

MINUTES OF THE TOWN OF NEEPAWA REGULAR MEETING OF COUNCIL HELD TUESDAY, DECEMBER 16, 2025, AT 7:00 P.M. IN THE COUNCIL CHAMBERS, NEEPAWA MUNICIPAL OFFICE, 275 HAMILTON ST., NEEPAWA, MB

Present: Mayor Hedley, Deputy Mayor Parrott, Councillors Clark, Gerrard, Kostenchuk and Sisley, CAO Colleen Synchyshyn, Manager of Operations Denis Saquet, Asset Management Coordinator Kara Sylvester, Development Officer Scott Kowalick

Regrets: Councillor Nadeau

Guests: Jessica Omen – NACTV, Bailey Jonsson

1. 5:00 p.m. – 7:00 p.m. – Committee of the Whole Pre-Meeting.

1.1 Draft Accommodation Tax By-Law Discussion

- In attendance: Danny Lee, M.J. Patel, Yash, Darji, Patricia Hall and Marvin Beaumont
- Preliminary discussion with Neepawa’s accommodation owners to review the proposed by-law and discuss the potential impact. Obtaining approval to impose an accommodation tax is a lengthy process which can span 12 to 18 months. This will allow for careful consideration of this matter and ensure that the Town works with the accommodation owners to address their concerns. While not a detailed summary of the discussion, some of the key comments as follows:
 - Need to create parity with the motel that sits in the jurisdiction of North Cypress Langford (NCL). Perhaps NCL should be approached to consider putting a by-law in place as well.
 - The tax is inevitable, but is it early in the game for Neepawa? Start slow as opposed to starting at 5% (perhaps 2% to start). Could the rate also increase incrementally?
 - Prefer to keep the 30-day criteria.
 - Consider using the money to create amenities for those age groups who need things to do and be entertained. Also need to use the money to attract and host events that draw people to Neepawa.
- Further information to be gathered regarding the logistics of how the tax is tracked and submitted, and how a verification process would work, as well as investigating the costs associated with setting up the tax in a computer system.

1.2 In-Camera

Resolution No: 2025-263

Kostenchuk/Parrott

BE IT RESOLVED THAT we do now sit a “Committee of Whole In-Camera” at 6:00 p.m. to discuss strategic planning and development matters.

CARRIED

1.3 Adjourn In-Camera

Resolution No: 2025-264

Gerrard/Kostenchuk

BE IT RESOLVED THAT we do now adjourn the “In-Camera” session at 6:54 p.m.

CARRIED

2. 7:00 p.m. Approval of Agenda

Resolution No: 2025-265

Gerrard/Clark

BE IT RESOLVED THAT we approve the Regular Meeting agenda for December 16, 2025.

CARRIED

3. Approval of Minutes

Resolution No: 2025-266

Clark/Kostenchuk

BE IT RESOLVED THAT we approve the minutes of the Regular Meeting held December 2, 2025 as circulated.

CARRIED

4. Presentations/Delegations/Public Hearings

- 7:05 p.m. – Public Hearing – Variation Application V-05-2025 Martin (*Separate Minutes*)

5. Council Reports

5.1 Councillor Sisley

- Attended the grand opening of Better Connection Therapy Services.
- Attended the Handivan meeting – Chili fundraiser planned for January 23, 2025.

6. Department Reports

6.1 Manager of Operations Denis Saquet

- Parked vehicles cause problems for snow clearing operations. Notices are being placed on vehicles and the Town will install more signage to identify areas where parking is banned. Persons that continue to park in prohibited areas will be subject to being towed.

7. Correspondence

7.1 Neepawa Veterinary Services District Board

- Minutes of December 11th meeting received and filed.

7.2 Manitoba Business Security Rebate Program

- The Department of Justice announced a \$10 million dollar program to help businesses repair property damage and make security upgrades. The program is first-come, first-served for Manitoba businesses with 75 or fewer employees per location. Eligible businesses can apply for up to \$2,500 per location to offset the cost of purchasing security equipment or repairing property damage on or after August 23, 2024.

8. Finance

8.1 November Financial Statement

Resolution No: 2025-267

Gerrard/Clark

BE IT RESOLVED THAT we approve the Financial Statements for the month ended November 30, 2025.

CARRIED

8.2 Add Outstanding A/R & Utility Accounts to Taxes

Resolution No: 2025-268

Sisley/Kostenchuk

WHEREAS Section 252 (2) of *The Municipal Act* authorizes a municipality to collect debts in the same manner as a tax may be collected or enforced under the Act;

AND WHEREAS nearing the end of 2025, there are outstanding utilities and accounts receivable charges that remain unpaid or uncollectible;

THEREFORE, BE IT RESOLVED THAT all of the following accounts that remain outstanding as at December 31, 2025, be hereby added to the property tax roll.

Tax Roll #	A/R Account #	Amount Outstanding	Description
133100	1070	\$128.40	Meter Installation
10250	1203	\$15,250.00	Water Installation
122000	1228	\$115.00	Fire Inspection
56800	251	\$5,000.00	Water/Sewer Renewal
2550	1221	104.25	Construction & Demolition Charges
14700	1054	\$3,329.00	B/L Enforcement – Property Cleanup
Total		\$23,926.65	

Tax Roll #	Utility Account #	Amount Outstanding
161400000	6230011	\$129.64
10500000	7000004	\$584.14
154600000	9000002	\$263.18
14700000	15501007	\$179.45
16400000	16502008	\$532.02
142150000	50044004	\$186.79
47100000	54800003	\$1,514.96
43100000	62301002	\$197.29
165400000	69802002	\$242.65
486000000	78101012	\$94.97
23200000	84703001	\$105.06
55000000	91200002	\$296.42
56100000	92201011	\$630.23
141713000	300483010	\$182.43
141722000	300572005	\$131.54
Total		\$5,312.35

CARRIED

8.3 Cyber Security Proposals

Resolution No: 2025-269

Sisley/Clark

IT RESOLVED THAT we accept the proposal of MicroAge to provide cyber security protection at a monthly rate of \$1,779.00 per month plus taxes and a one-time fee of \$2,880.00 plus taxes for initialization.

CARRIED

8.4 Interim Operating Budget for 2026

Resolution No: 2025-270

Gerrard/Kostenchuk

BE IT RESOLVED THAT in accordance with Section 163 of the Municipal Act, the Council of the Town of Neepawa hereby adopts the following provisional estimates in support of operating and capital expenditures for the period from January 1, 2026 until the adoption of the annual estimates:

General Operating Requirements	
General Government Services	\$464,000.00
Protective Services	\$319,000.00
Transportation Services	\$464,250.00
Environmental Health Services	\$190,000.00
Environmental Development Services	\$22,000.00
Public Health & Welfare Services	\$524,000.00
Economic Development Services	\$90,000.00
Recreation & Cultural Services	\$200,000.00
Fiscal Services	\$50,000.00
Total General Operating Requirements	\$2,323,250.00
Total Utility Operating Requirements	\$950,000.00
General Capital Requirements	\$500,000.00
Utility Capital Requirements	\$500,000.00

CARRIED

9. Unfinished Business

9.1 Subdivision 4437-25-8766 – Town of Neepawa – Phase 1 Project 320

Resolution No: 2025-271

Clark/Sisley

WHEREAS resolution 2025-231 approved Subdivision Application 4437-25-8766 to subdivide approximately 58 acres in NE 32-14-15W;

AND WHEREAS the Community Planning Office is requesting a further resolution to specifically indicate that the Town will complete a zoning by-law amendment and will obtain the necessary variances;

THEREFORE, BE IT RESOLVED THAT Subdivision 4437-25-8766 be further approved subject to the Town completing a zoning by-law amendment to re-zone those portions that need to be re-zoned from the existing industrial zone to the appropriate residential zones with respect to the intended residential density, as well as ensuring that the required property variances be obtained.

CARRIED

10. New Business

10.1 Variation Application V-05-2025 – L. Martin @ 206 PTH 5 N (Lot C, Plan 63579)

Resolution No: 2025-272

Kostenchuk/Sisley

BE IT RESOLVED THAT we approve Variation Application V-05-2025 of Lee Martin respecting Lot C, Plan at 206 PTH 5N to increase the size of an accessory building to be used as a greenhouse, from the maximum of 900 sq. ft. to the proposed 1,250 sq. ft.

CARRIED

10.2 Animal Control Contract for 2025

Resolution No: 2025-273

Gerrard/Parrott

BE IT RESOLVED THAT the Council for the Town of Neepawa authorize the Mayor and CAO to enter into an agreement with Chad Campbell to provide animal control services for the Town of Neepawa from January 1, 2026 to December 31, 2026.

CARRIED

10.3 Campground Manager Contract

Resolution No: 2025-274

Sisley/Clark

BE IT RESOLVED THAT we accept the proposal of Gloria Speiss to manage the Riverbend Campground for the 2026 season at a rate of \$4,250.00 per month.

CARRIED

10.4 Snow Removal Agreements for 2026

Resolution No: 2025-275

Parrott/Clark

BE IT RESOLVED THAT we enter into agreements with P. Baker Backhoe Service and Rob Smith & Son Backhoe & Trucking Ltd. for the removal of snow within the Town of Neepawa, when required, during the 2026 calendar year.

CARRIED

10.5 Janitorial Services – Neepawa Training Centre 2026 - 2029

Resolution No: 2025-276

Parrott/Gerrard

BE IT RESOLVED THAT we accept the bid of DBY Prestige Cleaning to perform janitorial services at the Neepawa Training Centre for the period January 1, 2026 to December 31, 2029 at a rate of \$550 per month for 2026 and increasing in increments of \$50 per year for the years 2027 - 2029.

CARRIED

10.6 Accept Project 320 Lift Station Bid

Resolution No: 2025-277

Gerrard/Parrott

BE IT RESOLVED THAT we award the new lift station and forcemain contract for Project 320 to Rob Smith & Son Backhoe & Trucking Ltd. at a total cost of \$1,069,125.00 plus GST

CARRIED

10.7 Agreement with Manitoba Transportation & Infrastructure

Resolution No: 2025-278

Kostenchuk/Clark

BE IT RESOLVED THAT the Town of Neepawa enter into agreement with the Province of Manitoba for the construction and maintenance of a 300mm forcemain (sewer) pipeline within the control limits of, along and across a portion of PTH No. 5 in the SW 33-14-15 WPM and the SE 32-14-15WPM in the Town of Neepawa respecting Project 320.

CARRIED

10.8 Town of Neepawa – Emergency Plan

Resolution No: 2025-279

Kostenchuk/Sisley

BE IT RESOLVED THAT we hereby approve the updated Emergency Plan for 2026.

CARRIED

11. Other Business

- Reminder By Councillor Gerrard that applications for 2026 grant funding must be received no later than December 31, 2025.
- Mayor Hedley extended best wishes on behalf of Council and staff for the holiday season.

Resolution No: 2025-280

Parrott/Kostenchuk

BE IT RESOLVED THAT we do now sit In-Camera at 7:30 p.m. to discuss a personnel matter.

CARRIED

Resolution No: 2025-281

Kostenchuk/Parrott

BE IT RESOLVED THAT we do now adjourn the “In-Camera” session at 8:44 p.m.

CARRIED


12. Adjournment

Resolution No: 2025-282

Clark/Sisley

BE IT RESOLVED THAT we now adjourn this Regular Meeting of Council at 8:45 pm.

CARRIED



Mayor – Brian Hedley



CAO – Colleen Synchyshyn