

Highlights, November 19, 2025 - Council Meeting

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

Administration

- Council Vanessa Bombier resigned and as a result a by-election will be held on February 28th, 2026. This date will give administration sufficient time to complete all required election tasks.
- Web Admin - The village Web Admin retired. The village will now engage Mackenzie Kilshaw for Web Administration as of November 1st. Thank you was sent to Glen, and she was very appreciative of it.
- The Ministry of Government Relations requires the village to fill out a Declaration of Eligibility every year in order to get the Municipal Revenue Sharing. The declaration includes the confirmation of the following in order to meet the eligibility requirements to receive the Municipal Revenue Sharing Grant:
 1. Submission of the 2024 Audited Financial Statement to the Ministry of
 2. Submission of the 2024 Public Reporting on Municipal Waterworks to the Ministry of Government Relations.
 3. In Good Standing with respect to the reporting and remittance of Education Property Taxes;
 4. Adoption of a Council Procedures Bylaw;
 5. Adoption of an Employee Code of Conduct ; and
 6. All members of Council have filed their Public Disclosure Statements, as required; and That council authorizes Jessica Arguin to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
- Council agreed to the following dates for Council meetings in 2026:
 - January 21, 2026
 - February 25, 2026
 - March 18, 2026
 - April 15, 2026
 - May 20, 2026
 - June 17, 2026
 - July 15, 2026
 - August 19, 2026
 - September 16, 2026
 - October 21, 2026
 - November 18, 2026
 - December 16, 2026
- Council agreed to the administrator taking time off using flex hours earned for November 7th, December 24th, 26th, 2025, and January 2nd, 2026.

Board of Revision

- As per the Municipalities Act, the RESORT VILLAGE OF SHIELDS appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

- **Secretary to the Board of Revision Appointment**

Council agreed that pursuant to Subsection 221(1) of The Municipalities Act, the RESORT VILLAGE OF SHIELDS appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Maintenance/Operations

- All winter tasks have been completed, snow fence has been installed, winter tires installed, the HUB and outdoor washrooms have been cleaned and winterized, hydrants checked, seasonal meters pulled and all irrigation lines drained.
- The ICIP grant sign was installed by the village entrance sign.
- Full shut down of the golf course. Operations assist in the spraying of fungicide on the greens and tarping of the greens.
- Lift station heaters have been turned on and thermostats set up in the panel control boxes. General check lists have been gone through to hopefully assist in good winter operation. Samen has been done with all municipal buildings.
- We had two water boil advisories. First was from a contractor who damaged a curb stop in Sunterra. The next line was hit during the install of the sewer system. The irrigation was also hit however, it was already shut down. That line has also been repaired. All flushing and water sampling are followed under Water Security guidelines.
- Possession Acquisition Licence has been renewed.

Financial

- Council agreed to transfers \$1,000,000 into a redeemable GIC with an interest rate of 2.45% until such a time that the funds are required.
- Council agreed that the following funds be transferred from the Recreation Board Account
 - 2025 Oktoberfest funds in the amount of \$2070.00, 2025 Golf 50/50 funds in the amount of \$1265.41, 2024 and Social Programming funds in the amount of \$1192.50 be moved from the Parks Culture and Recreation Board bank account to the Shields Bank account.
 - The village transfer funds from their checking account to the Rec Board account to cover the cost of bank fees charged in 2025 and 2026.
- Council approved the list of account payments for \$60,483.29 which includes payroll.
- Council agreed to Abate Levy as per Bylaw 6/14 Section 5 for the year of 2025 outlined in Bylaw 6/14.

Council Reports:

Dundurn Rural Water Utility

- That Resort Village of Shields agrees to change the DRWU corporate bylaw so that they may enter into agreements with the federal government of indigenous bands.

Emo Committee

- Council is still looking for new recruits for the EMO Committee including Council Coordinator and some Block Captains.
- Council recognized a thank you from Deb Heidt for the appreciation gift for 15 years as the Coordinator on the EMO Committee and also the offer to train the new recruit when they are in place.

Project Report

- Contract 1 updates – Subterra Drilling -Status: 8 homes remain on McMillan; 3 require curb stops. (since completed up-date has been sent out)
- Request revised schedule for 2026 from Subterra and communicate expectations.

Contract 2 – Lift station upgrades –

- Contractor: Heat Tech awarded Oct 7; 250-day completion window (target June 14, 2026).

Current Status:

- Shop drawings expected early December; aim for approval before Christmas.
- Equipment orders anticipated by mid-February; installation likely April.

Risk: Delays in ordering could impact timeline.

Action: Ryan to monitor progress and ensure timely shop drawing review and equipment orders.

Communication to Residents with faulty tanks –

- Remaining letters regarding tank issues will be sent out ; most aware and planning spring replacements.

Plumbing contracts –

- Plan is to Develop contract terms and scope with AE over winter.

Action: Target contract issuance early January.

Updated project budget –

- Update: Expenses current; claim #4 pending submission.
- Submit claim promptly to maintain cash flow.

Other items of note:

Resident Subscription Fees: Follow-up required; option to defer payment until system activation.

Pump Inventory:

- Only 5 control panels remain; additional order may be needed after Zach's walkthrough.

Goal: order before price changes in January.

Marketing and Real Estate

- The Resort Village of Shields agreed to hire Laddie Weslowski as realtor to list the lots for sale in South Mawson for the term of one year.

Parks, Culture and Recreation

- Council agreed to pay the amount of \$1500 to the Dundurn Rink to allow Shields residents to access Free public skating

Fire Commission

- Council accepted the capital plan created by the Dundurn Fire Commission.

Social Programming Report

- The silent auction for the old street signs from the village will end December 31, 2025. The proceeds will be used to build a flowerbed similar to the one at the corner of Memorial and Waters. Not too late to get your bids in!!!!
- 2025 Children's Christmas Party – December 13th
- Cookie bake exchange was cancelled due to lack of interest.

Programming

- Exercise group meets on Tuesdays and Thursdays at 10:00 a.m. Everyone is welcome to attend.

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