

**Western Interlake Planning District**  
**Regular Board Meeting December 16<sup>th</sup>, 2025**  
**VIA TEAMS 6:30 p.m.**

**Minutes**

Board Members in attendance: Cherie Millar (Office Administrator), Paul Murphy (Chair), Tom Johnson (Vice Chair), Charlotte Lindell, Grant Sigfusson, Art Jonasson  
Regrets: Dollard Gould, Perry Gaudry

1. The Chair called the meeting to order and reviewed the agenda.
2. Lindell - Eyolfson  
94/25 Be it Resolved: that the agenda be adopted as amended.  
Carried:
3. Johnson - Jonasson  
95/25 Be it Resolved: that the Minutes of the regular Board meeting of November 18<sup>th</sup>, 2025 be adopted as presented.  
Carried:
4. Eyolfson – Sigfusson  
96/25 Be it Resolved: that the accounts paid for administration in the amount of \$7,876.23 for the period from November 18<sup>th</sup> – December 16<sup>th</sup>, 2025 be approved.  
Carried:
- 97/25 Johnson – Jonasson  
Be it Resolved: that the total expenses paid on the financial report for the period from October 21<sup>st</sup> – November 18<sup>th</sup>, 2025 be amended from \$13,652.09 to \$12,392.31 to correct an error.  
Carried:
5. Matters Arising from the Minutes  
None
6. Correspondence
  - a) Letter re: increase in auditor’s fee by 2 – 4%
  - b) Proposed Subdivision on Lot 1, Plan 39667 in Frac. SE ¼ 14-24-10W in the RM of West Interlake for ***DIF CIF 2 CANADA SMF GP LTD***, file no. 4185-25-8548 – conditionally approved
  - c) The OA gave some information on the Manitoba Land Use Action Plan, what has been accomplished and what is currently being worked on.
7. New Subdivisions
  - a) Jonasson - Lindell  
98/25 Be it Resolved: that the Board has no objections to Proposed Subdivision on NW ¼ 20-25-7W in the RM of West Interlake for ***J.V. AUTO SALES LTD/BREEZY NORTH CONSTRUCTION INC.***, file no. 4185-25-8556.  
Carried:
8. Crown Land Sales/Lease/Permits  
None
9. New and Unfinished Business
  - a) The OA gave some information on the following applications:  
Conditional Use, Variations, By-law amendments:  
RM OF ST. LAURENT: ***DEOBALD*** – variance rear yard  
RM OF WEST INTERLAKE: none  
RM OF GRAHAMDALE: none  
RM OF COLDWELL: none
  - b) There is no new information on the Vacation Policy.
  - c) The Board resolved itself into a Committee of the Whole in Camera to discuss the hiring of an AOA.  
Eyolfson – Johnson  
99/25 Be it Resolved: that the Board resolve itself into a Committee of the Whole in Camera.  
Carried:
  - 100/25 Johnson – Jonasson  
Be it Resolved: that the Committee rise and the Board re-convene once again.  
Carried:
  - 101/25 Eyolfson – Sigfusson  
WHEREAS: the Board advertised for the Assistant Office Administrator position;  
AND WHEREAS: applications have been received and interviews conducted by the hiring committee;  
AND WHEREAS: the hiring committee recommends hiring Kimberly O’Grodnik;

THEREFORE, Be it Resolved: that the Board approved the hiring of Kimberly O'Grodnik as the part-time Assistant Office Administrator starting at 2 days per week, with a commencement date of January 5<sup>th</sup>, 2026 with wages reflecting the consensus of the Board as discussed in camera.

Carried:

- d) The Chair signed the Engagement Letter and the Management Questionnaire for the 2025 Audit.
- e) The OA informed the Board of the issues with the office computer as identified by Corey's Computing. The Board recommends that the OA get quotes on a new computer to be brought forth to the next regular meeting for review, transfer emails to a temporary email and eventually switch providers.

102/25 Lindell – Jonasson

Be it Resolved: that the permit and revenue report for the period from November 18<sup>th</sup> – December 16<sup>th</sup>, 2025 be adopted as presented.

Carried:

- 11. Next Regular Board Meeting  
January 20<sup>th</sup>, 2026  
RM of St. Laurent Council Chambers  
6:30pm

- 12. Adjournment  
Johnson - Sigfusson

103/25 Be it Resolved: that we now adjourn. Time 7:16 pm.

Carried:

Chairperson \_\_\_\_\_

Secretary/Treas. \_\_\_\_\_