



CITY COUNCIL

File 01.01.MN.RC.2025

Regular Council Meeting Minutes
November 17, 2025 at 5:00 p.m.

Date: November 17, 2025

Place: Council Chambers

Presiding Officer: Deputy Mayor Christian Laughland

Councillors Present: Mayor David Bosiak (Teams); Councillors Randy Daley (Teams), Ted Rea, Steven Sobering, Kathy Bellemare, Devin Shtykalo; Youth Member Danika Chartrand

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**

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

2. **Changes to Agenda**

#2025-612 Moved by: Councillor Rea

Seconded by: Councillor Shtykalo

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

Additions: 5.a) Outstanding Water Accounts Added to Taxes

6.e)ii) Sharps Committee – Update, November 13, 2025

CARRIED

#2025-613 Moved by: Councillor Rea

Seconded by: Councillor Shtykalo

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

CARRIED

3. **Confirm Minutes**

#2025-614 Moved by: Councillor Shtykalo

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 – November 3, 2025

CARRIED

4. Public Hearing, Appeal Hearings, and Delegations:

a) Public Hearing:

#2025-615 Moved by: Councillor Rea

Seconded by: Councillor Sobering

BE IT RESOLVED that Council now adjourns to hear the Public Hearing as scheduled.

CARRIED

- i) Variance Application 12.07.349400/VO-25-01/03 for Owners and Applicants Mark and Whitney Odut for Lot 8, Plan 51506 DLTO (232 Hawthorne Avenue)

The Owners and Applicants were not in attendance. No member of the public was in attendance. No objections were received prior to this meeting.

The Public hearing concluded at 5:04 p.m.

#2025-616 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that Council now reconvenes to the Regular Council Meeting.

CARRIED

#2025-617 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that the Public Hearing for Variance Application 12.07.349400/VO-25-01/03 for Owners and Applicants Mark Odut and Whitney Odut for Lot 8, Plan 51506 DLTO (232 Hawthorne Avenue) to vary the rear yard setback from 7.5 m (24.6 ft.) to 5.84 m (19.17 ft.) to allow for the construction of an attached covered deck for a proposed new dwelling and attached garage, *be now concluded*.

CARRIED

#2025-618 Moved by: Councillor Bellemare

Seconded by: Councillor Shtykalo

BE IT RESOLVED that Variance Application 12.07.349400/VO-25-01/03 for Owners and Applicants Mark Odut and Whitney Odut for Lot 8, Plan 51506 DLTO (232 Hawthorne Avenue) to vary the rear yard setback from 7.5 m (24.6 ft.) to 5.84 m (19.17 ft.) to allow for the construction of an attached covered deck for a proposed new dwelling and attached garage, to comply with the City of Dauphin Zoning Bylaw, be approved with the following conditions:

1. Applicants/Owners obtain a building permit for the foundation and on-site work and submit all required permit and construction verification documents required by the City of Dauphin for the RTM dwelling construction to comply with the Building Code.
2. Building layout and grading is the property owner's responsibility and shall be in accordance with the City policy and approved site plan.
3. Lot surface drainage cannot adversely affect the adjacent property. It is recommended that it be done in consultation and cooperation with adjacent property owners.

CARRIED

b) **Appeal Hearing:** No appeal hearings scheduled.

c) **Delegations:**

i) Manitoba Harm Reduction Network – Amanda LeDrew

#2025-619 Moved by: Councillor Rea

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the Delegation from Manitoba Harm Reduction Network – Amanda LeDrew.

CARRIED

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
0124100.000	\$400.53	21 – 6 th Avenue NE	Previous tenant did not pay final water bill
0131800.000	\$220.90	207 – 6 th Avenue NE	Previous tenant did not pay final water bill
0225850.000	\$156.40	106 King Street	Previous tenant did not pay final water bill
TOTAL	\$777.83		

As recommended by the Director of Finance and Utility Clerk.

ii) Proclamation – Municipal Government Awareness Week

BE IT RESOLVED that Council proclaims November 23 – 29, 2025 as “Municipal Government Awareness Week”

iii) Proclamation – National Substance Use Awareness Week

BE IT RESOLVED that Council proclaims November 24 – 30, 2025 as “National Substance Use Awareness Week”

iv) Proclamation – International Day of Persons with Disabilities

BE IT RESOLVED that Council proclaims December 3, 2025 as “International Day of Persons with Disabilities”

v) Christmas Closure

BE IT RESOLVED that Council authorizes and approves the following closure of City Departments for the Christmas Season:

Wednesday, December 24, 2025 Closure at 12:00 noon

Wednesday, December 31, 2025 Closure at 12:00 noon

FURTHER BE IT RESOLVED that any employee required to work during closure hours approved by this resolution be given an equivalent number of hours off on a mutually agreed upon, later date;

FURTHER BE IT RESOLVED that if any employee's regularly scheduled day off is December 24, 2025 or December 31, 2025, no additional time off shall be granted.

b) Filing Items:

- i) Association of Manitoba Municipalities (AMM) Member Advisories
 - Annual Documents for Review
 - Celebrate Municipal Government Awareness Week
- ii) Prairie Mountain Health – Health Plus Newsletter, November 2025
- iii) Parkland Chamber of Commerce – Chamber Matters Newsletter, November 2025

As recommended by the Deputy Mayor and City Manager.

#2025-620 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: No items.

b) Finance:

i) Accounts for Approval

#2025-621 Moved by: Councillor Daley

Seconded by: Councillor Rea

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

Cheque Totals:

1220 – 1301	82	\$1,947,140.26
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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 63 – 68	6	\$40,838.77
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October 2025	4	\$207,430.92
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CARRIED

c) Engineering:

- i) Engineering Staff Report for the November 17, 2025 Regular Council Meeting
- Building Inspector – October 2025

#2025-622 Moved by: Councillor Rea

Seconded by: Councillor Bellemare

BE IT RESOLVED that Council accepts as information the following Engineering Staff Report for the November 17, 2025 Regular Council Meeting:

- Building Inspector – October 2025

CARRIED

d) Protective Services:

i) Bylaw Enforcement Officer – October 2025

#2025-623 Moved by: Councillor Daley

Seconded by: Councillor Shtykalo

BE IT RESOLVED that Council accepts as information the following Protective Services report for the November 17, 2025 Regular Council Meeting:

- Bylaw Enforcement Officer – October 2025

CARRIED

ii) Animal Services Officer – October 2025

#2025-624 Moved by: Councillor Rea

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the following Protective Services report for the November 17, 2025 Regular Council Meeting:

- Animal Services Officer – October 2025

CARRIED

e) Committees:

#2025-625 Moved by: Councillor Bellemare

Seconded by: Councillor Daley

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

i) Fort Dauphin Museum

- Regular Board Meetings
 - September 3, 2025
 - October 1, 2025
- Manager's Report – November 5, 2025

ii) Sharps Committee

- Update – November 13, 2025

CARRIED

7. Correspondence for Discussion: No items.

Councillor Shtykalo left the room at 5:31 p.m.; returned at 5:32 p.m.

8. Unfinished Business:

- a) Child Care Centre Project – Agreement Amendment for Financial Assistance

#2025-626 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

WHEREAS the City of Dauphin's Ready-to-Move Child Care Project is funded under the Canada-Manitoba Canada-Wide Early Learning and Child Care Agreement, which is a key element of Manitoba's commitment to create 23,000 new child care spaces by 2026;

AND WHEREAS Council, by resolution 2025-557 dated October 20, 2025, acknowledged correspondence from the Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning, advising that the City of Dauphin has been approved for additional capital funding of up to \$1.06 million, increasing the total capital grant from \$5.5 million to \$6.56 million to support additional costs and ensure completion of the City's 104-space child care centre at the corner of 6th Avenue SE and 3rd Street SE;

BE IT RESOLVED that Council accepts as information correspondence dated November 3, 2025 from Lilly Mallard, Portfolio Manager, Capital Development, Manitoba Early Education and Childhood Learning, and an Amending Agreement between the Government of Manitoba and the City of Dauphin, which:

- Increases the maximum provincial contribution to \$6,561,116.66;
- Updates the total estimated project cost to \$6,936,116.66;
- Extends the project completion date to April 30, 2027 and the Agreement End Date to April 30, 2028.

FURTHER BE IT RESOLVED that Council authorizes the Amending Agreement between the Government of Manitoba and the City of Dauphin to be signed and sealed by the Mayor and City Manager on behalf of the City of Dauphin.

CARRIED

9. New Business:

- a) RM of Dauphin/City of Dauphin Inter-Municipal Boundary Road Agreement Addendum

#2025-627 Moved by: Mayor Bosiak

Seconded by: Councillor Shtykalo

WHEREAS the City of Dauphin and the Rural Municipality of Dauphin entered into an Inter-Municipal Boundary Roads Agreement dated November 17, 2020, regarding the maintenance and operation of boundary roads;

AND WHEREAS a situation has arisen concerning installation, maintenance, and ownership of signage pertaining to one municipality but installed within the jurisdiction of the other municipality;

BE IT RESOLVED that Council accepts as information an Addendum to the Inter-Municipal Boundary Roads Agreement and a memorandum dated November 14, 2025 from the City Manager recommending approval of the Addendum, which clarifies that:

- Any signage installed by one municipality within the jurisdiction of the other shall be maintained by the municipality that installed the signage and to which the signage applies;

- The installing municipality shall be solely responsible for all associated costs, including installation, maintenance, repair, and replacement;
- Prior written approval must be obtained before installing signage in the other municipality's jurisdiction;
- Both municipalities must consult if signage affects operations or infrastructure of the other municipality.

FURTHER BE IT RESOLVED that Council agrees with the City Manager's recommendation, approves the Addendum to the Inter-Municipal Boundary Roads Agreement, and authorizes the Addendum to be signed and sealed by the City Manager on behalf of the City of Dauphin.

CARRIED

- b) Out-of-Province Travel Request – Canadian Association of Fire Chiefs Government Relations Week

#2025-628 Moved by: Councillor Rea

Seconded by: Councillor Daley

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 correspondence dated November 13, 2025 from the Fire Chief, requesting approval to attend the Canadian Association of Fire Chiefs Government Relations Week in Ottawa, Ontario, November 30 – December 3, 2025;

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

CARRIED

- c) 2025-26 Snow Removal Agreement

#2025-629 Moved by: Councillor Bellemare

Seconded by: Councillor Sobering

WHEREAS Manitoba Transportation and Infrastructure (MTI) is responsible for the maintenance of designated Provincial Roads within the City of Dauphin, and both parties have historically collaborated to ensure safe and effective winter operations;

AND WHEREAS MTI has requested that the City of Dauphin continue to provide snow removal services on specified Provincial Roads within City limits, and has agreed to provide total payment of \$81,713 to the City of Dauphin for the related snow-removal and hauling services;

BE IT RESOLVED that Council approves the 2025–26 Snow Removal Agreement between the Government of Manitoba, as represented by the Minister of Transportation and Infrastructure, and the City of Dauphin, for the provision of winter maintenance services on designated provincial roadways within the City of Dauphin;

FURTHER BE IT RESOLVED that Council authorizes the 2025-26 Snow Removal Agreement to be signed and sealed by the City Manager on behalf of the City of Dauphin.

CARRIED

d) 911 Services Agreement – Annual Fee Schedule

#2025-630 Moved by: Councillor Shtykalo

Seconded by: Mayor Bosiak

WHEREAS the City of Dauphin contracts 911 services from the City of Brandon, and the 911 fee schedule is updated each October for the following year;

BE IT RESOLVED that Council accepts as information 911 Services Agreement Schedule A and correspondence dated October 31, 2025 from Rochelle Jimeno, Administrative Assistant for the City of Brandon Public-Safety Communication Centre;

FURTHER BE IT RESOLVED that Council forwards the funding request from the City of Brandon Public-Safety Communication Centre to the City of Dauphin's 2026 budget deliberations for consideration.

CARRIED

e) Development Reserve – Terms of Reference

#2025-631 Moved by: Councillor Bellemare

Seconded by: Councillor Rea

WHEREAS Section 168(1) of *The Municipal Act* provides that a Council may by bylaw establish reserve funds for any general or specific purpose;

AND WHEREAS Council enacted Bylaw 01/2025 on February 3, 2025 to authorize the creation of a Development Reserve Fund for the purpose of purchasing land, buildings, and infrastructure, and the development thereof, to support and facilitate economic growth and community development in the City of Dauphin;

BE IT RESOLVED that Council accepts as information the Terms of Reference for the Development Reserve, which outlines its purpose, scope, decision-making process, evaluation criteria, and reporting requirements, and a memorandum dated October 31, 2025 from the Economic Development Manager, recommending that the Terms of Reference be approved;

FURTHER BE IT RESOLVED that Council agrees with the Economic Development Manager's recommendation and approves the Terms of Reference for the administration of the Development Reserve.

CARRIED

10. **Bylaws:**

- a) Bylaw 12/2025 Being a Bylaw of the City of Dauphin Amending Bylaw 02/2009 for the Regulation and Control of Traffic and Parking in the City of Dauphin (Accessible Parking on Second Avenue NW)

#2025-632 Moved by: Councillor Rea

Seconded by: Councillor Sobering

BE IT RESOLVED that Bylaw 12/2025 Being a Bylaw of the City of Dauphin Amending Bylaw 02/2009 for the Regulation and Control of Traffic and Parking in the City of Dauphin (Accessible Parking on Second Avenue NW), *be now read a second time.*

CARRIED

#2025-633 Moved by: Councillor Bellemare

Seconded by: Councillor Shtykalo

BE IT RESOLVED that Bylaw 12/2025 Being a Bylaw of the City of Dauphin Amending Bylaw 02/2009 for the Regulation and Control of Traffic and Parking in the City of Dauphin (Accessible Parking on Second Avenue NW), *be now read a third time and be signed and sealed by the Deputy Mayor and City Manager.*

CARRIED

*In Favour: Mayor Bosiak; Deputy Mayor Laughland; Councillors Sobering, Shtykalo, Bellemare, Rea, Daley
Opposed: None*

- b) Bylaw 13/2025 Being a Bylaw of the City of Dauphin to Prescribe Fees, Fines, and Charges for Municipal Services)

#2025-634 Moved by: Councillor Daley

Seconded by: Councillor Shtykalo

BE IT RESOLVED that Bylaw 13/2025 Being a Bylaw of the City of Dauphin to Prescribe Fees, Fines, and Charges for Municipal Services, *be now read a first time.*

CARRIED

11. Invitations, Community Events and Councillors' Reports:

- a) **Invitations:** No invitations.
- b) **Community Events:** No community events.

#2025-635 Moved by: Councillor Rea

Seconded by: Mayor Bosiak

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

- i) Prairie Mountain Health – Rapid Access to Addictions Medicine Knowledge Exchange,
November 12 – December 3, 2025

CARRIED

- c) **Councillors' Reports**

COUNCILLOR BELLEMARE

Advised that she attended:

- November 10 – Dauphin & District Allied Arts Council Meeting
- November 10 – Planning & Priorities Committee Meeting
- November 12 – Dauphin and Area Welcoming Committee Meeting
- November 17 – Dauphin Regional Library Meeting

Community events:

- November 11 – Remembrance Day Ceremony
- November 21 – Art Sale at the Watson Art Centre

Comments & Requests:

- Theresa Deyholos who is retiring. Theresa has been running the Fort Dauphin Museum for the last several years and is sitting on our City Beautification Advisory Committee. Thank you for all you have done for the museum over the years, and best wishes for your retirement.

COUNCILLOR REA

Advised that he attended:

- November 3 – Regular Council Meeting
- November 10 – Community Advisory Board Meeting
- November 10 – Planning & Priorities Committee Meeting
- November 13 – Sharps Committee Meeting

COUNCILLOR DALEY

Advised that he attended:

- November 3 – Regular Council Meeting
- November 4 – Assiniboine College Planning Meeting
- November 10 – Community Advisory Board Meeting
- November 10 – Planning & Priorities Committee Meeting
- November 13 – Community Economic Development Initiative Meeting

Community events:

- November 11 – Remembrance Day Ceremony
- November 15 – NDP Constituency Dinner

MAYOR BOSIAK

Advised that he attended:

- November 15 – Meeting with the Premier regarding local issues and projects

Comments & Requests:

- Welcome to our Youth Member Danika Chartrand

COUNCILLOR SOBERING

Advised that he attended:

- November 10 – Planning & Priorities Committee Meeting
- November 12 – Craft District Meeting

Community events:

- November 11 – Remembrance Day Ceremony

Comments & Requests:

- The Dauphin Community Cinema is in dire need of support from anyone. A GoFundMe page is online, and they are receiving donations directly.

COUNCILLOR SHTYKALO

Advised that he attended:

- November 3 – Regular Council Meeting
- November 10 – Planning & Priorities Committee Meeting

Community events:

- November 11 – Remembrance Day Ceremony

YOUTH MEMBER CHARTRAND

Comments & Requests:

- On November 7th, the DRCSS held a Remembrance Day assembly where myself and a friend spoke throughout. The DRCSS choir and senior band performed, and the student council members laid wreaths.

#2025-636 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the Councillors' Reports for the Regular Council Meeting of November 17, 2025.

CARRIED

12. Recess

#2025-637 Moved by: Councillor Bellemare

Seconded by: Councillor Daley

BE IT RESOLVED that the Council Meeting be recessed at 5:59 p.m.

CARRIED

The Committee recessed for a break at 5:59 p.m.

#2025-638 Moved by: Councillor Sobering

Seconded by: Councillor Shtykalo

BE IT RESOLVED that the Council Meeting be reconvened at 6:24 p.m.

CARRIED

13. COMMITTEE OF THE WHOLE

a) Call to Order

Mayor Bosiak called the meeting to order at 6:24 p.m.

b) Changes to Agenda

#2025-639 Moved by: Mayor Bosiak

Seconded by: Councillor Daley

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

CARRIED

#2025-640 Moved by: Councillor Rea

Seconded by: Councillor Bellemare

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

CARRIED

#2025-641 Moved by: Councillor Sobering

Seconded by: Councillor Bellemare

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

CARRIED

c) Committee of the Whole – General:

i) Building Condition Assessment – 19 Memorial Boulevard

#2025-642 Moved by: Councillor Daley

Seconded by: Councillor Bellemare

BE IT RESOLVED that Council accepts as information the discussion regarding the Building Condition Assessment Report for 19 Memorial Boulevard.

CARRIED

ii) South End Drainage

#2025-643 Moved by: Councillor Shtykalo

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the discussion regarding South End Drainage.

CARRIED

iii) Project & Development Manager's Report

#2025-644 Moved by: Councillor Shtykalo

Seconded by: Mayor Bosiak

BE IT RESOLVED that Council accepts as information the discussion regarding the Project & Development Manager's Report.

CARRIED

iv) Parkland Chamber of Commerce – Office Use and Funding Request

#2025-645 Moved by: Councillor Bellemare

Seconded by: Councillor Rea

BE IT RESOLVED that Council accepts as information the discussion regarding a request from Parkland Chamber of Commerce for office use and funding.

CARRIED

v) Council Meeting Schedule 2026

#2025-646 Moved by: Councillor Bellemare

Seconded by: Councillor Sobering

BE IT RESOLVED that Council accepts as information the discussion regarding the Council Meeting Schedule for 2026.

CARRIED

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

e) Committee of the Whole – Personnel:

i) Resignation – Utility Operator 4

#2025-647 Moved by: Councillor Sobering

Seconded by: Councillor Daley

BE IT RESOLVED that Council accepts as information, with regret, correspondence dated November 7, 2025 from Oblin Negrette Sofan, advising of his resignation from his position as Utility Operator 4, effective November 27, 2025.

CARRIED

ii) Letter of Offer – Equipment Operator 2

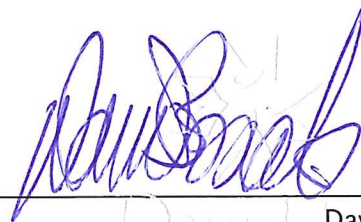
#2025-648 Moved by: Councillor Daley

Seconded by: Councillor Shtykalo


BE IT RESOLVED that Council accepts as information correspondence dated November 13, 2025 from Darrell Aitken, Acting Public Works Foreman, advising that Adam Jacobs has been awarded the position of Equipment Operator 2, effective November 17, 2025.

CARRIED

This meeting was adjourned at 7:42 p.m.



David Bosiak, Mayor



Sharla Griffiths, City Manager