



**Riverdale Municipality**  
**Meeting Minutes**  
**Regular Meeting December 16, 2025 - 06:00 PM**

**Called To Order**

Mayor Heather Lamb called the meeting to order at 6:00 p.m. with the following members of Council in attendance:

- Councillor Shawn Mason
- Councillor Everett Smith
- Councillor Ian Dyer
- Councillor Christa Veitch
- Councillor David Creighton

Councillor Tyler Pod sends his regrets

CAO Marci Quane recorded the minutes.

**Resolution No:**  
254-320

**Adoption of Agenda**  
**Moved By:** Ian Dyer  
**Seconded By:** Shawn Mason

Be It Resolved that the regular meeting agenda dated December 16, 2025, be adopted as presented

Be It Further Resolved that the agenda form part of the minutes.

**CARRIED UNANIMOUSLY**

**Resolution No:**  
254-321

**Adoption of Minutes**  
**Moved By:** Christa Veitch  
**Seconded By:** Everett Smith

Be It Resolved that the minutes of December 2nd, 2025 be adopted as circulated.

**Delegation/Public Hearings**

**Resolution No:**  
254-322

**Open Public Hearing - ZBLA2025-06**  
**Moved By:** David Creighton  
**Seconded By:** Everett Smith

Be It Resolved That the Council for Riverdale Municipality recess the Regular Meeting of Council at 6:00 pm to sit as a Public Hearing to hear representation on By-Law 2025-06.

**CARRIED UNANIMOUSLY**

**ZBLA 2025-06 Public Hearing 6:05pm**

**Resolution No:**  
254-323

**Close Public Hearing**  
Be It Resolved that Council Close the Public Hearing and re-open the regular meeting at 6:05pm.

**CARRIED UNANIMOUSLY**

**Resolution No:**  
254-324

**Communications**  
**Moved By:** Shawn Mason  
**Seconded By:** Christa Veitch

Be It Resolved that Council accept and file the following Correspondence:

- 1.Land Use Planning Action Plan

- 2. InfoMetrics Holiday Greeting
- 3. JRCC Greetings
- 4. MB Gro Funding

**CARRIED UNANIMOUSLY**

**Monthly Reports**

**Finance**

**Resolution**     **2026 Interim Operating Budget**  
**No:**             **Moved By:** Ian Dyer  
254-325           **Seconded By:** Christa Veitch

Whereas Section 163 of the Municipal Act provides for Council to adopt an interim operating budget for the period of January 1, 2026 until the adoption of the annual budget;

Now Therefore Be It Resolved that the following provisional estimates be hereby adopted;

**GENERAL OPERATING REQUIREMENTS**

|                                    |              |
|------------------------------------|--------------|
| General Government Services        | \$300,000.00 |
| Protective Services                | \$40,000.00  |
| Transportation Services            | \$500,000.00 |
| Environmental Services             | \$80,000.00  |
| Public Health & Welfare Services   | \$10,000.00  |
| Environmental Development Services | \$10,000.00  |
| Economic Development Services      | \$30,000.00  |
| Recreational and Cultural Services | \$400,000.00 |
| Fiscal Services                    | \$5,000.00   |
| <b>TOTAL: \$1,375,000.00</b>       |              |

**UTILITY OPERATING REQUIRMENTS**

|                                |              |
|--------------------------------|--------------|
| Water Supply                   | \$300,000.00 |
| Sewage Collection and Disposal | \$40,000.00  |
| <b>TOTAL: \$340,000.00</b>     |              |

**GRAND TOTAL: \$1,715,000.00**

**CARRIED UNANIMOUSLY**

**Resolution**     **Financial Statements**  
**No:**             **Moved By:** David Creighton  
254-326           **Seconded By:** Shawn Mason

Be It Resolved that Council adopt the October and November 2025 Financial Statements as presented.

**CARRIED UNANIMOUSLY**

**Resolution**     **Bank Reconciliations**  
**No:**             **Moved By:** Everett Smith  
254-327           **Seconded By:** Christa Veitch

Be it Resolved that Council approve the October and November 2025 bank reconciliation as presented.

**CARRIED UNANIMOUSLY**

**Resolution**     **Credit Card Statement**  
**No:**             **Moved By:** Ian Dyer  
254-328           **Seconded By:** David Creighton

Be it Resolved that Council approve the Collabria Credit Card statement for Oct 23 - Nov 21, 2025 as presented.

**CARRIED UNANIMOUSLY**

**Resolution**      **List of Accounts for Approval**  
**No:**                **Moved By:** Everett Smith  
254-329            **Seconded By:** Christa Veitch

Be it Resolved that Council approve the list of accounts for \$257,064.45 including cheques 16307 - 16396.

**CARRIED UNANIMOUSLY**

**Resolution**      **Payroll Accounts for Approval**  
**No:**                **Moved By:** Shawn Mason  
254-330            **Seconded By:** Ian Dyer

Be It Resolved That the Employee and Council Net payroll accounts be approved as presented for the month of November 2025.

**CARRIED UNANIMOUSLY**

**Unfinished Business**

**Resolution**      **2026 Emergency Plan**  
**No:**                **Moved By:** Christa Veitch  
254-331            **Seconded By:** David Creighton

**WHEREAS** in accordance with Section 8 of The Emergency Measures Act, being Chapter E80 of the Continuing Consolidation of the Statutes of Manitoba, the council shall prepare, approve and adopt emergency preparedness plans.

**AND WHEREAS** the council of the Riverdale Municipality has agreed to the necessity for a prompt and co-ordinated response to emergencies;

**AND WHEREAS** it is deemed expedient and in the public interest to adopt an emergency preparedness plan, Riverdale Municipality to provide a prompt and co-ordinated response to emergencies;

**Therefore Be It Resolved That** Riverdale Municipality adopts the 2026 Emergency Plan as Presented.

**CARRIED UNANIMOUSLY**

**Chargeback of Costs - By-Law Control**

**New Business**

**Resolution**      **Prairie Crocus Library Occupancy Agreement**  
**No:**                **Moved By:** Everett Smith  
254-332            **Seconded By:** Ian Dyer

Be It Resolved that Council accepts and allows administration to execute the 2026-2030 Occupancy Agreement with Prairie Crocus Library.

**CARRIED UNANIMOUSLY**

**Resolution**      **Annual Authorization to Operate Line of Credit**  
**No:**                **Moved By:** David Creighton  
254-333            **Seconded By:** Christa Veitch

WHEREAS 173(1) of the Municipal Act provides that, "A Council may by resolution borrow money for the operating expenses during a fiscal year, but the amount borrowed must not exceed that amount collected in taxes and grant in lieu of taxes in the previous fiscal year";

AND WHEREAS the Council of Riverdale Municipality (herein called

“the Corporation”) deems it necessary to borrow the sum of One Million Five Hundred Thousand Dollars (\$1,500,000.00) to meet the current expenditures of the Corporation for the fiscal year 2026 until such time as the taxes levied therefore are collected;

AND WHEREAS the total amount of the taxes collected by the Corporation last year was the sum of Two Million, Seven Hundred and Fifteen Thousand, Two Hundred Thirteen Dollars (\$2,715,213.88).

NOW THEREFORE it is hereby enacted by the Corporation of Riverdale Municipality as follows:

1. THAT the Mayor and Treasurer of the Corporation be and they are hereby authorized to borrow under the seal of the Corporation from the Westoba Credit Union Ltd. (herein called “the Credit Union”) the sum of One Million Five Hundred Thousand Dollars (\$1,500,000.00), for the purpose of aforesaid and to pay or agree to pay interest thereon, or on so much thereof as remains from time to time unpaid, calculated at the Credit Union’s prime interest rate per annum in effect from time to time plus arranged % per annum, as well after as before maturity, default and judgment, with interest on overdue interest at the same rate as the principal.

2. THAT the amount so borrowed with interest aforesaid be evidenced by either of the following means:

a) by one or more promissory notes under the seal of the corporation and signed by the Mayor and Treasurer thereof and given to the Credit Union, or

b) by overdraft on the account of the corporation with the Credit Union by cheques signed by the Mayor and Treasurer thereof.

3. THAT the Corporation hereby mortgages, assigns, transfers, pledges and hypothecates to the said Credit Union the taxes of the Corporation for the present year for municipal, school or the purposes of The Minister of Local Government as additional security for the repayment of the amount so borrowed for any of such respective purposes.

4. THAT the Corporation shall deposit said taxes with the Credit Union as collected in a special account as collateral security for payment of the amount so borrowed and interest, but the Credit Union shall not be restricted to the said taxes for payment of the sum borrowed hereunder, nor shall it be bound to wait for repayment of said sum until said taxes are collected, or be required to see that they are deposited or applied as aforesaid.

5. THAT the amount so borrowed and interest shall be payable within the current fiscal year.

6. THAT the Mayor and Treasurer are hereby authorized to give to the said Credit Union in the name, on behalf of and under the seal of the Corporation as security for the moneys so borrowed, and interest thereon, a covenant or agreement containing a clause that all taxes levied or to be levied by the Corporation for the present year be and they are hereby pledged, hypothecated, mortgaged, transferred and assigned to the Credit Union as security for said loan and interest thereon and are charged as a first charge with repayment of such loan and interest, or a clause to like effect; and that said taxes shall be deposited forthwith on being collected in the Credit Union to the credit to the Corporation in a special account as collateral security for said advance.

7. THAT nothing herein or in said covenant or agreement contained shall waive, prejudicially affect or exclude any right, power, or security by statute, common law or otherwise given to or implied in favor of the said Credit Union.

**CARRIED UNANIMOUSLY**

**Consideration of By-Laws**

**Resolution No:** 254-334  
**ZBLA 2025-06 2nd Reading**  
**Moved By:** Everett Smith  
**Seconded By:** Ian Dyer

Therefore Be It Resolved that the Council of Riverdale Municipality give 2nd Reading to By-Law 2025-06 as presented.

**CARRIED UNANIMOUSLY**

**Resolution No:** 254-335  
**ZBLA 2025-06 3rd and Final Reading**  
**Moved By:** David Creighton  
**Seconded By:** Everett Smith

Therefore Be It Resolved that the Council of Riverdale Municipality give 3rd and final Reading to By-Law 2025-06 as presented.

|                 | Yes | No | Abstained | Absent |
|-----------------|-----|----|-----------|--------|
| Christa Veitch  |     |    |           |        |
| David Creighton | ✓   |    |           |        |
| Ian Dyer        | ✓   |    |           |        |
| Heather Lamb    | ✓   |    |           |        |
| Darrel Link     | ✓   |    |           |        |
| Shawn Mason     | ✓   |    |           |        |
| Tyler Pod       |     |    |           | ✓      |
| Everett Smith   | ✓   |    |           |        |
| Christa Veitch  | ✓   |    |           |        |

**CARRIED UNANIMOUSLY**

**Resolution No:** 254-336  
**Special Service Proposal Fire Protection Services 2026-2028**  
**Moved By:** David Creighton  
**Seconded By:** Shawn Mason

WHEREAS Council recognizes the importance of ensuring sustainable, equitable, and effective fire protection services for residents of Riverdale Municipality; and

WHEREAS Council wishes to review options for a special service to support the delivery and funding of fire protection services;

THEREFORE BE IT RESOLVED that the Council of Riverdale Municipality hereby directs Administration to prepare a Special Service Proposal for Fire Protection, including scope of service, estimated costs, funding model, and any legislative requirements, for Council’s review and consideration.

**CARRIED UNANIMOUSLY**

**Resolution No:** 254-337  
**Special Service Proposal Waste and Recycling Collection 2026-2028**  
**Moved By:** Ian Dyer  
**Seconded By:** Everett Smith

WHEREAS Council recognizes the importance of providing consistent, efficient, and environmentally responsible waste and recycling curbside collection services for residents of Riverdale Municipality; and

WHEREAS Council wishes to review options for a special service to support the delivery and funding of waste and recycling curbside collection;

THEREFORE BE IT RESOLVED that the Council of Riverdale Municipality hereby directs Administration to prepare a Special Service Proposal for Waste and Recycling Curbside Collection, including scope of service, estimated costs, funding model, and any legislative requirements, for Council’s review and consideration.

**CARRIED UNANIMOUSLY**

**Resolution**      **In Camera**  
**No:**                **Moved By:** Everett Smith  
254-338            **Seconded By:** Christa Veitch

Be It Resolved That Council recess the regular meeting to sit in camera as a Committee of the Whole to discuss personnel issues.

Be It Further Resolved That all matters discussed are to be kept confidential.

**CARRIED UNANIMOUSLY**

**Resolution**      **Out of Camera**  
**No:**                **Moved By:** David Creighton  
254-339            **Seconded By:** Christa Veitch

Be It Resolved That Council adjourn the closed meeting and proceed with the regular agenda.

**CARRIED UNANIMOUSLY**

**Councillor's Remarks & Suggestions**

Councillor Creighton mentioned that the Riverdale CDC would like to purchase self watering planters to replace the old planters around the community. A question was asked about the maintenance during summer months for the seasonal washrooms in recreational areas. Councillor Dyer updated the group on the daycare meeting that took place December 15th, 2025.

Councillor Mason asked about the realtor contract and how things are going in regard to sales.

**Mayor's remarks & Suggestions**

**Chief Administrative Officer's Report**

**Resolution**      **Adjournment**  
**No:**                **Moved By:** Christa Veitch  
254-340            **Seconded By:** David Creighton

Be It Resolved that Council do now adjourn.  
TIME: 9:18pm

**CARRIED UNANIMOUSLY**

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**Heather Lamb**  
Mayor

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**Marci Quane**  
Chief Administrative Officer

