

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE RESORT  
VILLAGE OF SHIELDS HELD ON THURSDAY, JAN 30, 2025 IN THE  
SHIELDS COMMUNITY CENTRE AT 7:00 PM**

**Attendance:** Mayor: Angela Larson  
Councilors: Vanessa Bomboir, Garry Hovland, Chad Pysden,  
Chad Schmidt  
Acting CAO: Kelly Dodd

**Call to Order:** Mayor Angela Larson called the meeting to order at 7:02 p.m.

**Approval of the Agenda:**

01/25 Schmidt:  
That the agenda be approved as presented *Carried*

**Adoption of the Minutes**

02/25 Hovland:  
That the December 18, 2024, Regular Council Meeting minutes be adopted as presented. *Carried*

**Unfinished Business:**

**In-Camera Session**

03/25 Pysden:  
That this meeting go in-camera at 7:04 p.m. to discuss strategic planning matters, compliant with Section 16 of The Local Authority Freedom of Information and Protection of Privacy Act. *Carried*

Mayor Angela Larson, Councilors Vanessa Bomboir, Garry Hovland, Chad Pysden, and Chad Schmidt, Acting CAO Kelly Dodd and Operations Manager Fred Fehr attended the in-camera session.

Council returned to the regular sessions at 7:35 p.m.

**Low- Pressure Septic Project Scope 2**

04/25 Bomboir  
That council approve the scope/budget change 02 as presented, and that the Administrator be authorized to sign on behalf of council. *Carried*

**Low- Pressure Septic Project Additional ICIP Grant Application**

04/25 Larson:  
That the acting CAO be authorized to apply to the Investing in Infrastructure in Canada Infrastructure Program for additional funding to increase the original project scope to include the items listed in Scope Change 2 as per Associated Engineering as well as the Neptune Meter reading Software once all required documentation has been obtained. *Carried*

**GIC's**

05/25 Pysden:  
That we invest the original \$500,000 GIC that has matured into a GIC for six (6) months. *Carried*

**Bylaw 4/24 Water & Sewer Rates Bylaw**

06/25 Schmidt:  
That Bylaw 4/24, being a Water & Sewer Rates Bylaw be read a second time. *Carried*

07/25 Bomboir:  
That Bylaw 4/24, being a Water & Sewer Rates Bylaw be read a third time and adopted. *Carried*

**New Business:**

**Truck Purchase**

08/25

Hovland:  
That we 50/50 cost share the purchase of a 2023 Dodge Ram 1500 through FCA Canada Inc with the Village of Thode, the total cost of the vehicle is \$51,259.00.

Carried

**Development Permit 2025 – 001**

09/25

Bomboir:  
That we approve Development Permit 2025 -01 “Short Term Rental – 1 Procter Drive as presented.

Carried

**Relocate Wood Pile**

10/25

Hovland:  
That we send a letter to owner of storage lot [Lot 16 Block A Plan 102159277] advising that the woodpile that is located behind this property must be moved no later than May 31, 2025, or the Village may remove the pile at the owner’s cost.

Carried

**Kitchen Stove**

10/25

Hovland:  
That we send a letter to the owners of 19 Mawson Drive requesting that the stove located on their driveway be removed by May 31,2025 as it in violation of Bylaw 11-05 Nuisance Abatement Section 1: Unsightly Property, failure to comply with this order may result in removal of the item at the owners’ cost, or a fine being levied.

Carried

**Dog At-Large**

11/25

Bomboir:  
That we send a notice to the owners of 20 Mawson Drive advising that there have been complaints received regarding dogs at large which is in violation of municipal bylaws, and that we request that all animals be kept on leashes at all times when out in the community.

Carried

**2025 WCB Rate**

12/25

Larson:  
That we acknowledge the 2025 WCB rate at 1.33

Carried

**Reimburse Etransfer in Error**

13/25

Schmidt:  
That we reimburse Ronilo Santos in the amount of \$975.00 for an Etransfer sent in error to the wrong email address.

Carried

**Administration Bond 2025**

14/25

Pysden:  
That we acknowledge the 2025 Administration Bond and Insurance Renewal as presented.

Carried

**Emergency Plan Water Works & Waste Water**

15/25

Pysden:  
That we approve the Resort Village of Shields Emergency Plan Water Works & Waste Water as updated in January 2025, and that the Mayor be authorized to sign the document on councils behalf.

Carried

**Waterworks Quality Assurance/Quality Control Policy**

16/25

Hovland:  
That we approve the Resort Village of Shields Waterworks Quality Assurance/ Quality Control Policy as updated in January 2025.

Carried

**Bylaw 1/25 Garbage Rates Bylaw**

17/25

Pysden:  
That Bylaw 1/25, being a Garbage Rates Bylaw be read a first time.

Carried

Schmidt:

18/25

That Bylaw 4/24, being a Garbage Rates Bylaw be read a second time.

Carried

Hovland:

19/25

That Bylaw 4/24, being a Garbage Rates Bylaw have three readings at this meeting.

Carried Unanimously

Bomboir:

20/25

That Bylaw 4/24, being a Garbage Rates Bylaw be read a third time and adopted.

Carried

**Financial Report:**

21/25

**Financial Statements Dec**

Pysden:

That the Dec 2024 statement of financial activities, income statement, balance sheet and bank reconciliations be adopted as presented.

Carried

**Payment of Accounts:**

22/25

Schmidt:

That list of account payments for BATCH 2024-00067-70 for \$72,189.29 which includes payroll. Total Payroll Report for the end of month of Dec 2025 in the amount of \$7019.09 be adopted as presented.

**Council Reports:**

Carried

The following reports were presented to Council:

- a) Administration - Presented
- b) Operations - Presented
- c) Water/Sewer – Dec Log Sheet Presented.
- d) Dundurn Rural Water Utility (DRWU)
- e) Dundurn and Area Wastewater Utility (DAWWU) – Presented
- f) Project Committee – Presented
- g) Human Resources Committee - Presented
- h) Marketing Committee - Presented
- i) Dundurn & District Fire Commission – Presented
- j) EMO Committee Report
- k) RCMP
- l) Docks & Storage Lots
- m) Animal Control
- n) Communications
- o) Library

**Council Reports**

23/25

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**

24/25

Bomboir:

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

Carried

**Correspondence**

25/25

Pysden:

That council accept the correspondence as presented.

Carried

The next Regular Meeting of Council will be held on February 25, 2025.

**Adjournment**

26/25

Pysden:

That the meeting be adjourned at 10:37 p.m.

\_\_\_\_\_ **Mayor**

\_\_\_\_\_ **Administrator**