




Rural Municipality of Whitehead
January 13, 2025 - Regular Meeting of Council - 08:30 AM (RM Office)

- 1 CALL TO ORDER**
- 2 ADOPTION OF THE AGENDA**
- 3 ADOPTION OF MINUTES AS CIRCULATED**
 - 📎 December 9, 2024 - Regular Meeting
 - 📎 December 16, 2024 - Special Meeting
- 4 DECLARATION OF CONFLICT OF INTEREST**
- 5 PUBLIC HEARINGS**
 - 5.1 Development Plan Amending By-law No. 2024-07
 - 5.2 Development Plan Amending By-law No. 2024-08
- 6 PRESENTATIONS AND DELEGATIONS**
 - 6.1 Craig Soldier - Rural Manitoba Economic Development Corporation
- 7 BYLAWS AND POLICIES**
 - 7.1 By-law No. 2024-07 - To Amend the Development Plan - 2nd Reading
 - 📎 By-law No. 2024-07 - To Amend the Development Plan
 - 7.2 By-law No. 2024-08 - To Amend the Development Plan - 2nd Reading
 - 📎 By-law No. 2024-08 - To Amend the Development Plan - Community Planning Report
 - 7.3 By-law No. 2024-12 - To Amend the Development Plan - 1st Reading
 - 7.4 By-law No. 2025-01 - To Establish a Labour Reserve - 1st & 2nd Reading
 - 📎 Administration Report - By-law 2025-01 Labour Reserve Fund
 - 7.5 Policy PW-09 - Municipal Works on Private Property
 - 📎 Draft Policy - PW-09 - Municipal Works on Private Property
- 8 SUBDIVISION**
- 9 UNFINISHED BUSINESS**
- 10 NEW BUSINESS**
 - 10.1 Amendment to 2025 Council Meeting Time and Locations
 - 10.2 Employee Vacation, Banked Overtime and Sick Time Balance
 - 10.3 Assiniboine West Watershed District - Oak River Appointments
 - 📎 Watershed District Subdistricts Appointments
 - 10.4 Westoba Services Agreement

11 ACCOUNTS

11.1 Accounts

 December 2024 Cheque Listing

11.2 Bank Reconciliation

 December 2024 Bank Reconciliation

11.3 Budget to Actual

 Preliminary December 2024 Budget to Actual

12 COMMITTEE AND BOARDS REPORTS

12.1 AMM Fall 2024 Conference

12.2 Minister Naylor Meeting

13 CORRESPONDENCE

 2025 AMM Executive Visit Request

 AMM letter to Members - RCMP Vacancies (Blue Hills Detachment)

 Request for Support - Mental Health Initiative in Westman

14 NOTICE OF MOTION

15 IN CAMERA

15.1 Legal

15.2 Personnel

16 Adjournment



Rural Municipality of Whitehead Meeting Minutes

Regular Meeting of Council December 9, 2024 - 05:30 PM (RM Office)

In attendance: Reeve Trevor Tuttosi, Councillor, Councillor Kevin Klassen, Councillor Kaley Mykula, Councillor Jeff Owens and Councillor Curtis Storey, Councillor Chris Semeschuk

Absent: Councillor Dennis Foerster

1 CALL TO ORDER

2 ADOPTION OF THE AGENDA

2024-233

Councillor Mykula - Councillor Storey

Resolved that the Agenda be adopted as presented.

CARRIED

3 ADOPTION OF MINUTES AS CIRCULATED

2024-234

Councillor Klassen - Councillor Storey

Resolved that the minutes from November 4, 2024 and November 12, 2024 be approved as presented.

CARRIED

4 DECLARATION OF CONFLICT OF INTEREST

Councillor Storey declared a potential conflict of interest under the order of Correspondence relating to a letter from Allister & Jill Gray, and as such abstained from discussion.

Reeve Tuttosi and Councillor Semeschuk declared conflicts of interest in the matter under the order of Correspondence relating to a letter from Ash Street residents, and as such removed themselves from discussion.

5 PUBLIC HEARINGS

6 PRESENTATIONS AND DELEGATIONS

6.1 Craig Soldier - Rural Manitoba Economic Development Corporation

The Rural Manitoba Economic Development Corporation representatives were unable to attend due to poor weather and sent regrets to Council with the hope to attend a meeting early in the new year.

7 BYLAWS AND POLICIES

7.1 By-law No. 2024-11 - Annual Schedule of Fees

7.1.1 AMENDMENT

2024-235

Councillor Owens - Councillor Storey

That By-law No. 2024-11 be amended to include Lagoon Tipping Fees, as set out by Public Utility Board Order 50/23, in Schedule "A" to FEESCHEDREG-001.

CARRIED UNANIMOUSLY

7.1.2 Third Reading

2024-236

Reeve Tuttosi - Councillor Storey

That the Annual Schedule of Fees By-Law No. 2024-11, as amended, be read a third and final time.

In accordance with Section 137 of the Municipal Act, a recorded vote was taken in the motion to give by-law no. 2024-11 third reading.

Name	Yes	No	Abstained	Absent
Dennis Foerster				✓
Kevin Klassen	✓			
Kaley Mykula	✓			
Jeff Owens	✓			
Chris Semeschuk	✓			
Curtis Storey	✓			
Trevor Tuttosi	✓			

CARRIED UNANIMOUSLY

8 SUBDIVISION

9 UNFINISHED BUSINESS

9.1 2025 Meeting Times & Locations

2024-237

Councillor Mykula - Councillor Owens

That the pending motion with respect to the meeting dates, times and locations for the 2025 year be taken from the table.

CARRIED UNANIMOUSLY

2024-223 **9.1.1 Council Meeting Time and Locations for 2025**
Councillor Klassen - Councillor Mykula

Be it resolved the following dates, times and locations be set for the 2025 Council Meetings;

- Monday, January 13 - 8:30 am - RM Office
- Monday, February 10 - 5:30 pm - RM Office
- Monday, March 10 - 8:30 am - RM Office
- Monday, April 14 - 5:30 pm - RM Office
- Monday, May 12 - 8:30 am - RM Office
- Monday, June 9 - 5:30 pm - Kemnay Hall
- Monday, July 14 - 8:30 am - RM Office
- Monday, August 11 - 5:30 pm - Kemnay Hall
- Monday, September 8 - 8:30 am - RM Office
- Tuesday, October 14 - 5:30 pm - RM Office
- Monday, November 10 - 8:30 am - RM Office
- Monday, December 8 - 5:30 pm - RM Office

CARRIED

2024-238 **9.1.2 AMENDMENT**
Councillor Mykula - Councillor Semeschuk

That the above motion be amended for the June and August regular meetings to be held at the Kemnay Hall location.

CARRIED

10 NEW BUSINESS

2024-239 **10.1 Strategic Plan**
Councillor Semeschuk - Councillor Klassen

Whereas the Council of the Rural Municipality of Whitehead recognized the need for a strategic plan to guide its future planning, development and growth;

And whereas Gov Fox Consulting Inc. was engaged to conduct a comprehensive and thorough research into the needs of the RM of Whitehead;

And whereas the pillars of the Strategic Plan derive from community-based feedback and engagement to ensure a document reflective of the priorities of residents;

Therefore be it resolved that the Rural Municipality of Whitehead adopts the Strategic Plan as presented;

And further, that Administration is directed to provide a report to Council at the September meeting annually on actions and initiatives undertaken in the pursuit of the strategic priorities and goals.

CARRIED UNANIMOUSLY

2024-240 **10.2 Rural Municipality of Whitehead Emergency Plan**
 Councillor Storey - Councillor Mykula

Be it Resolved that the 2025 RM of Whitehead Emergency Plan provided by MEC Scott Price be adopted as presented.

CARRIED UNANIMOUSLY

2024-241 **10.3 Western Caucus Membership**
 Councillor Owens - Councillor Storey

Be it resolved that the RM of Whitehead shall continue sending representatives to Western Caucus for the 2025 year.

CARRIED UNANIMOUSLY

2024-242 **10.4 Donations**
 Councillor Mykula - Councillor Klassen

Resolved that the Rural Municipality of Whitehead make the following donations for 2024:

Roseland Cemetery	\$250
Alexander 4H	\$150
Roseland 4H	\$150
Ronald McDonald House	\$150
STARS	\$150
HEART	\$150
Total	\$1,000

CARRIED

10.5 Canada Post Strike - Municipal Operations

2024-243 **10.6 Audit 2023**
 Councillor Klassen - Councillor Owens

Resolved the audited consolidated financial statements for the year ended December 31, 2023 be approved.

CARRIED UNANIMOUSLY

2024-244 **10.7 Interim Budget**
 Councillor Semeschuk - Councillor Owens

Whereas Section 163 of the Municipal Act states that council may adopt an interim operating budget to have effect only until the council adopts the operating budget for the fiscal year.

Therefore be it resolved that the following budget interim expenditures be set for 2025:

1. General Services	\$200,000.00
2. Protective Services	\$100,000.00
3. Transportation Services	\$300,000.00
4. Environmental Health Services	\$ 50,000.00
5. Public Health & Welfare Services	\$ 25,000.00
6. Environmental Development Services	\$ 40,000.00
7. Economic Development Services	\$ 50,000.00
8. Recreation & Cultural Services	\$ 25,000.00
9 Fiscal Services	\$200,000.00

CARRIED UNANIMOUSLY

2024-245

10.8 2025 Tax Sale

Councillor Storey - Councillor Mykula

Whereas Section 365(2) of The Municipal Act provides that Council may in any year designate the immediately preceding year, or any earlier year, as the year for which properties, the taxes in respect of which are in arrears for the year, must be offered for sale by auction to recover the tax arrears and costs;

Be it Resolved that the Designated Year for which properties in arrears be offered for sale by auction, be 2024 (meaning all properties with outstanding taxes for the year 2023 or prior); and

Be it Further Resolved that in accordance with s. 363(1) of the Municipal Act, "costs" shall be the actual costs incurred by the municipality for each parcel listed for the tax sale {plus an administration fee of \$50.00 per roll as set forth in Manitoba Regulation 50/97}; and

Be it further resolved that the tax sale be held Wednesday, November 12, 2025 at 10:00 am at the Whitehead Hall in Alexander, Manitoba.

CARRIED UNANIMOUSLY

2024-246

11 ACCOUNTS

Councillor Semeschuk - Councillor Mykula

Resolved that the List of Accounts as paid for November 2024, cheques numbers #16118 to #16171 (both inclusive) totaling \$1,128,397.32 and Direct Deposit Register totaling \$26,362.86 including council indemnity as per by-law no. 2023-01 be approved.

CARRIED UNANIMOUSLY

2024-247

11.1 Bank Reconciliation

Councillor Owens - Councillor Klassen

Resolved that the October & November 2024 Bank Reconciliation be approved as presented.

CARRIED UNANIMOUSLY

2024-248 **11.2 Budget to Actual**
Reeve Tuttosi - Councillor Storey

That the November 2024 year-to-date budget to actual report be approved as presented.

CARRIED UNANIMOUSLY

12 COMMITTEE AND BOARDS REPORTS

2024-249 **13 CORRESPONDENCE**
Councillor Mykula - Councillor Klassen

Resolved that the Correspondence listed below be received;

Subdivision Appeal - Allister & Jill Gray
Ash Street - Trevor Tuttosi and Tristan & Tess Manning

CARRIED UNANIMOUSLY

Councillor Storey declared a conflict and abstained from discussion related to the request by Alister Gray with respect to the subdivision appeal.

Reeve Tuttosi and Councillor Semeschuk declared conflicts of interest and removed themselves from discussion related to the letter from Ash Street residents.

14 NOTICE OF MOTION

15 IN CAMERA

2024-250 **16 Adjournment**
Reeve Tuttosi - Councillor Owens

Resolved that we now adjourn to meet again on December 16, 2024 at 5:30 p.m. for a Special Council meeting or at the call of the Reeve.

CARRIED UNANIMOUSLY



Rural Municipality of Whitehead Meeting Minutes

Special Meeting of Council December 16, 2024 - 05:30 PM (TEAMS)

In attendance: Reeve Trevor Tuttosi, Councillor Dennis Foerster, Councillor Kevin Klassen, Councillor Kaley Mykula, Councillor Jeff Owens, Councillor Chris Semeschuk and Councillor Curtis Storey

1 Call to Order

2 Adoption of The Agenda

2024-251

Councillor Mykula - Councillor Semeschuk

Resolved that the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

3 In Camera

2024-252

Reeve Tuttosi - Councillor Owens

BE IT RESOLVED THAT this regular meeting now adjourns to an “in camera” meeting to discuss matters in the preliminary stages as per Subsection 152(3)(b)(iii) of The Municipal Act and all matters discussed in-camera are confidential until discussed in an open meeting as per Section 83(1)(d) of The Municipal Act.

CARRIED UNANIMOUSLY

3.1 Personnel

3.2 Out of Camera

2024-253

Reeve Tuttosi - Councillor Foerster

BE IT RESOLVED THAT this ‘in camera’ meeting does now resume back to a regular meeting.

CARRIED UNANIMOUSLY

3.3 Staff Compensation

2024-254

Councillor Storey - Councillor Mykula

Be it resolved that wage negotiations with all employees be concluded with an increase inclusive of the 2024 Financial Plan for both Public Works and Administration.

And further, that wage negotiations had been budgeted and expected to have concluded by July 1, 2024

Therefore, the negotiated increases are to be dated as of July 1, 2024 and that back pay is to be paid to same.

CARRIED UNANIMOUSLY

4 Adjournment

2024-255

Reeve Tuttosi - Councillor Foerster

Resolved that we now adjourn to meet again on January 13, 2025 at 8:30 am for a Regular Council meeting or at the call of the Reeve.

Time: 7:07 p.m.

CARRIED UNANIMOUSLY

DRAFT

RURAL MUNICIPALITY OF WHITEHEAD
BY-LAW NO. 2024-07

BEING a By-law of the Rural Municipality of Whitehead to amend the Rural Municipality of Whitehead Municipal Development Plan By-law No. 2018-08, as amended.

WHEREAS it is necessary to pass a By-law to amend the Rural Municipality of Whitehead Development Plan;

AND WHEREAS Section 56(1) of The Planning Act provides that a Development Plan may be amended;

THEREFORE BE IT RESOLVED that the Council of the Rural Municipality of Whitehead, in open meeting assembled, enacts as follows:

1. By-law No. 2018-08 be amended as follows:
 - a. Parcel: Lot 2, Plan 26098 BLTO located at SE 22-10-20W be re-designated:

FROM: "Future Growth Area"

TO: "Rural Residential Area"

DONE AND PASSED by the Council of Rural Municipality of Whitehead in meeting duly assembled at Alexander, Manitoba, this ___ day of _____ A.D. 2024.

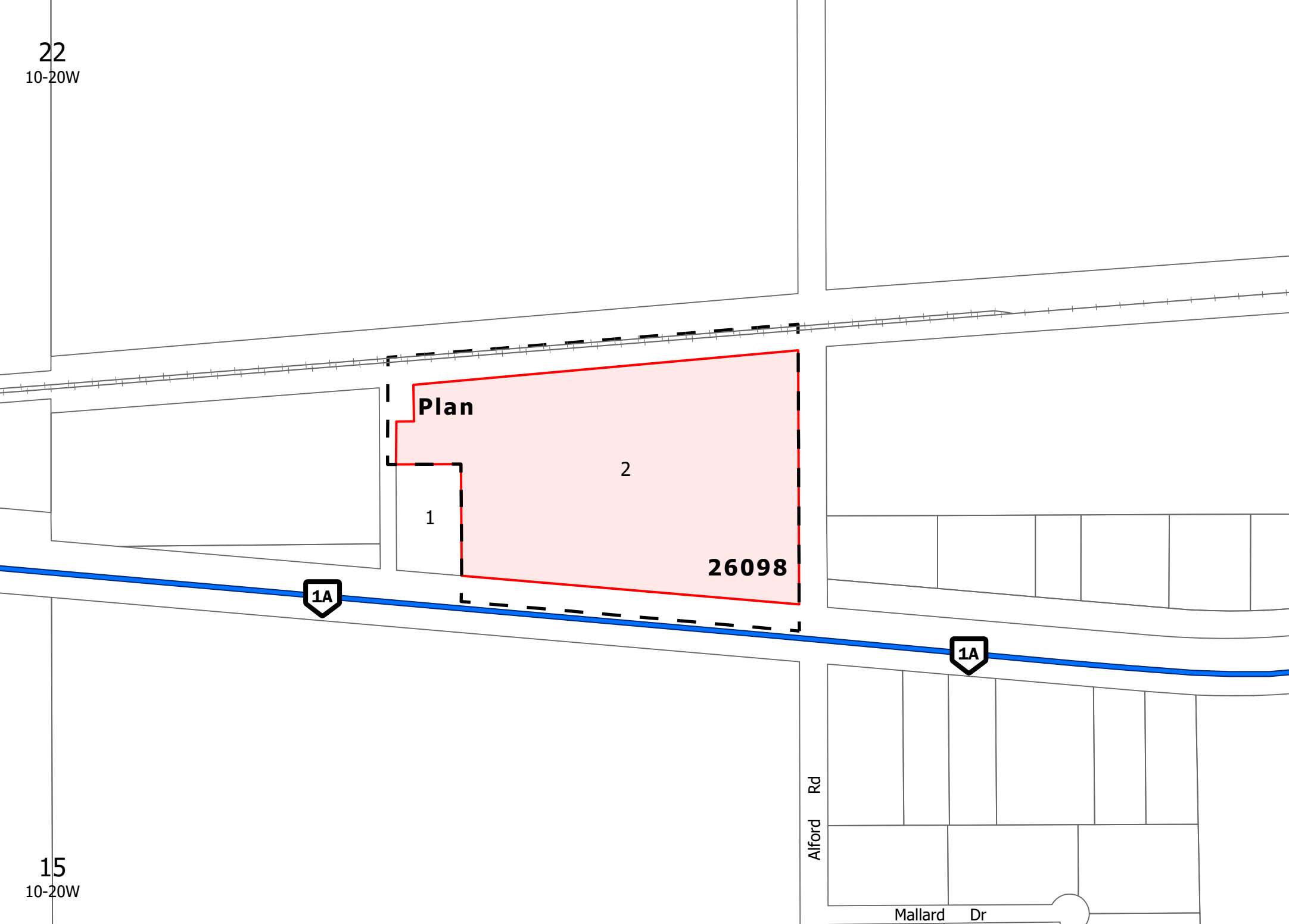
Reeve

Chief Administrative Officer

Read a first time this	8 th	day of	July	A.D. 2024.
Read a second time this		day of		A.D. 2024.
Read a third time this		day of		A.D. 2024.




22
10-20W

15
10-20W



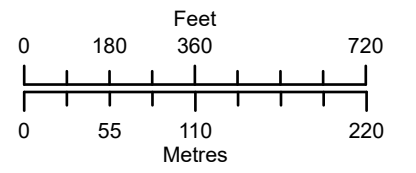
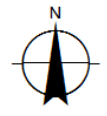
Appendix "A"

Attached to By-law No. 2024-07 of the Rural Municipality of Whitehead amending the Rural Municipality of Whitehead Development Plan By-law No. 2018-08.

-  Limit of area affected
-  Area to re-designate
-  PTH

From: "Future Growth Area"
To: "Rural Residential Area"

Being all of Parcel: Lot 2, Plan 26098 BLTO located at SE 22-10-20W.



Date: 2024-06-24



Municipal and Northern Relations
Brandon Community Planning Branch
Unit 1B – 2010 Currie Blvd
Brandon, Manitoba R7B 4E7
T 204-726-6267 F 204-726-7499
BrandonCRP@gov.mb.ca

September 4, 2024

File Number: 2024-0086

Chairperson and Members
Rural Municipality of Whitehead
Attn: James Maxon, Chief Administrative Officer
517 – 2nd Avenue, Box 107
Alexander, Manitoba R0K 0A0

**RE: Proposed Rural Municipality of Whitehead Development Plan Amendment Bylaw No. 2024-07
Proposal to Redesignate Parcel: Lot 2, Plan 26098 BLTO located at SE 22-10-20W from “Future
Growth Area” to “Rural Residential Area”**

The above noted bylaw, to amend the Rural Municipality of Whitehead Development Plan Bylaw No. 2018-08, has been circulated to government departments and agencies for review and comment following first reading. This report summarizes provincial departmental responses received to date. All comments are attached at the bottom of this letter, for review and consideration at the bylaw amendment public hearing. The Board should provide a copy of this report and copies of all comments received to the development proponent, for review and consideration at the public hearing.

Manitoba Agriculture:

Have reviewed this proposed development plan amendment from an agricultural perspective and in the context of the Provincial Planning Regulation. While this proposal will remove 23 acres of agricultural land from production, Manitoba Agriculture did not express concerns with this proposed change given the minor agricultural impacts.

Manitoba Transportation and Infrastructure:

The area being re-designated has frontage along PTH 1A and Alford Road. Please be advised that Manitoba Transportation and Infrastructure will not approve any direct property access onto PTH 1A. Access to any future residential development shall utilize Alford Road. Drainage and traffic impact studies may be required as part of any future development.

Drainage and Water Rights Licencing:

Noted that there may be wetlands present on this site and any proposed development will require a wetland assessment as well as authorization.

Historic Resources Branch:

Indicated that the development footprint is located near the Assiniboine River and multiple unnamed tributaries, and near known archaeological sites. Therefore, Historic Resources Branch gives an advance notice, that future development may require a Heritage Resource Impact Assessment (HRIA).

There were no other concerns indicated.

Concluding Remarks:

Based on provincial comments received no provincial objections have been raised to the bylaw.

If council chooses to move forward with second reading, please email the following:

- a digital copy of the signed bylaw amendment in a form reflecting 2nd reading,
- a copy of the minutes of the public hearing, and
- any local written submissions presented to the board at the hearing.

Copies should be emailed to brandoncrp@gov.mb.ca. The Board must not give the bylaw third reading unless and until after the Minister has approved bylaw No. 2024-07.

If there are any local objections presented at the public hearing, please provide each objector with a notice of second reading of bylaw No. 2024-07, in accordance with section 48 of *The Planning Act*.

Sincerely,

Isaac Omonaiye
Community Planner
Brandon Community Planning Office

On behalf of Manitoba Agriculture, I have reviewed this proposed Development Plan Amendment By-law for the RM of Whitehead in the context of RM of Whitehead Development Plan By-law No. 2018-08 and the Provincial Planning Regulation. This by-law proposes to re-designate approximately 23 acres of land in SE 22-10-20WPM from “Future Growth Area” to “Rural Residential Area”.

The subject lands are located east of Kemnay, between HWY 1A and the CPR rail line and are contiguous with an existing Rural Residential Area. The SE ¼ of 22-10-20WPM consists of soils with agricultural capability ranging from Class 2-5 based on detailed soil survey and the majority is considered prime agricultural land and is actively farmed.

We note the following policies of the RM of Whitehead Development Plan which provide direction for re-designation of new areas:

4.1 Progressive Areas

(c) Growth and development should occur in a planned and contiguous manner that emphasizes compact form and optimizing municipal public services.

4.1.2 Rural Residential Policy Areas

(c) Rural residential should be directed to areas where, due to a combination of a diversity of landscape features, the predominance of lower class land, a high degree of land fragmentation and the existence of a mixture of land uses, agriculture is not dominant; and away from prime agricultural land, viable lower class land and existing agricultural operations whenever possible.

(d) Infill in areas designated Rural Residential Policy Areas shall be encouraged before expanding or re-designating more lands for more rural residential development.

(e) New areas considered for designation as Rural Residential Policy Areas shall be directed towards the following different locations:

- a. Lands with existing municipal drinking water systems and/or waste water pipes;*
- b. Lands contiguous of existing Rural Residential Policy Areas;*
- c. Lands in close proximity to well-serviced transportation infrastructure;*
- d. Lands that can be serviced, in time, with an extension of existing municipal drinking water systems and/or waste water pipes in an environmentally sound, economically, and timely manner; and*
- e. Lands not vulnerable to overland drainage problems or other environmental concerns.*

4.2 Transformative Areas

(b) The Planning Authority shall only allow the re-designation of some or all of the lands in a Transformative Area to Progressive Area when there is a demonstrated need for additional lands to satisfy an immediate demand, and where any associated needs for municipal public services can be provided in an environmentally-sound, economically, and timely manner.

The Provincial Land Use Policies (PLUP) guide development:

PLUP 1.2.3 directs that the amount of land designated for non-resource related uses should be consistent with the demonstrated rate of change in the requirements for such land uses, taking into account the existing designations of such lands within the region.

PLUP 2.1.3 speaks to planned expansion of settlement areas and identifying lands additional to those designated for the settlement area with new growth areas being located adjacent to compatible, existing development.

While this proposed area will remove 23 acres of agricultural land from production, Manitoba Agriculture will not express concerns with this proposed change given the minor agricultural

impacts, the intent of the Future Growth Area designation and the contiguous nature of the development. Thank you for the opportunity to review this Development Plan Amendment.

Regards,
Sheila

Sheila Cook, P.Ag.

Agricultural Planning Specialist
Sustainable Land Management Branch
Manitoba Agriculture

Sheila.Cook@gov.mb.ca

PO Box 1286 Minnedosa, MB R0J 1E0

T: 204-365-0923

SUBJECT: Rural Municipality of Whitehead Development Plan Amendment No. 2024-07

Environment and Climate Change, Environmental Compliance and Enforcement has reviewed the aforementioned development plan amendment and has no comments or concerns at this time.

Abbey Bingham
Environmental Compliance and Enforcement
Environment and Climate Change
1129 Queens Ave, Brandon
431-541-7477
Abbey.Bingham@gov.mb.ca

No comments regarding Whitehead Development Plan amendment No. 2024-07.
Thanks

Grace Bushi, PMP

Access Provisioner (N&FS)

191, Pioneer Avenue (G300A), Winnipeg R3C 3N8

T: 204 958-1959 M: 204 918-8191

Email: Grace.Bushi@bellmts.ca

bellmts.ca

No concerns from Forestry.

Kelsie Hart
Senior Forestry Tech
Forestry and Peatlands Branch
Box 640, 201-4th Ave. S.
Swan River, Manitoba, R0L 1Z0
Office (204) 734-3429
Cell (204) 734-8391
Fax (204) 734-4210

SUBJECT: Development Plan Amendment No. 2024-07

AAS File AAS-24-22323

RM-Whitehead, SE-22-10-20-W

Conditional approval

Further to your e-mail regarding the above noted application, the Manitoba Historic Resources Branch (HRB) has examined the locations in conjunction with Branch records for areas of potential concern.

Application	Proposed activity	HRB screening and actions to be taken
Plan Amendment No. 2024-07	No imminent plans for activities which will cause ground disturbance	<ul style="list-style-type: none">• No concerns at this time○ Can proceed as planned
Future development	N/A – none in the application	<ul style="list-style-type: none">• Applicant to contact HRB if proposed activities and/or footprint changes○ Heritage Resource Impact Assessment (HRIA) <i>may</i> be required

Development Plan Amendment No. 2024-07

No further action is required specific to the current application at this time, as there are no imminent plans for activities, which will cause ground disturbance.

Future development

Notably, the development footprint is located near the Assiniboine River and multiple unnamed tributaries, and near known archaeological sites. These factors, although not exclusive to the analysis, indicate a reason to believe that any future planned ground disturbance, activity, and/or development within the area has the potential to impact heritage resources, therefore, the Historic Resources Branch has concerns with future development and wishes to give advance notice that an HRIA may be required. If any details of the current application undergo modification or if future work necessitates a change to the plans, the applicant is to contact HRB for re-evaluation.

Legislation

Under Section 12(2) of [The Heritage Resources Act](#) (the Act), if there is reason to believe that heritage resources or human remains upon or within or beneath lands are likely to be damaged or destroyed by any work, activity, development or project, then the Minister may require a proponent to apply for a heritage permit and conduct at his/her own expense, a heritage resource impact assessment (HRIA) and mitigation, prior to the project's start. As per sections 46 and 51 of the Act, there is an obligation to report any heritage resources and a prohibition on destruction, damage or alteration of said resources.

A Heritage Resource Impact Assessment (HRIA) is an assessment showing the impact that proposed work is likely to have upon heritage resources or human remains. HRIAs must be conducted by a qualified archaeological consultant under a heritage permit.

If you have any questions, please contact as above for proper assignment and queueing.

Historic Resources Branch

Archaeological Assessment Services Unit

Archaeological Assessment Services Unit

Historic Resources Branch
Manitoba Sport, Culture, Heritage and Tourism
Main Floor – 213 Notre Dame Avenue
Winnipeg, MB
R3B 1N3
T: (204) 945-2118
e: HRB.archaeology@gov.mb.ca
F: (204) 948-2384

RE: Development Plan amendment No. 2024-07

Manitoba Hydro and Centra Gas Manitoba Inc. have no concerns.

Thank you,

Subdivision Coordination Team, Property Department

Manitoba Hydro

12th Floor - 360 Portage Ave

Winnipeg MB

R3C 0G8 Canada

hydro.mb.ca

Re: Rural Municipality of Whitehead Development Plan Amendment 2024-07

Pt SE ¼ 22-10-20W

Re-Designation from “Future Growth Area” to “Rural Residential Area”

In response to your e-mail dated July 16, 2024, we have reviewed the above noted Development Plan amendment. The intent is to re-designate the subject lands from “Future Growth Area” to “Rural Residential Area” in order to accommodate future residential development. The area being re-designated has frontage along PTH 1A and Alford Road.

Based on all available information, we do not object to this amendment. Please be advised that Manitoba Transportation and Infrastructure will not approve any direct property access onto PTH 1A. Access to any future residential development shall utilize Alford Road. Drainage and traffic impact studies may be required as part of any future development.

Please note the following statutory requirements for PTH 1A.

Statutory Requirements:

Under the Transportation Infrastructure Act, a permit is required from Manitoba Transportation and Infrastructure to construct, modify, relocate, remove or intensify the use of an access. A permit is also required from Manitoba Transportation and Infrastructure to construct, modify or relocate a structure or sign, or to change or intensify the use of an existing structure (including the alteration of existing buildings) within the **76.2** (250ft) controlled area from the edge of the highway right-of-way.

In addition, a permit is required from the Manitoba Transportation and Infrastructure for any planting placed within **15 m** (50 ft) from the edge of the right-of-way of this highway.

Please call or e-mail if you have any questions regarding our comments.

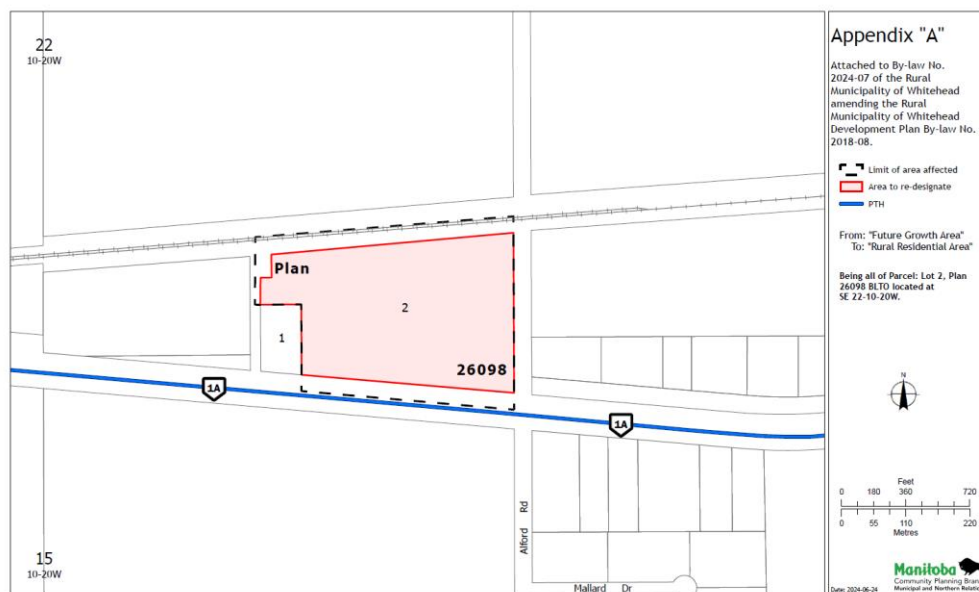
Thank You,

Original signed and e-mailed August 26, 2024

Jeff DiNella

Senior Development Review Technologist

Cc: Western Region; Roberta Coleman



*Please note that there may be wetlands present on this site and any proposed development will require a wetland assessment as well as authorization.

The responsibility lies with the local government or planning district to ensure that all bylaws, zoning bylaws, development plans, and amendments thereof are in compliance with the Water Rights Act, the Water Rights Regulation, and the policies, procedures and requirements of the Drainage and Water Rights Licensing Branch. For more information, please follow the links below:

The Water Rights Act

[C.C.S.M. c. W80 \(gov.mb.ca\)](#)

The Water Rights Regulation

[Water Rights Regulation, M.R. 126/87 \(gov.mb.ca\)](#)

The Drainage and Water Rights Licensing Branch

[Environment, Climate and Parks | Province of Manitoba \(gov.mb.ca\)](#)

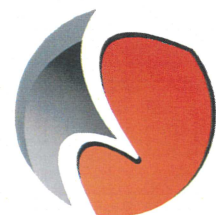
Ingrid Rothnie

A/Senior Water Resource Officer

204-841-3862

903 Rosser Ave.
 Brandon, Manitoba
 R7A 0L3
 Tel: (204) 728-7364
 Fax: (204) 728-4418

BURNS MAENDEL
 CONSULTING ENGINEERS LTD.



HOMEHILLS FARMS LTD. SUBDIVISION FEASIBILITY



**SE-22-10-20W
 RM OF WHITEHEAD**

CIVIL DRAWINGS

DWG NO.	DRAWING NAME	REV
C1.1	PROPOSED SUBDIVISION WITH CONTOUR ELEVATIONS	B
C1.2	PROPOSED SUBDIVISION WITH AERIAL IMAGE	B

DATE	PROJECT NO:
MAY 13, 2024	BMCE-23-153



NOTICE OF PUBLIC HEARING

UNDER THE PLANNING ACT

NOTICE IS HEREBY GIVEN that on the time and location described below, the Council of the Rural Municipality of Whitehead will be conducting a Public Hearing to receive representations from any persons who wish to make them in respect of the following matter:

BY-LAW NO 2024-07

**BEING AN AMENDMENT TO THE RM OF WHITEHEAD DEVELOPMENT PLAN BY-LAW NO. 2018-08 TO
RE-DESIGNATE LOT 2, PLAN 26098 BLTO LOCATED AT SE 22-10-20W
FROM 'FUTURE GROWTH AREA' TO 'RURAL RESIDENTIAL AREA'**

DATE OF HEARING: Monday, January 13, 2025

TIME OF HEARING: 8:30 A.M.

LOCATION: RM of Whitehead Council Chambers
Municipal Office, 517 – 2nd Avenue – Box 107
Alexander, Manitoba R0K 0A0

COMMONLY ASKED QUESTIONS

What happens at the hearing?

At the time and date noted above, the Reeve will ask if anyone would like to speak either for or against the proposed application. Council will also receive and consider any and all written representation on the matter.

Do I have to attend the hearing?

Your attendance at the Public Hearing is welcomed; however, you are not required to attend. You may make representation to Council in writing by the deadline noted below.

Where can I get more information?

If you would like more information, a copy of the above proposal and supporting material may be requested by contacting the municipal office during regular business hours at 204.752.2261.

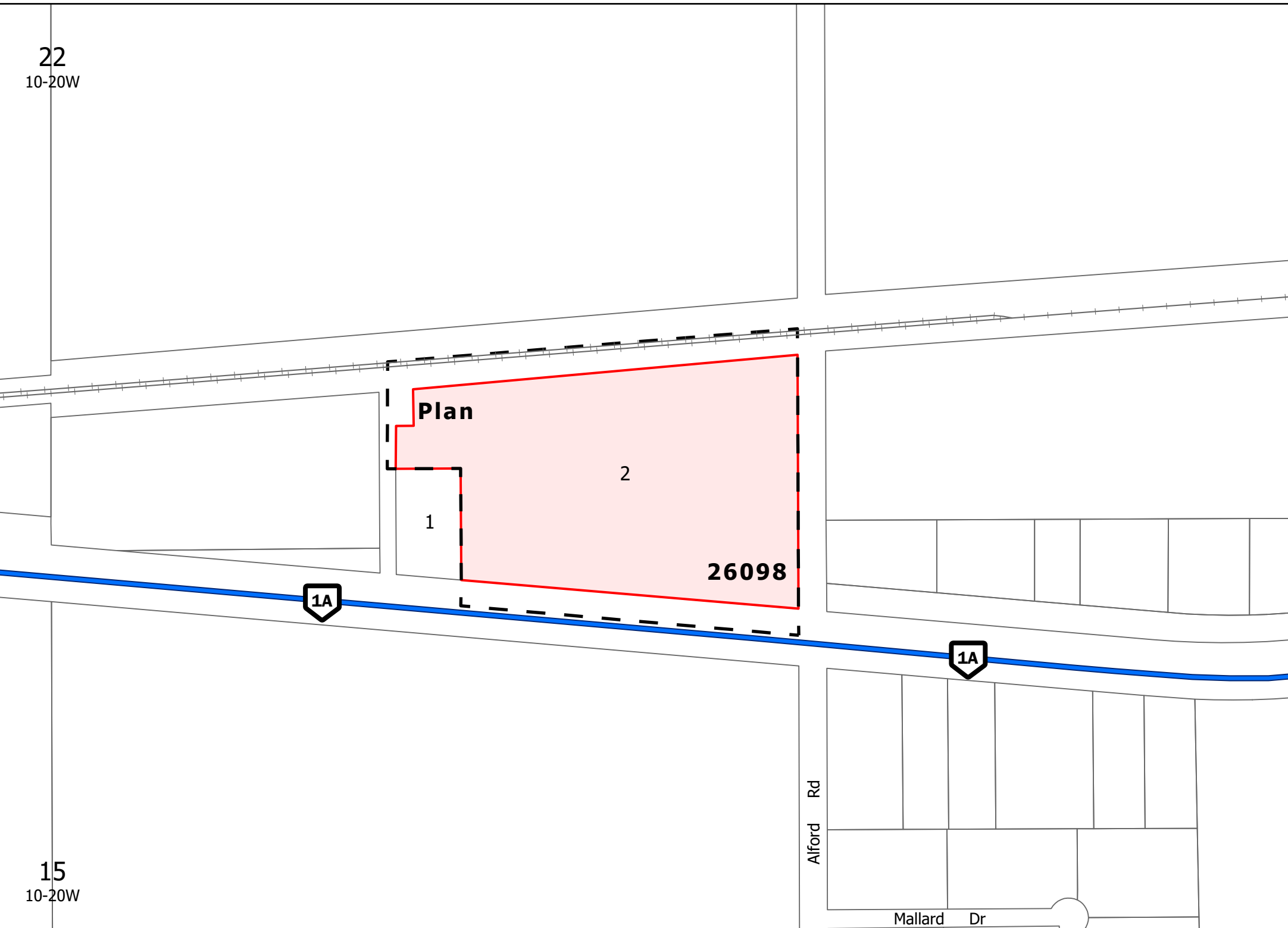
What if I have something to say but cannot attend the hearing?

You may submit written comments to the Chief Administrative Officer not later than **January 10, 2025** (cao@rmofwhitehead.ca). Be advised that all correspondence becomes public information, therefore personal information {names, addresses etc.} contained in the correspondence could be released to the public.

Dated this 2nd day of December 2024
James Maxon, CAO




22
10-20W

15
10-20W



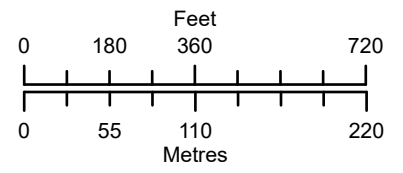
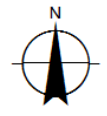
Appendix "A"

Attached to By-law No. 2024-07 of the Rural Municipality of Whitehead amending the Rural Municipality of Whitehead Development Plan By-law No. 2018-08.

-  Limit of area affected
-  Area to re-designate
-  PTH

From: "Future Growth Area"
To: "Rural Residential Area"

Being all of Parcel: Lot 2, Plan 26098 BLTO located at SE 22-10-20W.



Date: 2024-06-24

RURAL MUNICIPALITY OF WHITEHEAD
BY-LAW NO. 2024-08

BEING a By-law of the Rural Municipality of Whitehead to amend the Rural Municipality of Whitehead Municipal Development Plan By-law No. 2018-08, as amended.

WHEREAS it is necessary to pass a By-law to amend the Rural Municipality of Whitehead Development Plan;

AND WHEREAS Section 56(1) of The Planning Act provides that a Development Plan may be amended;

THEREFORE BE IT RESOLVED that the Council of the Rural Municipality of Whitehead, in open meeting assembled, enacts as follows:

1. By-law No. 2018-08 is hereby amended as follows:
 - a. Parcel: All that portion of the NW ¼ of 33-10-20 WPM which lies to the north of the northerly limit of road Plan 481 BLTO except road Plan 24661 BLTO except Plan 51049 be re-designated:

FROM: "Agricultural Area" within a "Conservative" major policy area

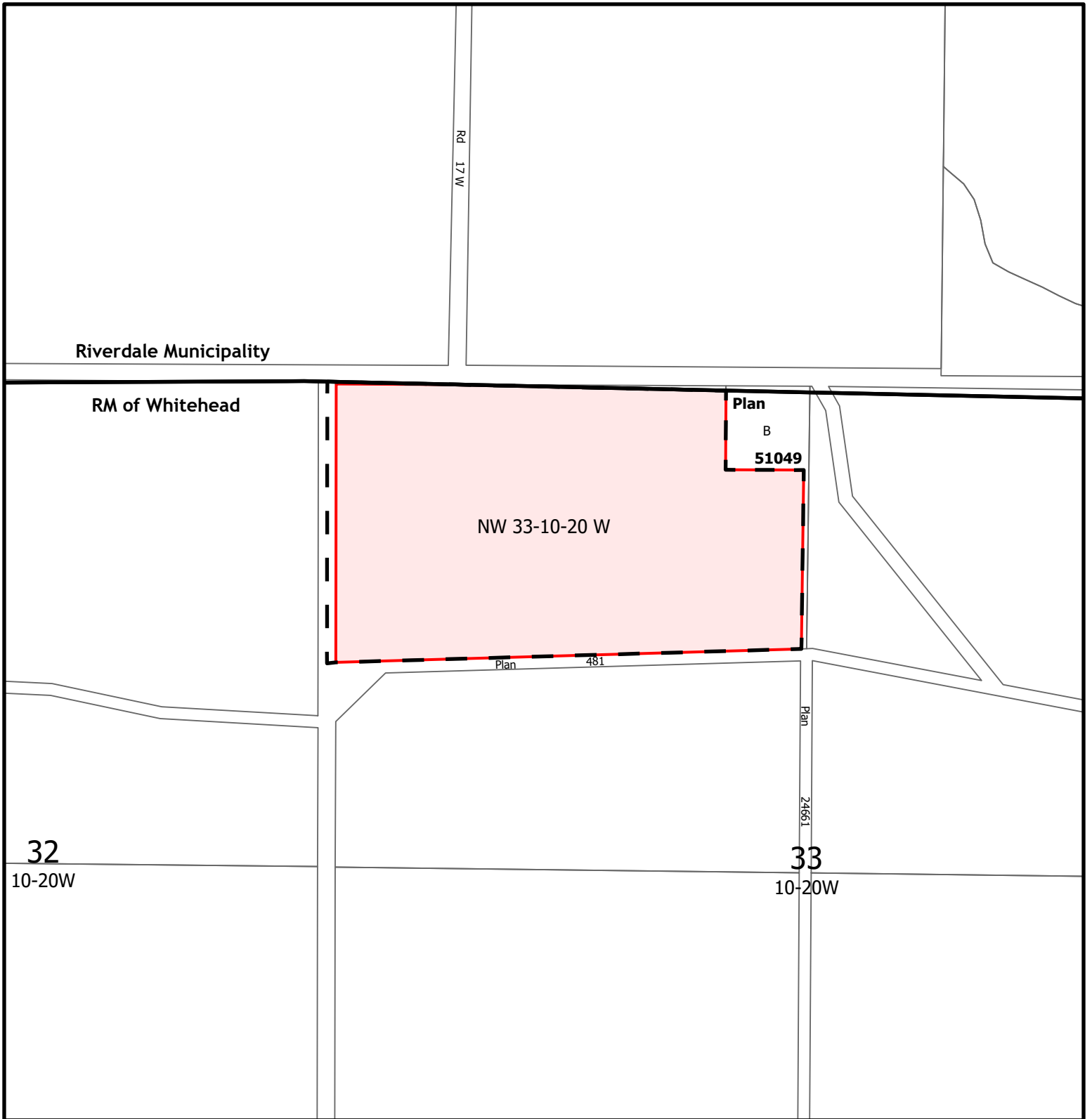
TO: "Rural Residential Area" within a "Progressive" major policy area

DONE AND PASSED by the Council of Rural Municipality of Whitehead in meeting duly assembled at Alexander, Manitoba, this ___ day of _____ A.D. 2024.

Reeve

Chief Administrative Officer

Read a first time this	day of	A.D. 2024.
Read a second time this	day of	A.D. 2024.
Read a third time this	day of	A.D. 2024.



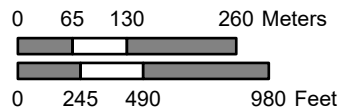
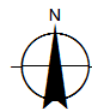
Appendix "A"

Attached to By-law No. 2024-08 of the Rural Municipality of Whitehead amending the Rural Municipality of Whitehead Development Plan By-law 2018-08.

- Area to re-designate
- Limit of area affected

From: "Agricultural Area"
To: "Rural Residential Area"

Being Pt. of NW 1/4 of 33-10-20-WPM which lies north of road Plan 481 BLTO except road Plan 24661 BLTO and Plan 51049.



Manitoba

Community Planning Branch
Municipal and Northern Relations

Date: Jun-24-2024
Map name: DP 202 BL 2024-08



Municipal and Northern Relations
Brandon Community Planning Branch
Unit 1B – 2010 Currie Blvd
Brandon, Manitoba R7B 4E7
T 204-726-6267 F 204-726-7499
BrandonCRP@gov.mb.ca

November 25, 2024

File Number: 2024-0087

Reeve and Members of Council
Rural Municipality of Whitehead
Attn: James Maxon, Chief Administrative Officer
517 – 2nd Avenue, Box 107
Alexander, Manitoba R0K 0A0

RE: Recommendation on Proposed Rural Municipality of Whitehead Development Plan Amendment Bylaw No. 2024-08 Proposal to Redesignate Portion of the NW ¼ of 33-10-20 WPM which lies to the north of the northerly limit of road Plan 481 BLTO except road Plan 24661 BLTO except Plan 51049 from “Agricultural Area” to “Rural Residential Area”

Background

On October 17, 2024, Manitoba Municipal and Northern Relations- Community Planning Branch recommended to the Council to defer the approval of Development Plan Amendment Bylaw No 2024-08 until a comprehensive supply and demand analysis was conducted. This is according to section 4.3 (b, c) of the Whitehead Development Plan 2018-08:

Policy:

(b) The Planning Authority shall only allow the redesignation of Conservative Areas to Progressive Areas when there is a demonstrated need for additional lands to satisfy an immediate demand, and where any associated needs for municipal infrastructure can be provided in an environmentally-sound, economically, and timely manner. Transformative Areas shall be considered a higher priority for redesignation ahead of Conservative Areas.

(c) The timing of when these lands will be redesignated in the Development Plan to allow new developments shall be dependent on the economic conditions within the Whitehead and Manitoba, and market conditions with regards to the supply of, and demand for, accommodating growing land-uses; as well as the completion of infrastructure improvements to support and enable specific land-use developments.

Acknowledgement of Supply and Demand Report

We acknowledge receipt of the supply and demand report (see attached), which was completed as per our recommendation. The report has been reviewed by the Community Planning Branch. The report appears to have satisfied the policy's requirement.

Note: Additional information was provided in the supply and demand report (e.g proposed subdivision application map, and number of lots). However, the information was not provided to the provincial departments at the time of circulation for comments/concerns, because it was not submitted to the Community Planning Branch.

Concluding Remarks:

We therefore have no concerns, if Council is satisfied with the report, then Council can proceed with the approval process.

If council chooses to move forward with second reading, please email the following:

- a digital copy of the signed bylaw amendment in a form reflecting 2nd reading,
- a copy of the minutes of the public hearing, and
- any local written submissions presented to the board at the hearing.

Copies should be emailed to brandoncrp@gov.mb.ca. The Board must not give the bylaw third reading unless and until after the Minister has approved bylaw No. 2024-08.

If there are any local objections presented at the public hearing, please provide each objector with a notice of second reading of bylaw No. 2024-08, in accordance with section 48 of The Planning Act.

We would like to thank the Council for providing us the opportunity to comment and review the proposed development plan by-law amendment and commend the Council's commitment to inclusive and transparent planning.

Sincerely,

Isaac Omonaiye
Community Planner
Brandon Community Planning Office

Supply and Demand Report

Proposed Development Plan Amendment: Portion of All that portion of the NW 1/4 of Section 33-10-20 WPM Lying to the North of the Nly limit of Road Plan 481 BLTO Exc Firstly: Road Plan 24661 BLTO Secondly: Plan 51049 BLTO and Thirdly: all mines and minerals other than coal as set forth in Transfers 102106 and R54276

Owners & Developers: Jamie & Lisa Suski

This report has been prepared to aid the Council of the Rural Municipality of Whitehead in assessing the advisability and suitability of approving a proposed amendment to the RM of Whitehead Development Plan, of the property legally described above, from “Agricultural Area” to “Rural Residential Area” (By-law 2024-08; first reading July 8th, 2024).

Property

The subject property is located on the northern slope of the Assiniboine River Valley. It has an area of approximately 85 acres (34 hectares) and fronts on municipal roads to the north and south. There is a single existing yard site located on the central portion of the property. Approximately half of the property, generally consisting of the steeper slopes of the valley wall, is tree-covered. The flatter portions of the property at the top and bottom of the property, adjacent to the municipal roads, have been cleared for pasture.

Soils on the lower two-thirds of the property are classified as Class 7TE in the Canada Land Inventory (Figure 1), indicating soil with no capability for supporting arable agriculture or permanent pasture, with severe limitations due to topography and the risk of erosion. Class 7 is the poorest quality of soil in the RM of Whitehead. The upper portion of the property is classified as Class 5M with areas, indicating soils with very severe limitations that are not capable of use for sustained production of annual field crops, with moisture limitations. Immediately adjacent lots to the east and west are designated as Agricultural Area, adding further limitations to potential agricultural activities on the property.

The proposed development would consist of 22 rural residential lots fronting on the municipal roads, ranging in size from 2.2 acres (0.89 ha) to 2.55 acres (1.03 ha) (Figure 2). The existing yard site and laneway would also be proposed to be severed as a 10.07 acre (4.08 ha) lot, for a total of 23 new lots. Approximately 1/3 of the property consisting of the steeper sloping, forested portions in the centre of the property being retained as Public Reserve. The 22 smaller lots are proposed to be developed over two phases.

The proposed lots would be serviced with municipal piped water. The owners have consulted with the RM of Whitehead and received assurances that there is sufficient capacity in the municipal system to service the lots as they are developed. Wastewater would be managed with onsite septic fields. All of the new lots would have frontage on municipal roads and electrical service from Manitoba Hydro has already been extended to the property to service the existing dwelling site. The property is located less than 4km (2.4 miles) from the Trans-Canada Highway, is 6 minutes from Kemnay and 10 minutes from Brandon.

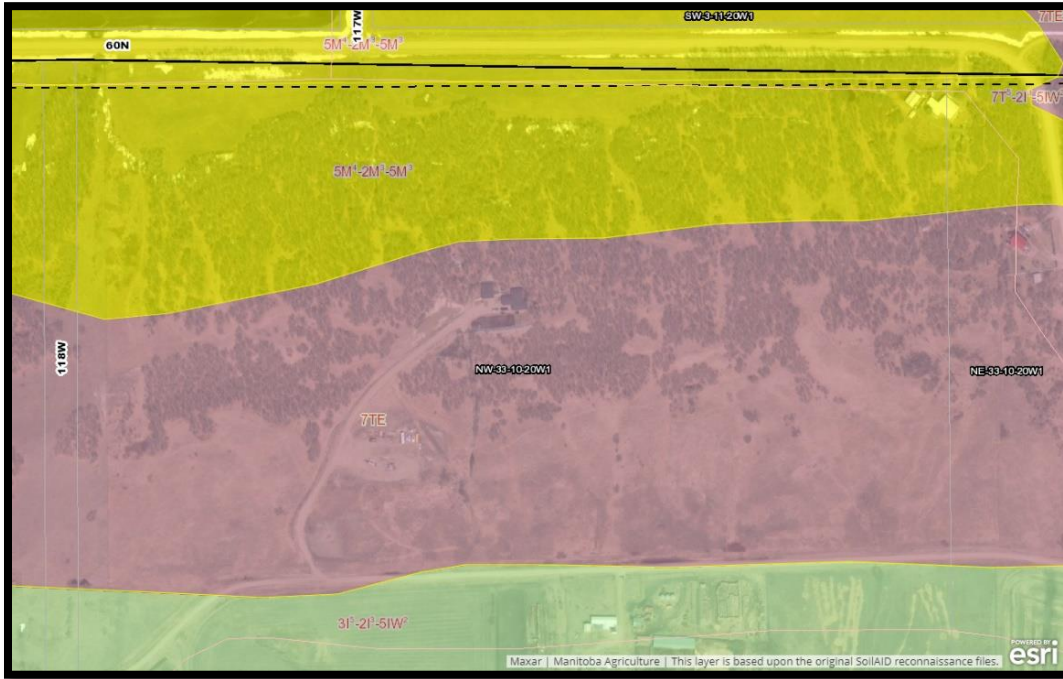


Figure 1: Canada Land Inventory (CLI) Soil Compatibility for Dryland Agriculture. Source: Manitoba AgriMaps: Soil Viewer for Agriculture: <https://www.gov.mb.ca/agriculture/land-management/land-map-viewers.html>

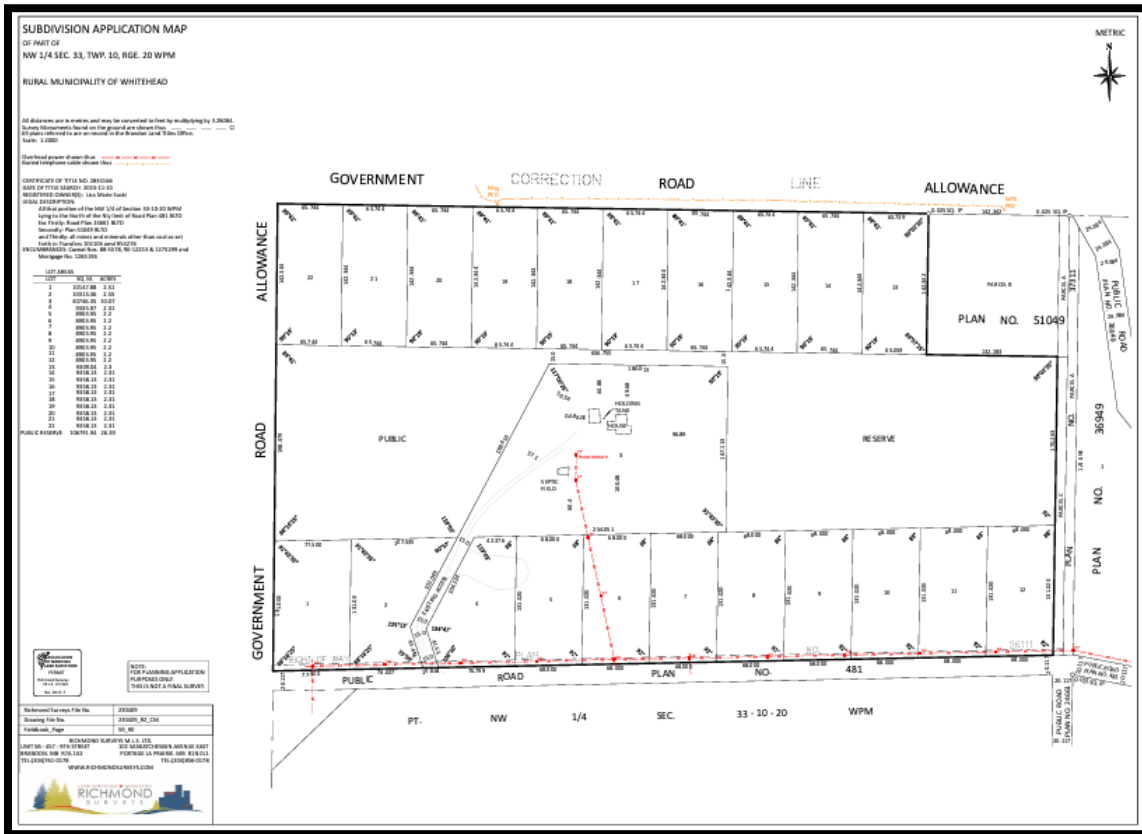


Figure 2: Subdivision Application Map illustrating the proposed development.

Growth Projections and Housing Starts

The Development Plan, adopted in 2018, projected population growth of 394 to 1545 residents over a 24-year period, or roughly 82-322 people, on average, per 5-year census period (Figure 3). In the period 2016-2021, a growth rate of +1.7% (+28 residents) was achieved, falling short of the most conservative projection. This growth rate was slightly greater than that of the neighbouring municipalities of Cornwallis (+1.4%), Elton (+0.2%), Riverdale (-15.5%), Souris-Glenwood (-0.6%), Sifton (-1.4%), and Wallace-Woodworth (-6.8%), indicating that this is a regional and not a local issue (Figure 4).

Scenario	Population Growth (2016-2040)	Estimated Demand	Estimated Supply (if adjusted)	Supply Minus Project Demand
Scenario #1 (0.93% annual growth)	394 people	297 acres	451.8	+154.8 acres
Scenario #2 (1.3% annual growth)	575 people	434 acres	451.8	+17.8 acres
2% annual growth	958 people	723 acres	451.8	-271.2 acres
Scenario #3 (2.9% annual growth)	1545 people	1166 acres	451.8	-714.2 acres

Figure 3: RM of Whitehead Development Plan, Table 1: Projected Supply/Demand Scenarios

Municipality	2016 Population	2021 Population	Growth Rate (%)
RM of Whitehead	1651	1679	+1.7%
RM of Cornwallis	4506	4568	+1.4%
RM of Elton	1273	1276	+0.2%
Riverdale Municipality	2133	1803	-15.5%
Souris-Glenwood Municipality	2562	2547	-0.6%
RM of Sifton	1256	1239	-1.4%
RM of Wallace-Woodworth	2948	2748	-6.8%

Figure 4: Local Municipal Growth Rates, 2016-2021. Source: Statistics Canada 2021 Census of Population

The 2021 Canadian Census of Population recorded that number of occupied private dwellings in the RM of Whitehead decreased by 12 in the period from 2016-2021. This likely indicates older dwellings being demolished or left unoccupied, or mobile and modular dwellings being relocated. Regardless of the individual circumstances, this reduction in the number of dwellings indicates that the municipality is not experiencing the projected growth. In the most recent two calendar years, 2022 and 2023, the RM of Whitehead municipal office reports a total of four permits were issued for construction of new single family dwellings (two per year).

Development Plan Policies

The current RM of Whitehead Development Plan (By-law No. 2018-08) was adopted more than six years ago in August, 2018, and would have been drafted at least several months prior to that. In designating areas for new growth (Figure 5), the Development Plan ignored all areas of the municipality beyond the settlement centres of Kemnay and Alexander. Approximately 5.75 square miles (14.4 square kilometers) of land was designated for future development adjacent to those centres. In the years since those lands were designated, no significant new development in the scale of what is being proposed by the Suskis has been attracted, though development that was already ongoing in 2018 on what were then recently subdivided lots in the Progressive Area of the community of Kemnay has continued.

The Development Plan contains several small areas designated for Rural Residential development, ranging from small lots of a few acres up to multi-lot developments with an area of approximately 80 acres (Figures 6 and 7). Most of those areas are located in the northeastern corner of the municipality, and none are located in the broad areas of prime agricultural land found in the western half of the municipality. A review of those existing areas has identified that all of those areas have been either completely developed, or largely developed with small areas that have remained undeveloped for an extended period of time. Those undeveloped areas generally appear to be maintained as common areas or of limited use due to drainage or topography.

The only significant area designated for Rural Residential development that hasn't been developed is a property located on North ½ of Section 32-Township 10, Range 20W, located immediately west of the property currently being proposed for development by the Suskis. This parcel is of significant size, approximately 200 acres (80 ha), but has been designated for many years without development. It shares most of the characteristics of the subject property and was likely originally designated for development due to the same factors that recommend the current proposed development. I have not had the opportunity to speak with the owner of the neighbouring property, but conversations with municipal staff and local residents lead me to understand that there do not appear to be any plans for development of the property in the near future. Development of the subject property could potentially help to spur the future development of that property.

The characteristics shared by these properties make them attractive for development in accordance with the Province of Manitoba's Provincial Planning Regulation (Man Reg 81-2011, as amended). The Regulation states that rural residential development must be directed to areas where, due to a combination of a diversity of landscape features, the predominance of lower class land, a high degree of land fragmentation and the existence of a mixture of land uses, agriculture is not dominant, and away from prime agricultural land, viable lower class land, and existing agricultural operations. They are also to be located where they will not impede the long-term, expansion of urban centres (Policy 1.2.7).

The RM of Whitehead Development Plan echoes the aforementioned provincial policies (Policy 4.1.2(d)). It further states that new areas considered for designation as Rural Residential Policy Areas shall be directed towards:

- a) land with existing municipal drinking water systems and/or waste water pipes,
- b) lands continuous of existing Rural Residential Policy Areas,
- c) lands in close proximity to well-serviced transportation infrastructure,

- d) lands that can be serviced, in time, with an extension of existing municipal drinking water systems and/or waste water pipes in an environmentally sound, economically, and timely manner, and
- e) lands not vulnerable to overland drainage problems or other environmental concerns.

It is my professional opinion that the proposed amendment of the designation of the property from “Agricultural Area” to “Rural Development Area” meets the criteria for expanding the Rural Residential Area designation of the neighbouring properties to encompass the subject property. The proposed new lots are continuous of existing Rural Residential Policy Areas, can be serviced via the existing municipal drinking water system, and are in close proximity to the Trans Canada Highway. The slope of the valley wall raises the proposed lots above the flood levels of the Assiniboine River and the forested slopes significantly reduce any risk of overland flooding or erosion that one might encounter on cleared sections of the valley.

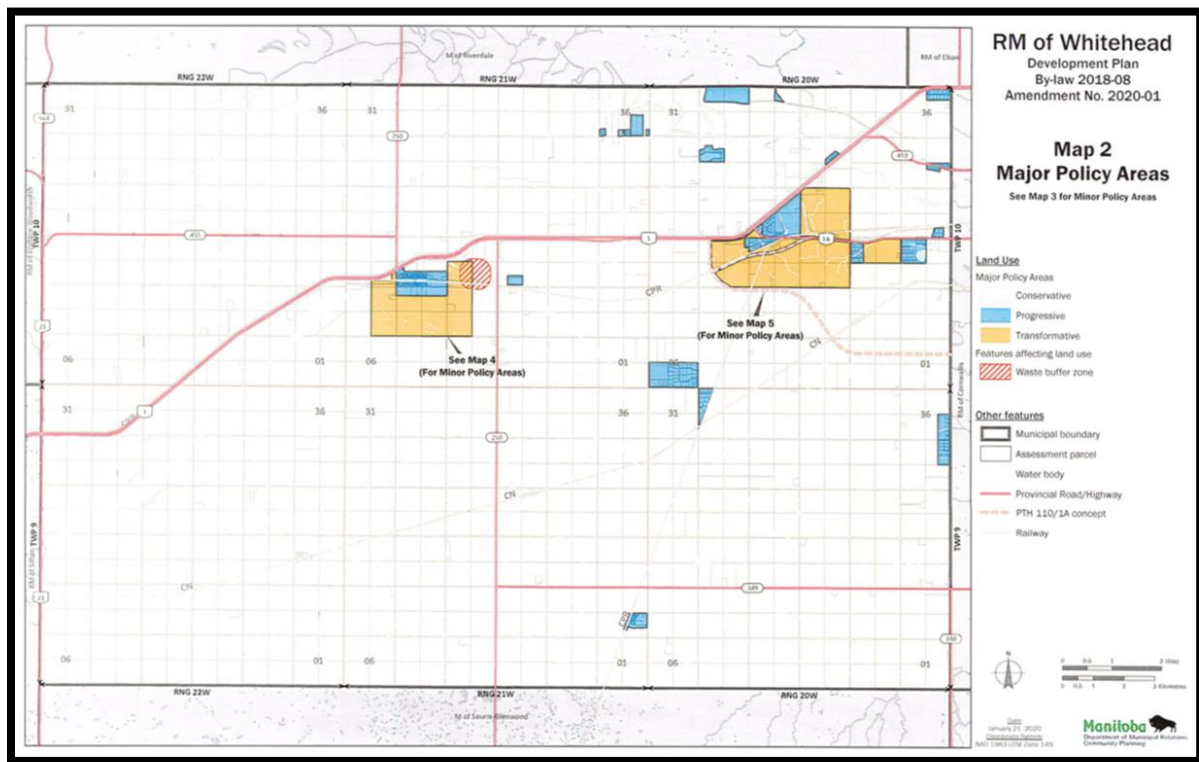


Figure 5: RM of Whitehead Development Plan Map 2: Major Policy Areas

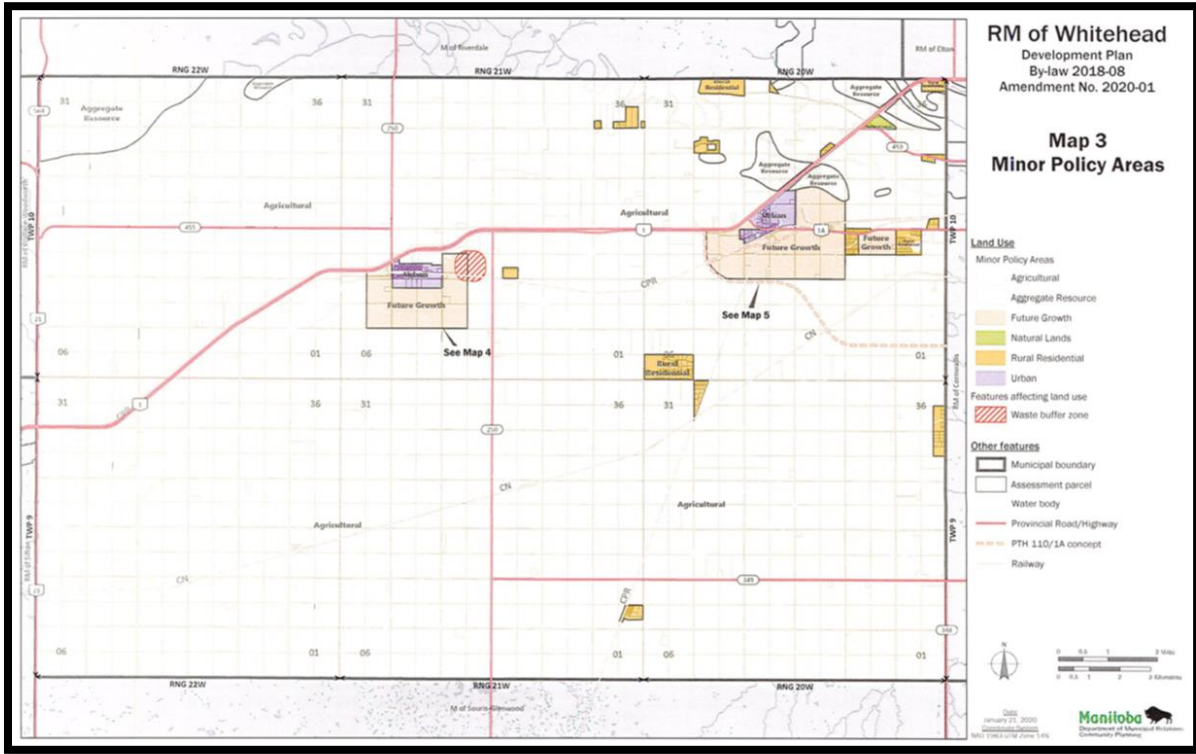


Figure 6: RM of Whitehead Development Plan Map 3: Minor Policy Areas

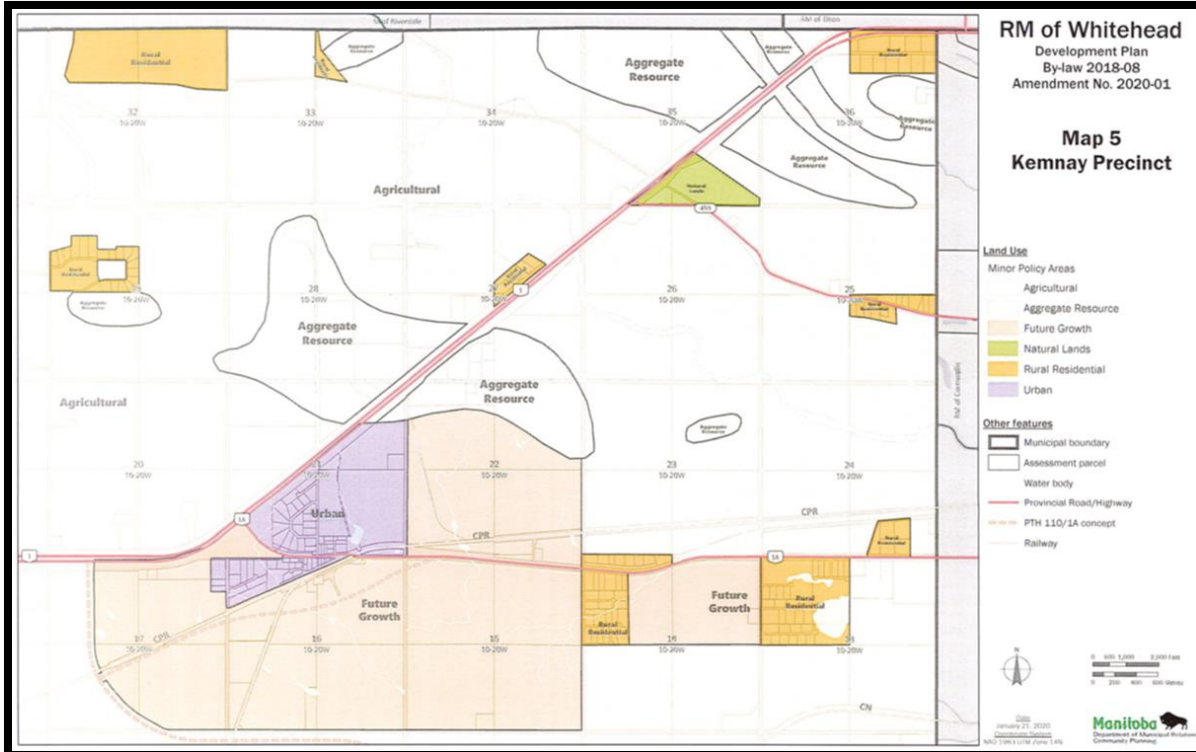


Figure 7: RM of Whitehead Development Plan Map 5: Kemnay Precinct

Demand

The property owners of the subject property indicate that they have already had conversations with several prospective purchasers who are attracted in rural lots with access to Grand Valley Road and southern exposure. It is likely that development of the 22 new lots would enable the municipality to realize growth rates that are closer to the 0.93% low growth rate envisioned in the Plan.

The experience of the Suskis echoes what I have heard in the past year from real estate agents and prospective purchasers in regards to a similar property that has recently been on the market. This comparable property has a similar topography and is located at a similar distance from the City of Brandon, but does not have the benefit of access to municipal piped water. Judging by the number of inquiries received, there appears to be a large number of potential buyers in the Brandon region and it does not seem unreasonable to expect that the first phase of the proposed development could be fully sold in a short period of time, with construction of new homes could. With mortgage rates continuing to fall, it may be well-timed to have the proposed lots hitting the market in 2025.

The population projections and extensive areas of land designated as Transformative Area in the Development Plan indicate that the RM of Whitehead anticipated and intended to plan for growth when that document was written, but patterns of development in the subsequent 6 years raise the question of whether the correct locations were identified in anticipating where such development was likely to occur. The question then becomes not one of whether there is demand for new residential lots, but where such demand may best be accommodated to the benefit of the municipality.

Conclusion

It is my professional opinion that recent growth patterns in the RM of Whitehead since the adoption of the Development Plan in 2018 have failed to meet even the most conservative projections of that Plan. This slow growth rate, which is not anomalous for rural municipalities in the immediate region, indicates that there is no discernable reason to be concerned about rural residential development crowding out agricultural activities or competing for large tracts of prime agricultural land.

I can see absolutely no reason to be concerned regarding the impact of the development of 22 new lots in the municipality. The average household size in the RM of Whitehead is 2.7 persons, so if this trend holds true, the proposed lots would add approximately 60 residents to the municipality over the next few years, which would still fall well short of the population projections in the Development Plan.

The proposed development would occupy some of the poorest soils in the municipality, soils with little to no capability of supporting modern intensive agricultural operations and further limited by topography, drainage, and the potential conflict with existing Rural Residential Areas to the east and west. These are lower quality soils than those surrounding Kemnay and Whitehead, where the 2018 Development Plan envisioned future growth. If the municipality wished to exercise a high amount of caution in maintaining viable lands for agricultural production, then this is a very attractive site for ensuring that development does not take higher quality land out of production.

Many of the same factors that make the property ill-suited to agriculture may be seen as attractive factors for potential home owners. The sloping valley walls offer a southern exposure that brings views of the valley without the risk associated with flooding on the lowlands to the south. The proposed public

reserve will provide privacy and help maintain the forested areas that stabilize the steeply sloping portions of the property and prevent erosion.

The proposed land use is compatible with neighbouring properties. The properties to the immediate west and east are already designated as Rural Residential and are equally close to agricultural activity on properties to the north and south. There are no intensive livestock operations in the immediate vicinity. Until recently, there were a small number of cattle (approximately 20 head) on the property to the south, but that producer has removed the cattle from the property and even if the producer chose to re-introduce cattle to the property, such a small operation unlikely to result in conflicts with the proposed rural residential use.

While there are some small parcels of the land in the RM of Whitehead that have been designated as Residential Development and remain undeveloped, and one sizeable area to the immediate west of the subject property, there is no indication that the owners of these properties intend to proceed with creation of any new lots in the near future, and some of the parcels appear as though they may be limited by factors such as topography and local high water tables. The proposed development appears to be the only one poised to meet the short-term demand for rural residential lots in the municipality and aid the municipality in meeting the most conservative of the growth targets in the Development Plan.

I have reviewed the report provided by Mr. Isaac Omonaiye, Community Planner with the Brandon Community Planning Office, dated October 18, 2024, and have discussed its concerns with the Suskis. I trust that this report, in addition to addressing the request for a Growth and Demand Report, also addresses the concerns that were raised by Manitoba Agriculture. If this Development Plan amendment and the associated subdivision are approved, the Suskis intend to comply with the regulations of Manitoba Environment and Climate Change as they proceed with development. They will ensure that all on-site septic systems are appropriately designed and approved, and that all other applicable laws are complied with during development. They will also complete a Heritage Resource Impact Assessment.

Given these considerations, it is my recommendation that if the Council of the RM of Whitehead should choose to approve the proposed Development Plan, the proposed development likely represents the highest and best use of the property, bringing value to the current and future property owners, and to the Rural Municipality of Whitehead with no apparent negative effects.

I hereby certify that this report was prepared by a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994

12 November 2024
Date



Kevan W. Sumner, MCIP
Registered Professional Planner



Municipal and Northern Relations
Brandon Community Planning Branch
Unit 1B – 2010 Currie Blvd
Brandon, Manitoba R7B 4E7
T 204-726-6267 F 204-726-7499
BrandonCRP@gov.mb.ca

October 17, 2024

File Number: 2024-0087

Reeve and Members of Council
Rural Municipality of Whitehead
Attn: James Maxon, Chief Administrative Officer
517 – 2nd Avenue, Box 107
Alexander, Manitoba ROK 0A0

**RE: Proposed Rural Municipality of Whitehead Development Plan Amendment Bylaw No. 2024-08
Proposal to Redesignate Portion of the NW ¼ of 33-10-20 WPM which lies to the north of the
northerly limit of road Plan 481 BLTO except road Plan 24661 BLTO except Plan 51049 from
“Agricultural Area” to “Rural Residential Area”**

The above noted bylaw has been circulated to government departments and agencies for review and comment following first reading. This report summarizes provincial departmental responses received. There are no provincial objections to the bylaw. All comments are attached in Appendix A. Council should provide a copy of this report and copies of all comments received to the development proponent for review and consideration at the public hearing.

Manitoba Municipal Relations – Community Planning Branch

The Brandon Community Planning Office has reviewed the proposed amendment to ensure its consistency with Development Plan as required by the Planning Act, therefore we advise that the Council consider the following sections of the Whitehead Development Plan 2018-08 below:

DEVELOPMENT PLAN:

The subject land is designated Agricultural in the Whitehead Development Plan By-law No. 2018-08 and within the conservative area on map 2 of the development plan. The relevant sections are listed below:

4.3 Conservative Areas

Objectives:

- *To preserve the natural and rural character of rural Manitoba and reduce the amount of land consumed, fragmented and made unproductive for resource-related uses.*
- *To direct the expansion of urban centres away from prime agricultural land, agricultural operations and other valuable resources or resource-related uses so that land is not prematurely taken out of production, or its use prematurely inhibited.*
- *To protect agricultural lands for present and future food production and agricultural diversification opportunities.*

Policy:

(b) The Planning Authority shall only allow the redesignation of Conservative Areas to Progressive Areas when there is a demonstrated need for additional lands to satisfy an immediate demand, and where any associated needs for municipal infrastructure can be provided in an

environmentally-sound, economically, and timely manner. Transformative Areas shall be considered a higher priority for redesignation ahead of Conservative Areas.

(c) The timing of when these lands will be redesignated in the Development Plan to allow new developments shall be dependent on the economic conditions within the Whitehead and Manitoba, and market conditions with regards to the supply of, and demand for, accommodating growing land-uses; as well as the completion of infrastructure improvements to support and enable specific land-use developments.

Manitoba Agriculture

Expressed their concerns concerning the proposed amendment. They consider the agricultural impacts to be minimal, however, they are convinced that there are multiple existing Rural Residential designations within the RM that remain underdeveloped to which development should be directed prior to designating new areas.

Environment and Climate Change, Environmental Compliance and Enforcement

Noted that the parcel is located on land predominately classified as an N4 nutrient management zone pursuant to the Nutrient Management Regulation. That the only wastewater management system that can be used in a nutrient management zone are holding tanks unless the soils in the area are successfully reclassified pursuant to the Nutrient Management Regulation. For further information on the classification of soils in that area you can contact Brian Wiebe, Senior Land-Water Specialist at Brian.Wiebe2@gov.mb.ca or 204-945-0585.

Manitoba Environment and Climate, Drainage and Water Rights Licensing Branch

The responsibility lies with the local government or planning district to ensure that all bylaws, zoning bylaws, development plans, and amendments thereof are in compliance with the Water Rights Act, the Water Rights Regulation, and the policies, procedures and requirements of the Drainage and Water Rights Licensing Branch. For more information, please follow the links below:

The Water Rights Act
[C.C.S.M. c. W80 \(gov.mb.ca\)](#)

The Water Rights Regulation
[Water Rights Regulation, M.R. 126/87 \(gov.mb.ca\)](#)

The Drainage and Water Rights Licensing Branch
[Environment, Climate and Parks | Province of Manitoba \(gov.mb.ca\)](#)

Historic Resources Branch

Indicated that the development footprint is located near the confluence of the Little Saskatchewan River and the Assiniboine River, near numerous known archaeological sites and sites of a sensitive. Therefore, Historic Resources Branch gives an advance notice, that future development may require a Heritage Resource Impact Assessment (HRIA).

The following departments and agencies responded with no concerns:

- Manitoba Hydro
- Manitoba Transportation and Infrastructure
- Environment, Climate and Parks- Crown Land
- BellMTS
- Natural Resources and Northern Development-Western Forestry

Concluding Remarks:

Based on provincial comments received and development plan policy 4.3 (c), we recommend that the Council should not approve this development plan amendment until such time as a comprehensive supply and demand report is completed that demonstrates a clear market demand and need for additional land to accommodate a potentially growing population. Having this analysis will provide a strong foundation for the development plan amendment.

If council chooses to move forward with second reading, please email the following:

- a digital copy of the signed bylaw amendment in a form reflecting 2nd reading,
- a copy of the minutes of the public hearing, and
- any local written submissions presented to the board at the hearing.

Copies should be emailed to brandoncrp@gov.mb.ca. The Board must not give the bylaw third reading unless and until after the Minister has approved bylaw No. 2024-08.

If there are any local objections presented at the public hearing, please provide each objector with a notice of second reading of bylaw No. 2024-08, in accordance with section 48 of The Planning Act.

We would like to thank the Council for providing us the opportunity to comment and review the proposed development plan by-law amendment and commend the Council's commitment to inclusive and transparent planning.

Sincerely,

Isaac Omonaiye
Community Planner
Brandon Community Planning Office

On behalf of Manitoba Agriculture, I have reviewed this proposed Development Plan Amendment By-law for the RM of Whitehead in the context of RM of Whitehead Development Plan By-law No. 2018-08 and the Provincial Planning Regulation. This by-law proposes to re-designate approximately 85 acres of land in NW 33-10-20WPM from “Agricultural Area” to “Rural Residential Area”.

The subject lands are located at the north border of the municipality adjacent to the Assiniboine River Valley. The NW ¼ of 33-10-20WPM consists of soils with mixed agricultural capability, ranging from Class 7 on the slopes, and Class 3, 2 and 5 covering the other areas of the quarter.

There are nearby existing Rural Residential Areas (186 acres in NE & NW 32-10-20W and 13 acres in NE 33-10-20W) which have not seen development occur. We recognize the desire for Rural Residential development; however, the land requested seems in excess of demand. We caution Council to verify the size and status of a potential livestock operation in NW 33-10-20W. The operation may already be impacted by the existing designated area, but increased development in close proximity could cause further impacts to the operation.

We note that 42 acres of the subject lands are designated as Aggregate Resource minor policy area. Any development of these lands must be consistent with Section 4.3.5 Aggregate Resource Policies. Council should confirm prior to proceeding.

The RM of Whitehead Development Plan provides the following guidance:

4.1 Progressive Areas

(c) Growth and development should occur in a planned and contiguous manner that emphasizes compact form and optimizing municipal public services.

4.1.2 Rural Residential Policy Areas

The objectives under Section 4.1.2 Rural Residential Policy Areas direct most growth to the Urban Centres or existing Rural Residential areas of the RM of Whitehead.

(c) Rural residential should be directed to areas where, due to a combination of a diversity of landscape features, the predominance of lower class land, a high degree of land fragmentation and the existence of a mixture of land uses, agriculture is not dominant; and away from prime agricultural land, viable lower class land and existing agricultural operations whenever possible.

(d) Infill in areas designated Rural Residential Policy Areas shall be encouraged before expanding or re-designating more lands for more rural residential development.

4.2 Transformative Areas

(b) The Planning Authority shall only allow the re-designation of some or all of the lands in a Transformative Area to Progressive Area when there is a demonstrated need for additional lands to satisfy an immediate demand, and where any associated needs for municipal public services can be provided in an environmentally-sound, economically, and timely manner.

The Provincial Land Use Policies (PLUP) guide development:

PLUP 1.2.3 directs that the amount of land designated for non-resource related uses should be consistent with the demonstrated rate of change in the requirements for such land uses, taking into account the existing designations of such lands within the region.

Manitoba Agriculture express concerns with this proposed amendment. While the agricultural impacts are minimal, there are multiple existing Rural Residential designations within the RM that remain underdeveloped to which development should be directed prior to designating new areas.

Thank you for the opportunity to review this Development Plan Amendment.
Regards,

Sheila

Sheila Cook, P.Ag.

Agricultural Planning Specialist

Sheila.Cook@gov.mb.ca

T: 204-365-0923

No comments regarding Whitehead Development Plan Amendment No. 2024-8.
Thanks



Grace Bushi, PMP

Access Provisioner (N&FS)

191, Pioneer Avenue (G300A), Winnipeg R3C 3N8

T: 204 958-1959 M: 204 918-8191

Email: Grace.Bushi@bellmts.ca

bellmts.ca

Lands and Planning have no concerns with the development plan amendment.

Thank you.

Oladipo Akinpelumi

Resource Planning Specialist

Lands and Planning Branch

Economic Development, Investment, Trade and Natural Resources

Box 25 – 14 Fultz Boulevard | Winnipeg MB R3Y 0L6

Cell: 204-583-0355

SUBJECT: Rural Municipality of Whitehead Development Plan Amendment No. 2024-08

Environment and Climate Change, Environmental Compliance and Enforcement has reviewed the aforementioned development plan amendment and has no comments or concerns at this time.

For future development, please note that this parcel is located on land predominately classified as an N4 nutrient management zone pursuant to the Nutrient Management Regulation. The only wastewater management system that can be used in a nutrient management zone are holding tanks unless the soils in the area can be successfully reclassified pursuant to the Nutrient Management Regulation. For further information on the classification of soils in that area you can contact Brian Wiebe, Senior Land-Water Specialist at Brian.Wiebe2@gov.mb.ca or 204-945-0585.

No concerns from Forestry.

Kelsie Hart
Senior Forestry Tech
Forestry and Peatlands Branch
Box 640, 201-4th Ave. S.
Swan River, Manitoba, R0L 1Z0
Office (204) 734-3429
Cell (204) 734-8391
Fax (204) 734-4210

SUBJECT: Development Plan Amendment No. 2024-8
AAS File AAS-24-22322
RM – Whitehead, NW-33-10-20-W

Conditional approval

Further to your e-mail regarding the above noted application, the Manitoba Historic Resources Branch (HRB) has examined the locations in conjunction with Branch records for areas of potential concern.

Application	Proposed activity	HRB screening and actions to be taken
Plan Amendment No. 2024-8	No imminent plans for activities which will cause ground disturbance	<ul style="list-style-type: none">• No concerns at this time○ Can proceed as planned
Future development	N/A – none in the application	<ul style="list-style-type: none">• Applicant to contact HRB if proposed activities and/or footprint changes○ Heritage Resource Impact Assessment (HRIA) <i>may</i> be required

Development Plan Amendment No. 2024-8

No further action is required specific to the current application at this time, as there are no imminent plans for activities, which will cause ground disturbance.

Future development

Notably, the development footprint is located near the confluence of the Little Saskatchewan River and the Assiniboine River, near numerous known archaeological sites and sites of a sensitive. These factors, although not exclusive to the analysis, indicate a reason to believe that any future planned ground disturbance, activity, and/or development within the area has the potential to impact heritage resources, therefore, the Historic Resources Branch has concerns with future development and wishes to give advance notice that an HRIA may be required. If any details of the current application undergo modification or if future work necessitates a change to the plans, the applicant is to contact HRB for re-evaluation.

Legislation

Under Section 12(2) of [The Heritage Resources Act](#) (the Act), if there is reason to believe that heritage resources or human remains upon or within or beneath lands are likely to be damaged or destroyed by any work, activity, development or project, then the Minister may require a proponent to apply for a heritage permit and conduct at his/her own expense, a heritage resource impact assessment (HRIA) and mitigation, prior to the project's start. As per sections 46 and 51 of the Act, there is an obligation to report any heritage resources and a prohibition on destruction, damage or alteration of said resources.

A Heritage Resource Impact Assessment (HRIA) is an assessment showing the impact that proposed work is likely to have upon heritage resources or human remains. HRIAs must be conducted by a qualified archaeological consultant under a heritage permit.

If you have any questions, please contact as above for proper assignment and queueing.

Historic Resources Branch

Archaeological Assessment Services Unit

We have reviewed the Whitehead DP amendment 2024-8 and have no concerns.

Thank you

Jeff DiNella

*Senior Development Review Technologist
Manitoba Transportation and Infrastructure
Highway Design*

Cell: (204) 430-7176

RE: Circulation of Whitehead Development Plan Amendment No. 2024-8

1. Manitoba Hydro and Centra Gas Manitoba Inc. have no concerns with the development plan amendment.
2. If this application is revised at any time it will be necessary for Manitoba Hydro/Centra Gas Manitoba Inc. to review the file to determine if our concerns remain the same.
3. If there are existing Manitoba Hydro and/or Centra Gas easements on the titles, any building and/or construction affecting our easements will require approval prior to work beginning and can be applied for through SecondaryLandUse@hydro.mb.ca.
4. Visit Click Before You Dig <http://clickbeforeyoudigmb.com/> in advance of any excavating.
5. Any removal or relocation of Manitoba Hydro and/or Centra Gas Manitoba Inc. existing facilities as a result of the proposed will be at the expense of the developer and/or customer.
6. Future electrical and or gas service can be obtained by submitting the online form on the [Manitoba Hydro](http://hydro.mb.ca) website.

Any inquiries can be sent to HCSC@hydro.mb.ca.

Thank you,

Subdivision Coordination Team, Property Department

Manitoba Hydro

12th Floor - 360 Portage Ave

Winnipeg MB

R3C 0G8 Canada

hydro.mb.ca

The responsibility lies with the local government or planning district to ensure that all bylaws, zoning bylaws, development plans, and amendments thereof are in compliance with the Water Rights Act, the Water Rights Regulation, and the policies, procedures and requirements of the Drainage and Water Rights Licensing Branch. For more information, please follow the links below:

The Water Rights Act

[C.C.S.M. c. W80 \(gov.mb.ca\)](#)

The Water Rights Regulation

[Water Rights Regulation, M.R. 126/87 \(gov.mb.ca\)](#)

The Drainage and Water Rights Licensing Branch

[Environment, Climate and Parks | Province of Manitoba \(gov.mb.ca\)](#)

Thanks,

Ingrid Rothnie

A/Senior Water Resource Officer

204-841-3862



ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: January 13, 2025

BY-LAW/POLICY: By-law 2025-01 / P2023-03

SUBJECT: Labour Reserve Fund

AGENDA ITEM: 7.4

BACKGROUND

Subsection of the Employee Manual Policy (P2023-03) outlines Retirement Benefits for employees with service of at least five (5) years with the municipality. This benefit entitles the employee to three (3) days pay for each year of employment with the municipality. Further, obligations under provincial labour standards may also require the RM to make payments to employees in the event of severance or termination. As these are not always planned events, it would be prudent to ensure a reserve exists with funds available to ensure that no operations of the municipality are at risk of disruption by unforeseen expenses.

RECOMMENDATION / PROPOSAL

The By-law is presented for consideration of 1st and 2nd reading by Council.

LEGISLATION

Subsection 168(1) of the Municipal Act allows for Councils to establish reserves by by-law for the collection of funds for general or specific purposes.

FINANCIAL IMPACT

As per the proposed by-law, Council would determine the contributions to the reserve fund and as such can control the amount of funds levied on the mill rate.

A reserve allows for gradual accumulation of funds so that were an event to occur that required the funds it would not negatively affect services or taxes. If Council were to not proceed with a reserve fund, then Administration would explore recommending a contingency be budgeted in the operating fund to alleviate any impacts of unforeseen events.

PROPOSED OPTIONS

Council may defeat or approve the proposed 1st and 2nd readings of the by-law.

RURAL MUNICIPALITY OF WHITEHEAD

BY-LAW NO. 2025-01

BEING A BY-LAW of the Rural Municipality of Whitehead to create the Labour Reserve Fund.

WHEREAS Subsection 168(1) of The Municipal Act S.M. 1996. Cap.M225, provides authority for a council to adopt by-laws for the establishment of reserve funds for any general or specific purpose;

AND WHEREAS the purpose of such a reserve fund is to provide funds for any matters that may arise with respect to personnel, expected or otherwise, that present costs outside of regular annual salaries and benefits expenses;

NOW THEREFORE the Rural Municipality of Whitehead in regular session assembled, enacts as follows:

1. That the Labour Reserve Fund be created;
2. That funds contributed to be at the direction of Council through the budget process;
3. That the Municipality shall keep a separate bank account designating the purpose for which the fund was created;
4. This by-law shall come into full force and take effect on the day following the date of passage.

DONE AND PASSED by the Council of the Rural Municipality of Whitehead duly assembled this day of , A.D. 2025.

Reeve

Chief Administrative Officer

Read a first time this	day of	A.D. 202X.
Read a second time this	day of	A.D. 202X.
Read a third time this	day of	A.D. 202X.

MUNICIPALITY OF WHITEHEAD

MUNICIPAL WORKS ON PRIVATE PROPERTY POLICY

<i>Department</i> Public Works	<i>Classification</i> POLICY
<i>Subject</i> Municipal Works on Private Property	<i>Pages</i> 3
<i>Authority</i> Council	<i>Effective Date</i>
<i>Approved</i>	<i>Index</i> PW-09

PURPOSE:

The purpose of this policy is to outline practices associated with requests to access private property for the undertaking of public works.

PREAMBLE:

Occasionally it is in the interests of the municipality to request entry to private property for the purpose of conducting works that are to the benefit of the community. It is considered prudent to ensure that when landowners grant access to private lands, that an agreement outlining obligations be in place for the benefit of both parties.

SCOPE

This policy is to be used in any event where employees wish to enter onto private property for the purpose of planning and/or conducting works. The policy applies to works and services permitted by landowners to be carried out at the request of the municipality on private property, within the boundaries of the municipality.

This policy is not applicable to requests that fall under policies of the municipality that can be defined as private works.

DEFINITIONS:

Employee means any person employed by the municipality, and includes the Chief Administrative Officer, designated officers, full time, part time, contract, or casual employees, including volunteers.

Municipality means the Rural Municipality of Whitehead.

APPLICATIONS/APPROVALS:

In the event that access to private property is deemed necessary by public works staff for the completion of a project, the CAO or Public Works designate must acquire consent from the respective landowner and have signed a Landowners Permission Form (Schedule 'A') prior to entering said property.

MUNICIPALITY OF WHITEHEAD

MUNICIPAL WORKS ON PRIVATE PROPERTY POLICY

LEGAL LIABILITY:

Through the Landowners Permission Form (Schedule 'A'), the municipality shall indemnify the landowner(s) against any claim, action or process for damage or injury which might arise during the progress of such public works. The municipality recognizes the obligations undertaken when requesting and accessing private property for public interest and bears responsibility for any damage to the property caused as a result of the public works.

The agreement provides protections to the municipality in obtaining the legal access to private property for the conduct of an agreed upon scope of work and in a record of agreement for the expected work.

DRAFT

**Rural Municipality of Whitehead
Schedule 'A'**

LANDOWNERS PERMISSION FORM
FOR USE IN CONNECTION WITH PUBLIC WORKS ON PRIVATE PROPERTY

THIS AGREEMENT made this _____ day of _____, A.D., 20_____.

BETWEEN:

The Rural Municipality of Whitehead
(hereinafter the "Municipality")

and

(hereinafter the "Landowner")

Mailing Address

Phone Numbers: Home _____ Work _____ Cellular _____

WHEREAS the Municipality has requested that the Landowner permit municipal employees or agents of the Municipality to enter the Property to investigate and perform public works, be it understood the Municipality will be financially responsible for all costs (including but not limited to labour, equipment, supplies) to perform works on landowner's property.

AND WHEREAS the Landowner is the registered owner of:

Legal Land Description: _____ W
Quarter Section Township Range

Civic _____

Lot# _____ Plan# _____

AND WHEREAS the Municipality must complete the following public works: _____ ("Public Works").

NOW THEREFORE the Municipality and Landowner agree as follows:

1. The Landowner grants permission and gives consent for the Municipality and its employees and agents to enter the Property for the purpose of performing the Public Works as described above.
2. The Municipality covenants and agrees to perform the Public Works and bears responsibility for damage caused to the Property directly related to the performance of the Public Works. The Municipality ensure the Property is remediated back to its form prior to the Public Works being completed, and agrees shall bear any costs to remedy damage sustained by the Property as a result of the Public Works.

IN WITNESS, WHEREOF has hereunto set their hand and the day and year first above written.

SIGNED

RURAL MUNICIPALITY OF WHITEHEAD

Landowner

Chief Administrative Officer



Assiniboine West Watershed District



Box 223 · Miniota, MB · R0M 1M0
Fax: 204-567-3587 – myawwd.ca – info@myAWWD.ca

Miniota 204-567-3554	Inglis 204-564-2388	Oak River 204-566-2270
--------------------------------	-------------------------------	----------------------------------

December 11, 2024

RM of Whitehead
PO Box 107
Alexander, MB
R0K 0A0

RE: Watershed District Subdistricts Appointments

Its that time of year again, The Assiniboine West Watershed District is requesting that your municipality renew your annual member appointments, either by reappointing existing members, or by appointing new members.

Section 4 of the Watershed Districts Regulation, has been attached to this letter, to provide you with guidance in the requirements, but in a nut shell, appointees need to be eligible voters in the municipality and you can not appoint two councilors to one subdistrict.

The following representatives are presently appointed:

<u>Name</u>	<u>Subdistrict Committee</u>
Curtis Storey	Oak River
Marvin Thiessen	Oak River

The Assiniboine West Watershed District Board is formed through your appointees and the district would appreciate receiving councils' appointments by January 6th, so that we can organize meetings with the Subdistricts early in the new year. At these meetings elections will be held to determine our Board prior to our regular Board Meeting on January 21st. Please supply any contact information that you have for your appointees so that we can contact them directly. If you have any questions, do not hesitate to call the office at 204-567-3554.

Sincerely,

Ryan Canart
General Manager
Assiniboine West Watershed District

Appointments to subcommittees

4(1) A ratepayer is eligible for appointment to a subcommittee by an included municipality if the ratepayer is an eligible voter, as defined in The Municipal Councils and School Boards Elections Act, of the municipality.

4(2) An included municipality may appoint a ratepayer to more than one subcommittee in a district, but the ratepayer is not eligible to hold more than one office as a subcommittee chair or vice-chair.

4(3) An included municipality that is required to appoint one ratepayer to a subcommittee may, in doing so, appoint a ratepayer who is a municipal councillor.

4(4) An included municipality that is required to appoint more than one ratepayer to a subcommittee must, in doing so, appoint at least one ratepayer who is not a municipal councillor.

RM of Whitehead Payment Register

Report Date
2025-01-06 4:34 PM

Batch: 2024-00109 to 2024-00125

Page 1

Bank Code: AP - AP-GENERAL OPER

Payment #	Vendor	Date	Amount
Computer Cheque			
16172	Baloun, Dustin	2024-12-05	1,735.08
16173	Burniston, Krista Marie	2024-12-05	2,537.43
16174	Castellanos David	2024-12-05	113.55
16175	Cook Kelsey	2024-12-05	1,194.88
16176	Scott Crawford	2024-12-05	1,158.95
16177	Kelly Crosson	2024-12-05	7,032.88
16178	Todd Delaurier	2024-12-05	1,794.30
16179	Escoto Matthew	2024-12-05	31.60
16180	Greg Gaboury	2024-12-05	1,758.08
16181	Christine Greer	2024-12-05	1,262.40
16182	David Colin Kirkpatrick	2024-12-05	1,330.33
16183	Daniel Long	2024-12-05	710.50
16184	Laurie Owens	2024-12-05	999.00
16185	Terri McLaughlin	2024-12-05	1,514.25
16186	McLaughlin Sean	2024-12-05	219.03
16187	Noah Messner	2024-12-05	1,035.63
16188	Newman Matthew	2024-12-05	175.25
16189	Jeff Owens	2024-12-05	1,189.15
16190	Chad Penner	2024-12-05	697.63
16191	Penner Katie	2024-12-05	716.93
16192	Trevor Pod	2024-12-05	776.25
16193	Poole Mitch	2024-12-05	818.13
16194	Richardson Amanda	2024-12-05	51.35
16195	Cheyenne Ryland	2024-12-05	130.70
16196	Darryl Speers	2024-12-05	462.63
16197	Marvin Thiessen	2024-12-05	1,484.13
16198	Treloar David	2024-12-05	145.15
16199	Vandenberg Ethan	2024-12-05	252.45
16200	Wilkinson Stephanie	2024-12-05	1,763.78
16201	Brandon Bearing Ltd.	2024-12-09	398.93
16202	Christine Burton	2024-12-09	59.34
16203	Can Fire Pyrotechnics Ltd	2024-12-09	3,400.00
16204	Cochrane Stock Farms	2024-12-09	3,869.25
16205	Duracan	2024-12-09	51.45
16206	Fort La Bosse Sch.Div. No. 41	2024-12-09	918.55
16207	GW Vacuum Truck Service	2024-12-09	439.43
16208	Manitoba Hydro	2024-12-09	1,245.82
16209	Princess Auto Ltd.	2024-12-09	421.94
16210	Protelec Alarms Ltd	2024-12-09	85.89
16211	RBC Royal Bank	2024-12-09	6,394.03
16212	RFNOW Inc	2024-12-09	611.42
16213	Safety Chicks	2024-12-09	86.40
16214	Souris Valley Recreation	2024-12-09	10,572.05
16215	Thompson Dorfman Sweatman	2024-12-09	3,286.65
16216	Trevor Tuttosi	2024-12-09	538.48
16217	Workers Compensation Board	2024-12-09	1,216.80
16218	Brandt Tractor Ltd.	2024-12-18	74.21
16219	Brandon Bearing Ltd.	2024-12-18	16.89
16220	C & C Rentals Ltd.	2024-12-18	19.07
16221	Duracan	2024-12-18	106.05
16222	Federation of Canadian	2024-12-18	629.96

RM of Whitehead Payment Register

Report Date
2025-01-06 4:34 PM

Batch: 2024-00109 to 2024-00125

Page 2

Payment #	Vendor	Date	Amount
16223	NAPA/TRACTION Brandon	2024-12-18	132.66
16224	Heritage Co-Op 1997 Ltd.	2024-12-18	6,212.06
16225	Izzard Plumbing, Heating & Septic	2024-12-18	1,032.10
16226	Manitoba Hydro	2024-12-18	341.99
16227	Munisoft	2024-12-18	6,310.08
16228	Municipal Waste Management	2024-12-18	6,125.02
16229	Newman Matthew	2024-12-18	35.00
16230	Wendy Petersen	2024-12-18	700.00
16231	Scott Price	2024-12-18	205.00
16232	Thompson Dorfman Sweatman	2024-12-18	6,370.81
16233	Treloar David	2024-12-18	109.25
16234	Bluestar Construction Ltd	2024-12-18	414,946.88
16235	Julie Bean	2024-12-18	120.00
16236	Thompson Dorfman Sweatman	2024-12-18	607.61
16237	Alexander 4-H	2024-12-30	150.00
16238	Association Of Manitoba Munc.	2024-12-30	1,971.90
16239	Canadian Pacific Railway Co.	2024-12-30	1,614.00
16240	Duracan	2024-12-30	51.45
16241	Hutterian Emergency Aquatic Respon	2024-12-30	150.00
	Issued to: HEART Team Inc		
16242	Heritage Co-Op 1997 Ltd.	2024-12-30	2,375.67
16243	Bell MTS	2024-12-30	374.33
16244	Manitoba Hydro	2024-12-30	46.55
16245	MB Municipal Employees	2024-12-30	5,921.37
16246	Munisoft	2024-12-30	2,196.03
16247	Princess Auto Ltd.	2024-12-30	1,119.99
16248	Receiver General Of Canada	2024-12-30	10,249.47
16249	Rogers	2024-12-30	93.41
16250	Ronald McDonald House Manitoba	2024-12-30	150.00
16251	Roseland South Brandon 4H Club	2024-12-30	150.00
16252	Roseland South Brandon	2024-12-30	250.00
16253	STARS	2024-12-30	150.00
16254	Tasmanian Gravel	2024-12-30	5,571.82
16255	RBC Royal Bank	2024-12-30	4,345.77
	Total for Computer Cheque:		547,714.25
	Total for AP:		547,714.25

RM of Whitehead Payment Register

Report Date
2025-01-06 4:34 PM

Batch: 2024-00109 to 2024-00125

Page 3

Bank Code: RB Visa - Royal Bank Visa

Payment #	Vendor	Date	Amount
Other			
1	Baileys	2024-12-06	253.74
1	Boston Pizza	2024-12-06	106.17
1	Brandon Computers	2024-12-06	1,364.16
1	Canada Post	2024-12-06	311.85
1	Dollar Tree	2024-12-06	10.65
1	Duffys Taxi	2024-12-06	9.46
1	Five Guys	2024-12-06	49.44
1	Giant Tiger	2024-12-06	10.00
1	Holiday Inn	2024-12-06	2,189.70
1	Ooma Office	2024-12-06	115.69
1	Rocky Mountain Equipment	2024-12-06	657.68
1	Shell Canada	2024-12-06	59.83
1	Subway	2024-12-06	144.02
1	Teranet Manitoba LP.	2024-12-06	22.00
1	Titan Certified Tracking Solutions	2024-12-06	144.31
1	Uncle Wiener's Wholesale	2024-12-06	362.78
1	Unicity Taxi Ltd	2024-12-06	36.35
1	Walmart Canada	2024-12-06	546.20
1	Manitoba Municipal Admin Assoc	2024-12-30	825.00
1	Paymate	2024-12-30	504.00
1	Shanks Driving Range and Grill	2024-12-30	1,360.77
1	University of Manitoba	2024-12-30	1,656.00
	Total for Other:		10,739.80
	Total for RB Visa:		10,739.80

Payments Printed: 106

RM of Whitehead
Bank Reconciliation Statement
For the month ended December 31, 2024

<table border="0" style="width: 100%;"> <tr> <td style="width: 40%;">Bank Balance at December 31, 2024</td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;">2,631,171.32</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td colspan="6">LESS:</td> </tr> <tr> <td colspan="6">Outstanding cheques at December 31, 2024</td> </tr> <tr> <td>14999</td> <td>41.00</td> <td>16231</td> <td>205.00</td> <td></td> <td></td> </tr> <tr> <td>15809</td> <td>30.00</td> <td>16233</td> <td>109.25</td> <td></td> <td></td> </tr> <tr> <td>15838</td> <td>38.33</td> <td>16234</td> <td>414,946.88</td> <td></td> <td></td> </tr> <tr> <td>16124</td> <td>1,059.08</td> <td>16235</td> <td>120.00</td> <td></td> <td></td> </tr> <tr> <td>16144</td> <td>13,455.42</td> <td>16237</td> <td>150.00</td> <td></td> <td></td> </tr> <tr> <td>16150</td> <td>1,170.00</td> <td>16238</td> <td>1,971.90</td> <td></td> <td></td> </tr> <tr> <td>16155</td> 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RURAL MUNICIPALITY OF WHITEHEAD
CONSOLIDATED STATEMENT OF INCOME AND EXPENSES
TO DECEMBER 31, 2024

	2024 Budget	2024 Actual	Surplus/ (Deficit)	% 100.0%
EXPENSES				
General Government Services:				
Legislative	83,000.00	78,698.22	4,301.78	94.8
<i>General Administrative</i>				
Wages/Benefits	214,000.00	209,014.35	4,985.65	97.7
Office Operations	81,100.00	76,378.57	4,721.43	94.2
Education & Memberships	13,400.00	13,292.34	107.66	99.2
Legal	50,000.00	44,077.88	5,922.12	88.2
Audit	18,200.00	18,398.65	(198.65)	101.1
Assessment	37,500.00	35,469.00	2,031.00	94.6
Taxation	4,500.00	4,004.25	495.75	89.0
<i>Other General Government</i>				
Elections	5,500.00	200.00	5,300.00	3.6
Conventions & Memberships	27,000.00	16,217.35	10,782.65	60.1
Damage Claims Liability Insurance	27,000.00	25,179.13	1,820.87	93.3
Grants	1,000.00	1,100.00	(100.00)	110.0
Other General Gov - Sundry	2,100.00	2,100.00	-	100.0
Strategic Plan / Asset Mgmt	12,000.00	11,219.87	780.13	93.5
Recovery from Utility	(16,335.00)	(12,683.36)	(3,651.64)	77.6
	<u>559,965.00</u>	<u>522,666.25</u>	<u>37,298.75</u>	<u>93.3</u>
Protective Services:				
By-Law Enforcement	10,800.00	10,800.00	-	100.0
<i>Fire</i>				
General - 911 per capita fee		8,193.52		
Training/Personnel		32,692.52		
WCB		-		
Operations/Maintenance		32,038.72		
Utilities		6,582.75		
Insurance		13,724.74		
Emergency Measures/MEC	10,000.00	2,720.63	7,279.37	27.2
Flood Control / DFA	20,000.00	20,000.00	-	100.0
Building Inspection	4,000.00	3,300.00	700.00	82.5
Animal & Pest Control	500.00	-	500.00	0.0
	<u>138,900.00</u>	<u>130,052.88</u>	<u>8,847.12</u>	<u>93.6</u>
Transportation Services:				
Wages / Benefits	208,000.00	168,413.94	39,586.06	81.0
Equipment Fuel	110,000.00	82,561.43	27,438.57	75.1
Equipment Repairs & Maintenance	64,680.00	64,579.95	100.05	99.8
Equipment Insurance & Registration	17,500.00	22,400.56	(4,900.56)	128.0
Workshop/Yard Operations	43,300.00	18,818.98	24,481.02	43.5
Workshop/Yard - Training	11,500.00	5,311.66	6,188.34	46.2
Signs/Posts	7,500.00	394.08	7,105.92	5.3

RURAL MUNICIPALITY OF WHITEHEAD
CONSOLIDATED STATEMENT OF INCOME AND EXPENSES
TO DECEMBER 31, 2024

	2024 Budget	2024 Actual	Surplus/ (Deficit)	% 100.0%
Road Maintenance - Labour	230,250.00	237,937.50	(7,687.50)	103.3
Road Maintenance - Material	133,000.00	159,962.45	(26,962.45)	120.3
Road Maintenance - Other	2,000.00		2,000.00	0.0
Road Re-Construction	32,400.00	-	32,400.00	0.0
Ditches, Road Drainage & Culverts	80,000.00	80,792.87	(792.87)	101.0
Streetlights	4,000.00	3,725.25	274.75	93.1
Traffic Services (CPR Flashers)	14,600.00	14,929.50	(329.50)	102.3
	<u>958,730.00</u>	<u>859,828.17</u>	<u>98,901.83</u>	<u>89.7</u>
Environmental Health Services:				
<i>Nuisance Grounds</i>				
Wages	31,000.00	21,583.74	9,416.26	69.6
Household	60,000.00	47,130.43	12,869.57	78.6
Recycling	25,000.00	23,354.95	1,645.05	93.4
Other	5,000.00	9,165.14	(4,165.14)	
Gravel Pit	1,000.00	-	1,000.00	
Municipal Wells	1,000.00	1,170.24	(170.24)	117.0
	<u>123,000.00</u>	<u>102,404.50</u>	<u>20,595.50</u>	<u>83.3</u>
Public Health & Welfare Services:				
Cemeteries	12,000.00	9,436.38	2,563.62	78.6
Cenotaph	-	1,150.48	(1,150.48)	
Accessibility	2,500.00	-	2,500.00	0.0
Social Welfare Assistance	2,640.00	2,639.58	0.42	100.0
	<u>17,140.00</u>	<u>13,226.44</u>	<u>3,913.56</u>	<u>77.2</u>
Economic Development Services:				
Planning & Zoning	<u>8,000.00</u>	<u>4,878.72</u>	<u>3,121.28</u>	<u>61.0</u>
Environmental Development Services:				
Rural Area Weed Control	90,000.00	82,746.10	7,253.90	91.9
Veterinary Services	2,300.00	2,254.16	45.84	98.0
Water Resources & Conservation	11,000.00	10,604.43	395.57	96.4
	<u>103,300.00</u>	<u>95,604.69</u>	<u>7,695.31</u>	<u>92.6</u>
Recreation & Cultural Services				
Souris Rec Commission	10,750.00	10,572.05	177.95	98.3
<i>Community Centres/Halls & Skating Rinks</i>				
Whitehead Hall	13,430.00	11,737.42	1,692.58	87.4
Kemnay	9,470.00	23,067.45	(13,597.45)	243.6
Roseland South	1,000.00	2,401.51	(1,401.51)	240.2
Alexander Rink	11,730.00	11,778.47	(48.47)	100.4
Other Cultural - Fireworks/Playgrounds	13,200.00	12,741.97	458.03	96.5
	<u>59,580.00</u>	<u>72,298.87</u>	<u>(12,718.87)</u>	<u>121.3</u>
TOTALS	<u>1,968,615.00</u>	<u>1,800,960.52</u>	<u>167,654.48</u>	<u>91.5</u>

**RURAL MUNICIPALITY OF WHITEHEAD
CONSOLIDATED STATEMENT OF INCOME AND EXPENSES
TO DECEMBER 31, 2024**

	2024 Budget	2024 Actual	Surplus/ (Deficit)	% 100.0%
RESERVES - Expenses to date				
JD872GP Grader Pymts	172,300.00	162,617.90	9,682.10	Machinery
Mower and Arm	18,000.00	16,831.03	1,168.97	Machinery
Mulcher	36,400.00	36,400.00	-	Machinery
Fire Dept Equipment	10,000.00	28.85	9,971.15	Fire Cap
Fire Truck Loan Pymt	33,469.19	33,469.19	-	tax for
Fire Truck Chasse upgrade	38,000.00	52,708.99	(14,708.99)	Fire Cap
WDS Construction / Upgrades	65,000.00	-	65,000.00	WDS
Playground @ Kemnay	10,000.00	10,000.00	-	Recreation
Lagoon Engineer Study	15,000.00		15,000.00	Rural Water
Bulk Water Dispenser	35,000.00	<i>postponed for 2024, re-visit in 2025</i>		Rural Water
WTP Expansion - Phase 2	630,000.00		630,000.00	Rural Water
Road Improvements	20,000.00		20,000.00	Gas Tax
Road and Culvert projects	148,730.86	61,697.02	87,033.84	General
Kemnay Rec Centre Improvements	20,400.00	20,395.82	4.18	Covid Funds

RURAL MUNICIPALITY OF WHITEHEAD
CONSOLIDATED STATEMENT OF INCOME AND EXPENSES
TO DECEMBER 31, 2024

	2024 Budget	2024 Actual	Surplus/ (Deficit)	% 100.0%
OTHER REVENUE				
Added Taxes	5,000.00	23,154.43	18,154.43	463.1
Tax & Redemption Penalties	28,000.00	42,086.04	14,086.04	150.3
Pasture Lease	28,400.00	28,400.00	-	100.0
Provincial Grazing Leases	1,000.00	1,089.20	89.20	108.9
Sales of Goods (Books/Maps)	500.00	540.00	40.00	108.0
Tax Certificate Revenue	3,000.00	3,220.00	220.00	107.3
<u>Sales of Service</u>				
Protective Services (Fire)	25,000.00	22,306.50	(2,693.50)	89.2
Transportation	6,000.00	605.27	(5,394.73)	10.1
Municipal Wells	-	-	-	#DIV/0!
Public Health & Welfare (Recycling)	30,000.00	34,125.61	4,125.61	113.8
Cemetery	4,000.00	10,000.00	6,000.00	250.0
<u>Conditional Grants - Federal</u>				
Cda Community Building Fund (Gas Tax)	97,516.00	46,683.00	(50,833.00)	47.9
<u>Conditional Grants - Provincial</u>				
Municipal Operating Grant	200,000.00	153,629.75	(46,370.25)	76.8
Military Memorial Conservation Grant (22/23)	1,010.50	1,010.50	-	100.0
Kemnay Hall Grant	1,000.00	-	(1,000.00)	
Fines - Dogs	-	-	-	
Fines - Police	1,000.00	409.97	(590.03)	41.0
<u>Permits/Licences</u>				
Building (Admin Fees)	1,000.00	1,380.00	380.00	138.0
Admin Fees (Tax Sale / Utility2Taxes/NSF/Application)	1,500.00	1,950.00	450.00	130.0
Licences (Business/Aggregate)	500.00	1,375.00	875.00	275.0
Dog Licences		150.00	150.00	
Conditional Use/Varations	5,600.00	5,905.00	305.00	105.4
Returns from Investments	35,000.00	97,932.00	62,932.00	279.8
<u>Other Income:</u>				
Rebates - Co-op	3,523.00	1,315.00	(2,208.00)	37.3
Insurance Claim		-	-	
Funds from Kemnay Rec Committee for Upgrades to Centre		7,000.00	7,000.00	
Funds from CARM (Kemnay Rec Centre) for Playground		10,000.00	10,000.00	
Grant for Asset Management Plan from FCM		18,882.75	18,882.75	
Other Misc (for Whitehead Hall from United Church)		12,777.44	12,777.44	
TOTAL OTHER REVENUE	478,549.50	525,927.46	47,377.96	109.9



December 24, 2024

James Maxon, CAO
RM of Whitehead
517 2nd Avenue
Alexander, MB
Via email: cao@rmofwhitehead.ca

Dear James,

The Association of Manitoba Municipalities' Municipal Visits in the Western District have been scheduled for February 20 and 21, 2025. We are back to our regular rotation of visits and the AMM delegation would look forward to the opportunity to meet with the council of the RM of Whitehead during this tour.

I am writing to request a meeting for the AMM Executive and Western Director to meet with you and your available council members on **February 21, 2025, at 9:30 am for an in-person visit to your council chambers.**

The purpose of this meeting is to allow you and your council to discuss the issues that specifically affect your municipality with the AMM delegation. Meetings are normally no longer than one hour and to ensure the meeting objectives are met during the time together, we request a list of topics that you and your council would like the AMM Executive and Directors to speak about. From there, an agenda will be prepared.

The meeting is also an opportunity for the AMM to provide and to update members on some of the issues the AMM Board has been involved in during recent months, and what the organization is working on for the future. The AMM delegation of five include: President Kathy Valentino, Vice-President Brad Saluk, Vice-President Scott Phillips, Western Director Rhonda Coupland, and Executive Director Denys Volkov.

The AMM Executive understands that work and personal commitments may limit the number of council members available for the meeting; they are pleased to meet with whoever is available.

James, could you please let me know no later than **January 27, 2025**, if a visit would be acceptable to you and your council?

I appreciate your time and attention to this request.

Sincerely,

Donna Belbin
Events Coordinator



December 17, 2024

Mayor Ray Muirhead
Town of Carberry
ray.muirhead@townofcarberry.ca

Reeve Ray Drayson
Municipality of North Cypress-Langford
reeve@myncl.ca

Reeve Ches Bolman
RM of Elton
reeve@elton.ca

Reeve Trevor Tuttosi
RM of Whitehead
trevort1727@gmail.com

Reeve Sam Hofer
RM of Cornwallis
reeve@gov.cornwallis.mb.ca

Mayor Charles Radford
Municipality of Glenboro-South Cypress
mayor@mgsc.ca

Dear Municipal Leaders,

On behalf of the Association of Manitoba Municipalities (AMM), I would like to sincerely thank you for submitting resolutions concerning RCMP vacancies at the Blue Hills area detachment. The AMM Board of Directors reviewed these resolutions on December 12, 2024, and I am pleased to provide the following response.

Public safety remains a top priority for our association, and we are committed to advocating for stronger measures to address rising crime rates and ensure sufficient law enforcement resources. To support these efforts, the AMM regularly engages with Manitoba Justice, RCMP D Division, and Public Safety Canada through the national RCMP Contract Management Committee (CMC). Additionally, we continue to collaborate with the Province of Manitoba in facilitating meetings of the Provincial-Municipal Justice Advisory Committee (PMJAC), where the management of RCMP vacancies is consistently discussed.

While the RCMP is actively working to recruit and retain officers nationwide, the overall vacancy rate in Manitoba is currently the second highest in Canada at 29.6%. With nearly all detachments across the province facing significant staffing shortages, RCMP resources are under considerable strain. This is further exacerbated by increasing call volumes, the need for officers to transport individuals under the *Mental Health Act* resulting in officers being absent from communities for extended periods, and greater administrative burdens due to repeat and violent offenders. These challenges contribute to concerns over police visibility and the perceived lack of law enforcement presence, especially in municipalities spanning large geographic areas.

Regarding the Blue Hills area detachment, we understand that your municipalities have met with the Hon. Matt Wiebe, Minister of Justice and Attorney General, and have maintained contact with Manitoba Justice officials to address these concerns. Please rest assured that the AMM shares your concerns and will continue to advocate through the channels mentioned above for increased resources and support for the RCMP in Manitoba, with the aim of bolstering staffing levels. We have strongly urged both the provincial and federal governments to provide greater incentives for new recruits and current officers to select Manitoba as a preferred posting, and we will persist in our advocacy until we see significant progress toward this goal.



In closing, thank you once again for raising your concerns through a formal resolution. The AMM is supportive of your efforts, and we remain committed to amplifying our collective voice in addressing this important issue.

Sincerely,

A handwritten signature in dark teal ink that reads "Katherine Valentino".

Kathy Valentino
President

cc: Hon. Matt Wiebe, Minister of Justice and Attorney General
Deputy Minister Jeremy Akerstream, Manitoba Justice
Assistant Deputy Minister Owen Fergusson, Manitoba Justice
CAO Grady Stephenson, Town of Carberry
CAO Teresa Parker, Municipality of North Cypress-Langford
CAO Shawna LeBlanc, RM of Elton
CAO James Maxon, RM of Whitehead
Interim CAO Holly Krysko, RM of Cornwallis
CAO Darren Myers, Municipality of Glenboro-South Cypress
Councillor Rhonda Coupland, AMM Western District Director

Redfern Farm Services Ltd.
Box 473
Souris MB R0K 2C0

Westman Mental Wellness and Suicide Prevention Association
Box 1226
Souris MB R0K 2C0

Home Counselling and Wellness
830 Lorne Ave.
Brandon MB R7A 0T8

November 28, 2024

Subject: Request for Support for Mental Health Initiative in Westman

The three entities above have joined forces to bring an exciting new initiative to rural Westman. With the generous support of Winfield United we are launching a counselling program to be situated in 3 or 4 Westman communities, of which, Souris is one. This program will help fill the gap for people who are seeking counselling but cannot access a counsellor because of long waiting lists. This program will accept insurance if a person has coverage, but for those without insurance benefits, the counselling will be provided free of charge.

We are writing to seek your support for this important initiative aimed at improving mental health awareness, services, and resources in Westman. As you are no doubt aware, mental health is an issue that affects many individuals in our area, and there is a growing need for comprehensive services and support systems to address this challenge.

This initiative aims to provide access to mental health resources by offering counselling, in a safe space for individuals to discuss mental health issues. We believe that by working together, we can make a significant impact on the well-being of our residents and ensure that everyone has access to the support they need.

However, in order for this project to succeed, we require the backing and support of our local councils. Specifically, we are requesting:

1. Access to Office Space: Donated space for our counsellors to work from
2. Promotion and Outreach: Assistance in promoting the project through the council's communication channels, such as newsletters, social media, or local events.
3. Partnerships: Collaboration with relevant organizations to ensure the project's success.
Eg. handi-transit for people without transportation

We strongly believe that by working together, we can create a more resilient and supportive community, where individuals can freely discuss mental health issues and access the services they need. Your support would be invaluable in making this project a reality and making a lasting difference in the lives of many.

Thank you for considering this request. If your community is interested in hosting this project, we would be happy to meet with you to discuss the details and explore potential avenues for collaboration. We would like this project to launch no later than mid January. Please feel free to contact Dennis at 204.483.3249 or Cathy at 204.721.4944.

We look forward to hearing from you and working together for the betterment of our communities.

Yours sincerely,

Dennis Lonsdale
Redfern Farm Services Ltd.

Catherine Arnold
Home Counselling and Wellness

Cathy Williams
Co-Founder Westman Mental Wellness



Catherine Arnold (She/Her)
RSW#4361, BSW, ECE III, HYPNOTHERAPIST,
A.E.R.T. PROVIDER, REIKI MASTER - CO-OWNER

☎ (204)-571-9122 / Fax: (204)-571-9123
✉ CATHERINE.ARNOLD@HOMECOUNSELLINGANDWELLNESS.CA
🌐 WWW.HOMECOUNSELLINGANDWELLNESS.CA
📍 830 Lorne Avenue,
Brandon, MB, R7A 0T8

HOME
Counselling
and Wellness

