Rural Municipality of Whitehead
November 9, 2026 - Regular Meeting of Council - 08:30 AM

1 CALL TO ORDER

2 ADOPTION OF THE AGENDA

3 ADOPTION OF MINUTES AS CIRCULATED

- Regular Minutes - October 13, 2026
- Special Minutes - October 19, 2026

4 DECLARATION OF CONFLICT OF INTEREST

5 PUBLIC HEARINGS

6 PRESENTATIONS AND DELEGATIONS

7 BYLAWS AND POLICIES

7.1 Review - Organization, Procedures & Indemnities

- Administration Report - By-laws Review

8 SUBDIVISION

9 UNFINISHED BUSINESS

10 NEW BUSINESS

10.1 Municipal Ditch Concern

10.2 Variance Extension - 2025-05/06 - 4202-25-8754

- 8754 - Information Package

10.3 Appointment of Deputy Reeve

10.4 Appointments to Boards and Committees

10.5 Watershed District Appointments

10.6 Signing Authority

10.7 2027 Regular Meeting Schedule

- Administration Report - 2027 Meetings

10.8 Western Caucus

11 ACCOUNTS

11.1 Accounts

- October 2026 Cheque Register

11.1.1 Bank Reconciliation

- October 2026 Bank Reconciliation

11.2 Budget to Actual

- October 2026 YTD Budget to Actual

12 COMMITTEE AND BOARDS REPORTS

13 CORRESPONDENCE

- Gerald Williams - Westside Ditch Not Flowing
- Caitlyn Mennie - Fireworks Funding
- Riding Mountain West - Spring Run Off

14 NOTICE OF MOTION

15 IN CAMERA

15.1 Legal Matters

16 Adjournment

Rural Municipality of Whitehead

Meeting Minutes

Regular Meeting of Council October 13, 2026 - 05:30 PM (RM Office)

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

Regrets: Nil

1 CALL TO ORDER

2 ADOPTION OF THE AGENDA

2026-186 Resolved that the Agenda be adopted as presented.

3 ADOPTION OF MINUTES AS CIRCULATED

2026-187 Councillor Klassen - Councillor Owens

Resolved that the minutes from September 8, 2026 be approved as presented.

CARRIED UNANIMOUSLY

4 DECLARATION OF CONFLICT OF INTEREST

5 PUBLIC HEARINGS

5.1 Conditional Use Application 2026-03 - Thakar - 56164 Road 114W

Nirmal Thakar, applicant, spoke on behalf of the conditional use request, providing an overview of the short and long-term intentions of the property. He noted the need a community centre would address to a multicultural community, the vision for a place of worship, and how the use would benefit the municipality. He responded to questions regarding potential subdivision of residual ag lands, noise, traffic, and affect on other community centres in Whitehead.

Momit Chhabra spoke in favour of the proposal, noting the improvements expected to the existing building, property and use for the community.

Yesla Thakar spoke in favour of the application, advising Council that finding affordable spaces in Brandon that were also compatible with community needs was becoming difficult. To address difficulties in finding accommodations, the intent was to establish a facility that met their needs as a community centre and place of worship.

Alannah and Jeff Nordquist, area residents, spoke in opposition to the application, raising concerns with the potential noise during events held at the proposed facility and the impact on a nearby residential area. Further concerns were raised with respect to dangerous travel on Highway 1A, stating that high volumes of traffic to and from the location increased risks when traffic moved on and off the highway.

Brendan Wood, area resident, submitted a letter in opposition which was read out during the hearing. Questions were raised with respect to the expected attendance at the location, frequency of events, traffic volumes, parking, hours of operation, and clarity on the overall scope of the proposal. In particular, he noted concerns with the design and proximity of an approach so close to Highway 1A, citing safety concerns and the benefits to requiring a single point of access to

DRAFT

the property. He concluded by requesting Council consider clarifying the scale of the proposal prior to approval and to address the access design concerns.

2026-188 Councillor Semeschuk - Councillor Klassen

Whereas all representatives in regard to matters listed below have been dealt with:

Conditional Use Application 2026-03

Therefore be it resolved that the public hearing be concluded, and council resume its normal order of business.

Time: 6:07 pm

CARRIED UNANIMOUSLY

2026-189 Councillor Storey - Councillor Owens

Whereas Nirmal Thakar applied for a Conditional Use to allow for a Place of Worship / Community Centre in the "AG" Agricultural General Zone;

And whereas a public hearing was held this day to hear any representation for or against the application.

Therefore be it resolved that Conditional Use CO2026-03 be approved with the following condition:

1. That the applicant remove the existing approach shown as 'Entry/Exit #1" and apply for the approach shown as 'Entry/Exit #2' in the proposed site plan;

CARRIED

2026-190 Councillor Owens - Councillor Foerster

That the above motion be amended to include the following condition of approval:

1. That the applicant remove 'Entry/Exit #1" and apply for the approach shown as 'Entry/Exit #2' in the application supporting documents;

CARRIED

6 PRESENTATIONS AND DELEGATIONS

7 BYLAWS AND POLICIES

8 SUBDIVISION

9 UNFINISHED BUSINESS

10 NEW BUSINESS

10.1 AMM Minister Meetings

Council discussed matters that would be of importance for the municipality to submit Minister Meeting requests at the 2026 Fall AMM Convention. These included Highway 1A Safety Concerns, Class 6 & 7 Soil Restrictions, and Provincial Planning Timeline Concerns.

10.2 Holiday Office Closure

2026-191 Reeve Tuttosi - Councillor Klassen

Resolved that the Rural Municipality of Whitehead Office be closed Thursday, December 24, 2026 to Friday, January 1, 2027 inclusive and includes the following Statutory holidays:

DRAFT

Friday, December 25th for Christmas Day
Monday, December 28th in lieu of December 26th (Boxing Day)
Friday, January 1st for New Years Day

and will resume regular business hours on Monday, January 4, 2027.

Further be it resolved that while the office will closed Thursday, December 24, 2026 through Friday, January 1, 2026, employees who choose to take said dates off will use either banked or vacation time. Employees can choose to work the three (3) mentioned days.

Further be it resolved the Rural Municipality of Whitehead Public Works department have the same Holiday Break unless required to work due to weather.

CARRIED UNANIMOUSLY

10.3 General Municipal Election - Employee Renumeration

2026-192 Councillor Foerster - Councillor Owens

Resolved the 2026 General Election workers are paid the following per diem:
Voting Official $350.00 (includes training)
Assistant Voting Official $300.00 (includes training)

Also be it resolved that pizza will be provided for workers for the supper meal.

CARRIED UNANIMOUSLY

10.4 Senior Election Official

2026-193 Councillor Klassen - Councillor Foerster

Whereas Ernie Epp has resigned his position as Senior Election Official for the RM of Whitehead effective immediately due to a potential conflict;

And Whereas The Municipal Councils and School Boards Elections Act requires that where the office of senior election official becomes vacant, Council must immediately appoint a successor;

And Whereas Valorie Unrau, an employee of Way To Go Consulting Inc. has served as Assistant Election Official for the 2022 and 2026 RM of Whitehead general elections;

Now Therefore Be It Resolved That Valorie Unrau of Way To Go Consulting Inc. be appointed as Senior Election Official for the RM of Whitehead effective immediately.

CARRIED UNANIMOUSLY

10.5 Animal Control & Impoundment Services Agreement

2026-194 Councillor Semeschuk - Councillor Mykula

WHEREAS the Rural Municipality of Whitehead currently has an Animal Control and Impoundment Services Agreement with Wendy Peterson;

AND WHEREAS Wendy Peterson has advised the Municipality that she intends to retire effective September 30, 2026, and will no longer be providing Animal Control and Impoundment Services thereafter;

AND WHEREAS Michele Whittaker, operating as Paws Crossed Shelter and Adoption Centre, has agreed to assume responsibility for providing Animal Control and Impoundment Services to the RM of Whitehead for the remainder of the existing agreement term, which expires on December 31, 2026;

THEREFORE BE IT RESOLVED that the Council of the RM of Whitehead hereby approves entering into an agreement with Michele Whittaker of Paws Crossed Shelter and Adoption Centre for the provision of Animal Control and Impoundment Services, effective October 13, 2026, through December 31, 2026;

AND FURTHER that the Reeve and Chief Administrative Officer be authorized to

execute the agreement and any other documents necessary to give effect to the arrangement.

CARRIED UNANIMOUSLY

10.6 Grand Valley Berm

Reeve Tuttosi advised that a Grand Valley Resident had reached out after the 2026 flood event to discuss concerns regarding risk to their property. He advised that the resident and their neighbors were intending to request provincial support for extending an existing berm. Council discussed the role of the municipality in advocating for the works; it was decided that formal support would require a request from the affected area residents but Council would seek opportunities at the fall AMM convention to advocate the proposal.

10.7 Manitoba GRO Project

Council discussed potential projects for a Manitoba GRO grant application.

Administration advised that there were no immediate projects shovel ready for an application that were not already receiving funds or would be eligible for the grant monies in 2027. Further, it was noted that several projects were being explored but the recommendation was to instead prepare for the 2027 fall intake.

10.8 Central Assiniboine Watershed District Expansion

2026-195 Reeve Tuttosi - Councillor Owens

WHEREAS Manitoba has prepared an expansion proposal for the Central Assiniboine Watershed District that supports watershed-based management in Manitoba, and outlines the details of municipal participation in the Central Assiniboine Watershed District;

AND WHEREAS the council of the RM of Whitehead understands that the amendment to the Watershed Districts Regulation will include the final details of participation in the Central Assiniboine Watershed District;

THEREFORE BE IT RESOLVED THAT the RM of Whitehead supports its participation as a member municipality of the Central Assiniboine Watershed District.

CARRIED UNANIMOUSLY

10.9 Council Devices

2026-196 Councillor Foerster - Councillor Storey

Whereas laptops were purchased for use by the 2022-2026 Council in carrying out duties as required by the RM of Whitehead;

And whereas the devices are at the end of service life and the municipality's I.T. provider considers the device value to be nil for the purpose of trade-in or continued use by the in-coming Council;

Therefore, be it resolved that the 2022-2026 Council be given ownership of the devices purchased in December 2022.

CARRIED

10.10 Fire Department - Truck Proposal

2026-197 Councillor Semeschuk - Councillor Mykula

Be it resolved that the proposal by Fire Chief Crosson be approved for transfer of the 2006 Chev 1-ton to the RM of Whitehead Fire Department;

And further, be it resolved that the 1996 Ford 1-Ton be tendered out for sale once the conversion is completed.

CARRIED UNANIMOUSLY

DRAFT

10.11 Seasonal Operator Extension

2026-198 Councillor Klassen - Councillor Semeschuk

Whereas the 2026 Seasonal Operator position had been budgeted to cover payroll costs for the May to October season;

And whereas Administration has requested approval to exceed the Public Works - Salaries budget for the purpose of extending the Seasonal Operator's period of employment with the payroll costs of same to be off-set by surplus funds available in the 2026 Operating budget;

Be it resolved that Administration is authorized to exceed the Public Works - Salaries budget for the purpose of extending the Public Works Seasonal Operator position to November 27, 2026.

CARRIED

10.12 Ditch Cleaning

Council discussed a request by a resident to have a contractor clean out ditches along a quarter section impacted by the spring windstorms. The intent of the work was to reclaim soil blown off the field during the storm and relieve drainage issues causes by the accumulation of same in the adjacent ditch.

The discussion focused on liability concerns and noted a past example where the property owner was given leave to carry out work so long as liability were reasonably covered. It was concluded that the resident's request would be accepted if the works were limited to returning the ditch to its prior state and were to be carried out by a contractor with appropriate insurance coverage.

10.13 Fall Road Gravel Crushing - Tender 2026-06

2026-199 Councillor Storey - Councillor Klassen

Whereas the RM of Whitehead advertised a tender for the fall 2026 road gravel crushing contract with a submission deadline of October 9, 2026;

And whereas two (2) compliant bids have been submitted for the project;

Therefore, be it resolved that the Tender 2026-06 bid submitted by Bluestar Construction in the amount of $203,450.00 plus GST be approved.

CARRIED UNANIMOUSLY

10.14 Road 118 Washout Repair -Tender 2026-07

2026-200 Councillor Owens - Councillor Klassen

Whereas the RM of Whitehead advertised a tender for Road 118W Washout Repair with a submission deadline of October 9, 2026;

And whereas two (2) compliant bids had been submitted for the project;

Therefore, be it resolved that the Tender 2026-07 bid submitted by _____ in the amount of $_____ plus GST be approved.

TABLED

10.14.1 Tabling Motion

2026-201 Reeve Tuttosi - Councillor Foerster

That the above motion be tabled to allow Administration to receive additional information and return to Council.

CARRIED UNANIMOUSLY

11 ACCOUNTS

DRAFT

11.1 Accounts

2026-202 Councillor Mykula - Councillor Storey

Resolved that the List of Accounts as paid for September, cheques numbers #18018 to #18050, EFT numbers #260 to #281 (both inclusive) and 3 auto withdrawals for a total of $404,172.17 and Direct Deposit Register totaling $33,628.47 inclusive of payroll and council indemnity as per by-law no. 2023-01 be approved.

CARRIED UNANIMOUSLY

11.2 Bank Reconciliation

2026-203 Reeve Tuttosi - Councillor Owens

Resolved that the September 2026 Bank Reconciliation be approved as presented.

CARRIED UNANIMOUSLY

11.3 Budget to Actual

2026-204 Councillor Foerster - Councillor Klassen

That the September 2026 year-to-date budget to actual report be approved as presented.

CARRIED UNANIMOUSLY

12 COMMITTEE AND BOARDS REPORTS

12.1 Western Caucus

12.2 Alexander LUD

13 CORRESPONDENCE

2026-205 Reeve Tuttosi - Councillor Owens

Resolved that the Correspondence listed below be received;

1. RCMP Policing Report
2. Province of Manitoba - Departments of Municipal & Northern Relations and Justice

CARRIED UNANIMOUSLY

13.1 NG 9-1-1

2026-206 Councillor Foerster - Councillor Storey

Be it resolved that the RM of Whitehead Council directs Administration to execute the Next Generation 9-1-1 Authority Service Agreement with Bell Canada.

CARRIED

14 NOTICE OF MOTION

15 IN CAMERA

2026-207 Councillor Klassen - Councillor Semeschuk

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

15.1 Legal

15.2 BACK TO OPEN SESSION

2026-208 Councillor Klassen - Councillor Foerster

DRAFT

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

CARRIED UNANIMOUSLY

16 Adjournment

2026-209 Councillor Mykula - Reeve Tuttosi

Resolved that we now adjourn to meet again on Monday, November 9th at 8:30am for a Regular Council meeting or at the call of the Reeve.

Time: 8:42 p.m.

CARRIED UNANIMOUSLY

DRAFT

Rural Municipality of Whitehead

Meeting Minutes

Special Meeting of Council October 19, 2026 - 05:30 PM (RM Office)

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

Regrets: Reeve Trevor Tuttosi,

1 Call to Order

2 Adoption of The Agenda

2026-210 Councillor Owens - Councillor Klassen

Resolved that the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

3 In Camera

2026-211 Councillor Owens - Councillor Foerster

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 Legal

It was noted Councillor Semeschuk left the meeting with regrets at 7:25 p.m.

3.2 Out of Camera

2026-212 Councillor Owens - Councillor Klassen

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

CARRIED UNANIMOUSLY

3.3 Motion

2026-213 Councillor Owens - Councillor Foerster

Be it resolved that Administration is directed to advise legal counsel of instructions as discussed.

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

CARRIED

DRAFT

4 Unfinished Business

2026-214 Councillor Owens - Councillor Klassen

Be it resolved that the pending motion with respect to the Road 118 Washout Repair Tender be taken from the table.

CARRIED UNANIMOUSLY

4.1 Road 118 Washout Repair -Tender 2026-07

2026-200 Councillor Owens - Councillor Klassen

Whereas the RM of Whitehead advertised a tender for Road 118W Washout Repair with a submission deadline of October 9, 2026;

And whereas two (2) compliant bids had been submitted for the project;

Therefore, be it resolved that the Tender 2026-07 bid submitted by Hodgson Construction in the amount of $53,650.00 plus GST be approved.

CARRIED UNANIMOUSLY

5 Adjournment

2026-215 Councillor Owens - Councillor Klassen

Resolved that we now adjourn to meet again on November 9, 2026 at 8:30 a.m. for a Regular Council meeting or at the call of the Reeve.

Time: 8:03 p.m.

CARRIED UNANIMOUSLY

DRAFT

REPORT TO COUNCIL

PRESENTED:	**November 9, 2026**	**BY-LAW/POLICY:**	**2018-09, 2023-01, 2024-01**
SUBJECT:	**2026-2030 Term – By-laws Review**	**AGENDA ITEM:**	**10.5**

BACKGROUND

It is considered best practice and prudent to review the most significant by-laws to the function of Council at the beginning of each Council term (and as needed) for any alterations deemed necessary or preferred by the incoming municipal Council. These by-laws are:

- *2018-09 – Organizational By-law*
  Establishes the organization of the RM of Whitehead and the committees/board undertaken by Council for internal and external obligations. Also outlines the role of Reeve, Deputy Reeve, Signing Authority for the Municipality, and composition to the Board of Revision.

- *2023-01 – Indemnities By-law*
  Establishes annual compensation for members of Council as well as allowances, reimbursement, per diems, or any other form of financial compensation that are eligible to be claimed in the performance of duties.

- *2024-01 – Procedures By-law*
  Establishes the rules, regulations, and structure for conducting meetings of Council or any other committees thereof.

ACTIONS

Council should discuss the by-laws and direct Administration to prepare any amendments they consider necessary. This can be as simple as an adjustment to how the new Council wishes to function. To give ownership of the by-law to the 2026-2030 Council, it is often a symbolic measure to repeal and replace the prior by-law unless no changes are made at this time.

Administration will prepare any necessary by-laws for 1st & 2nd readings at the December 14, 2026 Regular Meeting.

RECOMMENDATIONS FOR DISCUSION

During the previous term, the following issues were encountered and are considered necessary for the 2026-2030 Council to discuss and provide direction on:

2018-09 – Organizational By-law

Council must determine the structure of committees that it wishes to undertake. It has been consistent that committees only function on an ad hoc basis or as needed by the municipality. The 2022-2026 Council preferred to undertake business as a Committee of the Whole to address any issues that arose in a group discussion. There is value in specific committees and dividing workload across members of Council to explore specific areas prior to bringing proposals to the whole.

The recommendation is to review the committees described in the by-law and consolidate into a short list of 3-4 standing committees that can have annually scheduled meetings. A potential consolidation could yield:

- Finance & Corporate Services Committee
    - Finance, Personnel

- Capital Projects & Infrastructure
    - Machinery, drainage, asset management

- Community Services
    - Fire Services, Waste Disposal, emergency preparedness

If committees are expected to have decision making power, the composition would require delegation of authority under the by-law and a voting membership of either 3 or 5 members of Council. If the committees are considered advisory, the requirements could be less but a minimum of 2 members is strongly recommended.

2023-01 – Indemnities By-law

The following items have been raised in the prior term for consideration:

- Designating a portion of the monthly indemnity for attending the regular meeting of Council, which would mean an absent member would have a reduced monthly payment.

- Clarification of language (such as accommodations rather than living expenses)

- Review and clarify the per diem & expense reimbursements allowance. Currently the annual allowance is $2,000 for Reeve and $1,500 for Councillors. The following are some recommendations from Administration:

    - Have voluntary events (golf tournaments, western caucus, etc.) come out of the allowance unless ‘assigned’ by resolution of Council. The event could still be claimed by the member, but it would be deducted from the available allowance if not recognized by Council.

    - The available use of the per diem & expense reimbursement allowance should be reviewed and clarified if deemed necessary;

    - It is recommended that an expense claim (proposed or retroactive) should require approval by resolution if it exceeded a dollar amount deemed reasonable by Council and established clearly in the by-law.

2024-01 – Procedures By-law

- Clarify the necessary procedures for when declaring a conflict of interest

    - The recommendation is to amend the by-law to require a member to remove themselves from the facility entirely for the duration of discussion & deliberation on the item they have declared a conflict with;

    - Further, that a member who has declared a conflict with an item being heard by Council that would typically allow an applicant/proponent to speak on the item (e.g. planning item hearings) that the member must have an agent serve as their representative for any representations to Council.

- Amend notice requirements for Special Meetings from 48-hours to 24-hours, which is the minimum notice period required under *The Municipal Act*. The 48-hour requirement was found to be an administrative obstacle to time sensitive items.

- It is recommended that the by-law include an obligation for members of Council to provide the RM Office notice of any expected absences that would affect the member's ability to attend meetings. In practice this would be a simple submission of paperwork so that staff were aware of any vacations, business travel, etc. that would take the member out of the RM and/or reasonably limited in contact.

    - The purpose of this would be to ensure notice obligations under *The Municipal Act* are met. It has not arisen as an issue in the RM of Whitehead, but if there were an instance where a special meeting was called and staff could not contact a member of Council, there could be risk to the legitimacy of any business carried out at the meeting. Giving a notice of absence would be recognition by the member that their inaccessibility would not impede the legal function of Council for a defined period.

CONTINUING CONSOLIDATION
BY-LAW NO. 2018-09

AS AMENDED BY BY-LAW NO. 2024-02 AND BY-LAW NO. 2024-06

Being a by-law to govern the organization of the Rural Municipality of Whitehead and the committees thereof.

WHEREAS section 148(1) of The Municipal Act provides that a Council must establish by by-law an organizational structure for the Municipality and review the by-law at least once during its term of office.

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

TITLE

1.0 This by-law may be referred to as "The Rural Municipality of Whitehead Organizational By-law."

ROLE OF COUNCIL

2.0 Council is responsible

a) for developing and evaluating the policies and programs of the Municipality;
b) for ensuring that the powers, duties and functions of the Municipality are appropriately carried out; and
c) for carrying out the powers, duties and functions expressly given to the council under this of any other Act.

GENERAL DUTIES OF MEMBERS

3.0 Each member of a council has the following duties:

a) to consider the well-being and interests of the Municipality as a whole and to bring to the Council's attention anything that would promote the well-being or interests of the Municipality;
b) to participate generally in developing and evaluating the policies and programs of the Municipality;
c) to participate in meetings of the Council and of Council Committees and other bodies to which the member is appointed by the Council;
d) to keep in confidence a matter that is discussed at a meeting closed to the public under subsection 152(3) and that the Committee decides to keep confidential until the matter is discussed at a meeting of the Council or of a committee conducted in public;
e) to perform any other duty or function imposed on the member by the Council or this or any other Act.

COMMITTEES & BOARD REPRESENTATIVES

4.0 The general duties of Committees shall be as follows:

a) To report from time to time on all matters connected with the duties imposed on the Committee and to recommend such action as may be deemed necessary.
b) To prepare and introduce to Council all such by-laws as may be necessary to give effect to the reports and recommendations that are adopted by Council.
c) To consider and report respectively on any and all matters referred to them by Council.

4.1 The following committees are hereby established as the Standing Committees of council:

a) Finance Committee
b) Personnel Committee
c) Fire Services Committee
d) Machinery Committee
e) Waste Disposal Services Committee
f) Drainage Committee
g) Asset Management Committee

4.2 The special duties of the Standing Committees, in addition to the aforesaid general duties shall be as follows:

a) Finance Committee
   1) Oversight all accounts, expenditures and outlay all sums payable under contract before any monies are paid; and no account, claim or demand not expressly authorized to be paid by a statute, by-law or resolution of Council, shall be paid by the CAO until the same has been authorized by the Finance Committee and approved by Council.
   2) To annually review and recommend to Council the types, rates and conditions of payments to be made to or on behalf of members of the Council and Council Committees, as compensation and for expenses incurred while attending to municipal business, and for any other purpose relating to municipal business that the Council considers appropriate.
   3) Composition: Committee of the Whole
   4) To meet monthly or when the need arises.

   [A.M. B/L 2024-06]

b) Personnel Committee
   1) To consider salary and wage negotiations
   2) To consider requests for benefits
   3) To assist with interviewing of new employees
   4) To review personnel policy
   5) To review job descriptions
   6) To review and consider grievances of employees not satisfied by CAO
   7) Composition: Committee of the Whole
   8) To meet quarterly or when the need arises.

   [A.M. B/L 2024-06]

c) Fire Services Committee
   1) To consider and report on all matters relating to the Fire Department, buildings and equipment, including their acquisition, maintenance and disposal.
   2) Create and revise policies and procedures.
   3) Yearly review of policies and procedures.
   4) To meet with Fire Chief and CAO and recommend to council at the beginning of each year such projects, works and matters under its control as it considers essential to be carried out during the year, together with their detailed cost.
   5) Composition: Committee of the Whole and the Fire Chief of the Whitehead Fire Department.
   6) To meet quarterly or when the need arises.

   [A.M. B/L 2024-06]

d) Machinery Committee
   1) In consultation with the Public Works Foreman, to consider and report on all matters relating to equipment, including their acquisition, maintenance and disposal.

2) Composition: Committee of the Whole
3) To meet quarterly or when the need arises.
[A.M. B/L 2024-06]

e) Waste Disposal Services Committee
1) To consider and report on all matters relating to the operation of the waste disposal site and recycling.
2) Composition: Committee of the Whole
3) To meet quarterly or when the need arises.
[A.M. B/L 2024-06]

f) Drainage Committee
1) Liaison with outside boards and entities
2) Watershed District
3) Working with other committees
4) RM planning
5) Composition: Committee of the Whole
[A.M. B/L 2024-06]

g) Asset Management Committee
1) To attend workshops, seminars and information sessions with the CAO, Finance Assistant and Public Works Foreman, and aid in development of Asset Management Plan, including categorizing municipal roads.
2) Composition: Committee of the Whole
3) To meet at least quarterly or when the need arises.
[A.M. B/L 2024-06]

4.2.1 All Committees – To recommend to Council prior to the beginning of each year such matters under its control as it considers essential to be carried out during the year, together with their detailed cost.

[A.M. B/L 2024-06]

4.3 The Reeve is "ex-officio" a member of all those Committees as set forth in Section 4.1 of this by-law with the privilege of voting thereon.

4.4 Members of Council and/or resident electors shall be appointed to represent the Municipality on Local and Regional Boards as council authorizes.

The general duties of the Board representatives shall be as follows:

a) To report from time to time on all matters connected with the duties imposed on the Board and to recommend such action as may be deemed necessary.
b) To prepare and introduce to Council all such by-laws as may be necessary to give effect to the reports and recommendations that are adopted by Council.
c) To consider and report respectively on any and all matters referred to them by Council.
d) To recommend to Council at the beginning of each year the funding requirements of the Board essential for the operation of the Board and the commitments of the Board.

4.5 Members of Council of the Municipality may be appointed to the local and regional boards as follows:

a) Whitehead Elton Regional Water Cooperative – Reeve and 1 member of Council
b) Southwest Weed District – 2 members of Council
c) Souris Valley Rec Commission – 1 members of Council

d) Souris Vet Board – 1 member of Council
e) Planning District – Reeve and 1 member of Council
f) Watershed District – 2 members of Council
g) Assiniboine River Basin Initiative – 1 member of Council
h) Southwest Flood Strategy – 1 member of Council

4.6 At the organizational Council meeting in each year, the Council must consider the recommendations for appointments to Standing Committees and other bodies of council submitted by the head of council. All appointments to Standing Committees and other bodies of council, including naming of a chairperson, must be approved by resolution of council.

4.7 Regular meetings of the Standing Committees may be held as determined by each Standing Committee, or as indicated otherwise in this by-law.

4.8 Special meeting of the Standing Committees may be called by the chairperson or by two members of the committee in the same manner as provided in The Rural Municipality of Whitehead Procedures By-law.

4.9 Any member of council not a member of a committee has the right to attend committee meetings but shall not be allowed to vote. With the permission of the majority of the members of the committee, a visiting member of council may be allowed to take part in any discussions.

4.10 A special committee of council may be appointed by resolution of council at any time specifying the business to be dealt with by the committee.

4.11 An appointment to any committee of council may be repealed only by a resolution of the council.

HEAD OF COUNCIL

5.0 The head of council for The Rural Municipality of Whitehead is to have the title of Reeve.

5.1 At the organizational meeting of council in each year, council must by resolution, appoint a councillor as Deputy Reeve, who shall act in place of the Reeve when the Reeve is unable to carry out the powers, duties and functions of the Reeve.

5.2 In addition to performing the duties of a member of a council, the Reeve has a duty
a) to preside when in attendance at a council meeting, except where the procedures by-law or this or any other Act otherwise provides;
b) to provide leadership and direction to the council; and
c) to perform any other duty or function assigned to a Reeve or by this or any other Act.

YOUTH MEMBER

6.0 The council of The Rural Municipality of Whitehead, may, by resolution, appoint a person with the title “youth member” to sit with the council and to participate in council deliberations.

6.1 A youth member must be less than 18 years of age or enrolled as a full-time student at Brandon, Southwest Horizon or Fort La Bosse School Division and must be a resident of The Rural Municipality of Whitehead.

6.2 A youth member is not permitted to move or second any resolution nor is the youth member counted for the purpose of deciding a vote of the council. A youth member is not allowed to participate in committee of the whole deliberations that are closed to the public.

6.3 The term of office for a youth member is to be established with the appointment

but shall not exceed 1 year.

BOARD OF REVISION

7.1 At the organizational council meeting in each year, council shall by resolution appoint a Board of Revision to hear assessment appeals during the following 12 months.

7.2 The Board of Revision shall consist of the Council of the Rural Municipality of Whitehead. The Council shall appoint the Reeve to serve as presiding officer of the Board.

SIGNING AUTHORITY

8.0 Agreements and cheques and other negotiable instruments must be signed or authorized by

a) the head of Council,
b) an annually appointed member of Council, and
c) the chief administrative officer.

[A.M. B/L 2024-02]

By-law No. 2108 is hereby repealed.

DONE AND PASSED by a by-law of the Rural Municipality of Whitehead in the Province of Manitoba this 11th day of March, 2019.

Originally signed by
Allen Sutherland

_____
Reeve

Originally signed by
Cindy Izzard

_____
Chief Administrative Officer

Read a first time this 11th day of February A.D. 2019.
Read a second time this 11th day of March A.D. 2019.
Read a third time this 11th day of March A.D. 2019.

THE RURAL MUNICIPALITY OF WHITEHEAD
INDEMNITY BY-LAW NO. 2023-01

BEING A BY-LAW of the Rural Municipality of Whitehead to provide for the paying of indemnity, mileage and other expenses to the Reeve and Councillors for duties performed for the year 2023 and for each year thereafter.

WHEREAS Section 124(2) of the Municipal Act states a Council may by by-law set the types, rates, and conditions of payments to be made to or on behalf of members of the council and council committees.

AND WHEREAS the Council of the Rural Municipality of Whitehead deem it expedient to pass such a by-law;

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

1. That the Reeve shall be paid the maximum sum of $12,600.00 per year ($1050.00 per month) as indemnity for attending all Regular Council Meetings, Special Meetings, Public Hearings, Budget deliberations and the Financial Plan Hearing, the Board of Revision Sitting, any meetings called by the Reeve and such other duties as are necessary to perform as Reeve during the year. The indemnity shall be paid in 12 equal monthly payments.

2. That all Councillors shall be paid the maximum sum of $9,600.00 per the year ($800.00 per month) as indemnity for attending all Regular Council Meetings, Special Meetings, Public Hearings, Budget deliberations and the Financial Plan Hearing, the Board of Revision Sitting, any meetings called by the Reeve and such other duties as are necessary for each councillor to perform during the year. The indemnity shall be paid in 12 equal monthly payments.

3. That all members of the Local Urban District of Alexander shall be paid a maximum of sum of $1,800.00 per year as an indemnity for attending all committee meetings and such other duties as necessary to perform during the year. The indemnity shall be paid in twelve (12) equal monthly payments of $150.00.

4. That all members of the Local Urban District of Alexander shall be paid a $25.00 per month technology related payment for use of their personal cellular phone and internet related municipal business.

5. The Reeve may, in a calendar year, claim a maximum allowance of Two Thousand Dollars ($2,000.00) Councillors a maximum of One Thousand Five Hundred Dollars ($1,500.00) as per diem and for reimbursement of expenses incurred while performing work or service on behalf of the municipality whereby:

    a. One Hundred and Seventy Dollars ($170.00) shall be paid per actual meeting day which shall mean a meeting of more than three and a half hours in duration and Eighty-Five Dollars ($85.00) per half day meeting which shall mean a meeting of three and a half hours or less in duration;

    b. Per diem and expenses incurred due to attendance at a meeting of Council other than regular and special meetings, and attendance at meetings of selected boards and committees to which a member of council is appointed by council may be claimed and shall be deducted from the members per diem indemnity and expense allowance;

c. Per diems and expenses incurred due to an assigned attendance at the Federation of Canadian Municipalities' annual convention, attendance at the Association of Manitoba Municipalities semi-annual convention, the Municipal Officials Seminar, or any work or service performed beyond municipal boundaries may be claimed and shall not be deducted from the members annual per diem indemnity and expense allowance.

d. Expenses incurred by a member of Council; while performing work or service on behalf of the Municipality, inclusive of mileage, travel expenses, living expenses, registration and tuition fees, the cost of materials for a meeting, conference or course, and out-of-pocket expenditures shall be reimbursed.

e. Mileage rates will be set at the beginning of each calendar year as per the Canada Revenue Agency Automobile Allowance Rates.

f. A record of the per diem indemnity paid to and reimbursement of expenses incurred by the Reeve and each Councillor shall be maintained and provided as requested.

6. That allowable meal expenses for attending municipal business where meals are not provided shall be as follows:
   a. Breakfast $15.00
   b. Lunch $20.00
   c. Dinner $40.00
   d. Overnight Incidentals $10.00
   Daily maximum $85.00

7. That all Councillors shall be paid a $25.00 per month technology related payment for the use of their personal cell phone and internet related to carrying on the duties and responsibilities of municipal business.

8. That the Chief Administrative Officer be and is hereby authorized to pay the Reeve and Councillors, and Committee Members the above noted indemnity and mileage rates.

9. That By-law No. 2018-11 is hereby repealed.

10. This by-law shall come into force on and take effect on March 13, 2023.

DONE AND PASSED by the Council of the Rural Municipality of Whitehead this day of A.D. 2023

Originally Signed by
T. Tattosi
REEVE

Originally Signed By
D. Carriere
Chief Administrative Officer

Read a first time this 13th day of February A.D. 2023
Read a second time this 13th day of February A.D. 2023
Read a third time this 13th day of March A.D. 2023

THE RURAL MUNICIPALITY OF WHITEHEAD
PROCEDURE BY-LAW NO. 2024-01

Being a by-law of the Rural Municipality of Whitehead to regulate the proceedings and conduct of Council and its committees to be known as the "Procedure By-law".

WHEREAS section 149(1) of The Municipal Act provides that a council must establish by by-law rules of procedure and review the by-law at least once during the term of office.

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

PURPOSE AND DEFINITIONS

1.0 The purpose of this by-law is to establish the rules and regulations that shall be observed in conducting the business of Council and all committees thereof.

2.0 In this by-law:

(a) "Agenda" means the list of items to be discussed for a regular or special meeting of Council or committee of council.

(b) "Act" means the Municipal Act S.M. 1996c.58.

(c) "Chair" means the person presiding at the meeting of council or committee.

(d) "Committee" means a body established under The Rural Municipality of Whitehead Organizational By-law but does not include a committee of the whole council or Local Urban District.

(e) "Committee of the Whole Council" means a committee of all members present at a council meeting sitting as a committee.

(f) "Communication Facility" means any electronic method of communication that enables a minimum of verbal engagement.

(g) "Council" means the duly elected reeve and councillors of The Rural Municipality of Whitehead.

(h) "Council Meeting" means a regular meeting or special meeting of the Council but does not include a public hearing held by the Council.

(i) "In Camera" means in private or to the exclusion of the public.

(j) "Members" means, when referring to the Council, the Councillors and the Reeve.

(k) "General Holiday" means each Saturday and Sunday, and includes such days as New Year's Day, Louis Riel Day, Good Friday, Easter Monday, Victoria Day, Canada Day, August Civic Holiday, Labour Day, National Day for Truth and Reconciliation, Thanksgiving Day, Remembrance Day, Christmas Day, Boxing Day, and any other day declared a holiday by the Provincial or Federal Government.

SUSPENSION

3.0 Any rule contained in this by-law may be suspended by a vote of the majority of the members present, except in cases where the Act or by this by-law, some other vote is required.

COUNCIL INAUGURAL MEETING

4.0 Following a general election, the Reeve must call the Inaugural Meeting of Council within 30 days and the meeting shall be held at a date and place as specified by the Reeve.

4.1 No business can be proceeded with at the inaugural meeting until the Oath of Office has been subscribed.

4.2 Council, once in its term, must review the Procedure By-law.

QUORUM

5.0 A majority of members of Council constitutes a quorum. A quorum of Council for the Rural Municipality of Whitehead shall be 4 members.

5.1 If a position on Council is vacant, the quorum will be the majority of the remaining members of council provided that the minimum number for a quorum cannot be less than 3 members. In the case of a council committee, the minimum number for a quorum is 2.

5.2 Lack of quorum – If no quorum is present within 30 minutes after the time scheduled for a meeting the Council shall stand adjourned, and the CAO shall enter in the minutes the names of members present at the meeting.

5.3 Where, by reason of withdrawals from a meeting under the provisions of *The Municipal Council Conflict of Interest Act*, the number of members remaining is not sufficient to constitute a quorum, the said Act provides that the number of members still remaining, if not fewer than two, is deemed to constitute a quorum.

COMMUNICATION FACILITY

6.0 Any member of Council participating in a meeting of council by means of a communication facility shall do so only with prior approval of Council and on terms and conditions set by Council.

6.1 Members of Council participating in a meeting of council by means of a communication facility are deemed to be present at the meeting.

AGENDA

7.0 In preparing the council agenda, the CAO shall state the business for consideration in accordance with the following order of business:

1. Call to Order
2. Adoption of the Agenda
3. Adoption of Minutes as Circulated
4. Declaration of Conflict of Interest
5. Presentations and Delegations
6. By-laws
7. Unfinished Business
8. New Business
9. Accounts
10. Committee and Boards Reports
11. Communications
12. Notice of Motion
13. In Camera
14. Adjournment

7.1 Items may be added to the agenda at a regular meeting of Council by a majority vote of the members present, prior to adoption of the agenda.

7.2 Notwithstanding the provisions under 8.4, it shall always be in order for the council to vary the order in which business on the agenda shall be dealt with by a majority vote of the members present.

REGULAR MEETING

8.0 Regular meetings of Council shall be held on the 2nd Monday of each month and may be held at the following locations at the discretion of Council:

(a) Kemnay Community Hall;
(b) Whitehead Hall;
(c) Whitehead Municipal Office; or
(d) Virtual means when under the guidance of the Province of Manitoba or Government of Canada due to public health concerns or orders.

8.1 Location and times are to be established annually by resolution.

8.2 All meetings of Council shall be chaired by the Reeve, or in their absence, by the Deputy Reeve. If the Reeve or Deputy Reeve is not present at the time scheduled for a meeting, the Council may appoint one of its members to chair the meeting.

8.3 If the day fixed for a regular meeting of Council is a general holiday, the meeting shall be held on the next day following which is not a holiday at the same time and place.

8.4 Council may by resolution vary the date, time, and location of a regular meeting as circumstances may require.

8.5 At the hour set for a meeting to commence, and providing that a quorum is present, the Reeve shall take the chair and shall call the meeting to order.

8.6 Council shall hold its meetings openly and no person shall be excluded, except for improper conduct.

CLOSED MEETING

9.0 Despite clause 8.6 of this by-law, and in accordance with subsection 152(3) of the Act, the Council or council committee may close a meeting to the public if:

(a) the members decide during the meeting to meet as a committee to discuss a matter;

(b) the decision and general nature of the matter are recorded in the minutes of the meeting; and

(c) the matter to be discussed relates to;

i. an employee, including the employee's salary, duties and benefits and any appraisal of the employee's performance,

ii. a matter that is in its preliminary stages and respecting which discussion in public could prejudice the municipality's ability to carry out its activities or negotiations,

iii. the conduct of existing or anticipated legal proceedings,

iv. the conduct of an investigation under, or enforcement of, an Act or by-law,

v. the security of documents or premises, or

vi. a report of the Ombudsman received by the head of the council under clause 36(1)(e) of *The Ombudsman Act*.

9.1 No resolution or by-law may be passed at a meeting that is closed to the public, except a resolution to reopen the meeting to the public.

SPECIAL MEETING OF COUNCIL

10.0 A special meeting of council of The Rural Municipality of Whitehead may be called:

(a) at any time by the Reeve, and must be called by the Reeve, or

(b) if the Reeve receives a written request from at least two members of council stating the purpose. A copy of the written request must also be served on the CAO.

10.1 Special meetings may be held in-person or by virtual means;

10.2 Should the Reeve not call a special meeting within 48 hours of receiving written request by two members of council, the CAO must call the meeting in accordance with the provisions of this by-law.

10.3 The notice of the special meeting to all members of council may be oral, in electronic or written form, and must state the purpose of the meeting, and must be provided to all members of council and posted in the municipal office at least 48 hours before the scheduled time of the meeting.

10.4 Should the Reeve be unavailable; the Deputy Reeve may call a special meeting only if requested in writing by 2 members in accordance with this part.

10.5 Any member of Council may waive the right to be given notice by giving written notice to the CAO and having done so shall be deemed to have been given notice of a special meeting of Council.

10.6 At a special meeting, no subjects or matters, other than those mentioned in the notice calling the meeting, shall be taken into consideration, unless all members of Council are present, and the members unanimously agree by resolution to the adding of items to the agenda.

SPECIAL EMERGENCY MEETINGS

11.0 Where a state of emergency is declared under an Act of the Legislature or an Act of Parliament or, where in the opinion of the Reeve, a disaster or emergency exists or is imminent, a special emergency meeting of Council may be called by the Reeve after giving such notice as is considered reasonable in the circumstances.

PRESENTATIONS AND DELEGATIONS

12.0 A person, group or organization desiring to make a formal request to the RM of Whitehead Council to address an issue, may make a request of Council to appear under the Order of Delegations. Delegations would provide all relevant material, clearly indicate the issue to be addressed, along with possible solutions or options for Council's consideration.

12.1 Persons desiring to present to Council either as a Presentation or Delegation must:

(a) inform the CAO, in writing, or via electronic format, on a prescribed form, of their request to appear as a presentation or delegation, including:

i. the date of the meeting at which they wish to appear;
ii. the subject to be discussed and any material that is to be distributed to Council;
iii. the name and current contact information of the person who will be addressing Council;
iv. the telephone number where the representative of the presentation or delegation can be reached during normal business hours; and

(b) submit such requests not later than Noon, five (5) days prior to a regular meeting.

12.2 A maximum of three (3) presentations and/or delegations will be permitted at each meeting. Presenters or delegates requesting to appear before Council who have previously appeared before Council on the same subject will be limited to providing only new information in their second or subsequent appearances.

12.3 The Reeve may interrupt and deny any further right of presentation or delegation to be heard at a meeting of Council if, in their opinion, the presenter:

(a) does not speak respectfully of His Majesty the King or the official or representative of his government;
(b) uses offensive words in referring to any member of Council or to any official or employee of the municipality or member of the public;
(c) shouts, immoderately raises their voice, uses profane, vulgar or other offensive language; or
(d) speaks on a subject which is not within Council's jurisdiction.

12.4 Presentations and Delegations are limited to ten (10) minutes. Council, by way of resolution, may extend the limited time if majority of Council feels there is additional relevant information.

VOTING

13.0 A member has one vote each time a vote is held at a council meeting at which the member is present.

13.1 The minutes of a meeting at which council votes on the third reading of a by-law must show the name of each member present and whether they voted in favour or against. Should a conflict of interest be declared, the member will be marked absent from the vote.

13.2 Every member of Council present when a question is put must vote on the question, unless a majority of the other members present excuse him or her from so doing or if such member is prohibited from voting or allowed to abstain from voting by this by-law or any Act of the Legislature. If any member persists in refusing to vote for other than the reasons stated, he or she must be recorded as voting in the negative on the question before Council.

13.3 If an equal number of members vote for and against a resolution or by-law, the resolution or by-law is defeated.

13.4 Council may not reconsider or reverse a decision within one year after it is made unless:

(a) at the same meeting at which the decision is made, all the members who voted on the original resolution are present and agree to reconsider and vote again; or

(b) a member gives written notice to the council, from at least one regular meeting to the next regular meeting, of a proposal to review and reverse the decision.

13.5 When council reconsiders and reverses a decision, the minutes must show the original decision and the decision made on reconsideration.

13.6 Any member of council may, prior to the taking of a vote on any question put, require a recorded vote to be taken. The CAO must record in the minutes of the meeting of Council the names of the members present and whether they voted in favour or against. Should a conflict of interest be declared, the member will be marked absent from the vote.

PROCEDURE AT PUBLIC HEARING

14.0 Each member of Council must attend a public hearing called by council unless the member:

(a) is excused by the other members from attending the hearing;
(b) is unable to attend owing to illness; or
(c) is required under *The Municipal Council Conflict of Interest Act* to withdraw from the hearing.

14.1 The Chair of the public hearing has the right to limit the time taken by a person to 10 minutes. Council, by way of resolution, may extend the limited time if majority feels there is additional relevant information. After which, council may ask questions of the person. All questions must be channelled through the Chair of the hearing.

14.2 The Chair of the public hearing may decline to hear further presentations, questions or objections where they are satisfied that the matter has been addressed at the public hearing.

14.3 The Chair of the public hearing may decide which presenters will be heard, if they are satisfied that presentations are the same or similar.

14.4 The Chair of the public hearing may require any person, other than a member of council, who is in the opinion of the Chair conducting themselves in a disorderly or improper conduct, to leave the public hearing and if that person fails to do so, may cause that person to be removed.

14.5 If a public hearing is adjourned, the council shall provide a public notice of the date, time and place of the continuation of the hearing, unless information is announced at the adjournment of the hearing.

BY-LAWS AND RESOLUTIONS

15.0 Council may act only by resolution or by-law.

15.1 All by-laws must be introduced for first reading by a resolution that the by-law, specifying its number and short title be read a first time and Council must vote on the motion for first reading without amendment or debate.

15.2 Every proposed by-law must be given three separate readings, each reading must be put to a separate vote with not more than two readings at a meeting.

15.3 Only the title or an identifying number must be read at each reading of a proposed by-law.

15.4 Each member present at the meeting at which first reading is to take place must be given, or have had, the opportunity to review the full text of the proposed by-law before the by-law receives first reading.

15.5 Each member present at the meeting at which third reading is to take place must, before the proposed by-law receives third reading, be given, or have had, the opportunity to review the full text of the proposed by-law and any amendment passed after the first reading.

15.6 When any Act of the Legislature requires Council to hold a public hearing on a proposed by-law, the public hearing must be held and be concluded before the by-law is given third and final reading.

15.7 If the provisions of The Municipal Act or any other Act requires a by-law to receive approval from the Minister of Municipal Government or some other provincial representative, the by-law does not come into full force and effect until such approval is given.

CONDUCT

16.0 Prior to their speaking, every member shall address the Chair.

16.1 When two or more members address the Chair at the same time, the Chair shall name the member who is to speak first.

16.2 When the Chair is called on to decide a point of order or practise, he shall do so without comment unless requested to do so.

16.3 When the Chair is putting a question, no member shall leave their chair.

16.4 Discussion shall be limited to the question in debate.

16.5 No member shall speak to the question or in reply for longer than 5 minutes without approval of Council.

16.6 A motion to adjourn takes precedence over all others and may be moved at any time, but the question cannot be received after another question is put and while council is engaged in voting.

16.7 Immediately before putting the question, the Chair shall have the privilege of summarizing the debate, no new matter shall be introduced.

16.8 Where at a council meeting, any person other than a member of council is, in the opinion of the Chair conducting themselves in a disorderly or improper manner, the Chair may require that person to leave the meeting and if that person fails to do so, may cause that person to be removed.

16.9 Where at a council meeting a member of the council is conducting themselves in a disorderly or improper manner, the council may, by a resolution passed by the majority of the other members present, require the member to leave the meeting, and if the member fails to do so, may cause the member to be removed.

16.10 Persons in the council chambers are not permitted to display signs or placards to applaud participants in debate or to engage in conversation or other behaviours which may disrupt council proceedings.

16.11 Council may limit the number of persons allowed in the council chambers.

16.12 A member must keep in confidence a matter that is discussed at a meeting closed to the public under subsection 152(3) of the Act until the matter is discussed at a council meeting conducted in public.

16.13 A member who breaches the requirement of confidentiality under clause 16.12 becomes disqualified from council.

HEAD OF COUNCIL TAKING PART IN DEBATE

17.0 If the Chair desires to present or second a motion, or participate in debate, they can do so without leaving the chair.

MEETINGS GENERALLY

18.0 Without the prior approval of the Reeve, no member of Council, Administration or the public may bring into the Council Chamber a cellular device. Video or audio recordings are prohibited by the public, Council, and media outlets unless prior written approval is given.

18.1 Members of the public who constitute the audience in the meeting locations during a meeting of Council:

(a) may not address Council without permission from Council;
(b) must maintain order and quiet during the proceedings of Council;
(c) may not interrupt any person or action of the members of Council or any other person who may be address Council.

18.2 Any public person who conducts themselves improperly while in the meeting and who disturbs the proceedings of Council by words or actions and who, when requested to do so by the Reeve, refuses to stop and end such improper conduct or leave with meeting if requested, is guilty of disorderly and improper conduct and the Reeve may cause such person to be removed from the meeting location.

18.3 In all maters and under all circumstances every member of Council must be guided by and have regard to the statutory provisions of *The Municipal Council Conflict of Interest Act*.

All points of order and procedure not resolved by rules provided in this By-law shall be resolved by a majority decision of council.

By-law No. 2022-12 is hereby repealed.

DONE AND PASSED by a by-law of the Rural Municipality of Whitehead, in the Province of Manitoba this 11th day of March, 2024.

Originally signed by
T. Tuttosi

Reeve

Originally Signed by
J. Maxon

Chief Administrative Officer

Read a first time this	12th	day of February	A.D. 2024.
Read a second time this	12th	day of February	A.D. 2024.
Read a third time this	11th	day of March	A.D. 2024.

Municipal and Northern Relations

Community Planning
Unit 1B - 2010 Currie Blvd
Brandon MB R7B 4E7
T 204-726-6267 **F** 204-726-7499
brandoncrp@gov.mb.ca

October 14, 2026

File No.: 4202-25-8754

Conditional Approval
Expiry Date: July 17, 2027

TREVOR TUTTOSI
Box 36 Beresford Site
Brandon, MB R7A 5Y1

Re: Proposal to Subdivide
Part of SE-12-09-21-W
Being LOT 3 PLAN 36835 BLTO
Whitehead (RM)
Registered Owner(s): TREVOR ASHLEY TUTTOSI

Conditional Approval:

Your subdivision application has been conditionally approved as per the attached map.

In order to complete this subdivision and obtain a Certificate of Approval, you must provide this office with proof that all **Requirements** and **Conditions** listed below have been met. Your Certificate of Approval is then required to register your subdivision at Teranet Manitoba.

Please confirm the dimensions and location(s) of the proposed lot(s) on the attached map meet the intent of the proposed subdivision. Any revisions to the attached map may require an amended resolution from council and will be subject to a fee of $200.00. Any fees referenced in this letter are payable to the Minister of Finance, and must be submitted to this office.

Please direct questions regarding this letter to the Brandon Community Planning office.

Validation Period:

This conditional approval is valid for **two years** (24 months) from the date on this letter. If you have not met all Requirements and Conditions by the expiry date this conditional approval will expire. If requested in writing, a single one-year extension can be provided for a fee of $200.00.

****IMPORTANT****

- **Submit proof of all REQUIREMENTS and CONDITIONS listed in this letter to the Community Planning Branch office address noted above.**

- **Because there are seasonal workload pressures, it is recommended you work towards meeting all the REQUIREMENTS and CONDITIONS in this letter at the same time to ensure the Certificate of Approval is obtained in a timely manner.**

REQUIREMENTS:

A. The fee payable before a Certificate of Approval will be issued is **$600.00** ($300.00 per new lot). Submit this fee to this office. **Cheques are payable to the Minister of Finance. If you wish to pay by Visa or MasterCard, please pay online and enter 4202-25-8754 as your file number.**

B. Teranet Manitoba requires a **Plan of Subdivision**, which has received conditional approval from the Examiner of Surveys. Submit to this office, the surveyor's final plan and mylar copy approved by Teranet. Teranet Manitoba strongly encourages applicants to seek legal advice to ensure that they satisfy all registration requirements. Applicants can also consult this reference resource: Microsoft Word - Plan Registration v3 (mcusercontent.com)

C. Provide this office with a **PDF copy** of the plan of subdivision showing **the total area of each lot, new roads and any public reserves**, calculated by a surveyor, in either square feet or square metres. Please email the copy to brandoncrp@gov.mb.ca**. Note that the PDF must contain the Deposit No. and the Surveyor's Sworn to date.**

CONDITIONS:

1. Submit written confirmation from the Whitehead (RM) that taxes on the land to be subdivided, for the current year plus any arrears, have been paid or that an arrangement satisfactory to council has been made.

2. Satisfy Council's conditions of approval as set out under the attached resolution dated **July 14, 2025**. In order to meet the conditions of Council, please arrange to have the municipality submit confirmation of the following:

    1. That the applicant has obtained approval for a variance order to allow for a reduced site width for proposed Lot 1 from 200 feet to 51 feet in the "RR2" Rural Residential Zone to ensure compliance with the Zoning By-law.
    2. That the applicant has obtained approval for a variance order to allow for a reduced site width for proposed Lot 2 from 200 feet to 51 feet in the "RR2" Rural Residential Zone to ensure compliance with the Zoning By-law.
    3. That a Development Agreement has been prepared by the municipal solicitor at the expense of the applicant.
    4. That the multi lot subdivision application fee in the amount of $810.00 ($270.00 x 3 lots) has been paid to the Rural Municipality of Whitehead as per the Annual Schedule of Fees By-law.
    5. That a financial levy of $2,250.00 ($750.00 x 3 lots) has been paid to the Rural Municipality of Whitehead Fire Capital Reserve Fund, as per By-law No. 2111.
    6. That any new or restored survey monuments required due to the subdivision have been paid for by the applicant.

    Please note, as applicant, it is your responsibility to contact the municipality and to make arrangements for the fulfillment of Council's requirements and send the approved copy to this office.

3. Submit written verification that an Easement Agreement has been entered into with Manitoba Hydro or that an easement is not required. If an easement is required, registration of this agreement will be included as a condition on the final Certificate of Approval. When Manitoba Hydro has granted approval of the required easements, please forward a copy of Hydro's "Release of Condition" letter to this office. Please forward lawyer contact information and any inquiries to HCSC@hydro.mb.ca.

Also, note the following:

i. Removal or relocation of any public or private utilities as a result of the proposed subdivision will be at the expense of the developer / customer.

ii. Manitoba Environment and Climate must be contacted when development occurs, the proposed lot(s) will be required to register, install and maintain an appropriate onsite wastewater management system that meets the minimum setback distances and requirements outlined in the Onsite Wastewater Management Systems Regulation. Please contact: Abbey Bingham at 431-541-7477 or email: Abbey.Bingham@gov.mb.ca

iii. All water control works (drains, culverts, dikes, dams, etc.) require licensing under the *Water Rights Act*.

Note #1 - Any filling or draining of regulated wetlands (Class 3, 4 or 5) constitutes the construction of water control works.

Note #2 – Class 6, 7 and Unimproved organic soils (ag capability) cannot be drained. For more information contact Drainage & Water Control at drainage@gov.mb.ca or 1-800-214-6497.

iv. The Manitoba Historic Resources Branch (HRB) has examined the location in conjunction with Branch records for areas of potential concern. The potential of the proposed subdivision to impact heritage resources is believed to be low based on analysis of current data and evaluated by the type of action proposed, therefore, the HRB has no concerns with the proposed project at this time. However, if at any time, heritage resources are encountered in association with these lands during testing and development, there is an obligation to report any heritage resources and a prohibition on destruction, damage or alteration of said resources.

Appeal of Conditions:

Under Section 129(1) of *The Planning Act,* you can appeal any of the above conditions to The Municipal Board. An appeal must be made within fourteen (14) days of the date of this letter by mailing a notice of appeal to: **The Secretary of The Municipal Board**, at 1144-363 Broadway, Winnipeg, Manitoba, R3C 2N9.

The appeal must include your name, address, a copy of this conditional approval letter, an indication of the condition(s) you are appealing, and a filing fee of $200.00 (payable to The Municipal Board).

Sincerely,



For The Approving Authority

cc: Whitehead (RM)
Teranet Manitoba
Manitoba Hydro

RURAL MUNICIPALITY OF WHITEHEAD

, Alexander , Manitoba

July 14, 2025

RESOLUTION

Resolution # 2025-128

Agenda Item # 8.1 Regular Meeting of Council

Moved By : Dennis Foerster

Seconded By : Kaley Mykula

Whereas Trevor Tuttosi, registered owner of SE 12-09-21W, Lot 3, Plan 36835 BLTO (7.70 acres) made an application for subdivision.

The intent of the application is to subdivide a 7.70 acre parcel into three seperate lots of proposed Lot 1 - 2.846 acres, Lot 2 - 2.270 acres, and Lot 3 - 2.586 acres. The existing yardsite is to be severed with proposed Lot 1 and contains a dwelling, four sheds, and garage. The proposed Lot 1 is serviced by municipal water, a well, and a septic field; Lots 2 and 3 are undeveloped.

Therefore, be it resolved that Subdivision File No. 4202-25-8754 be approved with the following conditions:

1 - That the applicant obtain approval for a variance order to allow for a reduced site width for proposed Lot 1 from 200 feet to 51 feet in the "RR2" Rural Residential Zone to ensure compliance with the Zoning By-law;

2 - That the applicant obtain approval for a variance order to allow for a reduced site width for proposed Lot 2 from 200 feet to 51 feet in the "RR2" Rural Residential Zone to ensure compliance with the Zoning By-law;

3 - That a Development Agreement; prepared by the municipal solicitor at the expense of the applicant,

4 - That the multi lot subdivision application fee in the amout of $810.00 ($270.00 x 3 lots) be paid to the Rural Municipality of Whitehead as per the Annual Schedule of Fees By-law.

5 - That a financial levy of $2,250.00 ($750.00 x 3 lots) be made to the Rural Municipality of Whitehead Fire Capital Reserve Fund as per By-law No. 2111.

6- That any new or restored survey monuments required due to the subdivision are to be paid by the applicant.

Carried Unanimously

I, James Maxon, Chief Administrative Officer of the Rural Municipality of Whitehead hereby certify the foregoing a true and correct copy of Resolution No. 2025-128 as carried by the Council for the RM of Whitehead on July 14, 2025.

C Burton for James Maxon

Rural Municipality of Whitehead

SUBDIVISION APPLICATION MAP

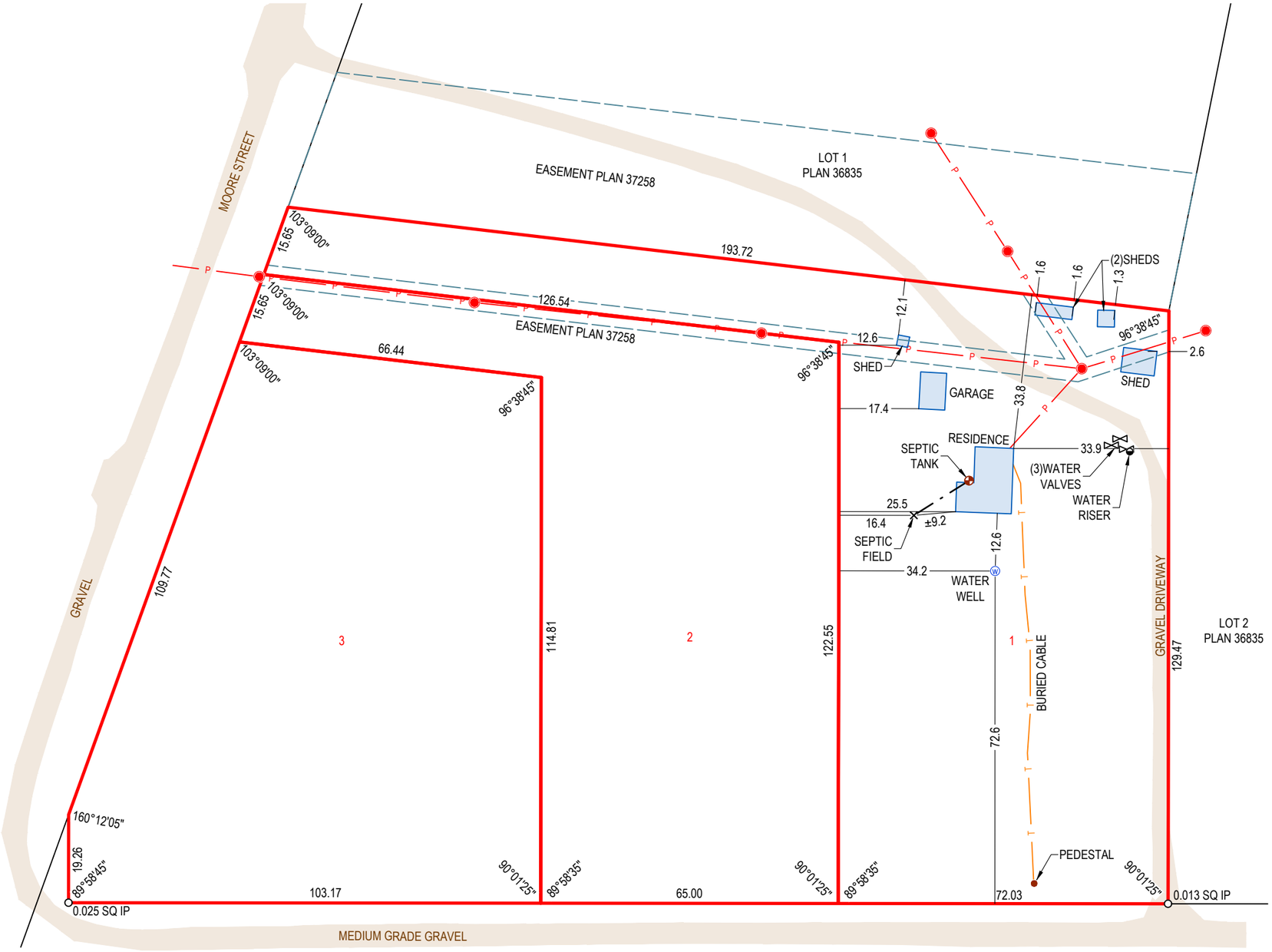
OF PART OF
SE 1/4 SECTION 12, TOWNSHIP 9, RANGE 21 WPM
IN THE
RM OF WHITEHEAD
AND BEING
LOT 3 PLAN NO. 36835

Certificate Of Title No:
3331949/2

Date Of Title Search:
May 7th, 2025

Registered Owner(s):
Trevor Ashley Tuttosi

Encumbrances:
131179/2, 1058176/2, 1063733/2, 1518649/2, 1518650/2



Land affected by this plan is bordered thus
Survey monuments found are described and shown thus
Power Pole
Overhead Powerline — P —
Anchor
All plans referred to are on record in the Brandon Land Titles Office
This survey was completed on the 5th day of May, 2025.

Dated this 27th day of May, 2025

COPY

Brendan L. Wood, MLS
Authorized to practice under the "Land Surveyors Act" of Manitoba

Lot Areas

Lot	Sq. Metres	Acres
1	11517.16	2.846
2	9184.84	2.270
3	10466.57	2.586

NOTE:
For planning application
Purposes only.
This is not a final survey.

METRIC
Scale 1:1000

© Caltech Manitoba Land Surveying Inc.. All rights reserved. No person may copy, reproduce, transmit or alter this document and no person may distribute or store copies of this document, in whole or in part.

Caltech
Virden, MB
Brandon, MB
1-888-263-8055
caltechgroup.com

Caltech No: 25-1045-00-ASU01-R0 | FS: BS | 0 Revision | Page 1 of 1

SKETCH

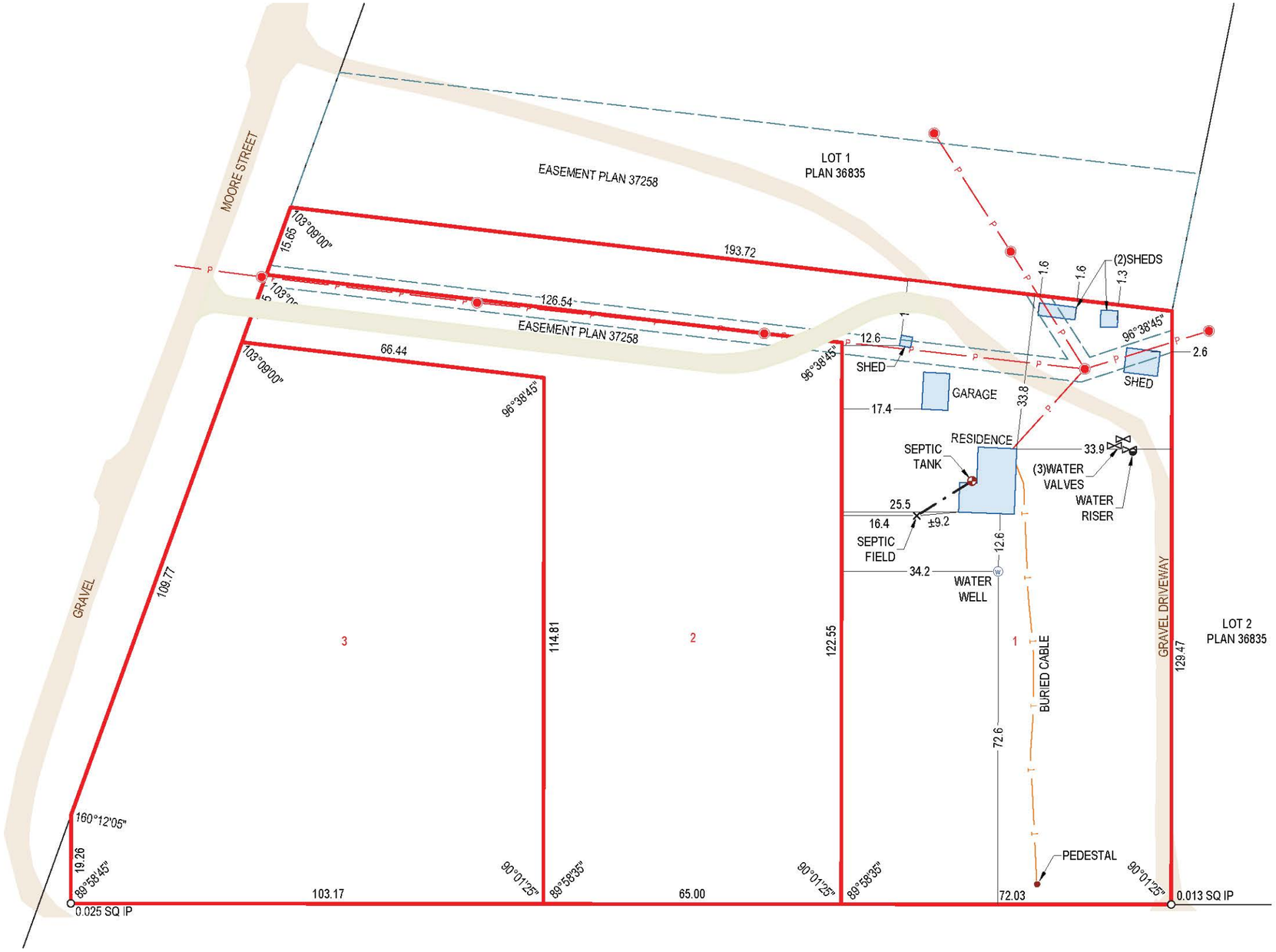
OF PART OF
SE 1/4 SECTION 12, TOWNSHIP 9, RANGE 21 WPM
IN THE
RM OF WHITEHEAD
AND BEING
LOT 3 PLAN NO. 36835

Certificate Of Title No:
3331949/2

Date Of Title Search:
May 7th, 2025

Registered Owner(s):
Trevor Ashley Tuttosi

Encumbrances:
131179/2, 1058176/2, 1063733/2, 1518649/2, 1518650/2



PT SE 1/4 SEC 12-9-21 WPM

Land affected by this plan is bordered thus
Survey monuments found are described and shown thus
Power Pole
Overhead Powerline — P —
Anchor
All plans referred to are on record in the Brandon Land Titles Office

Lot Areas

Lot	Sq. Metres	Acres
1	11517.16	2.846
2	9184.84	2.270
3	10466.57	2.586

NOTE:
For planning application
Purposes only.
This is not a final survey.

N

METRIC
Scale 1:1000

Caltech
Virden, MB
Brandon, MB
1-888-263-8055
caltechgroup.com

Caltech No: 25-1045-00-ASU01-R0 | FS: BS | 0 Revision | Page 1 of 1

RURAL MUNICIPALITY OF WHITEHEAD

, Alexander , Manitoba

August 11, 2025

RESOLUTION

Resolution # 2025-144

Agenda Item # 5.2 Regular Meeting of Council

Moved By : Jeff Owens

Seconded By : Curtis Storey

Whereas Trevor Tuttosi applied for a variance to allow for the reduced minimum site width for proposed Lot 1 in the "RR2" Rural Residential Zone down from 200 feet to 51 feet.

And whereas a public hearing was held this day to hear any representation for or against the application.

Therefore, be it resolved that Variance Order V2025-05 be approved.

Carried Unanimously

I, James Maxon, Chief Administrative Officer of the Rural Municipality of Whitehead hereby certify the foregoing a true and correct copy of Resolution No. 2025-144 as carried by the Council for the RM of Whitehead on August 11, 2025.

Rural Municipality of Whitehead

RURAL MUNICIPALITY OF WHITEHEAD

, Alexander , Manitoba

August 11, 2025

RESOLUTION

Resolution # 2025-145

Agenda Item # 5.3 Regular Meeting of Council

Moved By : Curtis Storey

Seconded By : Jeff Owens

Whereas Trevor Tuttosi applied for a variance to allow for the reduced minimum site width for proposed Lot 2 in the "RR2" Rural Residential Zone down from 200 feet to 51 feet.

And whereas a public hearing was held this day to hear any representation for or against the application.

Therefore, be it resolved that Variance Order V2025-06 be approved.

Carried Unanimously

I, James Maxon, Chief Administrative Officer of the Rural Municipality of Whitehead hereby certify the foregoing a true and correct copy of Resolution No. 2025-145 as carried by the Council for the RM of Whitehead on August 11, 2025.

Rural Municipality of Whitehead

ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED:	**November 9, 2026**	**BY-LAW/POLICY:**	**Procedures By-law No. 2024-01**
SUBJECT:	**2027 Regular Meeting Schedule**	**AGENDA ITEM:**	**10.7**

BACKGROUND

The schedule of regular meetings of Council are set annually so that a list of dates, times and locations can be made available for residents. As per Procedures By-law No. 2024-01, regular meetings are to be held the second Monday of each month with the time and location at the discretion of Council. Adjustments are made around holidays and conferences.

For 2026, the RM Council designated the RM Office as the location for all meetings and alternated start times between 8:30 am and 5:30pm. The intent of alternating times was to be available for as many residents as possible, as some may have availability in mornings rather than evenings, and vice versa.

In 2025, meetings were alternated between the RM Office and Kemnay Hall at the request of area residents and in the hopes of encouraging attendance. There was no significant increase in attendance from Kemnay residents, or in general, and feedback on the Kemnay Hall location caused Council to return all 2026 regular meetings to the RM Office.

PROPOSED DATES & LOCATION

The following is the 2027 schedule of meetings if Council wishes to continue with the current pattern of date, times, and locations:

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

Council may change the time and location at their discretion. A by-law amendment would be required to change which regularly scheduled day of the week/month. A draft would be introduced at the December 14, 2026 regular meeting but 3rd reading would not be on the agenda until the first meeting of the new year. Before any changes passed, the January meeting would need to be scheduled for Monday, January 11, 2027.

RM of Whitehead
Payment Register

Batch: 2026-00108 to 2026-00123

Bank Code: AP - AP-GENERAL OPER

Payment #	Vendor	Date	Amount
Computer Cheque			
18051	Bluestar Construction Ltd	2026-10-02	172,357.50
18052	Canadian Pacific Railway Co.	2026-10-02	1,614.00
18053	Manitoba Hydro	2026-10-02	1,239.44
18054	RM of Whitehead	2026-10-02	65.00
18055	Rogers	2026-10-02	94.65
18056	Brandt Tractor Ltd.	2026-10-13	2,084.41
18057	C & E Locksmiths	2026-10-13	53.76
18058	Manitoba Hydro	2026-10-13	76.09
18059	MB Municipal Employees	2026-10-13	5,807.50
18060	Protelec Alarms Ltd	2026-10-13	94.47
18061	RBC Royal Bank	2026-10-13	1,543.52
18062	Receiver General Of Canada	2026-10-13	11,458.49
18063	Victor Rochelle	2026-10-13	315.00
18064	Wolseley Canada	2026-10-13	271.83
18065	Workers Compensation Board	2026-10-13	1,051.94
18066	Canoe Procurement Group	2026-10-21	13,880.51
18067	DDW Custom Welding	2026-10-21	7,014.63
18068	NAPA/TRACTION Brandon	2026-10-21	12.74
18069	Heritage Co-Op 1997 Ltd.	2026-10-21	6,759.17
18070	Horizon Lab	2026-10-21	540.00
18071	Bell MTS	2026-10-21	387.28
18072	Manitoba Hydro	2026-10-21	50.63
18073	Prairie Battery	2026-10-21	128.75
18074	Simon Ryan	2026-10-21	1,000.00
18075	AL's Corner Store	2026-10-28	133.34
18076	APEX Facility Services	2026-10-28	341.11
18077	Canadian Pacific Railway Co.	2026-10-28	1,614.00
18078	JR Cousins Consultants LTD	2026-10-28	15,338.45
18079	Manitoba Hydro	2026-10-28	4,599.48
18080	Prairie Battery	2026-10-28	134.70
18081	Rural Municipality of Elton	2026-10-28	7,305.56
18082	Rogers	2026-10-28	133.85
18083	Wolseley Canada	2026-10-28	96.95
18084	Robert W. Davidson	2026-10-29	18.48
		Total for Computer Cheque:	257,617.23
EFT			
282	Jesse Linner	2026-10-05	168.00
283	Duracan	2026-10-15	37.80
284	Elevate Print House	2026-10-15	907.20
285	Office Innovations Inc	2026-10-15	428.40
286	RM of Whitehead	2026-10-15	453.66
287	David Roberts	2026-10-15	200.00
288	Brandon Sun	2026-10-23	1,037.14
289	Catalis Technologies Canada	2026-10-23	5,647.04
290	Kelly Crosson	2026-10-23	520.06
291	Duracan	2026-10-23	51.45
292	Municipal Waste Management	2026-10-23	8,396.17
293	Poole Mitch	2026-10-23	126.00
294	RM of Whitehead	2026-10-23	1,067.88

Payment #	Vendor	Date	Amount
295	Julie Bean	2026-10-29	40.00
296	Duracan	2026-10-29	51.45
297	Keystone Planning District	2026-10-29	1,886.68
298	Wendy Petersen	2026-10-29	735.00
299	Prairie Mobile Communications	2026-10-29	302.29
300	RFNow Inc	2026-10-29	2,337.11
		Total for EFT:	24,393.33

Other

AutoWithdrawal	Scotiabank	2026-10-06	2,050.33
Oct2026	John Deere Financial	2026-10-14	16,261.79
Oct26	RCAP Leasing	2026-10-14	151.20
Oct26	Western Financial Group	2026-10-14	1,450.02
		Total for Other:	19,913.34
		Total for AP:	301,923.90

RM of Whitehead
Payment Register

Bank Code: RB Visa - Royal Bank Visa

	Payment #	Vendor	Date	Amount
Other				
	1	Brandon Computers	2026-10-09	1,364.16
	1	Brandon Sun	2026-10-09	17.80
	1	Rocky Mountain Equipment	2026-10-09	17.25
	1	Titan Certified Tracking Solutions	2026-10-09	144.31
			Total for Other:	1,543.52
			Total for RB Visa:	1,543.52

RM of Whitehead
Payment Register

Bank Code: ScotiaVisa - Scotiabank Visa

Payment #	Vendor	Date	Amount
Automatic Withdrawal			
2026-0001	Baileys	2026-10-06	194.49
2026-0002	Dollarama	2026-10-06	18.49
2026-0003	Manitoba Municipal Admin Assoc	2026-10-06	1,650.00
2026-0004	Safeway Pharmacy	2026-10-06	37.35
2026-0005	Scotiabank	2026-10-06	150.00
		Total for Automatic Withdrawal:	2,050.33
		Total for ScotiaVisa:	2,050.33

Payments Printed: 66

RM of Whitehead
Bank Reconciliation - Detailed

Westoba Operating Account #XXXXXXX80361

For Ending Date 2026-10-31

110-100-120 - Cash on Deposit - General

General Ledger

Previous Balance (2026-09-30)	**2,083,800.46**
Debits:	3,368,293.72
Credits:	-354,260.39
Balance 2026-10-31	**5,097,833.79**
Service Charges:	-150.94
Interest Charges:	0.00
Interest Revenue:	6,438.63

Bank Statement

Previous Balance (2026-09-30)		**2,067,741.82**
Transactions in statement period:		3,058,665.55
Balance 2026-10-31		**5,126,407.37**
Deposits in transit:		
1	260115-006	177.41
2	260115-007	185.25
3	260115-008	500.00
4	260115-010	150.00
5	260115-013	212.50
6	260116-001	1,000.00
7	260117-004	197.18
8	260117-006	182.40
9	2026-0119	7,334.87
10	260119-012	2,200.39
11	260119-013	695.05
12	260119-014	3,000.00
13	260119-015	5,255.79
14	260119-016	1,971.77
15	260119-017	2,962.95
16	260119-018	1,290.67
17	260119-019	159.98
18	260119-020	91.93
19	260119-021	250.26
20	260119-022	115.20
21	260119-023	544.00
22	260119-024	58.92
23	260119-025	130.94
24	260119-027	8,077.22
25	260120-001	1,011.05
26	260120-004	18.02
27	260120-005	1,442.59
28	260120-006	8.23
29	260120-007	316.37
Subtotal:		**39,540.94**
Outstanding payments:		
1	Ch 18062	-11,458.49
2	Ch 18066	-13,880.51
3	Ch 18068	-12.74
4	Ch 18069	-6,759.17
5	Ch 18075	-133.34
6	Ch 18076	-341.11
7	Ch 18077	-1,614.00
8	Ch 18078	-15,338.45
9	Ch 18079	-4,599.48

Westoba Operating Account #XXXXXXX80361

For Ending Date 2026-10-31

110-100-120 - Cash on Deposit - General

General Ledger		Bank Statement		
		10	Ch 18080	-134.70
		11	Ch 18081	-7,305.56
		12	Ch 18082	-133.85
		13	Ch 18083	-96.95
		14	Ch 18084	-18.48
		Subtotal:		**-61,826.83**
		Total Uncleared:		**-22,285.89**
Adjusted Book Balance	**5,104,121.48**	**Adjusted Bank Balance**		**5,104,121.48**

Notes

RM of Whitehead
Budgetary Control as of October 31, 2026
REVENUE

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
PROPERTY TAXES					
410-100-110 - Taxes Added to Roll	0.00	10,292.45	7,000.00	3,292.45	47.04
410-100-120 - Tax and Redemption Penalties	2,218.86	29,038.70	30,000.00	-961.30	-3.20
Total PROPERTY TAXES:	2,218.86	39,331.15	37,000.00	2,331.15	6.30
USER FEES					
420-100-105 - Pasture Leases	0.00	29,820.00	29,820.00	0.00	0.00
420-100-106 - Pasture Leases - Provincial	0.00	1,081.93	1,100.00	-18.07	-1.64
420-100-110 - Sales of Service/Goods - Gen Gov't	0.00	30.00	0.00	30.00	0.00
420-100-111 - Sales of Service - Tax Certificate	275.00	3,025.00	3,300.00	-275.00	-8.33
420-100-120 - Sales of Service - Fire Rescue	7,476.15	23,513.75	25,000.00	-1,486.25	-5.94
420-100-130 - Sales of Service - Transportation	190.00	6,031.50	7,500.00	-1,468.50	-19.58
420-100-141 - Sales of Service - Recycling	0.00	20,502.70	30,000.00	-9,497.30	-31.66
420-100-151 - Cemetery Plot Purchase	0.00	1,400.00	1,000.00	400.00	40.00
420-100-181 - Sales of Service - Whitehead Hall	185.00	1,320.00	1,500.00	-180.00	-12.00
420-100-190 - Sales of Goods	30.00	390.00	500.00	-110.00	-22.00
430-100-100 - Provincial - Municipal Operating Grant	60,486.51	241,946.03	215,000.00	26,946.03	12.53
430-100-101 - Provincial - One MB Growth Revenue Fund	0.00	15,710.14	0.00	15,710.14	0.00
Total USER FEES:	68,642.66	344,771.05	314,720.00	30,051.05	9.55
CONDITIONAL GOVERNMENT TRANSFERS					
440-100-100 - Conditional Grants - Federal Government	48,628.50	48,628.50	97,257.00	-48,628.50	-50.00
440-100-110 - Conditional Grants - Provincial Governme	2,810.09	2,810.09	2,000.00	810.09	40.50
Total CONDITIONAL GOVERNMENT TRANSFERS:	51,438.59	51,438.59	99,257.00	-47,818.41	-48.18
FEES, PERMITS, LICENSES AND FINES					
450-100-100 - Licenses - Business	0.00	750.00	500.00	250.00	50.00
450-100-105 - Licenses - Drainage Apllication	500.00	2,000.00	0.00	2,000.00	0.00
450-100-141 - Fines - Police	197.00	565.95	500.00	65.95	13.19
450-100-149 - Settlements	7,395.50	7,395.50	0.00	7,395.50	0.00
450-100-150 - Admin Fee - Building Permit	0.00	65.00	0.00	65.00	0.00
450-100-151 - Admin Fee - Taxes/Utilities	0.00	2,430.00	2,200.00	230.00	10.45
450-100-160 - Conditional Use/Variation Fee	0.00	4,315.00	5,200.00	-885.00	-17.02
450-100-161 - Development Plan Application Fees	0.00	1,200.00	0.00	1,200.00	0.00
Total FEES, PERMITS, LICENSES AND FINES:	8,092.50	18,721.45	8,400.00	10,321.45	122.87
INVESTMENT/OTHER INCOME					
460-100-100 - Investment Income	6,438.63	59,023.49	70,000.00	-10,976.51	-15.68
490-100-100 - Miscellaneous Revenue	0.00	1,028.33	3,000.00	-1,971.67	-65.72
Total OTHER INCOME:	6,438.63	60,051.82	73,000.00	-12,948.18	-17.74
Revenue Totals:	**136,831.24**	**514,314.06**	**532,377.00**	**-18,062.94**	**-3.39**

RM of Whitehead
Budgetary Control as of October 31, 2026
EXPENSES

GG - General Government Services

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
510-100-101 - GG - Legislative Indemnity (Council)	6,190.00	62,725.00	78,700.00	15,975.00	20.30
510-100-110 - GG - General Administrative - Salaries	17,115.74	156,169.68	188,670.00	32,500.32	17.23
510-110-100 - GG - Legislative - CPP	246.85	2,517.53	4,680.00	2,162.47	46.21
510-110-110 - GG - General Administrative - MEBP	1,461.96	14,099.97	17,280.00	3,180.03	18.40
510-110-111 - GG - General Administrative - Blue Cross	1,042.35	10,423.50	12,550.00	2,126.50	16.94
510-110-120 - GG - Canada Pension Plan	963.35	8,743.17	11,200.00	2,456.83	21.94
510-110-130 - GG - Employment Insurance	389.43	3,552.97	4,300.00	747.03	17.37
510-200-200 - GG - Office - Contract Services/Computer	7,251.47	56,085.15	60,435.00	4,349.85	7.20
510-200-210 - GG - Legal - Contract Services	0.00	5,130.58	50,000.00	44,869.42	89.74
510-200-220 - GG - Audit - Contract Services.	0.00	0.00	22,150.00	22,150.00	100.00
510-200-230 - GG - Assessment - Contract Services	0.00	0.00	37,500.00	37,500.00	100.00
510-200-240 - GG - Taxation - Contract Services	0.00	3,112.79	4,500.00	1,387.21	30.83
510-300-200 - GG - Office - Utilities	2,367.98	10,174.30	13,600.00	3,425.70	25.19
510-400-110 - GG - General Administrative - Equipment	17.80	4,028.56	7,000.00	2,971.44	42.45
510-400-200 - GG - General Administr - Office Supplies	51.61	7,213.54	12,000.00	4,786.46	39.89
510-400-300 - GG - General Administative - Education	2,723.11	6,928.98	16,500.00	9,571.02	58.01
510-400-310 - GG - Elections	1,872.11	6,570.86	10,600.00	4,029.14	38.01
510-400-320 - GG - Legislative - Conventions/Membershi	198.56	10,188.01	17,500.00	7,311.99	41.78
510-400-321 - GG - Legislative - Tuttosi - Allowance	25.00	160.00	2,000.00	1,840.00	92.00
510-400-322 - GG - Legislative - Foerester Allowance	0.00	0.00	1,500.00	1,500.00	100.00
510-400-323 - GG - Legislative - Owens Allowance	25.00	95.00	1,500.00	1,405.00	93.67
510-400-324 - GG - Legislative - Storey Allowance	0.00	25.00	1,500.00	1,475.00	98.33
510-400-325 - GG - Legislative - Semeschuk Allowance	0.00	25.00	1,500.00	1,475.00	98.33
510-400-326 - GG - Legislative - Klassen Allowance	0.00	0.00	1,500.00	1,500.00	100.00
510-400-327 - GG - Legislative - Mykula Allowance	0.00	0.00	1,500.00	1,500.00	100.00
510-400-330 - GG - Damage Claims & Liability Insurance	0.00	25,605.86	28,000.00	2,394.14	8.55
510-400-360 - GG - Other General Government - Cell	175.00	1,750.00	2,100.00	350.00	16.67
510-500-500 - GG - Municipal Grants and Contributions	0.00	-150.00	1,000.00	1,150.00	115.00
Expenditure Totals:	42,117.32	395,175.45	611,265.00	216,089.55	35.35

PS - Protective Services

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
PROTECTIVE SERVICES					
520-100-110 - PS - Fire - Salaries	0.00	29,008.84	46,000.00	16,991.16	36.94
520-100-112 - PS - Fire - WCB	0.00	0.00	550.00	550.00	100.00
520-100-200 - PS - Bylaw Enforcement Retainer	735.00	8,219.59	10,800.00	2,580.41	23.89
520-100-210 - PS - Building Inspection - Salaries	1,886.68	7,578.47	4,000.00	-3,578.47	-89.46
520-200-110 - PS - Fire - Contract Services (911)	0.00	8,781.17	8,500.00	-281.17	-3.31
520-200-130 - PS - Emergency Measures Organization - C	0.00	1,037.27	5,500.00	4,462.73	81.14
520-200-140 - PS - Flood Control - DFA	0.00	0.00	20,000.00	20,000.00	100.00
520-200-160 - PS - Emergency Measures Other - Contract	0.00	1,224.04	0.00	-1,224.04	0.00
520-200-260 - PS - Animal & Pest Control - Contract Se	0.00	0.00	500.00	500.00	100.00
520-300-110 - PS - Fire - Utilities	770.42	6,038.91	8,800.00	2,761.09	31.38
520-300-111 - PS - Fire - Insurance	0.00	13,326.78	14,450.00	1,123.22	7.77
520-400-110 - PS - Fire - Operations & Manitenance	984.81	26,847.64	31,050.00	4,202.36	13.53
520-400-111 - PS - Fire - Equipment Purchase	0.00	0.00	0.00	0.00	
Expenditure Totals:	4,376.91	102,062.71	150,150.00	48,087.29	32.03

TS - Transportation Servies

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
530-100-110 - TS - WCB	1,051.94	2,556.94	4,000.00	1,443.06	36.08
530-100-120 - TS - Public Works - Salaries	20,443.47	152,828.43	188,110.00	35,281.57	18.76
530-100-130 - TS - Road Maintenance - Labour	164,150.00	329,764.54	305,350.00	-24,414.54	-8.00
530-100-140 - TS - Road Reconstruction - Labour	0.00	10,339.76	72,400.00	62,060.24	85.72
530-100-160 - TS - Ditches and Road Drainage - Labour	13,260.84	35,415.69	80,000.00	44,584.31	55.73
530-100-210 - TS - Street Lighting - MB Hydro	314.74	2,832.66	4,000.00	1,167.34	29.18
530-110-110 - TS - MEBP	1,410.68	13,934.36	16,800.00	2,865.64	17.06
530-110-111 - TS - Blue Cross Benefits	407.67	4,076.70	4,900.00	823.30	16.80
530-110-112 - TS - CPP	1,146.97	10,494.53	13,100.00	2,605.47	19.89
530-110-113 - TS - Employment Insurance	466.52	4,413.74	5,100.00	686.26	13.46
530-200-016 - TS - Workshop & Yard Insurance	0.00	0.00	4,500.00	4,500.00	100.00
530-200-050 - TS - Shop Upgrades/Repairs	0.00	3,214.63	5,000.00	1,785.37	35.71
530-200-116 - TS - Equipment Insurance	0.00	24,765.27	26,000.00	1,234.73	4.75
530-200-120 - TS - GPS Monitoring	137.87	1,240.83	1,680.00	439.17	26.14
530-200-240 - TS - Ditches and Road Drainage - Contract	0.00	4,169.41	0.00	-4,169.41	0.00
530-200-240 - TS - Other Trans Services - CPR Flashers	2,421.00	12,105.00	19,400.00	7,295.00	37.60
530-300-116 - TS - Workshop & Yard Operations - Utilit	679.87	13,499.47	15,650.00	2,150.53	13.74

TS - Transportation Services continued

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
530-400-010 - TS - Equip Rprs & Mtce - General	-1,496.01	-1,237.53	1,000.00	2,237.53	223.75
530-400-011 - TS - Equip Rprs & Mtce 772 Grader/872GP	3,573.91	16,160.60	6,000.00	-10,160.60	-169.34
530-400-012 - TS - Equip Rprs & Mtce - 872 Grader	0.00	29,750.63	45,000.00	15,249.37	33.89
530-400-013 - TS - Equip Rprs & Mtce - Case Tractor	16.48	3,763.60	5,000.00	1,236.40	24.73
530-400-015 - TS - Equip Rprs & Mtce - Schulte Mower	0.00	4,032.59	10,000.00	5,967.41	59.67
530-400-016 - TS - Equip Rprs & Mtce - Snow Blower	0.00	8.98	1,000.00	991.02	99.10
530-400-017 - TS - Equip Rprs & Mtce - Skid Steer	0.00	1,317.97	3,000.00	1,682.03	56.07
530-400-018 - TS - Equip Rprs & Mtce - Hotsey/Trailer	0.00	127.42	200.00	72.58	36.29
530-400-019 - TS - Equip Rprs & Mtce - Trailers	0.00	219.92	300.00	80.08	26.69
530-400-020 - TS - Equip Rprs & Mtce - '06 Chevy 1Ton	0.00	2,038.65	2,000.00	-38.65	-1.93
530-400-021 - TS - Equip Rprs & Mtce - '14 Ram Truck	123.00	2,372.64	2,000.00	-372.64	-18.63
530-400-022 - TS - Equip Rprs & Mtce - I-Mulcher	0.00	988.52	1,000.00	11.48	1.15
530-400-023 - TS - Equip Rprs & Mtce - Dump Truck 8000	0.00	0.00	2,000.00	2,000.00	100.00
530-400-024 - TS - Equip Rprs & Mtce - Backhoe	0.00	186.02	3,000.00	2,813.98	93.80
530-400-100 - TS - Equip Rprs & Mtce - Blades	0.00	8,827.61	23,500.00	14,672.39	62.44
530-400-111 - TS - Equipment Fuel	6,437.30	78,661.63	100,000.00	21,338.37	21.34
530-400-116 - TS - Shop & Yard Operations - Supplies	98.11	4,610.87	11,000.00	6,389.13	58.08
530-400-131 - TS - Road Maintenance - Materials	0.00	167,500.00	355,000.00	187,500.00	52.82
530-400-191 - TS - Snow & Ice Removal - Materials and	0.00	0.00	2,000.00	2,000.00	100.00
530-400-220 - TS - Traffic Services - Signs	0.00	2,242.91	7,500.00	5,257.09	70.09
530-400-300 - TS - Shop - Training	0.00	1,250.00	7,500.00	6,250.00	83.33
530-400-500 - TS - Equipment Purchases	0.00	30,000.00	30,000.00	0.00	0.00
Expenditure Totals:	214,644.36	978,474.99	1,383,990.00	405,515.01	29.30

EH - Environmental Health Services

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
540-100-110 - EH - Nuisance Grounds - Wages	926.52	19,949.47	31,475.00	11,525.53	36.62
540-110-112 - EH - CPP	34.72	338.21	0.00	-338.21	0.00
540-110-113 - EH - Employment Insurance	19.96	196.29	0.00	-196.29	0.00
540-200-110 - EH - Nuisance Grounds - Household	5,920.85	44,906.49	55,000.00	10,093.51	18.35
540-200-111 - EH - Nuisance Grounds - Recycling	2,085.65	18,154.49	30,000.00	11,845.51	39.49
540-200-150 - EH - Other - Contract Services	0.00	750.00	0.00	-750.00	0.00
540-300-330 - EH - Utilities - Municipal Wells	100.97	677.83	1,000.00	322.17	32.22
540-400-110 - EH - Nuisance Grounds - General Expenses	32.99	3,527.89	10,000.00	6,472.11	64.72
540-400-150 - EH - Gravel Pit - Materials & Supplies	0.00	0.00	11,400.00	11,400.00	100.00
Expenditure Totals:	9,121.66	88,500.67	138,875.00	50,374.33	36.27

H&W - Health & Welfare Services

Account #/Description		Current	Year to Date	Budget	Variance	% remaining
550-100-110 - H&W - Cemeteries - Alexander		128.69	23,487.47	12,750.00	-10,737.47	-84.22
550-200-120 - H&W - Other Public Health - Contract Ser		0.00	0.00	2,500.00	2,500.00	100.00
550-500-501 - H&W - Socail Welfare Servcies		0.00	0.00	2,640.00	2,640.00	100.00
	Expenditure Totals:	128.69	23,487.47	17,890.00	-5,597.47	-31.29

ED - Enviromental Development Svc

Account #/Description		Current	Year to Date	Budget	Variance	% remaining
560-400-100 - ED - Planning & Zoning		0.00	4,983.55	4,000.00	-983.55	-24.59
	Expenditure Totals:	0.00	4,983.55	4,000.00	-983.55	-24.59

EC - Economic Development Services

Account #/Description		Current	Year to Date	Budget	Variance	% remaining
570-200-140 - EC - Rural Area Weed Control - Contract		0.00	75,183.09	85,000.00	9,816.91	11.55
570-200-160 - EC - Veterinary Services - Contract Serv		0.00	2,700.40	3,500.00	799.60	22.85
570-200-170 - EC - Water Resources & Conservation - Co		0.00	9,593.46	11,000.00	1,406.54	12.79
	Expenditure Totals:	0.00	87,476.95	99,500.00	12,023.05	12.08

R&C - Recreation & Cultural Services

Account #/Description		Current	Year to Date	Budget	Variance	% remaining
580-200-100 - R&C - Recreation Commission & Administra		0.00	0.00	10,750.00	10,750.00	100.00
580-300-110 - R&C - Community Centre - Whitehead		481.25	8,551.24	11,655.00	3,103.76	26.63
580-300-120 - R&C - Community Centre - Kemnay		1,121.86	12,944.66	11,325.00	-1,619.66	-14.30
580-300-130 - R&C - Community Centre - Roseland		287.01	1,767.92	2,140.00	372.08	17.39
580-300-140 - R&C - Skating Rinks - Alexander		216.62	12,067.94	12,960.00	892.06	6.88
580-400-190 - R&C - Other Cultural - FWorks/PGround/Si		0.00	0.00	12,200.00	12,200.00	100.00
	Expenditure Totals:	2,106.74	35,331.76	61,030.00	25,698.24	42.11

	Current	Year to Date	Budget	Variance	% remaining
TOTAL EXPENDITURES:	**272,495.68**	**1,715,493.55**	**2,466,700.00**	**751,206.45**	**30.45**

Oct. 6/2026

To Whitehead Council

From Gerald Williams 114057 1A Hwy

Re west side ditch not flowing

This ditch has not flowed for a few years. This past year staff used a mower to cut the grass in the ditch to no avail.

Some 20 years ago then counselor met with a rep from water services to allow a cleanup back to the railbed improving the flow of water for quite some time.

I believe that with a Right to this needs to happen again. Staff also should regularly monitor the culvert under the railway or work with them to keep the culvert open. Thanks.

Gerald Williams

To: whom it may Concern,

I am writing on behalf of the Alexander Events Committee in regards to the funding we recieve from the RM & CUD each year. We usually allot the funds to fireworks or other event needs. As a group, we are requesting to use our funds towards the santa parade firework display that is being held on December 3rd, 2026! In collaboration with the Whitehead Fire Department we hope to have a really great show!

Thank you so much for your consideration. Feel free to reach out with any questions or concerns!

Sincerely,

Caitlyn Mennie

204-570-2468

P.S. Typically each year when we do fireworks we spend around $3000 total. So we're in hopes that our alloted $1600 could be combined with the FD to make another $3000 show.

Outlook

Let's Think Spring Run Off!

From Glenda Lemcke
Date Mon 11/2/2026 2:29 PM
To
Cc

Good morning everyone,

Scott Phillips, and my Reeve Grant Boryskavich, are always trying to stay a step ahead, so I was asked to reach out and start a conversation with our neighbouring communities.

With spring flooding just around the corner (hopefully not!), I wanted to see if there is interest in getting together for a meeting or two to discuss a coordinated approach.

Rather than each community tackling these challenges on its own, it may be beneficial to work together to develop a plan, identify common concerns, and present a united voice when speaking with the Province. Ideally, we could also encourage discussions between Manitoba and Saskatchewan regarding water management, drainage, and trenching efforts on both sides of the border.

This could be similar to the meeting held in Virden earlier this year, but with broader participation and ongoing discussions rather than a once-a-year conversation. After all, just because the border ends doesn't mean the water does.

If there is enough interest, we can arrange an initial meeting to discuss priorities, potential solutions, and determine what advocacy efforts might be most effective.

Please let me know your thoughts and whether your community would be interested in participating.

Thank you,

Glenda Lemcke
Chief Administrative Officer
Rural Municipality of Riding Mountain West
Box 110, 118 Main St, Inglis, MB R0J 0X0
p.204-564-2589 | f.204-564-2643