

**Resort Village of Shields  
Monthly Council Highlights  
Meeting March 20, 2024**

(full minutes will be approved at April 17, 2024 Council Meeting and posted upon approval)

**Administration**

- Jessica will be off on Maternity Leave as of April 19th and Kelly Dodd will be the temporary Chief Administrative Officer replacing Jessica starting on March 25th.
- Council approved the 2023 audited financial statements as presented by Melissa Brewer from Jensen Stromberg Chartered Accountants. She presented the audit report and thanked Jessica for her assistance. The village had a successful audit, and the financial statements will be posted after we receive the final audit copy along with appropriate signatures.
- Budget meeting is set for April 11.
- Jessica will contact Loraas regarding their change in schedule in early March due to weather conditions and the lack of communication with the village regarding this change.
- Chad has been assisting Jess with electronically archiving minutes. The paper minutes will be donated to the Archives Saskatchewan as per the municipalities act, and Shields will keep the electronic copies.

**Maintenance**

- The report back from Prairie Asbestos regarding the asbestos testing in the community center as part of the auditor's new asset retirement regulations was positive. There was no asbestos reported in the building.
- Council agreed that the Operations Manager conducts a controlled burn on extra brush and wood piled in outlaws ravine, ensuring to report the burn beforehand and with the consultation of the Dundurn Fire Chief.
- A few of the items Maintenance has been busy with are updating safety training for 2024 staff, cleaning and organizing the shop for season changeover and completing the equipment maintenance to prepare for the next season.
- A review of 2023 water plant and lift station maintenance was created. A list of required maintenance for 2024 was compiled as well as replacement plan on other infrastructure (Asset Management Plan)
- The maintenance team along with the Administration team have been busy planning and preparing maintenance budgets for 2024.

**Bylaws**

- Council approved a new Water use Bylaw 2/24. The Bylaw will be posted on the Shield's Website.

**Docks**

- The Dock Committee has been reviewing the dock plan for the village along with applications, identification of docks and a new dock area by the ravine for potential dock placements.

### **Development**

- Two development permits were approved, one to construct a new house at 67 Mawson and the other was an annual renewal to allow for short term rentals at 1 Procter Drive with the condition that the short-term rental guidelines and form is completed for each rental.
- Two permits to develop on public reserve were approved conditionally based on the successful application of an aquatic habitat protection permit from the Water Security Agency, 27 Mawson and 15 Procter.

### **Committees**

#### **Human Resources**

- Council agreed to hire Brian Detilleux of Shields with a start date of April 22, 2024 as the new Greenskeeper for the Golf Course.
- Council agreed with the HR Committee's recommendation to hire Kelly Dodd of Dinsmore to fill the temporary COA position filling Jessica's maternity leave with a start date of March 25, 2024.
- Council agreed that Operations Assistant Glenn Robbie receive a 2% wage increase effective July 1, 2024.

#### **Parks Culture and Recreation**

- Council agreed that Tanya Becker will replace Reaschelle Higginbotham as the Secretary of the Parks, Culture and Recreation Board.

#### *Social Programming*

##### Coming Events:

- Family potluck and Village Garage Sale - May 11, 2024,
- July 1, 2024 - Community Wide Canada Celebration. Will be looking for Volunteers. Committee involves representation from Shields, PSP Dundurn, RM and the Town of Dundurn, as well as help from the Provincial Park. Committee will be looking for volunteers. More details to be announced soon. Save the Date.
- Burger and Beer event September 7
- Fall Supper - Harvest Potluck - October 5
- Casino Night - November 2
- Kids Xmas Party - December 14

##### Programming:

- Children's crafts -every other Wednesday - instructed by Tanya Becker. Tanya has prepared a plan and budget for children's programming for 2024. The budget will be reviewed at the April Budget meeting.
- Working on Adult Programs for 2024, looking at various speakers to present topics of interest and new exercise programs are being investigated.

#### *Green space Committee*

- Council agreed that Belinda Reil-Fitzsimmons will be the new chair of the Greenspace Committee.
- Council agreed that the village register in the "Friends" category for the 2024 Communities in Bloom program that is organized for 2024.

#### *Golf Committee*

- Council agreed with the Golf Committee's recommendation for 2 new members on the Golf Committee, Cody-Lynn Morrell and Dean McArthur.
- Council agrees with the recommendation from the golf Committee to donate the 18 extra golf passes from the golf tournament to the Dundurn Library, DFD Firefighters Ball, The Food Pantry, and the Hanley Arena Fundraisers.
- The Golf Committee has prepared their 2024 budget which will be reviewed at the Council budget meeting on April 11th.

#### *Recreation Facilities and Spaces*

- Committee has been planning and preparing budget for 2024 which will be reviewed at the Council budget meeting in April.
- Considering security cameras around the HUB.
- Spring cleaning Bee will be announced soon.

#### **EMO**

- Before the Council meeting Shari Lemon gave a presentation on behalf of STARS Ambulance

#### **Financial**

- Council approved that the remainder TIPP funding be used for equipment for a new exercise program for the village. (needed to be used by the end of March)
- Council agreed to charge a one-time flat fee of \$25 to each resident who requires a replacement pad reader as well as the length of wire required to install the pad reader to their home.

#### **Accounts**

- Approved payment of accounts for \$25,727.16 which includes payroll.

Prepared March 29, 2024