

Rural Municipality of Grahamdale

Meeting Agenda

February 27, 2025 - Regular - 09:00 AM

1. ADOPTION OF MINUTES

2. AGENDA

3. FINANCES
 - 3.1 General Accounts
 - 3.2 2024 Year End Financial Statement
 - 3.3 RM Signing Authority

4. COMMITTEE REPORTS
 - 4.1 Public Works Manager Report
 - 4.2 Moosehorn Fire Department Report
 - 4.3 Councillor Lindell
 - 4.4 Councillor Gould

5. CORRESPONDENCE

6. BY-LAWS
 - 6.1 Council Remuneration By-Law 1090-2025 - Third Reading
 - 6.2 Aggregate Mining and Transportation By-Law 1094-2025
 - 6.2.1 First Reading
 - 6.2.2 Second Reading
 - 6.3 RM Fees and Charges By-Law 1093-2025
 - 6.3.1 First Reading
 - 6.3.2 Second Reading

7. UNFINISHED BUSINESS
 - 7.1 Lake MB Outlet Channel and Lake St. Martin Outlet Channel
 - 7.1.1 RM Project Manager
 - 7.2 Boundary Line Drain Committee
 - 7.3 Steep Rock Development
 - 7.4 Moosehorn Fire Dept. - New Fire Truck
 - 7.5 Aggregate Mapping
 - 7.6 Ditchfield Drain Bridge
 - 7.7 Proposed Brushing Cost-Share with MB Hydro
 - 7.8 Finance Officer - Term Position
 - 7.8.1 Admin Assistant Position
 - 7.9 Ashern & Area Vet Board - WCVL Donation
 - 7.10 RFP - Local By-Law Enforcement
 - 7.11 Steep Rock Trails
 - 7.12 ATV Trails
 - 7.13 Valley Fiber
 - 7.13.1 Valley Fiber Construction Permit
 - 7.13.2 Project Manager
 - 7.14 6094440 Manitoba Ltd. - Development Agreement
 - 7.15 Steep Rock Cottage Owners Association - Recreational Trails

8. NEW BUSINESS
 - 8.1 Municipal Office Closure - Training
 - 8.2 AMM Convention - Public Works
 - 8.3 Offer to Purchase - Lot 29 Plan 46115

- 8.4 Moosehorn Minor Baseball - Donation Request
- 8.5 RM Economic Development Officer Position
- 8.6 Parkland Regional Library
- 8.7 Moosehorn Fire Department - Conference
- 8.8 Steep Rock Community Club - Donation Request
- 8.9 Pinemuta WDG - Signage
- 9. IN CAMERA
- 9.1 In Camera - Preliminary Matter
- 9.2 Out of Camera
- 10. DELEGATIONS AND PUBLIC HEARINGS
- 10.1 11:30 a.m. C & W Welechenko
- 10.2 1:00 p.m. MB Transportation & Infrastructure LMOC and LSMOC Meeting
- 11. ADJOURNMENT



Rural Municipality of Grahamdale
Meeting Minutes
Regular February 27, 2025 - 09:00 AM

The 4th Regular meeting of the Council of the Rural Municipality of Grahamdale was held at the Municipal Office in Moosehorn, Manitoba on February 27, 2025.

Present:

- Reeve Craig Howse
- Councillor Charlotte Lindell
- Councillor Kevin Nickel
- Councillor Glen Metner
- Councillor Greg Jabusch
- Councillor Jason Bittner – via Zoom from 1:00 p.m. – 2:00 p.m.
- Councillor Dollard Gould
- CAO Shelly Schwitek

Reeve Howse called the meeting to order at 9:15 a.m.
Council broke for lunch from 12:00 p.m. to 1:00 p.m.

2025-070 **1** **Adoption of Minutes**
Councillor Jabusch
Councillor Lindell

BE IT RESOLVED THAT Council approve the following minutes as circulated:

1. February 13, 2025 Regular Council Meeting Minutes.

CARRIED

2025-071 **2** **Agenda**
Councillor Gould
Councillor Nickel

BE IT RESOLVED THAT Council adopt the agenda as circulated with additions.

CARRIED

2025-072 **3** **Finances**

2025-072 **3.1** **General Accounts**
Councillor Gould
Councillor Lindell

WHEREAS the List of Accounts (attached to the minutes hereto) for the period ending **February 26, 2025** have been examined by Council and found to be in order;
THEREFORE BE IT RESOLVED THAT Payroll Deposit in the amount of **\$12,550.08** and Accounts Payable Cheques numbered **11331** to **11353** in the amount of **\$133,988.87** be approved for payment.

CARRIED

2025-073 **3.2** **2024 Year End Financial Statement**
Councillor Metner
Councillor Jabusch

BE IT RESOLVED THAT the RM of Grahamdale's Un-Audited 2024 Year End Financial Statement be adopted as read.

CARRIED

- 2025-074 **3.3 RM Signing Authority**
Councillor Lindell
Councillor Metner
- BE IT RESOLVED THAT Council authorize the following municipal officials as signing officers for the RM of Grahamdale at the Access Credit Union, Moosehorn Branch effective immediately.
- One of: Reeve Craig Howse or
 Deputy Reeve Jason Bittner
- And
- One of: Chief Administrative Officer Shelly Schwitek or
 Assistant Chief Administrative Officer Devan McCoubrey
- CARRIED**
- 2025-075 **4 Committee Reports**
Councillor Nickel
Councillor Gould
- BE IT RESOLVED THAT Council adopts the reports of the Committees as presented.
- CARRIED**
- 4.1 Public Works Manager Report**
Council received an update on public works matters.
- 4.2 Moosehorn Fire Department Report**
- 3 calls for service – 2 multi-vehicle collisions (one with STARS assist), and one tractor/bale fire.
 - Pumper & Tanker were taken to Arborg for safeties on Feb 4/25;
 - SCBA compressor breathing air sample was taken and sent in for analysis;
 - Running Orders were updated and sent to the Office of the Fire Commissioner.
- 4.3 Councillor Lindell**
CDC
- Community Futures West Interlake provided an Intro to Financials workshop to the CDC. The next meeting is scheduled for March 5th.
- 4.4 Councillor Gould**
- The community post office at St. Martin Junction will be up and running on March 4th.
- 5 Correspondence**
1. Lakeshore School Division letter dated February 19, 2025 re: rescheduling the Vision and Voice meeting;
 2. Manitoba Good Roads Association letter dated January 30, 2025 re: becoming a member of the MGRA;
 3. Manitoba Good Roads Association “Managing and Maintaining Gravel Roads – Two Day Seminar” information;
 4. Manitoba Good Roads Association “Better Roads for a Brighter Future” brochure;
 5. Lakeshore Handivan Association Inc. letter dated February 13, 2025 re: Funding for the 2024-2025 Fiscal Year;
 6. East Interlake Watershed District January 2025 Minutes;
 7. AMM News Bulletin dated February 21, 2025;
 8. Parkland Regional Library Invoice dated February 25, 2025 re: 2025 Municipal Levy;
 9. Parkland Regional Library 2025 Budget;
 10. Parkland Regional Library 2024 Annual Report;
 11. AMM Member Advisory received February 26, 2025;
 12. Letter from MPI re: new basic and complex call rates dated February 14, 2025.

6 By-Laws

2025-076 **6.1 Council Remuneration By-Law 1090-2025 - Third Reading**
 Councillor Gould
 Councillor Jabusch

BE IT RESOLVED THAT By-Law No. 1090-2025 for the purpose of providing for the Remuneration of Members of Council be now read a third time, signed and sealed by the Reeve and Chief Administrative Officer.

Name	Yes	No	Abstained	Absent
Jason Bittner				✓
Dollard Gould	✓			
Craig Howse	✓			
Greg Jabusch	✓			
Charlotte Lindell	✓			
Glen Metner	✓			
Kevin Nickel	✓			

CARRIED

6.2 Aggregate Mining and Transportation By-Law 1094-2025

2025-077 **6.2.1 First Reading**
 Councillor Metner
 Councillor Lindell

BE IT RESOLVED THAT the By-Law to revise and update the Aggregate Mining and Transportation By-Law, to regulate the mining and transportation of aggregate in the R.M. of Grahamdale be now read a first time and numbered as 1094-2025.

CARRIED

2025-078 **6.2.2 Second Reading**
 Councillor Jabusch
 Councillor Nickel

BE IT RESOLVED THAT the By-Law No. 1094-2025 to regulate the mining and transportation of aggregate in the Municipality be now read a second time.

CARRIED

6.3 RM Fees and Charges By-Law 1093-2025

2025-079 **6.3.1 First Reading**
 Councillor Metner
 Councillor Gould

BE IT RESOLVED THAT the By-Law to revise and update the fees payable to the R.M. of Grahamdale for municipal services rendered under the authority of The Municipal Act and the by-laws of the Municipality be now read a first time and numbered as 1093-2025.

CARRIED

2025-080 **6.3.2 Second Reading**
 Councillor Lindell
 Councillor Jabusch

BE IT RESOLVED THAT the By-Law No. 1093-2025 to revise and update the fees payable to the R.M. of Grahamdale for municipal services rendered under the authority of The Municipal Act and the by-laws of the Municipality be now read a second time.

CARRIED

	7	Unfinished Business	
	7.1	Lake MB Outlet Channel and Lake St. Martin Outlet Channel	
2025-081	7.1.1	RM Project Manager Councillor Metner Councillor Gould	
		BE IT RESOLVED THAT Council approve extending the Municipality's Agreement with Steve Topping, Independent Consultant, as the Municipality's Project Manager for the Lake Manitoba Outlet Channel Project from December 31, 2024 until December 31, 2025.	CARRIED
	7.2	Boundary Line Drain Committee	TABLED
	7.3	Steep Rock Development	TABLED
	7.4	Moosehorn Fire Dept. - New Fire Truck Deadline to submit a bid thru MERX is March 11, 2025 at 12 Noon.	TABLED
	7.5	Aggregate Mapping Council has received 2 quotes and will not be moving forward with aggregate mapping at this time.	
	7.6	Ditchfield Drain Bridge	TABLED
	7.7	Proposed Brushing Cost-Share with MB Hydro Public Works and Council to prepare list of proposed sites to present to MB Hydro.	
2025-084	7.8	Finance Officer - Term Position Councillor Metner Councillor Nickel	
		BE IT RESOLVED THAT Council hire Joanne Bauch as interim Chief Financial Officer for the period ending December 31, 2026. Wage to be \$40.00 per hour. Start date to be April 22, 2025.	CARRIED
2025-085	7.8.1	Admin Assistant Position Councillor Lindell Councillor Jabusch	
		BE IT RESOLVED THAT Council advertise for an Administrative Assistant position on the Municipal Website and RM Facebook and in the Around Town Newsletter. Tentative start date to be May 2025.	CARRIED
	7.9	Ashern & Area Vet Board - WCVN Donation	TABLED
	7.10	RFP - Local By-Law Enforcement	TABLED
	7.11	Steep Rock Trails	TABLED

7.12 ATV Trails
Item to be removed from the agenda.

7.13 Valley Fiber

7.13.1 Valley Fiber Construction Permit

TABLED

2025-086 **7.13.2 Project Manager**
Councillor Metner
Councillor Nickel

BE IT RESOLVED THAT Council appoint Reeve Howse as Project Manager, for the purpose of overseeing the Municipality's interests during construction of Valley Fiber's fiber optic network in the R.M. of Grahamdale's rights of way.

CARRIED

7.14 6094440 Manitoba Ltd. - Development Agreement

TABLED

2025-087 **7.15 Steep Rock Cottage Owners Association - Recreational Trails**
Councillor Lindell
Councillor Gould

BE IT RESOLVED THAT Council authorizes payment of the second installment to the Steep Rock Cottage Owners Association in the amount of \$15,000.00 for the development of recreational trails in the Steep Rock area.

CARRIED

8 New Business

2025-088 **8.1 Municipal Office Closure - Training**
Councillor Gould
Councillor Jabusch

BE IT RESOLVED THAT Council authorize the closure of the RM Municipal Office to the Public on Friday May 2, 2025 to allow Municipal staff to participate in the training, conversion, upgrading to the newest version of the Munisoft system. Notice to the public will be placed on the Municipal website and Facebook page.

CARRIED

2025-089 **8.2 AMM Convention - Public Works**
Councillor Metner
Councillor Nickel

BE IT RESOLVED THAT Council approve the attendance of Public Works Manager Greg Ogonoski at the 2025 AMM Municipal Trade show on April 15 & 16, 2025 as a municipal expense.

CARRIED

- 2025-090 **8.3 Offer to Purchase - Lot 29 Plan 46115**
Councillor Jabusch
Councillor Metner
- WHEREAS Wayne Jerry Valen is offering to purchase Lot 29, Plan 46115 in Steep Rock Cottage Lot Development No. 2 for the amount of \$5,000.00 plus GST of \$250.00, legal fees of \$1,000.00 and refundable deposit amount of \$2,500.00 for a total purchase price of \$8,750.00:
- THEREFORE BE IT RESOLVED THAT Council agree to sell the above-mentioned property at the offered price. The purchaser will be responsible for the following conditions.
1. Payment of all legal and administration costs involved in the transfer of title.
 2. Date of Possession to be February 28, 2025;
 3. Construction of a new vacation home or installation of a new RTM shall be substantially completed within 2 years of the Possession date, but no later than February 28, 2027, with necessary permits as more fully set out in the Offer and Agreement to Purchase dated February 19, 2025.
 4. No mobile home or travel trailer shall be permitted as a permanent residence.
- CARRIED**
- 8.4 Moosehorn Minor Baseball - Donation Request**
- TABLED**
- 8.5 RM Economic Development Officer Position**
- TABLED**
- 2025-091 **8.6 Parkland Regional Library**
Councillor Lindell
Councillor Gould
- BE IT RESOLVED THAT Council approve payment of the 2025 Municipal Levy to the Parkland Regional Library in the amount of \$13,840.74.
- CARRIED**
- 2025-092 **8.7 Moosehorn Fire Department - Conference**
Councillor Metner
Councillor Jabusch
- BE IT RESOLVED THAT Council approve the attendance of four members of the Moosehorn and Gypsumville Fire Departments to the South Interlake Mutual Aid District Annual Fire & Life Safety Conference being held in Selkirk on May 15, 2025 as a municipal expense.
- CARRIED**
- 8.8 Steep Rock Community Club - Donation Request**
The Municipality will contribute a silent auction prize.
- 8.9 Pinemuta WDG – Signage**
Directional sign to be ordered and placed along PTH 6.

9 In Camera

2025-082 **9.1 In Camera - Preliminary Matter**
Councillor Gould
Councillor Jabusch

BE IT RESOLVED THAT Council move into an In Camera session pursuant to Section 152(3) of The Municipal Act to discuss a matter under:

152(3)(b) (iii) a matter that is in its preliminary stages and respecting which discussion in public could prejudice a municipality’s ability to carry out its activities or negotiations.

BE IT FURTHER RESOLVED THAT any items discussed while in camera must be kept confidential until the matter is discussed at a meeting of Council in public.

CARRIED

2025-083 **9.2 Out of Camera**
Councillor Gould
Councillor Jabusch

BE IT RESOLVED THAT Council now move out of camera and resume the meeting.

CARRIED

10 Delegations and Public Hearings

10.1 11:30 a.m. C & W Welechenko
Delegation to be rescheduled.

10.2 1:00 p.m. MB Transportation & Infrastructure LMOC and LSMOC Meeting
Council met with representatives from Manitoba Transportation and Infrastructure including Karen Toews – Acting Project Manager of the Major Projects Branch, Scott Toews – Executive Director of the Major Projects Branch, Ed Policarpio – Assistant Deputy Minister of the Corporate Services Division and Cynthia Ritchie – Assistant Deputy Minister of the Infrastructure Capital Projects Division. The purpose of the meeting was to receive an update on the status of the Lake Manitoba/Lake St. Martin Outlet Channel Projects.

2025-093 **11 Adjournment**
Councillor Jabusch
Councillor Nickel

BE IT RESOLVED THAT Council shall now adjourn to meet again at the next regular meeting of Council on March 13, 2025.

Adjournment time: 2:49 p.m.

CARRIED

Chief Administrative Officer Shelly Schwitek

Reeve Craig Howse

Deposit Register

Pay group : 100 (OFFICE)

Pay period : 03 (18Jan2025 to 31Jan2025)

Cheque date 31Jan2025

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Institute / Transit / Account	Amount
	31Jan2025	675	BECKER, Charles	650		
	31Jan2025	665	CLARK, Arnold	650		
	31Jan2025	676	FALK, Phyllis	650		
	31Jan2025	681	Godfrey, Peter	650		
	31Jan2025	309	Granberg, Danny	300		
	31Jan2025	204	MCCOUBREY, Devan	250		
	31Jan2025	310	Ogonoski, Gregory F.	300		
	31Jan2025	301	PRICE, JASON	300		
	31Jan2025	684	Rawluk, Henry	650		
	31Jan2025	201	SCHWITEK, SHELLY D.	200		
	31Jan2025	207	SHANNON, Justin	260		
	31Jan2025	205	SPARROW, Barbara	260		

Pay Group Totals :

Number of Deposits:12

Total Amount of Deposits:13735.92

RM of Grahamdale

Payment Register

Report Date
02/12/2025 1:38 PM

Batch: 2025-00010 to 2025-00018

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Bank Code: General - General

Payment #	Vendor	Date	Amount
Computer Cheque			
11305	6285636 Manitoba Ltd.	01/22/2025	23,554.13
11306	Hilbre Auto Service Inc.	01/28/2025	7,650.00
11307	6285636 Manitoba Ltd.	02/12/2025	29,295.00
11308	Access Credit Union	02/12/2025	409.91
11309	AMM Trading Company Ltd.	02/12/2025	156.11
11310	B.A.S. Enterprise Ltd	02/12/2025	255.00
11311	Belfor (Canada) Inc.	02/12/2025	7,444.66
11312	Big and Colourful	02/12/2025	1,566.43
11313	Falk Phyllis	02/12/2025	300.00
11314	GFL Environmental Inc	02/12/2025	4,383.92
11315	Grand & Toy	02/12/2025	104.44
11316	Ashern Home Hardware	02/12/2025	294.25
11317	Access Credit Union	02/12/2025	3,976.51
11318	McCandless Tramley	02/12/2025	25,169.49
11319	MDA Transport	02/12/2025	4,950.75
11320	MEBP	02/12/2025	8,901.01
11321	Prairie By-Law Enforcement Ltd	02/12/2025	157.50
11322	Real Pristine Services	02/12/2025	347.50
11323	Access Credit Union	02/12/2025	16,990.96
11324	RM of Piney	02/12/2025	1,575.00
11325	Shannon Justin	02/12/2025	22.39
11326	Shoreline Excavating	02/12/2025	2,058.00
11327	Sparrow Barbara Ellen	02/12/2025	210.17
11328	St. Martin Fish Agency	02/12/2025	73,590.30
11329	Telmatik	02/12/2025	162.75
11330	XEROX CANADA LTD	02/12/2025	241.63
Total for Computer Cheque:			213,767.81
Credit Invoice			
2025-0001	Lakeshore School Division #23	02/03/2025	0.00
2025-0002	Frontier School Division #48	02/03/2025	0.00
Total for Credit Invoice:			0.00
Total for General:			213,767.81

Payments Printed: 28