



CITY COUNCIL

File 01.01.MN.RC.2024

Regular Council Meeting Minutes
January 8, 2024 at 5:00 p.m.

Date: January 8, 2024
Place: Council Chambers
Presiding Officer: Mayor David Bosiak
Councillors Present: Deputy Mayor Christian Laughland; Councillors Ted Rea, Randy Daley, Steven Sobering, Kathy Bellemare (Teams), Devin Shtykalo (Teams); Youth Member Raylyn Koshowski
Staff in Attendance: Sharla Griffiths, City Manager
Mike VanAlstyne, Director of Public Works & Operations
Gertrud Carriere, Executive Assistant
Staff Absent: Lisa Gaudet, Deputy City Manager

1. **Call to Order**

Mayor Bosiak called the meeting to order at 5:00 p.m.

2. **Changes to Agenda**

#2024-1 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts the Regular Council Meeting agenda as presented.

CARRIED

3. **Confirm Minutes**

#2024-2 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Daley

BE IT RESOLVED that Council waives the reading and accepts and approves as circulated the minutes of the following meeting:

- a) Regular Council Meeting – December 11, 2023

CARRIED

4. **Public Hearing, Appeal Hearings, and Delegations:**

- a) **Public Hearing:** No public hearings.
- b) **Appeal Hearing:** No appeal hearings.
- c) **Delegations:** No delegations.

5. Consent Agenda

"All matters listed under Item 5 - Consent Agenda, are considered by City Council to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately."

Consent Agenda

a) Action Items:

- i) Outstanding Receivable Account Added to Taxes

BE IT RESOLVED that the following receivable account be added to taxes:

ROLL#	AMOUNT	PROPERTY ADDRESS	DETAILS
0107400.000	\$203.55	112 – 6th Avenue SW	Weed Control Costs
TOTAL	\$203.55		

As recommended by the Director of Finance and the Tax Clerk.

b) Filing Items:

- i) Community Futures Parkland – Newsletter, January 2024
- ii) Mountain View School Division – News Digest, December 11, 2023
- iii) Multi-Material Stewardship Manitoba – 2024 Municipal Recycling Funding Payments
- iv) Prairie Mountain Health – Health Plus Newsletter, January 2024

As recommended by the City Manager.

#2024-3 Moved by: Councillor Sobering

Seconded by: Councillor Rea

BE IT RESOLVED that all items listed and read under Item 5 – Consent Agenda be approved and form part of these minutes.

CARRIED

6. Reports

a) Corporate:

- i) City Manager – December 2023

#2024-4 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the following Corporate Report for the January 8, 2024 Regular Council Meeting:

- City Manager – December 2023

CARRIED

ii) Deputy City Manager – December 2023

#2024-5 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts as information the following Corporate Report for the January 8, 2024 Regular Council Meeting:

- Deputy City Manager – December 2023

CARRIED

b) Finance:

i) Accounts for Approval

#2024-6 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Daley

BE IT RESOLVED that the Finance Accounts, having been examined by Council, be hereby authorized and approved as follows:

Cheque Totals:

32500 – 32616	117	\$472,539.57
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Voided Cheques in Current Range:

<u>Cheque Date</u>	<u>Cheque Number</u>	<u>Payee</u>	<u>Amount</u>	<u>Void Explanation</u>
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None

Voided Cheques in Past Ranges:

None

Electronic Payments:

December 2023	5	\$193,874.52
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CARRIED

ii) Financial Statements (Unaudited – Prior PSAB Adjustments) for Period Ending October 31, 2023

#2024-7 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the unaudited Financial Statements (Before PSAB Adjustments) for the period ending October 31, 2023 including:

1. General Fund Balance Sheet & Income Statement
2. Utility Fund Balance Sheet & Income Statement

CARRIED

iii) Reserve Fund Report – October 2023

#2024-8 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the Reserve Report for the period ending October 31, 2023.

CARRIED

iv) Budget Variance Analysis – October 2023

#2024-9 Moved by: Councillor Rea

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the Budget Variance Analysis for October 2023.

CARRIED

c) Engineering:

i) Director of Public Works & Operations – December 2023

#2024-10 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the following Engineering Staff Report for the January 8, 2024 Regular Council Meeting:

- Director of Public Works & Operations – December 2023

CARRIED

d) Protective Services:

i) Animal Control Officer – December 2023

#2024-11 Moved by: Councillor Sobering

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the following Protective Services report for the January 8, 2024 Regular Council Meeting:

- Animal Control Officer – December 2023

CARRIED

e) Committees:

#2024-12 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts as information the minutes and reports from the following committees:

- i) Riverside Cemetery
 - Regular Board Meeting – December 7, 2023
- ii) Dauphin Veterinary Services District
 - Regular Board Meeting – December 9, 2023

CARRIED

7. Correspondence for Discussion: No items.

8. Unfinished Business: No items.

9. New Business:

- a) Municipal Emergency Plan

#2024-13 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Daley

WHEREAS the City of Dauphin has a Municipal Emergency Plan;

AND WHEREAS the regulations of Manitoba's *Emergency Measures Act* require Municipal Emergency Plans be reviewed and updated yearly;

BE IT RESOLVED that Council accepts as information the 2024 Municipal Emergency Plan for the City of Dauphin, as reviewed and updated by the Municipal Emergency Coordinator and City Manager.

CARRIED

- b) Respectful Workplace Policy

#2024-14 Moved by: Councillor Sobering

Seconded by: Deputy Mayor Laughland

WHEREAS the Manitoba *Workplace Safety and Health Act* requires the Respectful Workplace Policy to be updated every three years;

BE IT RESOLVED that Council accepts as information the Respectful Workplace Policy 2.6 and a memorandum dated January 4, 2024 from the Deputy City Manager, noting that this policy provides guidance to City of Dauphin employees regarding respectful interactions in the workplace, and recommending that this policy be approved;

FURTHER BE IT RESOLVED that Council agrees with the Deputy City Manager's recommendation and approves the Respectful Workplace Policy 2.6.

CARRIED

c) Bell MTS – Basic Access Service Agreement

#2024-15 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the City of Dauphin’s Basic Access Agreement with BellMTS;

FURTHER BE IT RESOLVED that Council accepts as information a memorandum dated January 8, 2024 from the ICT Manager regarding this Agreement with BellMTS, which provides for the pricing of our phone/fax/alarm lines at City facilities, and recommending Council authorizes the ICT Manager to sign the agreement on behalf of the City of Dauphin.

FURTHER BE IT RESOLVED that Council agrees with the ICT Manager and authorizes him to sign and seal the Basic Access Agreement with BellMTS on behalf of the City of Dauphin.

CARRIED

d) Tax Sale

i) Appointing a Tax Sale Contractor

#2024-16 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that pursuant to Bylaw 03/2012 Being a Bylaw of the City of Dauphin to Establish a Tax Sale Contractor Position, Council appoints TAXervice Inc. to contract tax sales for the City of Dauphin;

FURTHER BE IT RESOLVED that Council appoints Donna Zinkiew, General Manager of TAXervice Inc., as Tax Sale Contractor for the City of Dauphin for the calendar year 2024.

CARRIED

ii) Designating a Tax Sale Year

#2024-17 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Daley

WHEREAS Section 365(2) of *The Municipal Act* states that “Council may in any year designate the immediately preceding year, or an earlier year, as the year for which properties the taxes in respect of which are in arrears for the year must be offered for sale by auction to recover the tax arrears and costs;”

BE IT RESOLVED that Council designates 2022 as the Tax Sale Year for the City of Dauphin, which will recover 2021 and prior years arrears and costs.

CARRIED

iii) Tax Sale Date

#2024-18 Moved by: Councillor Daley

Seconded by: Councillor Rea

WHEREAS Council designated 2022 as the Tax Sale Year;

AND WHEREAS properties where taxes are unpaid for the year 2021 may be eligible for tax sale;

BE IT RESOLVED that the tax sale for the 2022 Tax Sale Year be held on November 14, 2024 at 2:00 p.m.

CARRIED

iv) Tax Sale Reserve Bid

#2024-19 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

WHEREAS Section 372 of *The Municipal Act* states that a municipality may set any terms or conditions for the sale of a property to be sold for taxes and may set a reserve bid in the amount of the tax arrears and costs in respect of the property;

BE IT RESOLVED that for the designated 2022 Tax Sale Year, Council sets the reserve bid, for each property eligible for tax sale, at an amount equivalent to the tax arrears and costs of the property.

CARRIED

e) 2025 Board of Revision

#2024-20 Moved by: Councillor Sobering

Seconded by: Deputy Mayor Laughland

WHEREAS Section 35(1) of *The Municipal Assessment Act* states that Council shall each year by resolution appoint a Board of Revision consisting of not fewer than three members, some or all of whom may be members of Council;

AND WHEREAS Section 35(2) of *The Municipal Assessment Act* states that Council shall appoint a member of a Board appointed under Subsection (1) to serve as the presiding officer of the Board;

AND WHEREAS Section 35(4) of *The Municipal Assessment Act* states that Council shall appoint a person to act as Secretary of the Board appointed under Subsection (1);

BE IT RESOLVED that the 2025 Board of Revision shall consist of all Council Members of the City of Dauphin, a representative of the Parkland Chamber of Commerce, and a representative of the Dauphin Economic Development & Tourism Committee;

FURTHER BE IT RESOLVED that Council appoints the Mayor, or in his stead, the Deputy Mayor, to act as the Chair of the Board;

FURTHER BE IT RESOLVED that Council appoints the Deputy City Manager, or in her stead, the City Manager, to act as the Secretary of the Board.

CARRIED

11. **Invitations, Community Events and Councillors' Reports:**

a) **Invitations:**

#2024-21 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts as information the following invitations:

- i) Mountain View School Division – Level 1 Violence Threat Risk Assessment Training, January 10 - 11, 2024
- ii) Parkland Chamber of Commerce – Lunch & Learn Series, January 16 - May 28, 2024

FURTHER BE IT RESOLVED that all expenses related to Council and Senior Management attending this event be borne by the City of Dauphin.

CARRIED

b) **Community Events:** No community events.

c) **Councillors' Reports**

COUNCILLOR SOBERING

Advised that he attended:

Community Events:

- December 15 – Philanthropist of the Year Luncheon, congratulations to Jason Beyette on receiving this award.

Comments & Requests:

- I attended a meeting at ACC Parkland Campus for permission of land use for the final chunk of the Active Transportation Route that is in the planning and design stages.

DEPUTY MAYOR LAUGHLAND

Advised that he attended:

- November 27 – Regular Council Meeting
- December 18 – Teams Meeting with Justice Minister Matt Wiebe

COUNCILLOR SHTYKALO

Advised that he attended:

- December 11 – Regular Council Meeting
- December 12 – Dauphin Recreation Services Board Meeting
- December 18 – Teams Meeting with Justice Minister Matt Wiebe

YOUTH MEMBER KOSHOWSKI

Comments & Requests:

- My hockey team and I helped with Christmas hampers at the food bank right before Christmas.

COUNCILLOR DALEY

Advised that he attended:

- December 11 – Regular Council Meeting
- December 14 – RCMP Webinar regarding Contracts
- December 18 – Teams Meeting with Justice Minister Matt Wiebe

Community Events:

- December 15 – Philanthropy Awards Luncheon

COUNCILLOR REA

Advised that he attended:

- December 11 – Regular Council Meeting
- December 12 – Dauphin Recreation Services Board Meeting
- December 14 – Community Safety & Well-Being Committee Meeting regarding Survey
- December 18 – Teams Meeting with Justice Minister Matt Wiebe
- December 20 – Community Safety & Well-Being Committee Meeting
- January 8 – Community Safety & Well-Being Committee Meeting

Community Events:

- December 13 – Provincial Volleyball Committee Wrap-Up Meeting at Obsolete Brewery
- December 15 – Philanthropy Awards Luncheon, congratulations to Jason Beyette on receiving the Philanthropist of the Year award. It is great to hear about the number of projects that this program supports.

COUNCILLOR BELLEMARE

Advised that she attended:

- December 12 – Dauphin Public Library Committee Meeting
- December 14 – Dauphin & District Allied Arts Council (DDAAC) Liaison Committee Meeting. Since the City owns this building, we discuss building maintenance issues at these meetings. We are planning for a couple of big projects in the next year to further improve this building.
- December 14 – Community Safety & Well-Being Committee Meeting
- December 14 – DDAAC Committee Meeting
- December 18 – Teams Meeting with Justice Minister Matt Wiebe
- January 8 – Community Safety & Well-Being Committee Meeting. Community Survey preparations were discussed. Stay tuned for the launch of this important survey later this month. Our committee with staff member Lisa Gaudet leading the charge and is receiving a lot of positive comments from our consultant. They love working with Dauphin's committee.

Community Events:

- December 12 – Two Community Band performances at the Watson Art Centre rather than at the Mall. What a great evening. Lots of Christmas tunes, hot chocolate, and Cam Bennet as MC.

Thank-you to Andrew Coombs and band members for a great concert. For those of you looking for new activities to join in the new year, these bands are looking for adult musicians to join the musical fun. Contact Mr. Coombs at the DRCSS for more info. The City has supported these bands financially for decades and appreciates them providing wonderful music at various community events.

- December 14 – Community Foundation Luncheon. Congrats to the local groups who were successful in receiving grant funding through the foundation. A special congrats to Jason Beyette who was honoured as Philanthropist of the Year. Jason was instrumental in getting a canola crop planted on a special piece of farmland. He arranged for many donations of time, seeds, and machine use with all proceeds from this crop going to the foundation. A great idea to support a great community foundation.

Comments & Requests:

- Kudos to everyone who reached out to friends, neighbours, and family members over the holiday season. It is important that we take care of the people in our community and keep our ties strong.

Youth Member Koshowski left the meeting at 5:33 p.m.

MAYOR BOSIAK

Comments & Requests:

- Our Premier, MLA, and the Minister of Transportation and Infrastructure were in town today to meet with family members that were involved in the accident and to present the Province's preliminary report on design changes for that intersection of highway 1 & 5. These meetings were very important and the Province is doing a good of a job as they can with an issue like this.
- We had a very productive meeting with the Premier this morning on a number of issues concerning our city. The relationship that the new Government has created with our City, our MLA, Minister Naylor, and our Premier puts us in good stead.

#2024-22 Moved by: Councillor Sobering

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the Councillors' Reports for the Regular Council Meeting of January 8, 2024.

CARRIED

12. Recess

#2024-23 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

BE IT RESOLVED that the Council Meeting be recessed at 5:38 p.m.

CARRIED

The Committee recessed for a break at 5:38 p.m.

#2024-24 Moved by: Councillor Bellemare

Seconded by: Councillor Daley

BE IT RESOLVED that the Council Meeting be reconvened at 5:42 p.m.

CARRIED

13. COMMITTEE OF THE WHOLE

a) Call to Order

Mayor Bosiak called the meeting to order at 5:42 p.m.

b) Changes to Agenda

#2024-25 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts the Committee of the Whole Agenda as presented.

CARRIED

#2024-26 Moved by: Councillor Rea

Seconded by: Councillor Daley

BE IT RESOLVED that Council now sits as a Committee of the Whole and that all matters discussed be kept confidential.

CARRIED

#2024-27 Moved by: Councillor Bellemare

Seconded by: Councillor Shtykalo

BE IT RESOLVED that this Committee of the Whole now rises and reports to Council.

CARRIED

c) Committee of the Whole – General

i) City of Dauphin's Financial Institution Status Update

#2024-28 Moved by: Councillor Rea

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information an update regarding the City's Financial Institution.

CARRIED

ii) Travel & Expense Policy

#2024-29 Moved by: Councillor Bellemare

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the discussion regarding Travel & Expense Claim 2-3-5.

CARRIED

iii) RM/City Agreements – Recreation Funding

#2024-30 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information the discussion regarding the RM/City Agreement and Recreation Funding.

CARRIED

iv) Request for Utility Connection in the RM of Dauphin

#2024-31 Moved by: Councillor Rea

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information the discussion regarding a request for Utility Connection in the RM of Dauphin.

CARRIED

v) Economic Development Manager Report – November & December 2023

#2024-32 Moved by: Councillor Bellemare

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information the discussion regarding the Economic Development Manager's Report for November & December 2023.

CARRIED

vi) Active Transportation Committee Discussion

#2024-33 Moved by: Councillor Sobering

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information the discussion regarding the Active Transportation Committee.

CARRIED

vii) Protective Services/Policing

#2024-34 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the discussion regarding Protective Services/Policing.

CARRIED

d) **Committee of the Whole – Committee Minutes**

#2024-35 Moved by: Councillor Rea

Seconded by: Councillor Bellemare

BE IT RESOLVED that Council accepts as information the minutes from the following committee meeting:

- i) Dauphin & District Community Foundation
 - Summary – November & December 2023

CARRIED

e) **Committee of the Whole – Personnel**

- i) Safety Manager – Emergency Management Certificates

#2024-36 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

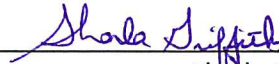
BE IT RESOLVED that Council accepts as information Certificates from the Manitoba Emergency Measures Organization to Safety Manager Conrad Demeria for completing his training in the Emergency Management Programs.

CARRIED

Mayor Bosiak adjourned the meeting 6:35 p.m.



David Bosiak, Mayor



Sharla Griffiths, City Manager