



## Municipality of Bifrost-Riverton

### Meeting Minutes

March 13, 2025 - Regular Council Meeting - 08:00 AM

#### PRESENT

Reeve: Brian N. Johnson Deputy Reeve: Chad Johnson  
Councillor: Ken Stadnek, David King, Gordon Klym, Corey Palsson  
Admin: CAO Larissa Love, ACAO Tanis Wyant

#### 1. Meeting Called To Order

Reeve Johnson called the meeting to order at 8:03 am.

Resolution No:  
2025-0027

#### 2. Confirmation of Minutes

Moved By: David King

Seconded By: Gordon Klym

Be it resolved that Council do hereby adopt the following Minutes as presented:  
Regular Meeting - February 13, 2025.

Carried

Resolution No:  
2025-0028

#### 3. Adoption of Agenda

Moved By: Ken Stadnek

Seconded By: Gordon Klym

Be it resolved that the Agenda be adopted, as amended, and the order of the agenda is authorized to be altered as required.

Carried

#### 4. Reception of Delegations/Petitions

##### 4.1 Lorne Floyd, PR 233 & 329 Upgrade Efforts - 10:00 am

Ken Foster, Shannon Pyziak, Barry Magnusson, Harold Reimer, and Jon Brandt presented the need for lobbying efforts to upgrade PR 329 and a portion of PR 233 to a RTAC surface.

Resolution No:  
2025-0029

#### 5. Reception of Elected Officials/Committees

Moved By: Chad Johnson

Seconded By: Ken Stadnek

Be it resolved that Council hereby accept the verbal and written reports of elected official/committees as presented.

Carried

##### 5.1 East Interlake Watershed District, Jan. 2025 Executive Minutes

##### 5.2 Riverton-Bifrost Fire Department

Resolution No:  
2025-0030

##### 5.3 Arborg-Bifrost Fire & Emergency Services

**Moved By:** Corey Palsson  
**Seconded By:** Gordon Klym

Be it resolved that the Council of the Municipality of Bifrost-Riverton approve the Arborg-Bifrost Fire & Emergency Services 2025 Budget and Remuneration as presented.

Carried

**Resolution No:**  
2025-0031

**6. Communications**

**Moved By:** David King  
**Seconded By:** Chad Johnson

Be it resolved that Council accept the following communications as presented:

Carried

- 6.1 **Public Works Manager Activity Report**
- 6.2 **CAO Activity Report**
- 6.3 **Arborg Agricultural Society, Sponsorship Request**
- 6.4 **Assoc. MB Municipalities, Feb 7/25 Bulletin**
- 6.5 **Assoc. MB Municipalities, District Meeting & Elections**
- 6.6 **Assoc. MB Municipalities, Interlake Director's Update**
- 6.7 **Eastern Interlake Planning District, 2025 Approved Budget**
- 6.8 **Department of Families, Response to Riverdale Place Workshop Concerns**
- 6.9 **Arborg & District Multicultural Heritage Village, Spring Fundraiser**
- 7. **Accounts**

**Resolution No:**  
2025-0032

**7.1 Authorization of Accounts for Payment**

**Moved By:** Chad Johnson  
**Seconded By:** Corey Palsson

Be it resolved that Council do hereby adopt and approve total payables for expenses in the amount of \$166,402.04;

And further be it resolved that Council do hereby adopt and approve payroll & council indemnities for pay periods ending March 7, 2025 in the amount of \$93,490.13, and February Government Remittances in the amounts of \$14,564.96 and \$12,142.65;

And further that signing officers be authorized to sign cheques for same, Cheque #'s 3321-3364 and e-cheques as listed.

Carried

**Resolution No:**  
2025-0033

**7.2 Unaudited Financials as at February 28, 2025**

**Moved By:** Chad Johnson  
**Seconded By:** Ken Stadnek

Be it resolved that Council hereby accept the February 28, 2025 Unaudited Financial Statements as presented.

Carried

**7.3 Bank Statement**

**Resolution No:**  
2025-0034

**7.4 Five in One Reserve**

**Moved By:** David King

**Seconded By:** Corey Palsson

Whereas the Municipality of Bifrost-Riverton has one (1) credit union account (#940005760027) that holds funds for five (5) different reserves;

And whereas the Council of the Municipality of Bifrost-Riverton would like to divide this credit union account into five separate accounts;

Therefore be it resolved that the following reserves be separated as to the amounts owning below as of January 31, 2025 with congruent interest applied as of March 31, 2025;

- Machinery Reserve - \$25,963.10
- Building Reserve - \$141,157.80
- Drainage Reserve - \$99,786.01
- Bifrost-Arborg Fire - \$105,872.07
- Riverton & Area Econ. Dev. Res. - \$48,344.67

Carried

**Resolution No:**  
2025-0035

**7.5 Consolidation of Reserves**

**Moved By:** David King

**Seconded By:** Chad Johnson

Whereas the Council of the Municipality of Bifrost-Riverton would like to consolidate two reserve funds;

Therefore be it resolved that Council authorize the Old Riverton FD Hecla Reserve (#940005760100) be consolidated with Riverton Fire Reserve (# 940005760043), and then said account (#940005760100) be closed.

Carried

**8. By-laws**

**Resolution No:**  
2025-0036

**8.1 Enter into By-law Public Hearing**

**Moved By:** David King

**Seconded By:** Chad Johnson

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby adjourn the regular meeting of Council to enter into a Public Hearing on By-law 01-2025 at 9:45 am.

Carried

**8.1.1 By-Law 01-2025 Riverton Garbage Collection Special Service Public Hearing - 9:45 am**

**Public Hearing Minutes**

Reeve Johnson called the Public Hearing to order at 9:45 am.

Reeve Johnson confirmed that the Notice of Public Hearing for By-law 01-2025 was given in accordance with The Municipal Act, and explained the purpose of the hearing.

Representation was received as follows:

In Favour: None

Opposed: None

For Information: None

Reeve Johnson called for adjournment of the Public Hearing at 9:47 am.

**Resolution No:**  
2025-0037

**8.1.2 Close By-law Public Hearing**

**Moved By:** David King

**Seconded By:** Gordon Klym

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby adjourn the Public Hearing on By-law 01-2025 at 9:47 am.

Carried

**Resolution No:**  
2025-0038

**8.2 By-Law 01-2025 Special Service; Riverton Garbage Collection, First Reading**

**Moved By:** Gordon Klym

**Seconded By:** David King

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby give first reading to By-Law 1-2025, being a By-law of the Municipality of Bifrost-Riverton for Waste Collection in Riverton.

Carried

**Resolution No:**  
2025-0039

**8.3 By-Law 02-2025; Fees & Charges, First Reading**

**Moved By:** David King

**Seconded By:** Gordon Klym

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby give first reading to By-Law 2-2025, being a By-law of the Municipality of Bifrost-Riverton to set fees & charges.

Carried

**Resolution No:**  
2025-0040

**8.4 By-Law 03-2025; Establish BAR Waste Facility Reserve, First Reading**

**Moved By:** David King

**Seconded By:** Gordon Klym

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby give first reading to By-Law 3-2025, being a By-law of the Municipality of Bifrost-Riverton to establish a BAR Waste Facility Reserve.

Carried

**9. Unfinished Business**

**10. General Business**

**Resolution No:**  
2025-0041

**10.1 Enter into Planning Public Hearings**

**Moved By:** Chad Johnson

**Seconded By:** Corey Palsson

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby adjourn the regular meeting of Council to enter into Public Hearings on MBR-25-01C, MBR-25-01V, MBR-25-02V, and MBR-25-01S at 8:50 am.

Carried

**10.1.1 Conditional Use Public Hearing MBR-25-01C (Parada/Sigvaldason) - 8:50 am**

**Public Hearing Minutes**

Reeve Johnson called the Public Hearing to order at 8:50 am.

Reeve Johnson confirmed that the Notice of Public Hearing for Variance MBR-25-01C was given in accordance with The Planning Act, and explained the purpose of the hearing.

Representation was received as follows:

In Favour: Bailey Sigvaldason

Opposed: None

For Information: None

Reeve Johnson called for the next Public Hearing at 8:57 am.

#### **10.1.2 Variance Public Hearing MBR-25-01V (Petkau) - 9:00 am**

##### **Public Hearing Minutes**

Reeve Johnson called the Public Hearing to order at 9:00 am.

Reeve Johnson confirmed that the Notice of Public Hearing for Variance MBR-25-01V was given in accordance with The Planning Act, and explained the purpose of the hearing.

Representation was received as follows:

In Favour: Kevin Petkau

Opposed: None

For Information: None

Reeve Johnson called for the next Public Hearing at 9:02 am.

#### **10.1.3 Variance Public Hearing MBR-25-02V (Sigurdson) - 9:10 am**

##### **Public Hearing Minutes**

Reeve Johnson called the Public Hearing to order at 9:11 am.

Reeve Johnson confirmed that the Notice of Public Hearing for Variance MBR-25-02V was given in accordance with The Planning Act, and explained the purpose of the hearing.

Representation was received as follows:

In Favour: Maurice Sigurdson, Sylvia Sigurdson

Opposed: None

For Information: None

Reeve Johnson called for the next Public Hearing at 9:16 am.

#### **10.1.4 Subdivision 4105-24-8467 Public Hearing MBR-25-01S (Wopnford) - 9:20 am**

##### **Public Hearing Minutes**

Reeve Johnson called the Public Hearing to order at 9:20 am.

Reeve Johnson confirmed that the Notice of Public Hearing for MBR-25-01S was given in accordance with The Planning Act, and explained the purpose of the hearing. Council asked questions for clarification.

Representation was received as follows:

In Favour: Steve Wopnford, Marg Wopnford

Opposed: Nature Conservancy of Canada, Wayne Flather, Colleen Flather

For Information: None

Reeve Johnson called for adjournment of the Public Hearing at 9:30 am.

**Resolution No:**  
2025-0042

#### **10.1.5 Close Planning Public Hearings**

**Moved By:** Gordon Klym

**Seconded By:** Corey Palsson

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby adjourn the Public Hearings on MBR-25-01C, MBR-25-01V, MBR-25-02V, and MBR-25-01S at 9:30 am.

Carried

**Resolution No:**  
2025-0043

#### **10.2 MBR-25-01C Decision**

**Moved By:** Gordon Klym  
**Seconded By:** Corey Palsson

Whereas applicant Gerald Parada, regarding property legally described as Lot 1-72834, Roll 152200 and located in the Municipality of Bifrost-Riverton, has applied to the Council of the Municipality of Bifrost-Riverton for approval of a Conditional Use under the Municipality of Bifrost-Riverton Zoning By-law 4-2024, provided under Chapter P80 of The Planning Act, Part 7, Conditional Uses, as it applies to the property in order to permit a conditional use for a "Secondary Suite" in the "AG" Agricultural General Zone;

And, after careful consideration, the Municipality of Bifrost-Riverton Conditional Use Board in meeting duly assembled this 13th day of March 2025 approve the said Conditional Use.

Approval is given subject to any necessary permits being obtained from Eastern Interlake Planning District, and compliance with all Provincial and Federal Government regulations. As per The Planning Act, approval shall expire if not acted on within 12 months or extended.

Carried

**Resolution No:**  
2025-0044

**10.3 MBR-25-01V Decision**

**Moved By:** Corey Palsson  
**Seconded By:** Chad Johnson

Whereas applicants Kevin & Karlene Petkau, regarding property legally described as Lot 5-8432, Roll 53500 in the Municipality of Bifrost-Riverton, have applied to the Council of the Municipality of Bifrost-Riverton to vary Municipality of Bifrost-Riverton Zoning By-law 4-2024, provided under Part 6 of Chapter P80 of The Planning Act, as it applies to the property in order to amend Lot 2 to:

- 1) reduce the minimum required site width from 198' to 165';
- 2) reduce the minimum required side yard setback from 10' to 1.5' for an accessory building, being a shed; and
- 3) permit for accessory buildings on a vacant lot without a principal building, being a dwelling;

And, after careful consideration, the Municipality of Bifrost-Riverton Variation Board in meeting duly assembled this 13th day of March 2025 approve the said Variation.

Carried

**Resolution No:**  
2025-0045

**10.4 MBR-25-02V Decision**

**Moved By:** Ken Stadnek  
**Seconded By:** Chad Johnson

Whereas applicants Maurice & Sylvia Sigurdson, regarding property legally described as Desc. SE 28-22-2E, Roll 42200 in the Municipality of Bifrost-Riverton, have applied to the Council of the Municipality of Bifrost-Riverton to vary Municipality of Bifrost-Riverton Zoning By-law 4-2024, provided under Part 6 of Chapter P80 of The Planning Act, as it applies to the property in order to reduce the minimum required property line setback on the side yard from 25' to 15' for proposed Lot 1 and 20' for the residual lot, as per condition of subdivision approval;

And, after careful consideration, the Municipality of Bifrost-Riverton Variation Board in meeting duly assembled this 13th day of March 2025 approve the said Variation.

Carried

**Resolution No:**  
2025-0046

**10.5 MBR-25-01S Decision**

**Moved By:** David King  
**Seconded By:** Ken Stadnek

Whereas owner Marg Wopnford has applied for Approval of Subdivision, with the intent to subdivide 18 residential lots and one public road from an approx. 157.85 acre parcel in S 4-22-4E;

Now therefore be it resolved that after careful consideration of the application, the Council of the Municipality of Bifrost-Riverton approve Subdivision Application 4105-24-8467;

Municipal approval is granted subject to the following conditions:

Submit written confirmation from the Municipality that:

1. Taxes on the land to be subdivided, for the current year plus any arrears, have been paid or that an arrangement satisfactory to Council has been made;
2. That the proposed lots have been rezoned to "RCR" Recreation Residential Zone;
3. That a geotechnical report has been completed, to the satisfaction of Council, that addresses the erosion and flooding hazards;
4. The owner has entered into a Development Agreement with the Municipality. Any associated legal costs of the said agreement are to be borne by the owner. The development agreement is to cover matters including, but not limited to drainage, public roads, street lighting, as well as:
  - a. That permanent structures must be located on land that is at least 722 feet CGVD28 or raised by fill to that elevation;
  - b. That lots larger than 0.5 acres (2,023.43 square metres) must contain an area around the building site not less than 0.5 acres in size that is at least 719.5 feet CGVD28;
  - c. That lot lines, permanent structures and roads should be set back from the existing top of shoreline embankment a sufficient distance to allow for a stable slope plus 50 years of erosion;
  - d. That the riparian area be protected by a 100-foot restricted development area to preserve the natural vegetation adjacent to the Ordinary High Water Mark; and
5. That Parcel A is given to the Municipality of Bifrost-Riverton as a Public Reserve.

Carried

**Resolution No:**  
2025-0047

**10.6 Subdivision Application 4105-24-8474 Penner**

**Moved By:** Gordon Klym

**Seconded By:** Ken Stadnek

Whereas owners Norman and Beverly Penner have applied for Approval of Subdivision, with the intent to subdivide six industrial lots from an approx. 33.17 acre parcel in RL 46-22-2E;

Now therefore be it resolved that after careful consideration of the application, the Council of the Municipality of Bifrost-Riverton approve Subdivision Application 4105-24-8474;

Municipal approval is granted subject to the following conditions:

Submit written confirmation from the Municipality that:

1. Taxes on the land to be subdivided, for the current year plus any arrears, have been paid or that an arrangement satisfactory to Council has been made;
2. The owner has entered into a Development Agreement with the Municipality. Any associated legal costs of the said agreement are to be borne by the owner. The development agreement is to cover matters including, but not limited to the construction or maintenance of drainage works; and
3. That the owner has received approval to connect to the Arborg Public Water and Sewer Systems.

Carried

**Resolution No:**  
2025-0048

**10.7 Subdivision Application 4105-25-8499 Johnson/Sigurdardottir**

**Moved By:** Chad Johnson

**Seconded By:** Corey Palsson

Whereas owners Allan Johnson and Rebekka Sigurdardottir have applied for Approval of Subdivision, with the intent to subdivide a 10.045 acre residential property from a approx. 80 acre property, and consolidate the residual with CT 3046044/1 in SE 28-21-4E;

Now therefore be it resolved that after careful consideration of the application, the Council of the Municipality of Bifrost-Riverton approve Subdivision Application 4105-25-8499;

Municipal approval is granted subject to the following conditions:

Submit written confirmation from the Municipality that:

1. Taxes on the land to be subdivided, for the current year plus any arrears, have been paid or that an arrangement satisfactory to Council has been made.

Carried

**10.8 Appeal of Removal Order - Non-Conforming Structures, Roll 8722**

**Moved By:** Gordon Klym

**Seconded By:** David King

Whereas a Removal Order under the authority of By-law 04-2024 was sent to the owner of Roll 8722 by the Eastern Interlake Planning District regarding accessory structures on a property which does not contain a dwelling;

And whereas the owner has provided an authorization form establishing the applicant as the purchaser of the property and able to appeal the Removal Order;

Therefore be it resolved, after careful consideration, that Council approves the applicant's request for the one pump house and one storage shed to remain on the property, with the condition that all tools and material are stored in the accessory structures and not in the yard.

Tabled

**Resolution No:**  
2025-0049

**10.9 Access Credit Union; 2025 Pledge of Taxes**

**Moved By:** Ken Stadnek

**Seconded By:** Chad Johnson

Whereas the Council for the Municipality of Bifrost-Riverton (the "Municipality") deems it necessary to borrow to meet the current expenditures of the Municipality for the current fiscal year from Access Credit Union Limited (the "Credit Union");

And whereas the amount borrowed must not exceed the amount collected in taxes and grants in lieu of taxes in the previous fiscal year;

Therefore be it resolved that:

1. The Municipality may borrow from the Credit Union, by way of line of credit agreement, the sum of **\$3,250,000.00**, together with interest as set out in the terms and conditions in the line of credit agreement;
2. The Municipality pledges and assigns as a first charge to the Credit Union all taxes levied or to be levied by the Municipality for the present year as security for the line of credit and interest thereon;
3. The Municipality undertakes to deposit all taxes to be collected by it with the Credit Union as security for repayment, but the Credit Union will not be restricted to the taxes for repayment, will not be required to wait for collection of the taxes before it is repaid nor will it be required to see that the taxes are deposited or applied; and
4. The Reeve and the Chief Administrative Officer are authorized to execute, under seal, on behalf of the Municipality, all documents necessary to give effect to the foregoing.

Carried

**Resolution No:**  
2025-0050

**10.10 Add Employee to Municipal Benefits**

**Moved By:** Gordon Klym

**Seconded By:** Corey Palsson

Whereas Finance Clerk Nadia Michaluk has successfully completed their 6-month probation period;

Therefore be it resolved that Nadia Michaluk be enrolled in the MEBP and Blue Cross Program effective March 10, 2025.

Carried

**Resolution No:**  
2025-0051

**10.11 Riverdale Recycling, Monthly Service Fee**

**Moved By:** Gordon Klym

**Seconded By:** David King

Whereas Riverdale Place Workshop has requested municipal funding in order to continue operation of the recycling program;

And whereas the Town of Arborg has agreed to pay 28% of a \$75,000 increase to 2025 funding;

Therefore be it resolved that the Municipality of Bifrost-Riverton Council approve payment of 72% of the \$75,000 2025 funding increase to Riverdale Place Workshop.

Carried

**10.12 Councillor Stadnek; Gravel Supply Tender**

**10.13 Councillor Johnson; PR 329 & CPAWS**

Council called Denis Schindler, a Senior Land Conservation Specialist with Manitoba Wildlife Federation, to hear about new developments in the Fisher River Conservation Areas Initiative.

**Resolution No:**  
2025-0052

**10.14 Vacant Committee Appointments**

**Moved By:** Gordon Klym

**Seconded By:** Corey Palsson

Be it resolved that, due to the Ward 1 vacancy, Council hereby appoint Chad Johnson to the Riverton Curling Club and to Chad Johnson the Riverton-Bifrost Parks & Recreation Commission.

Carried

**Resolution No:**  
2025-0053

**10.15 Arborg Bifrost Parks & Recreation**

**Moved By:** Gordon Klym

**Seconded By:** David King

Be it resolved that Council for Bifrost-Riverton approve the Arborg Bifrost Recreation Advisory Committee and Governance Committee Terms of Reference, and authorize the Reeve and CAO to sign the Shared Services Agreement with the Town of Arborg.

Carried

**Resolution No:**  
2025-0054

**10.16 Appoint Senior Election Official**

**Moved By:** Gordon Klym

**Seconded By:** Corey Palsson

Whereas Section 10(1) of The Municipal Councils and School Boards Election Act states that "each elected authority must appoint a senior election official and may provide for his or her remuneration";

And whereas the senior election official will be responsible for managing and conducting all aspects of the municipal election;

Therefore be it resolved that the Council of the Municipality of Bifrost-Riverton hereby appoint Jan Larkin as Senior Election Official at the remuneration rate of \$22 per hour plus mileage at the municipal rate and actual expenses.

Carried

**Resolution No:**  
2025-0055

**10.17 Request for By-Election under 105(3) of The Municipal Act**

**Moved By:** Gordon Klym

**Seconded By:** Corey Palsson

Whereas Councillor Magnusson provided CAO Love with written notice of resignation on March 7, 2025;

Therefore be it resolved that the Council of the Municipality of Bifrost-Riverton request a by-election from SEO Jan Larkin for the vacant Ward 1 Council seat.

Carried

**Resolution No:** 2025-0056  
**10.18 Office Closure**

**Moved By:** David King  
**Seconded By:** Chad Johnson

Be it resolved that the Bifrost-Riverton Municipal Office be closed Monday, March 31, 2025 for training.

Carried

**10.19 Riverton-Bifrost Fire Hall**

- 11. Notice of Motion**
- 12. In Camera**

**Resolution No:** 2025-0057  
**12.1 Enter In Camera**

**Moved By:** Gordon Klym  
**Seconded By:** Corey Palsson

Be it resolved that in accordance with The Municipal Act Section 152(3)(b)(ii) and (iv) Council do hereby close the meeting to the public and move In-Camera at 11:54 am to discuss personnel matters.

Carried

**Resolution No:** 2025-0058  
**12.2 Close In Camera**

**Moved By:** Gordon Klym  
**Seconded By:** David King

Be it resolved that Council do hereby conclude In-Camera discussions and resume the Regular Meeting of Council at 12:19 pm.

Carried

**13. Business Generated from In Camera**

**Resolution No:** 2025-0059  
**13.1 BL 4-2025; Staff Remuneration**

**Moved By:** Corey Palsson  
**Seconded By:** Ken Stadnek

Be it resolved that Council give first reading to By-Law 4-2025 being a by-law to set the remuneration of Employees.

Carried

**14. Adjournment**

The meeting was adjourned by Reeve Johnson at 12:20 pm.

*Brian N. Johnson*

Brian N. Johnson, Reeve

*Larissa Love*

Larissa Love, CAO

