



CITY COUNCIL

Regular Council Meeting Minutes
September 15, 2025 at 5:00 p.m.

File 01.01.MN.RC.2025

Date: September 15, 2025
Place: Council Chambers
Presiding Officer: Mayor David Bosiak
Councillors Present: Deputy Mayor Christian Laughland; Councillors Randy Daley, Red Rea, Steven Sobering, Devin Shtykalo
Councillors Absent: Councillor Kathy Bellemare
Staff in Attendance: Sharla Griffiths, City Manager
Lisa Gaudet, Deputy City Manager
Bernardo Pasco, Director of Public Works & Operations
Gertrud Carriere, Executive Assistant

1. Call to Order

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

2. Changes to Agenda

#2025-476 Moved by: Councillor Daley

Seconded by: Councillor Shtykalo

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

CARRIED

3. Confirm Minutes

#2025-477 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

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

a) Regular Council Meeting – August 11, 2025

b) Special Council Meeting – August 18, 2025

CARRIED

4. Public Hearing, Appeal Hearings, and Delegations:

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

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 Water Accounts Added to Taxes

BE IT RESOLVED that the following water accounts be added to taxes:

ROLL#	AMOUNT	PROPERTY ADDRESS	DETAILS
0106200.000	\$222.67	215 – 5 th Avenue SW	Previous tenant did not pay final water bill
0142700.000	\$189.87	24 Kirby Avenue West	Previous tenant did not pay final water bill
0225700.000	\$1,611.72	401 Railway Avenue	Owner did not pay final water bill
TOTAL	\$2,024.26		

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

- ii) Proclamation – Rail Safety Week

BE IT RESOLVED that Council proclaims September 15 – 21, 2025 as "Rail Safety Week"

- iii) Proclamation – Right to Know Week

BE IT RESOLVED that Council proclaims September 22 – 28, 2025 as "Right to Know Week"

- iv) Proclamation – Truth & Reconciliation Week and National Day for Truth & Reconciliation

BE IT RESOLVED that Council proclaims September 22 – 26, 2025 as "Truth & Reconciliation Week" and September 30, 2025 as "National Day for Truth & Reconciliation"

- v) Proclamation – Police & Peace Officers' National Memorial Day

BE IT RESOLVED that Council proclaims September 28, 2025 as "Police & Peace Officers' National Memorial Day"

b) Filing Items:

- i) Inter-Mountain Watershed District – Newsletter, April – June 2025
- ii) Community Futures Parkland – Newsletter, September 2025
- iii) Prairie Mountain Health – Health Plus Newsletter, September 2025
- iv) Growing Manitoba Ag – Newsletter, September 2025
- v) Dauphin Friendship Centre – Newsletter, September-October 2025
- vi) Manitoba News Release
 - Families – Investing to Advance Provincial FASD Strategy
- vii) Association of Manitoba Municipalities
 - News Release – Manitobans Demand Action on Bail Reform and Policing

As recommended by the Mayor and the City Manager.

#2025-478 Moved by: Councillor Daley

Seconded by: Deputy Mayor Laughland

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 – August 2025

#2025-479 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the following Corporate Report for the September 15, 2025 Regular Council Meeting:

- City Manager – August 2025

CARRIED

ii) Deputy City Manager – August 2025

#2025-480 Moved by: Councillor Rea

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information the following Corporate Report for the September 15, 2025 Regular Council Meeting:

- Deputy City Manager – August 2025

CARRIED

b) Finance:

i) Accounts for Approval

#2025-481 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Shtykalo

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

Cheque Totals:

851 – 1030	180	\$3,507,890.81
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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:

EFT 44 – 53	9	\$78,346.11
August 2025	6	\$303,350.78

CARRIED

ii) Financial Statements (Unaudited – Prior to PSAB Adjustments)

#2025-482 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the unaudited Financial Statements (Before PSAB Adjustments) for the periods ending June 30, 2025 and July 31, 2025 including:

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

CARRIED

iii) Reserve Reports – June & July 2025

#2025-483 Moved by: Councillor Daley

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the Reserve Reports for the periods ending June 2025 & July 2025.

CARRIED

iv) Budget Variance Analysis – July 2025

#2025-484 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Shtykalo

BE IT RESOLVED that Council accepts as information the Budget Variance Analysis for the period ending July 2025.

CARRIED

c) Engineering:

i) Director of Public Works & Operations – August 2025

#2025-485 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts as information the following Engineering Report for the September 15, 2025 Regular Council Meeting:

- Director of Public Works & Operations – August 2025

CARRIED

- ii) Engineering Staff Report for the September 15, 2025 Regular Council Meeting:
 - Building Inspector – August 2025

#2025-486 Moved by: Councillor Sobering

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information the following Engineering Staff Report for the September 15, 2025 Regular Council Meeting:

- Building Inspector – August 2025

CARRIED

d) Protective Services:

- i) Bylaw Enforcement Officer – August 2025

#2025-487 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the following Protective Services report for the September 15, 2025 Regular Council Meeting:

- Bylaw Enforcement Officer – August 2025

CARRIED

- ii) Animal Services Officer – August 2025

#2025-488 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts as information the following Protective Services report for the September 15, 2025 Regular Council Meeting:

- Animal Services Officer – August 2025

CARRIED

e) Committees:

#2025-489 Moved by: Councillor Sobering

Seconded by: Councillor Shtykalo

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

- i) Inter-Mountain Watershed District
 - Regular Committee Meeting – June 19, 2025
 - 2024-2025 Annual Report

CARRIED

7. Correspondence for Discussion: No items.

8. Unfinished Business: No items.

9. **New Business:**

a) **Contract Award – Shop Storage Building**

#2025-490 Moved by: Councillor Daley

Seconded by: Deputy Mayor Laughland

WHEREAS the City released a Request for Proposals (RFP) on August 21, 2025 for the construction of a post-frame storage building at the Public Works Shop, which closed on September 5, 2025;

BE IT RESOLVED that Council accepts as information a memorandum dated September 15, 2025 from the Project and Development Manager, noting that two submissions were received and recommending that the RFP be awarded to Prairie Post Frame for a cost not to exceed \$97,820.00 plus applicable taxes;

FURTHER BE IT RESOLVED that Council agrees with the Project and Development Manager's recommendation and authorizes the RFP for the construction of a post-frame storage building at the City Public Works Shop to be awarded to Prairie Post Frame for a cost not to exceed \$97,820.00 plus applicable taxes;

FURTHER BE IT RESOLVED that Council authorizes the contract with Prairie Post Frame to be signed and sealed by the Mayor and City Manager on behalf of the City of Dauphin.

CARRIED

Councillor Sobering left the room at 5:32 p.m.; returned at 5:34 p.m.

b) **Proposal to Subdivide – Pt. SE ¼ Sec. 4-25-19 W**

#2025-491 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information a memorandum dated August 14, 2025 from the Building Inspector regarding a proposal to subdivide Pt. SE ¼ Sec. 4-25-19 WPM – Pt. Lot 4, Plan 65947 DLTO for owner Highway 10 Developments Ltd. c/o Lance Delaurier and applicant Balchen and Kulchycki Surveys, c/o Greg Molnar (Community Planning Services File 4411-25-7872; Application 25011);

FURTHER BE IT RESOLVED that Council approves the subdivision application for the property as described above, with the following conditions:

1. The applicant meets the conditions as identified by Community Planning Services and subject to the applicant satisfying the requirements as indicated in the submitted Community Planning Services report respecting Teranet (Land Titles), Manitoba Hydro/Centra Gas, BellMTS and Westman Communications, and Manitoba Transportation and Infrastructure.
2. Site development of the subdivided property is subject to a sanitary lift station and sanitary services contribution of costs established to connect to the constructed sanitary gravity system servicing, as established in the Fees, Fines & Charges Bylaw.

3. Lot surface drainage, building layout, and grading is the property owner's responsibility. It is recommended that it be done in consultation and cooperation with the City of Dauphin, development agreement requirements, and adjacent property owners.

CARRIED

c) Replacement of Engineering Large Format Printer (Plotter)

#2025-492 Moved by: Councillor Sobering

Seconded by: Councillor Daley

WHEREAS the City Engineering Department's eight-year-old large format printer (plotter) failed unexpectedly and irreparably, and its replacement was not included in the 2025 Financial Plan;

BE IT RESOLVED that Council accepts as information a memorandum dated September 15, 2025 from the Project and Development Manager, noting that three quotes for a new plotter were received and recommending purchase of an Epson T5170M from Spicers Canada for \$6,175.00 plus applicable taxes;

FURTHER BE IT RESOLVED that Council agrees with the Project and Development Manager's recommendation and authorizes the purchase of an Epson T5170M plotter from Spicers Canada for \$6,175.00 plus applicable taxes, with the funds to be drawn from the Machinery Reserve.

CARRIED

d) Request to Move-in Used Mobile Home at #65-74 Triangle Road

#2025-493 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

WHEREAS City of Dauphin Bylaw 3323 Standards for Mobile Homes only provides for mobile homes not exceeding 10 years of age;

BE IT RESOLVED that Council accepts as information correspondence dated August 27, 2025, from Len Lunsted, the owner of Triangle Mobile Home Park, requesting approval to move a mobile home, older than 10 years, to Lot #65 – 74 Triangle Road;

FURTHER BE IT RESOLVED that Council accepts as information a memorandum dated September 9, 2025 from the Building Inspector, reviewing the application and recommending that Council approves the application to move in a 2009 mobile home with conditions;

FURTHER BE IT RESOLVED that Council approves the request from Len Lunsted to move in said mobile home to #65 – 74 Triangle Road, with the following conditions:

1. A Development Permit is required from our office for the moved-in mobile home. The cost of the permit is \$150.00.
2. The site for the mobile home must comply with CSA Standard Z240.10.1-94 Site Preparation, Foundation and Anchorage of Mobile Homes.

3. No structural connections are permitted for additions.
4. The mobile home park owner must sign the permit and approve the move-in of the used mobile home.
5. When the mobile home is moved onto the site and upon inspection if the mobile home appears to be modified, a Provincial Safety Standards Inspection will be required to rectify the mobile home. Any deficiency discovered will be required to be corrected to allow the mobile home to stay in the mobile home park.

CARRIED

- e) Request to Sell the 2011 Crimson Pumper Engine

#2025-494 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Shtykalo

WHEREAS Municipal Tendering and Procurement Policy 4.2.1 provides guidelines for the sale of surplus vehicles and equipment;

AND WHEREAS at their regular meeting of March 24, 2025, Council approved the purchase of a 2025 Model Freightliner Cab & Chassis Top Mount Enclosed Pumper for the City of Dauphin Fire Department, and the 2011 Crimson/Spartan Fire Pumper/Engine has been identified to be removed from use;

BE IT RESOLVED that Council accepts as information a memorandum dated September 10, 2025 from the Fire Chief, recommending that the 2011 Crimson/Spartan Fire Pumper/Engine be advertised for sale on an “as-is” basis, via a competitive Request for Quotations (RFQ) process, as outlined in Municipal Tendering and Procurement Policy 4.2.1;

FURTHER BE IT RESOLVED that Council agrees with the Fire Chief’s recommendation and approves the advertising of the 2011 Crimson/Spartan Fire Pumper/Engine through a competitive bid process as outlined above.

CARRIED

- f) Municipal Tendering and Procurement Policy 4.2.2

#2025-495 Moved by: Councillor Daley

Seconded by: Councillor Shtykalo

WHEREAS Municipal Tendering and Procurement Policy 4.2.1 has been revised to remove the Information and Communication Technology (ICT) Manager position from Tier 2 purchasing authority and to add the new Project and Development Manager (PDM) position to Tier 3 purchasing authority, which allows the PDM to procure goods and services with a value less than or equal to \$30,000 as long as the expenditure is included in the City of Dauphin’s annual Financial Plan;

BE IT RESOLVED that Council accepts as information a memorandum dated September 12, 2025 from the Deputy City Manager, recommending that Municipal Tendering and Procurement Policy 4.2.2, which incorporates these changes, be approved;

FURTHER BE IT RESOLVED that Council agrees with the Deputy City Manager's recommendation and approves Municipal Tendering and Procurement Policy 4.2.2.

CARRIED

g) Appointment of Auditor

#2025-496 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

WHEREAS the City of Dauphin issued a Request for Proposals (RFP) to provide audit services for the corporation for the three years ending December 31, 2027;

AND WHEREAS one proposal was received from a qualified local professional accounting firm;

BE IT RESOLVED that Council accepts as information a memorandum dated September 2, 2025 from the Director of Finance, regarding the audit tender process, results, and analysis, and recommending that the audit services contract be awarded to MNP for a cost of \$18,000 for 2025, \$20,000 for 2026, and \$22,000 for 2027;

FURTHER BE IT RESOLVED that Council accepts the Director of Finance's recommendation to appoint MNP as auditor for the City of Dauphin for the three years ending December 31, 2027, at the annual all-inclusive quotes stipulated in their audit proposal.

CARRIED

10. Bylaws: No items.

11. Invitations, Community Events and Councillors' Reports:

a) Invitations:

#2025-497 Moved by: Councillor Daley

Seconded by: Deputy Mayor Laughland

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

- i) Dauphin Friendship Centre – Truth & Reconciliation Day, September 25, 2025
[Mayor]
- ii) Canadian Centre for Safer Communities – 2025 Conference,
November 4 – 6, 2025
- iii) Manitoba Association of Watersheds – Conference, December 1 - 2, 2025

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

CARRIED

b) Community Events:

#2025-498 Moved by: Councillor Rea

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts as information the following community events:

- i) Curbside Giveaway Weekend – September 20 & 21, 2025
- ii) Dauphin Kings Jr. A. Hockey Club – Home Opener, September 20, 2025

CARRIED

c) Councillors' Reports

COUNCILLOR DALEY

Advised that he attended:

- August 18 – Planning & Priorities Committee Meeting
- September 8 – Manitoba Métis Federation's Community Advisory Board Meeting
- September 11 – Dauphin Veterinary Services District Board Meeting
- September 15 – Welcome Week Open House at City Hall

COUNCILLOR REA

Advised that he attended:

- August 26 & September 4 – Community Safety & Well-Being Committee Meetings
- September 11 – Sharps Committee Meeting
- September 12 – Recreation Committee Meeting
- September 15 – Open House at City Hall

COUNCILLOR SHTYKALO

Advised that he attended:

- August 11 – Regular Council Meeting
- August 18 – Special Council Meeting

DEPUTY MAYOR LAUGHLAND

Advised that he attended:

- August 11 – Regular Council Meeting

Community events:

- September 20 – Dauphin Kings Home Opener is this Saturday at 7 p.m. Assiniboine College is the Game Sponsor. Tailgate Party starts at 5 p.m. Lightshow and Player intros at 6:45 p.m. See you all there!
- September 20 & 21 – Curbside Giveaway Weekend. Reminder to be safe and drive slow on residential streets.

Comments & Requests:

- Congratulations to Kamryn Winters who was hired as the new Executive Director for Parkland Chamber of Commerce.

COUNCILLOR SOBERING

Advised that he attended:

- August 18 – Planning & Priorities Committee Meeting
- September 10 – Economic Development Committee Meeting

Comments & Requests:

- I attended many meetings with developers and regarding projects. There is a lot of good economic development going on in our city.
- Congratulations to Jennifer Richardson on opening her boutique on Main Street.
- Active Transportation – I have been promised that we will see something built before the snow flies. This trail will connect the College to our recreational spaces and the new daycare.
- I went to the City Shop to pay my respects to the Roundtable, it has since been removed.

#2025-499 Moved by: Councillor Sobering

Seconded by: Councillor Shtykalo

BE IT RESOLVED that Council accepts as information the Councillors' Reports for the Regular Council Meeting of September 15, 2025.

CARRIED

12. Recess

#2025-500 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

BE IT RESOLVED that the Council Meeting be recessed at 5:45 p.m.

CARRIED

The Committee recessed for a break at 5:45 p.m.

#2025-501 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that the Council Meeting be reconvened at 6:35 p.m.

CARRIED

13. COMMITTEE OF THE WHOLE

a) Call to Order

Mayor Bosiak called the meeting to order at 6:35 p.m.

b) **Changes to Agenda**

#2025-502 Moved by: Councillor Daley

Seconded by: Councillor Sobering

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

CARRIED

#2025-503 Moved by: Councillor Rea

Seconded by: Councillor Sobering

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

CARRIED

#2025-504 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

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

CARRIED

c) **Committee of the Whole – General:**

i) **RCMP Municipal Report – April 1 - June 30, 2025**

#2025-505 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the discussion regarding the RCMP Municipal Reports for the period of April 1 – June 30, 2025.

CARRIED

ii) **Economic Development Manager's Report – Summer 2025**

#2025-506 Moved by: Councillor Sobering

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the discussion regarding the Economic Development Manager's Summer 2025 report.

CARRIED

iii) **Project & Development Manager's Report – August/September 2025**

#2025-507 Moved by: Councillor Shtykalo

Seconded by: Deputy Mayor Laughland

BE IT RESOLVED that Council accepts as information the discussion regarding the Project & Development Manager's report for August/September 2025.

CARRIED

iv) Sunshine Awards

#2025-508 Moved by: Councillor Rea

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the discussion regarding Sunshine Awards.

CARRIED

v) Recreation

#2025-509 Moved by: Councillor Rea

Seconded by: Councillor Shtykalo

BE IT RESOLVED that Council accepts as information the discussion regarding Recreation.

CARRIED

d) Committee of the Whole – Committee Minutes: No items.

e) Committee of the Whole – Personnel:

i) Successful Completion of Probationary Period – Bylaw Enforcement Officer

#2025-510 Moved by: Councillor Rea

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information correspondence dated August 12, 2025 from Lisa Gaudet, Deputy City Manager, advising that David McInnes has successfully completed his probationary period for the position of Bylaw Enforcement Officer.

CARRIED

ii) Letter of Offer – Utility Supervisor

#2025-511 Moved by: Deputy Mayor Laughland

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information correspondence dated September 1, 2025 from Jeff Hume, Manager of Utilities, advising that Curtis Smith has been awarded the position of Utility Supervisor, effective September 2, 2025.

CARRIED

iii) Offer of Employment – Utility Operator I

#2025-512 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information correspondence dated August 12, 2025 from Jeff Hume, Manager of Utilities, advising that Ken Makowski has been awarded the position of Utility Operator 1, effective September 2, 2025.

CARRIED

iv) Offer of Employment – Utility Operator in Training

#2025-513 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information correspondence dated August 12, 2025 from Jeff Hume, Manager of Utilities, advising that William Graham has been awarded the position of Utility Operator in Training, effective September 2, 2025.

CARRIED

v) Offer of Employment – Utility Operator in Training

#2025-514 Moved by: Councillor Rea

Seconded by: Councillor Daley

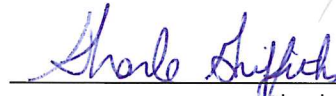
BE IT RESOLVED that Council accepts as information correspondence dated August 13, 2025 from Jeff Hume, Manager of Utilities, advising that Grayson Bily-Marr has been awarded the position of Utility Operator in Training, effective September 2, 2025.

CARRIED

This meeting was adjourned at 7:10 p.m.



David Bosiak, Mayor



Sharla Griffiths, City Manager