

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE RESORT
VILLAGE OF SHIELDS HELD ON WEDNESDAY, AUGUST 20, 2025 IN THE
SHIELDS COMMUNITY CENTRE AT 7:00 PM**

Attendance:	Mayor:	Angela Larson
	Councilors:	Vanessa Bomboir, Garry Hovland, Chad Pysden, Chad Schmidt
	CAO:	Jessica Arguin
Call to Order:	Mayor Angela Larson called the meeting to order at 7:01 p.m.	
Approval of the Agenda:	Pysden:	
<u>160/25</u>	That the agenda be approved as presented with the deletions and additions as noted. <div>Carried</div>	
Adoption of the Minutes:	Hovland:	
<u>161/25</u>	That the July 16, 2025, Regular Council Meeting minutes be adopted as presented. <div>Carried</div>	
Unfinished Business:		
	Formal Orders	
	Bomboir:	
<u>162/25</u>	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. <div>Carried</div>	
New Business:		
	Development Permit	
	Pysden:	
<u>163/25</u>	That the following Development Permit is approved, subject to the notice declared: 08/25 – 34 Mawson – Permit to construct a garage - Approval is subject to building permit approval from the building inspector. <div>Carried</div>	
	Bomboir:	
<u>164/25</u>	That the following Development Permit is approved, subject to the notice declared: 10/25 – 11 Procter Drive – 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. <div>Carried</div>	
	Schmidt:	
<u>165/25</u>	That the following Development Permit is approved, subject to the notice declared: 11/25 – 24 Procter Drive – Permit to install a septic tank. Approval is subject to approval of Sask Health for all septic tank permits required. <div>Carried</div>	
	Hovland:	
<u>166/25</u>	That the following Development Permit is approved, subject to the notice declared: 12/25 – 26 Procter Drive – Permit to move a septic tank. Approval is subject to approval of Sask Health for all septic tank permits required. <div>Carried</div>	
	Debenture Bylaw	
	Bomboir:	
<u>167/25</u>	That Bylaw #4/25, being a Bylaw to Borrow by Debenture, be read for a first time. <div>Carried</div>	
	Schmidt:	
<u>168/25</u>	That Bylaw #4/25, be read for a second time. <div>Carried</div>	
	Pysden:	
<u>169/25</u>	That Bylaw #4/25, be given three readings at this meeting. <div>Carried Unanimously</div>	
	Larson:	
<u>170/25</u>	That Bylaw #4/25, be read for a third time and adopted. <div>Carried</div>	



Financial Report:

171/25

Financial Statements July

Bomboir:

That the July 2025 statement of financial activities, income statement, balance sheet and bank reconciliation be adopted as presented.

Carried

Payment of Accounts:

172/25

Schmidt:

That the list of account payments for BATCH 2025-00039 to 2025-00045 for \$214,980.35 which includes payroll. Total Payroll Report for month end of July and first half of August 2025 in the amount of \$7,841.48 be adopted as presented

Carried

Council Reports:

The following reports were presented to Council:

a) Administration – Presented

Administration Holiday Time

Bomboir:

173/25

That council approved the administrator Flex time off for August 22nd and August 29th 2025.

b) Operations – Presented

Untidy Yards – Nuisance Properties

Hovland:

174/25

That the Council of the Resort Village of Shields hereby declares the land located on Lot 1 Bk 2, Plan 68 S14781 the civic addresses of the property being 42 Procter drive 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.

Carried

Pysden:

175/25

That the Council of the Resort Village of Shields hereby declares the land located on Lot 16 Bk 4, Plan 69 S16443 the civic addresses of the property being 9 McCordick 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.

Carried



176/25

Pysden:

That the Council of the Resort Village of Shields hereby declares 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.

Carried

- c) Water/Sewer – July Log Sheet Presented.
- d) Dundurn Rural Water Utility (DRWU) – No Report
- e) Dundurn and Area Wastewater Utility (DAWU) – No Report
- f) Project Committee – Presented

Associated Engineering Contract Changes

Schmidt:

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.

Carried

Subterra Budget

Pysden:

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

Carried

Project Scope Change

Hovland:

That the Resort Village of Shields increases 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.

Carried

Lift station Upgrades

Bomboir:

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.

Carried

- h) Marketing Committee – No Report
- i) Dundurn & District Fire Commission – No Report
- j) EMO Committee - No Report
- k) RCMP – No Report
- l) Docks & Storage Lots - Presented

177/25

178/25

179/25

180/25



- m) Animal Control – Presented
- n) Communications – No Report
- o) Library - No Report
- p) Bylaw Review – No Report
- q) Welcome Committee – No Report
- r) Central Area Transportation planning committee – No Report
- s) SK Watershed Authority – No Report

Council Reports

Scmidt:

181/25

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 – Presented
- b. Recreation Facilities- No Report
- c. Green Spaces & Horticultural Committee – No Report
- d. Social Programming Committee - Presented

Dakota Dunes Grant

Bomboir:

182/25

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.

Carried

Parks, Culture and Recreation Board Report

Hovland:

183/25

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

Carried

Correspondence: None

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

Adjournment:

Pysden:

184/25

That the meeting be adjourned at 9:49 p.m.

 **Mayor**

 **Administrator**