Resort Village of Shields be placed under a partial fire ban, and that all residents be provided with the details of that ban, council will discuss removal at a later date.

Carried

**Dock Policy**

Hovland:

112/24 That the Dock Policy & Application form dated 2023 be amended as presented and adopted into practice effective immediately as Dock Policy & Application form 2024.

Carried

**New Business:**

**Development Permits**

Gauthier:

113/24 That the following Development Permits are approved, subject to the notices declared:

- i. 09/24 – 37 Procter Drive – Permit to complete renovations. Approval subject to review and approval of Building Permit by Building Inspector.
- ii. 10/24 – 5 Mawson Drive – Permit to remove trees.

Carried

**Office Hours**

Pysden:

114/24 That the public office hours be Tuesdays 12pm-3pm and Thursdays 9am-12pm.

Carried

**Transfer Funds**

Tomlenovich:

115/24 That we transfer \$200,000 from our general checking account into savings.

Carried

**Financial Report:**

Gauthier:

116/24 That the June 2024 statement of financial activities, income statement, balance sheet and bank reconciliations be adopted as presented.

Carried

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**Payment of Accounts:**

117/24

Tomlenovich:  
That the list of account payments for BATCH 2024-00027-37 for \$79,979.05 which includes payroll.  
Total Payroll Report for end of month of June 2024 in the amount of \$12,827.67 be adopted as presented.

Carried

**Council Reports:**

The following reports were presented to Council:  
a) Administration

**Exiting Councilor Recognition Program**

118/24

Larson:  
That we update the exiting councilor policy as presented and adopt into practice effective immediately.

Carried

b) Operations

**Summer Staff Share**

119/24

Hovland  
That the Resort Village of Shields will share casual staff with the Village of Thode on an as needed basis, at the Operations Managers discretion.

Carried

- c) Water/Sewer – June Log Sheet presented.
- d) Dundurn Rural Water Utility (DRWU)
- e) Dundurn and Area Wastewater Utility (DAWWU)
- f) Project Committee
- g) Human Resources Committee
- h) Marketing Committee
- i) Dundurn & District Fire Commission
- j) EMO Committee Report
- k) RCM
- l) Docks & Storage Lots
- m) Animal Control
- n) Communications
- o) Library
- p) Bylaw Review Committee

**Council Reports**

120/24

Hovland:  
That the Council Reports be accepted as presented.

Carried

**Parks, Culture and Recreation Board Reports:**

- The following Parks, Culture & Recreation Board reports were presented to Council:
- a. Golf Committee Report
  - b. Recreation Facilities Report
  - c. Green Spaces Report
  - d. Social Programming Committee Report

**Parks, Culture and Recreation Board Report**

121/24

That the Parks, Culture and Recreation Board Report be accepted as presented.

Carried

The next Regular Meeting of Council will be held on August 21, 2024.

**Adjournment:**

122/24

Pysden:  
That the meeting be adjourned at 11:11 p.m.

Carried

  
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Mayor

  
\_\_\_\_\_  
Administrator