




**Rural Municipality of Whitehead**  
**May 12, 2025 - Regular Meeting of Council - 08:30 AM (RM Office)**

- 1 CALL TO ORDER**
- 2 ADOPTION OF THE AGENDA**
- 3 ADOPTION OF MINUTES AS CIRCULATED**
  - 📎 April 7, 2025
  - 📎 April 10, 2025
  - 📎 April 24, 2025
- 4 DECLARATION OF CONFLICT OF INTEREST**
- 5 PUBLIC HEARINGS**
- 6 PRESENTATIONS AND DELEGATIONS**
  - 6.1 RCMP Blue Hills Area - Annual Policing Priorities
- 7 BYLAWS AND POLICIES**
- 8 SUBDIVISION**
- 9 UNFINISHED BUSINESS**
- 10 NEW BUSINESS**
  - 10.1 Whitehead Hall
    - 📎 Administration Report - Whitehead Hall
  - 10.2 Communication Service
    - 📎 Administration Report - Communication Service
  - 10.3 Building Inspection Services
    - 📎 Administration Report - Building Inspection Services
  - 10.4 AMM Resolution - Drainage Restriction Changes
    - 📎 Class 6 & 7 Soil Classifications - AMM Resolution
  - 10.5 Oak Lake Aquifer Management Advisory Board Appointment
    - 📎 Oak Lake Aquifer Management Advisory Board - RM of Whitehead
- 11 ACCOUNTS**
  - 📎 April 2025 Cheque Register
  - 11.1 Bank Reconciliation
    - 📎 March 2025 Bank Reconciliation
  - 11.2 April 2025 Budget to Actual

 April 2025 Budget to Actual

**12 COMMITTEE AND BOARDS REPORTS**

 LUD Report - April 2025

**13 CORRESPONDENCE**

 AMM Letter - Sponsored Resolution #33-2019 Update

**14 NOTICE OF MOTION**

**15 IN CAMERA**

**16 Adjournment**



**Rural Municipality of Whitehead**  
**Meeting Minutes**

**Regular Meeting of Council April 7, 2025 - 05:30 PM (RM Office)**

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

**1 CALL TO ORDER**

**2 ADOPTION OF THE AGENDA**

2025-060 Councillor Foerster - Councillor Storey  
Resolved that the Agenda be adopted as amended.  
**CARRIED UNANIMOUSLY**

**3 ADOPTION OF MINUTES AS CIRCULATED**

2025-061 Councillor Klassen - Councillor Semeschuk  
Resolved that the minutes from March 10, 2025 be approved as presented.  
**CARRIED UNANIMOUSLY**

**4 DECLARATION OF CONFLICT OF INTEREST**

Reeve Tuttosi and Councillor Semeschuk declared conflicts of interest with respect to item 10.5 under the order of New Business and as such removed themselves from discussion.

**5 PUBLIC HEARINGS**

2025-062 Councillor Storey - Councillor Foerster  
Be it resolved that the regular meeting of council be recessed to allow council to hold a Public Hearing to receive representations for any person who wishes to make them in respect to the following:  
  
V2025-02 - Janssen - 33-10-20 WPM  
  
Time: 5:32 p.m.  
**CARRIED UNANIMOUSLY**

**5.1 Variance V2025-02 - Janssen - 33-10-20 WPM**

2025-063 Councillor Owens - Councillor Foerster  
Whereas all representatives in regard to matters listed below have been dealt with:  
  
V2025-02 - Janssen - 33-10-20 WPM  
  
Therefore be it resolved that the public hearing be concluded, and council resume its normal order of business.  
  
Time: 5:34 p.m.  
**CARRIED UNANIMOUSLY**

2025-064

5.1.1

**Variance V2025-02 - Janssen - 33-10-20 WPM**  
Councillor Mykula - Councillor Storey

Whereas Darlene Janssen applied for a variance to allow an accessory use building with a reduced front yard requirement from 125 feet to 106 feet 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 Variance Order V2025-02 be approved.

**CARRIED UNANIMOUSLY**

**6 PRESENTATIONS AND DELEGATIONS**

2025-065

6.1

**Assiniboine West Watershed District**  
Reeve Tuttosi - Councillor Owens

That the presentation by Lance Routledge, on behalf of the Assiniboine West Watershed District, be received.

**CARRIED UNANIMOUSLY**

**7 BYLAWS AND POLICIES**

2025-066

7.1

**By-law No. 2024-07 - To Amend the Development Plan - 3rd Reading**  
Councillor Foerster - Councillor Storey

That By-Law No. 2024-07 to amend the Development Plan By-Law No. 2018-08 be read a third and final time

*In accordance with Section 137 of the Municipal Act, a recorded vote was taken in the motion to give by-law no. 2024-07 third reading.*

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

**CARRIED UNANIMOUSLY**

2025-067

7.2

**By-law No. 2024-08 - To Amend the Development Plan - 3rd Reading**  
Councillor Klassen - Councillor Storey

That By-Law No. 2024-08 to amend the Development Plan By-law No. 2018-08 be read a third and final time

*In accordance with Section 137 of the Municipal Act, a recorded vote was taken in the motion to give by-law no. 2024-08 third reading.*

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

**CARRIED UNANIMOUSLY**

**7.3 By-law No. 2025-02 - To Amend Water & Wastewater Rates - 3rd Reading**  
Councillor Storey - Councillor Klassen

2025-068

That By-Law No. 2025-02 to amend water and wastewater rates under the Whitehead Utility By-Law 2022-01 be read a third and final time

*In accordance with Section 137 of the Municipal Act, a recorded vote was taken in the motion to give by-law no. 2025-02 third reading.*

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

**CARRIED UNANIMOUSLY**

**7.4 By-law No. 2025-03 - 2025 Tax Levy - 1st Reading**  
Councillor Owens - Councillor Storey

2025-069

That By-Law No. 2025-03 to impose and levy property taxes for the 2025 fiscal year be given first reading.

**CARRIED**

**8 SUBDIVISION**

**9 UNFINISHED BUSINESS**

**10 NEW BUSINESS**

**10.1 Tax Sale**

2025-070

Councillor Mykula - Councillor Klassen

Be it resolved that pursuant to By-Law No. 2131 of the Rural Municipality of Whitehead, TAXervice Inc. be appointed to manage property tax arrears recovery for the Rural Municipality of Whitehead.

Be it further resolved that pursuant to By-Law No. 2131 of the Rural Municipality of Whitehead, the following individuals be appointed Tax Sale Managers for the Rural Municipality of Whitehead:

- a) Donna Zinkiew, Vice President of TAXervice Inc., and
- b) Tyler Burnside, Associate of TAXervice Inc.

**CARRIED UNANIMOUSLY**

**10.2 Appointment of Deputy Reeve**  
Reeve Tuttosi - Councillor Storey

2025-071

Be it resolved that Kevin Klassen be appointed Deputy Reeve.

**CARRIED UNANIMOUSLY**

**10.3 Tender 2025-01 - 2025 Road Gravel Crushing**  
Councillor Foerster - Councillor Mykula

2025-072

Whereas the RM of Whitehead advertised a tender for the 2025 road gravel crushing contract with a submission deadline of April 2, 2025.

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

Therefore, be it resolved that the Tender 2025-01 bid submitted by Bluestar Construction Ltd. in the amount of \$154,500 plus GST for 2025 be approved.

**TABLED**

**10.3.1 Tabling Motion**

2025-073 Councillor Semeschuk - Reeve Tuttosi  
That the above motion be tabled.

**CARRIED UNANIMOUSLY**

**10.4 Tender 2025-02 - 2025 Gravel Hauling Program**

**10.5 Beresford Private Road**

2025-074 Councillor Mykula - Councillor Owens  
Be it resolved that Administration is directed to conduct, subject to landowner approval and at the municipality's cost, a survey to measure the portion of private road in Beresford that would encompass the equivalent site of a municipal road allowance.  
**DEFEATED**

Reeve Tuttosi and Councillor Semeschuk declared conflicts of interest and removed themselves from discussion related to the above.

**10.6 Lease Inquiry - SE 16-10-21**

2025-075 Councillor Foerster - Councillor Klassen  
Whereas Matthew Thiessen had inquired into leasing a portion of municipal owned land at SE 16-10-21  
  
And whereas the parcel is restricted in access through the Waste Transfer Site and surrounding private land.  
  
And whereas Mr. Thiessen owns the only adjacent private lands with access to the parcel.  
  
Therefore, be it resolved that Administration is authorized to enter into a lease agreement with Matthew Thiessen for an approximately 8-acre portion of the Municipal owned lands at SE 16-10-21, subject to the following conditions:  
  
- The term of lease is to expire March 31, 2026  
- The leaseholder is permitted to remove a portion of fence for the access of equipment but is required to, at their expense, return the fence to its prior state once access is no longer needed.

**CARRIED UNANIMOUSLY**

**11 ACCOUNTS**

2025-076 Councillor Klassen - Councillor Storey  
Resolved that the List of Accounts as paid for March, cheques numbers #16343 to #16393 (both inclusive) totaling \$85,904.14, EFT numbers #1 to #2 totaling \$780.00 and Direct Deposit Register totaling \$27,864.78 including council indemnity as per By-Law No. 2023-01 be approved.  
**CARRIED UNANIMOUSLY**

**11.1 Bank Reconciliation**

2025-077 Councillor Klassen - Councillor Storey  
Resolved that the February 2025 Bank Reconciliation be approved as presented.  
**CARRIED UNANIMOUSLY**

2025-078

11.2

Whitehead Hall Donation to Reserve

Councillor Semeschuk - Councillor Klassen

Whereas a donation was received in 2024 with the donor indicating that the funds were a contribution towards the Whitehead Hall;

Therefore Be it resolved that donation in the amount of \$9,583.08 be recorded into the Recreation Reserve in the 2024 year.

CARRIED UNANIMOUSLY

12

COMMITTEE AND BOARDS REPORTS

13

CORRESPONDENCE

14

NOTICE OF MOTION

2025-079

15

IN CAMERA

Councillor Storey - Councillor Mykula

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.

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

CARRIED

15.1

Legal

2025-080

15.2

BACK TO OPEN SESSION

Councillor Foerster - Councillor Mykula

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

CARRIED UNANIMOUSLY

2025-081

16

Adjournment

Councillor Foerster - Councillor Mykula

Resolved that we now adjourn to meet again on April 24, 2025 at 6:00 p.m. for a Special Council meeting or at the call of the Reeve.

Time: 7:28 p.m.

CARRIED UNANIMOUSLY



**Rural Municipality of Whitehead**  
**Meeting Minutes**

**Special Meeting of Council April 10, 2025 - 05:30 PM (TEAMS)**

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

Regrets: Councillor Kaley Mykula, Councillor Chris Semeschuk

- 2025-082

1

**Call to Order**
- 2025-083

2

**Adoption of The Agenda**  
Councillor Owens - Councillor Foerster  
  
Resolved that the Agenda be adopted as presented.  
  
**CARRIED UNANIMOUSLY**
- 2025-072

3

**Unfinished Business**

2025-083

3.1

**Tender 2025-01 - Road Gravel Crushing**  
Councillor Owens - Councillor Storey  
  
That the pending motion with respect to Tender 2025-01 be taken from the table.  
  
**CARRIED UNANIMOUSLY**

2025-072

3.1.1

**Tender 2025-01 - 2025 Road Gravel Crushing**  
Councillor Foerster - Councillor Mykula  
  
Whereas the RM of Whitehead advertised a tender for the 2025 road gravel crushing contract with a submission deadline of April 2, 2025.  
  
And whereas two (2) compliant bids had been submitted for the project.  
  
Therefore, be it resolved that the Tender 2025-01 bid submitted by Bluestar Construction Ltd. in the amount of \$154,500 plus GST for 2025 be approved.  
  
**CARRIED UNANIMOUSLY**

2025-084

3.2

**Tender 2025-02 - 2025 Gravel Hauling Program**  
Councillor Foerster - Councillor Klassen  
  
Whereas the RM of Whitehead advertised a tender for the 2025 road gravel hauling and spreading contract with a submission deadline of April 2, 2025.  
  
And whereas two (2) compliant bids had been submitted for the west area and one (1) compliant bid for the east area.  
  
Therefore, be it resolved that the Tender 2025-02 bids to only load, haul, and spread gravel be approved for each respective area as follows:  
  
West Area - Cochrane Stock Farms  
East Area - Bluestar Construction LTD  
  
**CARRIED UNANIMOUSLY**
- 3 ADOPTION OF MINUTES AS CIRCULATED
- April 10, 2025 | Page - 8

2025-085                    **4                    Adjournment**  
   Reeve Tuttosi - Councillor Foerster

Resolved that we now adjourn to meet again on April 24, 2025 at 6:00 p.m. for a Special Council meeting or at the call of the Reeve.

Time: 5:52 pm

**CARRIED UNANIMOUSLY**

DRAFT



**Rural Municipality of Whitehead**  
**Meeting Minutes**

**Special Meeting of Council April 24, 2025 - 06:00 PM (Kemnay Hall)**

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

- 2025-086

1

**Call to Order**
- 2025-087

2

**Adoption of The Agenda**  
Councillor Klassen - Councillor Storey  
Resolved that the Agenda be adopted as presented.  
**CARRIED UNANIMOUSLY**
- 2025-088

3

**Public Hearings**  
Councillor Storey - Councillor Foerster  
Be it resolved that the special meeting of council be recessed to allow council to hold a Public Hearing to receive representations for any person who wishes to make them in respect to the following:  
  
2025 Financial Plan  
**CARRIED UNANIMOUSLY**
- 2025-089

3.1

**2025 Financial Plan**  
Councillor Mykula - Councillor Klassen  
Whereas all representation with respect to the matter listed below have been dealt with:  
  
2025 Financial Plan  
  
Therefore be it resolved that the public hearing be concluded, and Council resume its normal order of business.  
  
Time: 7:27 p.m.  
**CARRIED UNANIMOUSLY**
- 2025-090

4

**Bylaws and Policies**
- 2025-091

4.1

**By-law No. 2025-03 - 2025 Tax Levy - 2nd Reading**  
Councillor Owens - Councillor Storey  
Be it resolved that By-Law No. 2025-03 to impose and levy property taxes for the 2025 fiscal year be given second reading.  
**CARRIED**
- 2025-092

4.2

**By-law No. 2025-03 - 2025 Tax Levy - 3rd Reading**  
Councillor Foerster - Councillor Storey  
Be it resolved that By-Law No. 2025-03 be read a third and final time.

*In accordance with Section 137 of the Municipal Act, a recorded vote was taken in the motion to give by-law no. 2025-03 third reading.*

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

**CARRIED**

**5 Adjournment**

2025-091

Reeve Tuttosi - Councillor Foerster

Resolved that we now adjourn to meet again on May 12, 2025 at 8:30 a.m. for a Regular Council meeting or at the call of the Reeve.

Time: 7:29 p.m.

**CARRIED UNANIMOUSLY**

DRAFT



## ADMINISTRATIVE REPORT TO COUNCIL

---

**PRESENTED:** May 12, 2025

**BY-LAW/POLICY:**

**SUBJECT:** Whitehead Hall

**AGENDA ITEM:** 10.1

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### **BACKGROUND**

The Whitehead Hall located in Alexander is the sole community recreation facility not administered by a volunteer board. Event bookings and general maintenance are managed by municipal staff, with all associated costs. In comparison, other municipal facilities managed by dedicated volunteer boards have been successful in encouraging community events and become self-sustaining with minimal financial support required from the municipality. Administration wishes to initiate discussion on how best to achieve this sustainability for the Whitehead Hall.

### **OPTIONS FOR CONSIDERATION**

Administration is seeking Council's input on the vision for the facility's use and assistance in encouraging a volunteer board for the hall's long-term success.



## ADMINISTRATIVE REPORT TO COUNCIL

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**PRESENTED:** May 12, 2025

**BY-LAW/POLICY:**

**SUBJECT:** Communication Services

**AGENDA ITEM:** 10.2

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### **BACKGROUND**

During the strategic planning process, it was highlighted as a priority that residents wished to see improved communication from the RM and Council. This was again reinforced at the April 24, 2025, financial plan public hearing, with feedback noting the importance of exploring a diversity in communication methods outside of social media and the municipal website. Office staff have been exploring cost-effective services to trial an email-based notification system to residents that opt into the service.

The fire ban instituted on May 5, 2025, highlighted the possible improvement to service as current practice required considerable time commitment from all office employees to phone permit holders within a timely manner. In reviewing the event, it was considered one such example of how an email notification service could augment the municipality's communication services.

With the potential for another Canada Post strike in the near future, this may also be a means to mitigate any disruptions of same.

### **OPTIONS FOR CONSIDERATION**

Administration is seeking guidance from Council on the extent that they wish any RM email notification service to be implemented. Specifically, what notices are considered appropriate for direct email to residents and the frequency of the system's use.

### **STRATEGIC PLAN**

Trialing such a service would align with the Strategic Plan priority of Communication and Collaboration, as the efforts would be to improve communication out for notices of significant concern to the community.



## ADMINISTRATIVE REPORT TO COUNCIL

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**PRESENTED:** May 12, 2025

**BY-LAW/POLICY:**

**SUBJECT:** Building Inspection Services

**AGENDA ITEM:** 10.3

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### **BACKGROUND**

Currently the RM employs CLN Inspections, based out of Virden, as the designated municipal building inspector. Recently, the RM of Souris-Glenwood entered into an agreement with the Keystone Planning District (KPD), based out of Brandon, to provide limited planning services, including building inspections. It was therefore explored whether the Keystone Planning Board would consider entering into a similar limited-service agreement with the RM of Whitehead. The intention of this effort would be to have a service provider based closer to the RM to improve response times to resident and staff needs.

Current retainer to CLN Inspections is \$330.00 per month; under the Keystone Planning District the municipality would not be subject to retainer costs and instead would be entitled to a portion of fees collected for the permits. In exchange for building inspection services, the RM would be charged as per current service rates but invoiced only if costs exceed the municipality's portion of collected fees. District staff have advised that related fees are likely higher than current fees from CLN Inspections, however Administration considered this increase off-set by improved service delivery, as estimated times are expected to decrease from 6 – 8 weeks to 2 – 3 weeks.

### **OPTIONS FOR CONSIDERATION**

Administration needs a decision of Council on whether the municipality will continue with the current building inspection service provider or if an agreement will be entered into with the Keystone Planning District for new services.

Administration is also seeking Council's input on the long-term vision for planning services in the RM and potential integration into the Keystone Planning District.

### **STRATEGIC PLAN**

Engaging with the Keystone Planning District aligns with the strategic initiative for responsible growth & development. While the proposal does not include direct planning & development officer services by the district, the intention would be to evaluate the limited-service performance prior to any further integration.

## Resolution - Drainage Restriction Changes

**WHEREAS** in the Province of Manitoba, reconnaissance soil surveys were completed between 1926 and 1996 and detailed soil surveys were completed between 1972 and 2022, classifying surface soils by their agricultural capability in accordance with the *Canada Land Inventory*; and

**WHEREAS** the soil classifications from the *Canada Land Inventory* referenced in the *Planning Regulation*, the *Water Rights Regulation*, and the *Nutrient Management Regulation* are defined as: the mineral soils are grouped into seven classes according to their potentialities and limitations for agricultural use. Where Class 6 soils are capable only of producing perennial forage crops, and improvement practices are not feasible and Class 7 soils have no capability for arable culture or permanent pasture; and

**WHEREAS** Manitoba Environment and Climate Change through the Drainage and Water Rights Licensing Branch regulate drainage within the Province of Manitoba through the *Water Rights Act*; and

**WHEREAS** all persons including municipalities must obtain a valid and subsisting license as per the *Water Rights Act*; and

**WHEREAS** development of land cannot take place without obtaining a valid drainage license to construct pertinent development features such as roads and ditches; and

**WHEREAS** the Drainage and Water Rights Licensing Branch, as of 2019, has implemented an internal policy in which drainage licenses on Class 6 and 7 soils cannot be approved, for registrable or licensable projects; and

**WHEREAS** the term “registerable project” is defined, separately from other licensable projects for drainage works, in the *Water Rights Act*. These are typically minor or less impactful drainage projects, often involving surface or subsurface drains. Registration allows for a streamlined process compared to full licensing, but still ensures compliance with regulations; and

**WHEREAS** licensable applications for water control works are not restricted on Class 6 and 7 soils, only “registerable projects” are restricted per the *Water Rights Regulation*; and

**WHEREAS** municipalities recognize the need to restrict development in environmentally sensitive areas and critical/significant wildlife habitats such as wetlands and habitats for migratory species; and

**WHEREAS** The *Planning Act*, The *Planning Regulation*, The *Environment Act*, The *Water Protection Act*, The *Water Rights Act*, The *Water Rights Regulation*, and The *Nutrient Management Regulation* do not restrict the issuance of Water Control Works Licenses on Class 6 and 7 soils; and

**WHEREAS** the municipalities recognize that some subclasses of Class 6 and 7 soils are strongly associated with the presence of wetlands, however development of wetlands is already limited per the *Water Rights Regulation*; and

**WHEREAS** many subclasses of Class 6 and 7 soils are often viewed as desirable for rural subdivisions, lakeside cottage developments, and campgrounds due to their lack of agricultural capability, including soils which:

- have a restricted rooting zone depth for crops,
- contain poisonous plants to farm animals,
- are heavily forested,
- are affected by drouthiness (sandy and gravelly soils),
- have high salinity,
- have high groundwater table,
- are too stony to permit cultivation, and
- have a topographic slope of greater than 31%; and

**WHEREAS** the *Canada Land Inventory* soil classification system used in the reconnaissance and detailed soil surveys was published in 1965, this classification speaks only to agricultural uses, and predates current drainage practices and drainage regulations by 60 years; and

**WHEREAS** the Drainage and Water Rights Licensing Branch is applying this internal policy to all undeveloped lands on Class 6 and 7 soils, regardless of current zoning designations; and

**WHEREAS** many municipalities are experiencing significant loss of developable land, portions of which have already been designated/zoned for development, from the implementation of this internal policy; and

**WHEREAS** this internal policy is unnecessarily restricting development and the potential for increased tax-base of municipalities;

**THEREFORE BE IT RESOLVED THAT** the AMM lobby the Province of Manitoba to only enforce current limitations published in the Acts and Regulations, and remove the internal policy denying Water Control Works Licenses on Class 6 and 7 soils; and

**FURTHER BE IT RESOLVED THAT** the Province of Manitoba engage AMM to participate as stakeholders in the preparations of future internal policies within the Drainage and Water Rights Licensing Branch to adequately evaluate the impact of these internal policies on growth and future development.



**Environment and Climate Change**

Water Science & Watershed Management Branch  
Box 12, 14 Fultz Blvd., Winnipeg, Manitoba, Canada R3Y 0L6  
T 204-945-0002 F 204-948-2357  
[www.manitoba.ca](http://www.manitoba.ca)

April 30, 2025

Rural Municipality of Whitehead  
Box 107  
Alexander, MB R0K 0A0  
[office@rmofwhitehead.ca](mailto:office@rmofwhitehead.ca)

Dear James Maxon:

The next Oak Lake Aquifer Management Advisory Board meeting is scheduled for May 22, 2025. On behalf of the Oak Lake Aquifer Management Advisory Board, I am requesting confirmation of the Rural Municipality of Whitehead's representative on the board.

The role of the Oak Lake Aquifer Management Advisory Board is to provide advice to Manitoba Environment and Climate Change on the management of the Oak Lake Aquifer. Municipalities within the Oak Lake Aquifer are invited to appoint a representative to participate in meetings and share local knowledge. The board appointment acts as a liaison between their municipal council and the Oak Lake Aquifer Management Advisory Board by attending meetings and sharing information back to councils.

Please provide your appointee's full name, position, mailing address, phone number, and email address by May 16, 2025. Additional meeting details will be provided to your appointee. Please contact me at [Lacy.Kontzie@gov.mb.ca](mailto:Lacy.Kontzie@gov.mb.ca) if you require more information and to confirm your appointee to the board.

Sincerely,

Lacy Kontzie  
A/Manager, Watershed Planning and Programs

c. Joe Goodwill, Chair, Oak Lake Aquifer Management Advisory Board

Report Date  
2025-05-05 11:05 AM

**RM of Whitehead  
Payment Register**  
Batch: 2025-00031 to 2025-00036

Page 1

**Bank Code: AP - AP-GENERAL OPER**

Payment #	Vendor	Date	Amount
Computer Cheque			
16394	Duracan	2025-04-01	37.80
16395	Manitoba Hydro	2025-04-01	1,093.08
16396	Protelec Alarms Ltd	2025-04-01	85.89
16397	Brandon Sun	2025-04-10	350.96
16398	Central Assiniboine Watershed	2025-04-10	5,283.60
16399	Dundee Designs	2025-04-10	310.24
16400	Heritage Co-Op 1997 Ltd.	2025-04-10	3,047.76
16401	David Colin Kirkpatrick	2025-04-10	126.00
16402	Manitoba Hydro	2025-04-10	632.42
16403	MB Municipal Employees	2025-04-10	5,464.52
16404	AMM Trading Company Ltd	2025-04-10	1,574.89
16405	Municipal Waste Management	2025-04-10	5,722.57
16406	Next Generation Farms Ltd.	2025-04-10	1,050.00
16407	Office Innovations Inc	2025-04-10	267.11
16408	Petty Cash - Christine Burton	2025-04-10	80.00
16409	Prairie By-Law Enforcement	2025-04-10	420.00
16410	Scott Price	2025-04-10	160.00
16411	The Public Utilities Board	2025-04-10	100.00
16412	RBC Royal Bank	2025-04-10	4,498.69
16413	Receiver General Of Canada	2025-04-10	9,188.37
16414	RFNow Inc	2025-04-10	611.42
16415	Amanda Richardson	2025-04-10	105.00
16416	Thompson Dorfman Sweatman	2025-04-10	2,763.61
16417	Titan Certified Tracking Solutions	2025-04-10	144.31
16418	Brad's Electronic Services	2025-04-23	224.28
16419	Duracan	2025-04-23	37.80
16420	Heritage Co-Op 1997 Ltd.	2025-04-23	3,565.16
16421	Bell MTS	2025-04-23	374.40
16422	Manitoba Hydro	2025-04-23	5,122.48
16423	AMM Trading Company Ltd	2025-04-23	114.95
16424	Municipal Waste Management	2025-04-23	10,363.70
16425	CLN Inspections	2025-04-23	346.50
16426	Prairie Battery	2025-04-23	89.40
16427	RFNow Inc	2025-04-23	94.01

Total for Computer Cheque: 63,450.92

**EFT**

3	Taxervice	2025-04-09	2,339.40
4	Christine Burton	2025-04-17	26.60
5	Christine Burton	2025-04-17	288.87
6	Laurie Owens	2025-04-17	128.80
7	James Maxon	2025-04-17	102.87
8	Prairie Mobile Communications	2025-04-17	345.47
9	RM of Whitehead	2025-04-17	357.21
10	Julie Bean	2025-04-30	80.00
11	Brandon Sun	2025-04-30	350.96
12	Wendy Petersen	2025-04-30	700.00
13	Receiver General For Canada	2025-04-30	433.58
14	Katherine Unruh	2025-04-30	357.10

Report Date  
2025-05-05 11:05 AM

**RM of Whitehead**  
**Payment Register**  
Batch: 2025-00031 to 2025-00036

Payment #	Vendor	Date	Amount
Total for EFT:			5,510.86
Total for AP:			68,961.78

Bank Code: RB Visa - Royal Bank Visa

Payment #	Vendor	Date	Amount
Other			
1	Brandon Computers	2025-04-09	1,364.16
1	Home Hardware	2025-04-09	126.51
1	Manitoba Municipality Association	2025-04-09	750.00
1	Ooma Office	2025-04-09	115.69
1	RBC Royal Bank	2025-04-09	47.64
1	Rocky Mountain Equipment	2025-04-09	21.38
1	Titan Certified Tracking Solutions	2025-04-09	144.31
1	Western Financial Group	2025-04-09	1,929.00
Total for Other:			4,498.69
Total for RB Visa:			4,498.69

Payments Printed: 54

**RM of Whitehead**  
**Bank Reconciliation Statement**  
**For the month ended March 31, 2025**

Bank Balance at March 31, 2025		2,303,011.76	GL Balance at March 31, 2025		1,843,351.37
LESS:			LESS:		
Outstanding cheques at March 31, 2025					
14999	41.00	16377	2,059.41		
15838	38.33	16378	2,826.30		
16124	1,059.08	16379	50.00		
16186	219.03	16380	373.84		
16234	414,946.88	16381	7,217.28		
16251	150.00	16382	497.84		
16345	4,637.79	16383	4,502.72		
16352	336.00	16384	101.64		
16359	919.46	16385	499.52		
16368	300.00	16386	105.22		
16369	3,150.00	16387	1,792.00		
16370	153.16	16388	94.01		
16371	85.30	16389	90.25		
16372	3,056.57	16390	120.00		
16373	1,614.00	16391	4,476.43		
16374	1,734.45	16392	58.93		
16375	1,729.06	16393	5,000.00		
16376	37.80				
		(464,073.30)			-
ADD:			ADD:		
Recorded not yet in Bank (subsequently deposited April 2025);			rounding		8.39
Cash	2025-0024	2,851.30	675.00		
Debit	2025-0024	895.00			
		4,421.30			8.39
Adjusted Balance		<u>1,843,359.76</u>	Adjusted Balance		<u>1,843,359.76</u>

**RURAL MUNICIPALITY OF WHITEHEAD**  
**CONSOLIDATED STATEMENT OF INCOME AND EXPENSES**  
**TO APRIL 30, 2025**

	2025 Budget	2025 Actual	Surplus/ (Deficit)	% 33.3%
<b>EXPENSES</b>				
<b>General Government Services:</b>				
Legislative	80,000.00	25,207.04	54,792.96	31.5
<u>General Administrative</u>				
CAO & Office Staff	225,500.00	72,865.03	152,634.97	32.3
Office Operations	90,230.00	17,236.16	72,993.84	19.1
Education & Memberships	16,730.00	4,866.92	11,863.08	29.1
Legal	50,000.00	5,402.83	44,597.17	10.8
Audit	19,140.00	-	19,140.00	0.0
Assessment	36,000.00	-	36,000.00	0.0
Taxation	4,500.00	672.16	3,827.84	14.9
<u>Other General Government</u>				
Elections	5,500.00	-	5,500.00	0.0
Conventions & Memberships	27,000.00	3,171.08	23,828.92	11.7
Damage Claims Liability Insurance	27,000.00	-	27,000.00	0.0
Grants	1,000.00	-	1,000.00	0.0
Other General Gov - Sundry	2,100.00	700.00	1,400.00	33.3
Strategic Plan / Asset Mgmt	-	-	-	#DIV/0!
Recovery from Utility	(21,580.00)	(6,008.76)	(15,571.24)	27.8
	<u>563,120.00</u>	<u>124,112.46</u>	<u>439,007.54</u>	<u>22.0</u>
<b>Protective Services:</b>				
By-Law Enforcement	10,800.00	3,400.00	7,400.00	31.5
<u>Fire</u>	122,850.00		95,478.18	22.3
General - 911 per capita fee		-		
Training/Personnel		7,293.18		
WCB		-		
Operations/Maintenance		10,321.77		
Utilities		3,214.87		
Insurance		6,542.00		
Emergency Measures/MEC	7,500.00	460.00	7,040.00	6.1
Flood Control / DFA	20,000.00	-	20,000.00	0.0
Building Inspection	4,000.00	990.00	3,010.00	24.8
Animal & Pest Control	500.00	-	500.00	0.0
	<u>165,650.00</u>	<u>32,221.82</u>	<u>133,428.18</u>	<u>19.5</u>
<b>Transportation Services:</b>				
Wages / Benefits	223,800.00	63,934.76	159,865.24	28.6
Equipment Fuel	120,000.00	23,994.29	96,005.71	20.0
Equipment Repairs & Maintenance	70,000.00	20,640.59	49,359.41	29.5
Equipment Insurance & Registration	18,750.00	5,131.00	13,619.00	27.4
Workshop/Yard Operations	36,200.00	12,470.30	23,729.70	34.4
Workshop/Yard - Training	12,500.00	5,210.00	7,290.00	41.7
Signs/Posts	7,500.00	1,504.58	5,995.42	20.1

**RURAL MUNICIPALITY OF WHITEHEAD**  
**CONSOLIDATED STATEMENT OF INCOME AND EXPENSES**  
**TO APRIL 30, 2025**

	2025 Budget	2025 Actual	Surplus/ (Deficit)	% 33.3%
Road Maintenance - Labour	277,000.00	-	277,000.00	0.0
Road Maintenance - Material	156,250.00	-	156,250.00	0.0
Road Maintenance - Other	2,000.00		2,000.00	0.0
Road Re-Construction	32,400.00	-	32,400.00	0.0
Ditches, Road Drainage & Culverts	80,000.00	1,000.00	79,000.00	1.3
Streetlights	4,000.00	933.06	3,066.94	23.3
Traffic Services (CPR Flashers)	19,400.00	3,631.50	15,768.50	18.7
	<u>1,059,800.00</u>	<u>138,450.08</u>	<u>921,349.92</u>	<u>13.1</u>
<b>Environmental Health Services:</b>				
<u>Nuisance Grounds</u>				
Wages	31,100.00	4,030.96	27,069.04	13.0
Household	60,000.00	7,914.36	52,085.64	13.2
Recycling	25,000.00	7,421.68	17,578.32	29.7
Other	5,000.00	102.47	4,897.53	
Gravel Pit	4,800.00	-	4,800.00	
Municipal Wells	1,000.00	185.92	814.08	18.6
	<u>126,900.00</u>	<u>19,655.39</u>	<u>107,244.61</u>	<u>15.5</u>
<b>Public Health &amp; Welfare Services:</b>				
Cemeteries	12,000.00	55.00	11,945.00	0.5
Cenotaph	-	-	-	
Accessibility	2,500.00	-	2,500.00	0.0
Social Welfare Assistance	2,640.00	-	2,640.00	0.0
	<u>17,140.00</u>	<u>55.00</u>	<u>17,085.00</u>	<u>0.3</u>
<b>Economic Development Services:</b>				
Planning & Zoning	<u>8,000.00</u>	<u>- 815.72</u>	<u>8,815.72</u>	<u>-10.2</u>
<b>Environmental Development Services:</b>				
Rural Area Weed Control	90,000.00	31,650.00	58,350.00	35.2
Veterinary Services	3,000.00	-	3,000.00	0.0
Water Resources & Conservation	11,000.00	9,921.39	1,078.61	90.2
	<u>104,000.00</u>	<u>41,571.39</u>	<u>62,428.61</u>	<u>40.0</u>
<b>Recreation &amp; Cultural Services</b>				
Souris Rec Commission	10,750.00	-	10,750.00	0.0
<u>Community Centres/Halls &amp; Skating Rinks</u>				
Whitehead Hall	11,480.00	3,014.05	8,465.95	26.3
Kemnay	10,320.00	114.77	10,205.23	1.1
Roseland South	2,300.00	593.46	1,706.54	25.8
Alexander Rink	12,180.00	342.36	11,837.64	2.8
Other Cultural Events - ie Fireworks	12,700.00	-	12,700.00	0.0
	<u>59,730.00</u>	<u>4,064.64</u>	<u>55,665.36</u>	<u>6.8</u>
<b>TOTALS</b>	<u><b>2,104,340.00</b></u>	<u><b>359,315.06</b></u>	<u><b>1,745,024.94</b></u>	<u><b>17.1</b></u>

**RURAL MUNICIPALITY OF WHITEHEAD**  
**CONSOLIDATED STATEMENT OF INCOME AND EXPENSES**  
**TO APRIL 30, 2025**

	2025 Budget	2025 Actual	Surplus/ (Deficit)	% 33.3%
<b>RESERVES - Expenses to date</b>				
JD872GP Grader Pymts	195,141.48	65,047.16	130,094.32	Machinery
Packers	30,000.00	-	30,000.00	Machinery
Vee Plows	30,000.00	-	30,000.00	Machinery
Fire Dept Equipment	15,000.00	-	15,000.00	Fire Cap
Fire Water Tanker	75,000.00	-	75,000.00	
WDS Construction / Upgrades	65,000.00	-	65,000.00	WDS
Lagoon Engineer Study	15,000.00	-	15,000.00	
Alexander Lagoon Upgrade	175,000.00	-	175,000.00	
Water Rate Study	15,000.00	-	15,000.00	
WTP Expansion - Phase 2	200,000.00	-	200,000.00	
Rural Water Improvement	150,000.00	-	150,000.00	
Road Improvements	53,000.00	-	53,000.00	

**RURAL MUNICIPALITY OF WHITEHEAD**  
**CONSOLIDATED STATEMENT OF INCOME AND EXPENSES**  
**TO APRIL 30, 2025**

	2025 Budget	2025 Actual	Surplus/ (Deficit)	% 33.3%
<b>OTHER REVENUE</b>				
Added Taxes	5,000.00	-	(5,000.00)	0.0
Tax & Redemption Penalties	30,000.00	13,324.36	(16,675.64)	44.4
Pasture Lease	28,400.00	29,820.00	1,420.00	105.0
Provincial Grazing Leases	1,000.00	109.82	(890.18)	11.0
Sales of Goods (Books/Maps)	500.00	210.00	(290.00)	42.0
Tax Certificate Revenue	3,025.00	1,650.00	(1,375.00)	54.5
<u>Sales of Service</u>				
Protective Services (Fire)	25,000.00	12,384.37	(12,615.63)	49.5
Transportation	7,200.00	3,681.50	(3,518.50)	51.1
Municipal Wells	-	-	-	#DIV/0!
Public Health & Welfare (Recycling)	35,000.00	7,481.01	(27,518.99)	21.4
Cemetery	2,400.00	-	(2,400.00)	0.0
Whitehead Hall	-	1,035.00	1,035.00	#DIV/0!
<u>Conditional Grants - Federal</u>				
Cda Community Building Fund (Gas Tax)	93,366.00	-	(93,366.00)	0.0
<u>Conditional Grants - Provincial</u>				
Municipal Operating Grant	210,000.00	-	(210,000.00)	0.0
Military Memorial Conservation Grant (22/23)	-	-	-	#DIV/0!
Kemnay Hall Grant	-	-	-	
Green Team	2,000.00	-	(2,000.00)	
Fines - Dogs	-	-	-	
Fines - Police	500.00	717.57	217.57	143.5
<u>Permits/Licences</u>				
Building (Admin Fees)	1,300.00	450.00	(850.00)	34.6
Admin Fees (Tax Sale / Utility2Taxes/NSF/Application]	2,200.00	2,285.00	85.00	103.9
Licences (Business/Aggregate)	500.00	525.00	25.00	105.0
Dog Licences		-	-	
Conditional Use/Varations	5,600.00	2,855.00	(2,745.00)	51.0
Returns from Investments	60,000.00	22,577.78	(37,422.22)	37.6
<u>Other Income:</u>				
Rebates - Canoe (Purchasing Group)	1,000.00	2,420.13	1,420.13	242.0
<u>Transfers</u>				
Accumulated Surplus	21,146.00			
<b>TOTAL OTHER REVENUE</b>	<b>535,137.00</b>	<b>101,526.54</b>	<b>(433,610.46)</b>	<b>19.0</b>

## LUD COMMITTEE MEETING

APRIL 25<sup>th</sup> @ 5:00pm

### TOPICS OF DISCUSSION:

#### Unfinished Business:

##### Beautification-

- Everyone in favor of the newsletter Laurie made for the upcoming spring/summer events.
- Discussed forms for contest & applications
- Discussion that newsletter and contest info/forms will be sent out around the same time.
- Decided on petunias & a mixture of colors for flowers (11 planters)

#### Unightly Properties:

- Complaints have come in that there are rodents coming from a property.
- Another letter will be sent out.

#### New Business:

##### -Budget-

##### -Approved

##### Gophers & Moles problem-

- Discussion on contacting pest control company and will be letting residents know (with signs), when and where poison will be put out.

Meeting adjourned @6:03pm

Next meeting May 26<sup>th</sup>.



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May 1, 2025

Jason Maxon, CAO  
RM of Whitehead  
517 – 2<sup>nd</sup> Avenue, Box 107  
Alexander, MB R0K 0A0  
Via email: [cao@rmofwhitehead.ca](mailto:cao@rmofwhitehead.ca)

Dear Mr. Maxon,

In 2019, the RM of Whitehead co-sponsored Resolution #33-2019, which resolved that the AMM lobby the Province of Manitoba so that communities that share Emergency Room services be placed in a priority position to receive infrastructure upgrades to the main roadways between them to further enhance the safety and effectiveness of First Responders so they can safely and effectively do their jobs on route to the appropriate facility.

On April 13, 2025, the AMM Board of Directors decided to remove Resolution #33-2019 from our list of active resolutions since the Department of Transportation and Infrastructure has released its [Multi-Year Infrastructure Investment Strategy](#). This strategy outlines the Department's planned investments in roads, bridges, and other key infrastructure over the next five years.

The resolution also highlighted concerns about the closure of healthcare facilities and the sharing of emergency services, underscoring the importance of prioritizing critical transportation routes. Since the formation of the new government, the Department of Health, Seniors and Long-Term Care has made significant investments in healthcare, reopened facilities, and committed to building new emergency rooms.

Please note that the Province provided a response indicating that roads essential to emergency services will generally be prioritized over other local routes. The Department also reaffirmed its commitment to working with municipalities to identify these critical routes.

If the road in question is not included in the five-year plan, we strongly encourage your municipality to write to the Minister to advocate for its inclusion. Should Council choose to proceed with this approach, please copy the AMM on any correspondence so we can remain informed as the matter progresses through government channels.

The AMM Board would like to thank you for bringing this matter forward through the resolution process. If you have any questions or concerns, please do not hesitate to contact our office.

Sincerely,

Denys Volkov  
Executive Director

cc: Councillor Rhonda Coupland – AMM Western District Director