



# Dauphin

## CITY COUNCIL

File 01.01.MN.RC.2024

Regular Council Meeting Minutes  
September 16, 2024 at 5:00 p.m.

Date: September 16, 2024

**Place:** Council Chambers

**Presiding Officer:** Deputy Mayor Christian Laughland

**Councillors Present:** Councillors Ted Rea, Randy Daley, Steven Sobering, Kathy Bellemare, Devin Shtykalo (Teams)

**Councillor Absent:** Mayor David Bosiak

**Staff in Attendance:** Sharla Griffiths, City Manager  
Lisa Gaudet, Deputy City Manager  
Mike VanAlstyne, Director of Public Works & Operations  
Gertrud Carriere, Executive Assistant

## 1. Call to Order

Deputy Mayor Christian Laughland called the meeting to order at 5:01 p.m.

## 2. Changes to Agenda

#2024-455 Moved by: Councillor Sobering

Seconded by: Councillor Bellemare

**BE IT RESOLVED** that the Regular Council Meeting agenda be amended as follows:

**Additions:**

- 11.a) Inter-Mountain Watershed District – Manitoba Association of Watersheds Conference – December 2-4, 2024

- 11.b)ii) COPP – Community BBQ, September 18, 2024

**CARRIED**

#2024-456 Moved by: Councillor Rea

Seconded by: Councillor Bellemare

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

**CARRIED**

3. Confirm Minutes

#2024-457 Moved by: Councillor Daley

Seconded by: Councillor Rea

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

- a) Regular Council Meeting – August 19, 2024

CARRIED

4. Public Hearing, Appeal Hearings, and Delegations:

- a) Public Hearing: No public hearing 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 Receivable Accounts Added to Taxes

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

ROLL#	AMOUNT	PROPERTY ADDRESS	DETAILS
0130500.000	\$54.52	216 – 5th Avenue NE	Fine as per Property Standards Bylaw
0165200.000	\$108.39	417 – 2nd Avenue NE	Fines as per Property Standards Bylaw
0346350.000	\$872.40	901 Whitmore Avenue E	Temporary Storage
<b>TOTAL</b>	<b>\$1,035.31</b>		

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

- ii) Outstanding Water Account Added to Taxes

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

ROLL#	AMOUNT	PROPERTY ADDRESS	DETAILS
0263600.000	\$465.82	1005 Dorothy Street	Previous Tenant did not pay final utility bill
<b>TOTAL</b>	<b>\$465.82</b>		

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

- iii) Proclamation – Rail Safety Week

**BE IT RESOLVED** that Council proclaims September 23 – 29, 2024 as “Rail Safety Week”.

- iv) Proclamation – Police & Peace Officers’ National Memorial Day

**BE IT RESOLVED** that Council proclaims September 29, 2024 as “Police & Peace Officers’ National Memorial Day”.

- v) Proclamation – National Day for Truth & Reconciliation

**BE IT RESOLVED** that Council proclaims September 30, 2024 as “National Day for Truth & Reconciliation”.

- vii) Proclamation – International Day of Older Persons

**BE IT RESOLVED** that Council proclaims October 1, 2024 as “International Day of Older Persons”.

- viii) Proclamation – Fire Prevention Week

**BE IT RESOLVED** that Council proclaims October 6 – 12, 2024 as “Fire Prevention Week”.

**a) Filing Items:**

- i) Growing Manitoba Ag – Newsletter, September 2024
- ii) Prairie Mountain Health – Health Plus Newsletter, September 2024
- iii) Community Futures Parkland Inc. – Newsletter, September 2024
- iv) Manitoba Government Services – Canada Community Building Fund (CCBF)

*As recommended by the Mayor and the City Manager.*

#2024-458 Moved by: Councillor Bellemare

Seconded by: Councillor Sobering

**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 2024

#2024-459 Moved by: Councillor Bellemare

Seconded by: Councillor Daley

**BE IT RESOLVED** that Council accepts as information the following Corporate Report for the September 16, 2024 Regular Council Meeting:

- City Manager – August 2024

**CARRIED**

ii) Deputy City Manager – August 2024

#2024-460 Moved by: Councillor Rea

Seconded by: Councillor Sobering

**BE IT RESOLVED** that Council accepts as information the following Corporate Report for the September 16, 2024 Regular Council Meeting:

- Deputy City Manager – July 2024

**CARRIED**

iii) ICT Manager – August 2024

#2024-461 Moved by: Councillor Bellemare

Seconded by: Councillor Rea

**BE IT RESOLVED** that Council accepts as information the following Corporate Report for the September 16, 2024 Regular Council Meeting:

- ICT Manager – August 2024

**CARRIED**

*Councillor Shtykalo joined the meeting at 5:17 p.m.*

b) Finance:

i) Accounts for Approval

#2024-462 Moved by: Councillor Daley

Seconded by: Councillor Sobering

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

**Cheque Totals:**

33610 – 33777	168	\$2,028,823.28
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**Voided Cheques in Current Range:**

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

**Voided Cheques in Past Ranges:**

None

**Electronic Payments:**

August 2024	5	\$220,392.42
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**CARRIED**

- ii) Financial Statements (Unaudited – Prior to PSAB Adjustments)  
for Periods Ending February, March, April, and May 2024 including:
  - 1. General Fund Balance Sheet & General Fund Income Statement
  - 2. Utility Fund Balance Sheet & Utility Fund Income Statement

#2024-463 Moved by: Councillor Bellemare

Seconded by: Councillor Daley

**BE IT RESOLVED** that Council accepts as information the unaudited Financial Statements (Before PSAB Adjustments) for the periods ending February, March, April, and May 2024 including:

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

**CARRIED**

- iii) Reserve Reports – February - May 2024

#2024-464 Moved by: Councillor Daley

Seconded by: Councillor Sobering

**BE IT RESOLVED** that Council accepts as information the Reserve Report for the periods ending February, March, April, and May 2024.

**CARRIED**

**c) Engineering:**

- i) Engineering Staff Report for the September 16, 2024 Regular Council Meeting

#2024-465 Moved by: Councillor Rea

Seconded by: Councillor Daley

**BE IT RESOLVED** that Council accepts as information the following Engineering Staff Report for the September 16, 2024 Regular Council Meeting:

- Building Inspector – August 2024

**CARRIED**

**d) Protective Services:**

- i) Bylaw Enforcement Officer – July & August 2024

#2024-466 Moved by: Councillor Sobering

Seconded by: Councillor Rea

**BE IT RESOLVED** that Council accepts as information the following Protective Services Reports for the September 16, 2024 Regular Council Meeting:

- Bylaw Enforcement Officer – July & August 2024

**CARRIED**

ii) Animal Services Officer – August 2024

#2024-467 Moved by: Councillor Rea

Seconded by: Councillor Shtykalo

**BE IT RESOLVED** that Council accepts as information the following Protective Services Report for the September 16, 2024 Regular Council Meeting:

- Animal Services Officer – August 2024

**CARRIED**

e) Committees:

#2024-468 Moved by: Councillor Daley

Seconded by: Councillor Sobering

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

i) Fort Dauphin Museum

- Regular Board Meeting – June 5, 2024
- Manager's Report – July 5, 2024
- Regular Board Meeting – August 7, 2024
- Manager's Report – August 7, 2024

**CARRIED**

7. Correspondence for Discussion: No items.

8. Unfinished Business: No items.

9. New Business:

a) Appointment of Auditor

#2024-469 Moved by: Councillor Bellemare

Seconded by: Councillor Shtykalo

**WHEREAS** the Manitoba *Municipal Act* requires municipalities to submit a Council resolution appointing an auditor to the Minister of Municipal Relations by October 10<sup>th</sup> each year;

**BE IT RESOLVED** that Council accepts as information a memorandum dated September 12, 2024 from the Director of Finance, noting that MNP has provided very effective auditing services for the City of Dauphin for the past 10 years and has submitted a quote of \$17,000 plus applicable taxes to complete the City's 2024 audit, and advising that Administration recommends that this proposal be approved;

**FURTHER BE IT RESOLVED** that Council agrees with Administration's recommendation and authorizes the appointment of MNP as the City of Dauphin's auditor for 2024 for the quoted amount of \$17,000 plus applicable taxes.

**CARRIED**

- b) Out-of-Province Travel Request – Fire Chief Cam Abrey

#2024-470 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

**WHEREAS** according to the City of Dauphin Travel & Expense Policy, all out-of-province travel must receive prior approval by Council;

**BE IT RESOLVED** that Council accepts as information a memorandum dated August 29, 2024 from the Fire Chief, requesting permission to attend two out-of-province events: the Canadian Fallen Fire Fighters' Memorial from September 6 – 8, 2024 in Ottawa, ON; and, the Canadian Association of Fire Chiefs Annual Conference from September 19 – 26, 2024 in Montreal, QC;

**FURTHER BE IT RESOLVED** that Council approves these out-of-province travel requests and authorizes all costs to be borne by the City of Dauphin.

**CARRIED**

10. Bylaws: No items.

11. Invitations, Community Events and Councillors' Reports:

- a) Invitations:

#2024-471 Moved by: Councillor Bellemare

Seconded by: Councillor Sobering

**BE IT RESOLVED** that Council accepts as information the following invitation:

- i) Inter-Mountain Watershed District – Manitoba Association of Watersheds Conference, December 2 – 4, 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:

#2024-472 Moved by: Councillor Bellemare

Seconded by: Councillor Shtykalo

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

- i) Curbside Giveaway Weekend – September 21 & 22, 2024  
ii) COPP – Community BBQ, September 18, 2024

**CARRIED**

### c) Councillors' Reports

#### COUNCILLOR SOBERING

##### Comments & Requests:

- Riverside Cemetery – A design plan is in the works for a new columbarium.
- Dauphin & District Handi-Van – things are running smoothly. It was a busy summer; it continues to operate and is being managed well.
- September 6 – Indigenous Tourism Summit was held at Danceland in Wasagamung. A tour group brought them to Northgate where they were treated to a presentation by Alex Man, and discussed some opportunities that Northgate could benefit from by expanding the trail network to Edwards and Crawford Creek Trail. Alex Man is one of the best Trail Designers in Canada. He has been recognized for many of the projects he has worked on and we have him living in Dauphin. He and his wife just opened a business – Back in Blacks. This is a positive sign that we continue to grow economically and using active living as one of the pillars. Alex Man noted that between National Parks like Banff and the Maritimes, there is not a major mountain bike facility anywhere close, and we have the potential to become that premier destination.

#### COUNCILLOR SHYKALO

##### Advised that he attended:

- August 19 – Regular Council Meeting

##### Comments & Requests:

- It is nice to see that the city is still active, vibrant, and things are happening.
- Upcoming events: Dauphin Culture Days, and Winter sports at the Credit Union Place.

#### COUNCILLOR BELLEMARE

##### Advised that she attended:

- August 21 – Riverside Cemetery Board Meeting
- August 21 – Protective Services Committee Meeting
- August 22 – Community Safety & Well-Being (CSWB) Committee Meeting
- August 23 – Riverside Cemetery Human Resources Meeting
- August 26 – Planning & Priorities Committee Meeting
- August 27 – Dauphin & Area Welcoming Committee Meeting
- August 27 – Handed out CSWB surveys to youths during the grade 10 & 11 registration at the DRCSS
- August 28 – CSWB Community of Practice Meeting
- August 29 – Communities in Bloom Meeting
- September 3 – CSWB Project Meeting
- September 3 – Handed out CSWB surveys during the Recreation & Leisure Mart
- September 5 – CSWB Focus Group Meeting with Business Owners
- September 16 – CSWB Project Management Meeting

##### Comments & Requests:

- Ukrainian Smak is the new food business that is located in the space just inside the pool entrance doors on 1<sup>st</sup> Street SE. They cook up amazing Ukrainian food at a good price and it is ready in 20 minutes. Open 11 a.m. until 7 p.m. on weekdays, take-out or eat in the lobby.



- Thank-you to our Economic Development Manager. He keeps us updated on the many files that he is overseeing. He brings strong planning and relationship building skills plus insightful ideas to all the work he does.

#### **COUNCILLOR REA**

Advised that he attended:

- August 19 – Regular Council Meeting
- August 20 – Meeting regarding Recreation
- August 22 – CSWB Advisory Committee Meeting
- August 26 – Planning & Priorities Committee Meeting
- August 27 – DRCSS to distribute CSWB surveys to youths
- August 28 – CSWB Community Practice Meeting
- September 3 – CSWB Project Meeting
- September 3 – CSWB Survey distribution at the Recreation & Leisure Mart
- September 5 – CSWB Advisory Committee Meeting

#### **COUNCILLOR DALEY**

Advised that he attended:

- August 19 – Regular Council Meeting
- August 21 – Protective Services Committee Meeting
- August 26 – Planning & Priorities Committee Meeting
- September 9 – Manitoba Métis Federation Community Advisory Board Meeting

Community Events:

- September 21 – The Dauphin Kings Home Opener sponsored by Assiniboine Community College.
- Maamawi Park – There is a path around the grounds and now up the hill. Very nice process, people are noticing it and getting excited.

#2024-473 Moved by: Councillor Rea

Seconded by: Councillor Sobering

**BE IT RESOLVED** that Council accepts as information the Councillors' Reports for the Regular Council Meeting of September 16, 2024.

**CARRIED**

#### **12. Recess**

#2024-474 Moved by: Councillor Daley

Seconded by: Councillor Rea

**BE IT RESOLVED** that the Council Meeting be recessed at 5:35 p.m.

**CARRIED**

*The Committee recessed for a break at 5:35 p.m.*

*The Director of Public Works & Operations left the meeting.*

#2024-475 Moved by: Councillor Sobering

Seconded by: Councillor Rea

BE IT RESOLVED that the Council Meeting be reconvened at 6:05 p.m.

CARRIED

13. COMMITTEE OF THE WHOLE

a) Call to Order

Mayor Bosiak called the meeting to order at 6:05 p.m.

b) Changes to Agenda

#2024-476 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that the Committee of the Whole Agenda be amended as follows:

Additions: 13.e)iii) Human Resources Update

CARRIED

#2024-477 Moved by: Councillor Bellemare

Seconded by: Councillor Daley

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

CARRIED

#2024-478 Moved by: Councillor Sobering

Seconded by: Councillor Rea

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

CARRIED

#2024-479 Moved by: Councillor Bellemare

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) Economic Development Manager's Report – July & August 2024

#2024-480 Moved by: Councillor Daley

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the Economic Development Manager's report for the months of July & August 2024.

CARRIED

ii) Recreation Agreement

#2024-481 Moved by: Councillor Shtykalo

Seconded by: Councillor Daley

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

**CARRIED**

iii) Protective Services/Policing

#2024-482 Moved by: Councillor Rea

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: No items.

e) Committee of the Whole – Personnel:

i) Retirement – Gale Brunen

#2024-483 Moved by: Councillor Sobering

Seconded by: Councillor Bellemare

**BE IT RESOLVED** that Council accepts as information correspondence dated July 28, 2024 from Gale Brunen, Financial Accountant, advising of her retirement, effective February 9, 2025.

**CARRIED**

ii) Resignation – Office Assistant

#2024-484 Moved by: Councillor Daley

Seconded by: Councillor Rea

**BE IT RESOLVED** that Council accepts as information, with regret, correspondence dated September 13, 2024 from Cassandra Durston, advising of her resignation from her position as Office Assistant, effective September 27, 2024.

**CARRIED**

iii) Human Resources Update

#2024-485 Moved by: Councillor Bellemare

Seconded by: Councillor Shtykalo

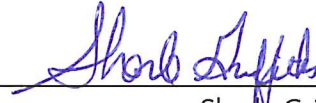
**BE IT RESOLVED** that Council accepts as information a verbal update from the City Manager regarding some Human Resource issues.

**CARRIED**

Meeting was adjourned the meeting 7:06 p.m.

A handwritten signature in black ink, appearing to read 'C. Laughland', written over a horizontal line.

Christian Laughland, Deputy Mayor

A handwritten signature in blue ink, appearing to read 'Sharla Griffiths', written over a horizontal line.

Sharla Griffiths, City Manager