






**Rural Municipality of Whitehead**  
**October 15, 2024 - Regular Meeting of Council - 05:30 PM**

- 1 CALL TO ORDER**
- 2 ADOPTION OF THE AGENDA**
- 3 ADOPTION OF MINUTES AS CIRCULATED**
  - 📎 September 16 2024
- 4 DECLARATION OF CONFLICT OF INTEREST**
- 5 PUBLIC HEARINGS**
  - 5.1 Development Plan Amending By-law No. 2024-07
- 6 PRESENTATIONS AND DELEGATIONS**
  - 6.1 Kelly Crosson - Whitehead Fire Chief
- 7 BYLAWS AND POLICIES**
  - 7.1 Zoning By-law Amendment No. 2024-04 - 3rd Reading
    - 📎 Administration Report - Zoning Amending By-law No. 2024-04
  - 7.2 Development Plan Amending By-law No. 2024-07 - 2nd Reading
    - 📎 Administrative Report - Development Plan Amending By-law No. 2024-07
  - 7.3 Animal Control Amending By-law No. 2024-10
    - 📎 Administration Report - Animal Control By-law Amendments
- 8 SUBDIVISION**
- 9 UNFINISHED BUSINESS**
  - 9.1 RM Tour
- 10 NEW BUSINESS**
  - 10.1 Alexander Cemetery - Design Revision
    - 📎 Administration Report - Alexander Cemetery Design Revision
  - 10.2 Appointment of Deputy Reeve
  - 10.3 Holiday Office Closure
  - 10.4 Preliminary 2025 Budget Discussion
- 11 ACCOUNTS**
  - 📎 September Cheque Register
  - 11.1 Bank Reconciliation
    - 📎 August 2024 Bank Reconciliation

- 11.2       September 2024 Bank Reconciliation  
Budget to Actual
- 11.2.1    September 2024 Budget to Actual  
Additional Funds from Fire Reserve
- 12        **COMMITTEE AND BOARDS REPORTS**
  -  LUD Report - September 2024
- 13        **CORRESPONDENCE**
- 14        **NOTICE OF MOTION**
- 15        **IN CAMERA**
  - 15.1      Property Matters
  - 15.2      **BACK TO OPEN SESSION**
- 16        **Adjournment**



**Rural Municipality of Whitehead**  
**Meeting Minutes**  
**Regular Meeting of Council September 16, 2024 - 08:30 AM**

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

Absent: Councillor Kevin Klassen

**1 CALL TO ORDER**

**2 ADOPTION OF THE AGENDA**

2024-172

Councillor Mykula - Councillor Storey

Resolved that the Agenda be adopted as presented.

**CARRIED UNANIMOUSLY**

**3 ADOPTION OF MINUTES AS CIRCULATED**

2024-173

Councillor Foerster - Councillor Storey

Resolved that the minutes from August 12, 2024, and September 5, 2024 be approved as presented.

**CARRIED UNANIMOUSLY**

**4 DECLARATION OF CONFLICT OF INTEREST**

**5 PUBLIC HEARINGS**

2024-174

Councillor Semeschuk - Councillor Storey

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:

Zoning By-law Amendment 2024-09

Time: 8:31 am

**CARRIED UNANIMOUSLY**

**5.1 Zoning By-law Amendment 2024-04**

2024-175

Councillor Storey - Councillor Owens

Whereas all representatives regarding matters listed below have been dealt with:  
Zoning By-law Amendment 2024-09

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

Time: 8:32 am

**CARRIED UNANIMOUSLY**

**6 PRESENTATIONS AND DELEGATIONS**

2024-176 **6.1 Grant Jackson - MLA Sprucewoods**  
Councillor Foerster - Councillor Owens

That the presentation by Grant Jackson, MLA for Sprucewoods be received.

**CARRIED UNANIMOUSLY**

**6.2 Scott Henowitch - Ducks Unlimited Canada**

The delegate Scott Henowitch on behalf of Ducks Unlimited Canada was absent without providing regrets.

**7 BYLAWS AND POLICIES**

2024-177 **7.1 Zoning By-law Amendment 2024-04 - 2nd Reading**  
Reeve Tuttosi - Councillor Foerster

That By-Law No. 2024-04 - To amend the Zoning By-law 2021-04 be given second reading.

**CARRIED UNANIMOUSLY**

**8 SUBDIVISION**

**9 UNFINISHED BUSINESS**

2024-178 **9.1 Reconsideration of Resolution 2024-149**  
Councillor Storey - Reeve Tuttosi

That pursuant to Subsection 139(1) of The Municipal Act and in accordance with the notice of motion given at the regular meeting held on August 12, 2024, be it hereby moved that Council reconsider the vote on Motion 2024-149 of the regular meeting held July 8, 2024, with respect to the Ducks Unlimited Canada Revolving Land Conservation Program.

**CARRIED UNANIMOUSLY**

2024-179 **9.1.1 Ducks Unlimited Canada - Revolving Land Conservation Program**  
Councillor Storey - Reeve Tuttosi

In view of the above motion of reconsideration having been adopted, the following motion was before the RM of Whitehead Council as if it had not yet been voted on.

Be it resolved that a letter be provided to Ducks Unlimited Canada of no opposition to the proposed purchase as part of the Revolving Land Conservation Program.

**DEFEATED**

2024-180 **9.1.1.1 AMENDMENT**  
Reeve Tuttosi - Councillor Storey

That the above motion be amended to delete the words "in support of" and substitute with the words, "of no opposition to".

**CARRIED UNANIMOUSLY**

**10 NEW BUSINESS**

2024-181 **10.1 Appointment of Auditor**  
Councillor Semeschuk - Councillor Foerster

Resolved the Rural Municipality of Whitehead contract with Sensus Partnership of Accountants for Auditing Services for 2024.

**CARRIED UNANIMOUSLY**

**10.2 Autumn RM Tour**

**10.3 Blue Hills RCMP - AMM Resolution**

2024-182

Councillor Owens - Councillor Mykula

Whereas the Blue Hills area has experienced significant population growth and economic activity in recent years, leading to an increase in crime rates and public safety concerns;

And whereas the current Royal Canadian Mounted Police (RCMP) detachment in the Blue Hills area, despite their commendable efforts, is increasingly stretched thin and struggling to meet the demands of the expanding community;

And whereas there has been a notable rise in property crimes, traffic violations, and domestic disturbances in the area, exacerbated by the rural nature of the community, which presents unique challenges for law enforcement due to the vast geographic area that must be covered;

And whereas the expansion of the Blue Hills detachment’s coverage to include an additional municipality will now strain RCMP resources, increasing the coverage area to over 2,200 square miles and adding over 3,000 residents to their responsibilities, thereby impeding response times and limiting proactive policing efforts;

Therefore be it resolved that the Association of Manitoba Municipalities (AMM) strongly urges the province and the RCMP to increase the number of RCMP officers assigned to the Blue Hills area to ensure adequate law enforcement coverage and enhance public safety;

And be it further resolved that the AMM calls upon the provincial government to provide the necessary resources and support to the RCMP to facilitate this increase in personnel, thereby ensuring that the growing population and geographic challenges of the Blue Hills area are effectively addressed.

**CARRIED UNANIMOUSLY**

**10.4 Building Sustainable Communities Program - Kemnay Hall**

2024-183

Councillor Foerster - Councillor Mykula

That Administration be authorized to tender a further project as part of the Building Sustainable Communities Program Grant at the Kemnay Hall for up to \$15,000 with the purpose of improving the infrastructure and accessibility.

**CARRIED UNANIMOUSLY**

**10.5 Fall AMM Convention**

**10.6 Reimbursement Request**

2024-184

Councillor Foerster - Councillor Semeschuk

Be it resolved that Brian Logan be reimbursed the amount of \$3,450.72 as per the invoice submitted from CAT Country Sand & Gravel.

**DEFEATED**

**10.7 Private Event Noise Variance**

2024-185

Councillor Mykula - Councillor Owens

Whereas Whitney Sharkey has requested that Council permit an event to be held September 20, 2024 to vary from the provisions of Noise By-law No. 2023-08;

And Whereas Section 5.1(a)(i) of the Noise By-law allows for exemptions to events when given approval by Council;

Therefore, be it resolved that the request to vary from Noise By-law No. 2023-03 for the event held by Whitney Sharkey at 69 Hellendale Road on September 20, 2024, be approved. **CARRIED UNANIMOUSLY**

- 2024-186      **10.8 Community Event Status**  
Councillor Semeschuk - Councillor Mykula  
Be it resolved that the Alexander & Area Fall Harvest Festival to be held on October 5, 2024, be granted community event status.  
**CARRIED UNANIMOUSLY**
- 2024-187      **11 ACCOUNTS**  
Councillor Storey - Councillor Foerster  
Resolved that the List of Accounts as paid for August, cheques numbers #15977 to #16022 (both inclusive) totaling \$134,792.45 and Direct Deposit Register totaling \$31,254.46 including council indemnity as per by-law no. 2023-01 be approved.  
**CARRIED UNANIMOUSLY**
- 2024-188      **11.1 Bank Reconciliation**  
Councillor Owens - Councillor Storey  
Resolved that the July Bank Reconciliation be approved as presented.  
**CARRIED UNANIMOUSLY**
- 2024-189      **11.2 Budget to Actual**  
Councillor Foerster - Councillor Storey  
That the August 2024 year-to-date budget to actual report be approved as presented.  
**CARRIED UNANIMOUSLY**
- 2024-190      **12 COMMITTEE AND BOARDS REPORTS**
- 2024-190      **13 CORRESPONDENCE**  
Reeve Tuttosi - Councillor Storey  
Resolved that the Correspondence listed below be received;
- 2024-191      **14 NOTICE OF MOTION**
- 2024-191      **15 IN CAMERA**  
Councillor Mykula - Councillor Storey  
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**
- 2024-192      **15.1 Legal Matters**
- 2024-192      **15.2 BACK TO OPEN SESSION**  
Reeve Tuttosi - Councillor Mykula  
BE IT RESOLVED THAT this ‘in camera’ meeting does now resume back to a regular meeting.
- 2024-193      **16 Adjournment**  
Reeve Tuttosi - Councillor Foerster  
Resolved that we now adjourn to meet again on October 15, 2024, at 5:30 pm for a Regular Council meeting or at the call of the Reeve.  
Time: 11:21 a.m.  
**CARRIED UNANIMOUSLY**

DRAFT



## ADMINISTRATIVE REPORT TO COUNCIL

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**PRESENTED:** October 15, 2024

**BY-LAW/POLICY:** Zoning By-law 2021-04

**SUBJECT:** Zoning By-law  
Amending By-law 2024-04

**AGENDA ITEM:** 7.1

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### **BACKGROUND**

At the May 13, 2024 Regular Meeting of Council, By-law 2024-04 received first reading to amend the Zoning By-law No. 2021-04 to allow for Secondary Suites on RR2 and RR5 zoned properties. Secondary Suites allow for additional dwellings on one Roll # as a conditionally approved accessory, providing that the proposed dwelling is no more than 49% of the primary dwelling's habitable floor space and is not to serve as the primary dwelling on the property.

A public hearing was held at the September 16, 2024 regular meeting and no representation appeared for or against the by-law. Council read the By-law a second time at the meeting.

### **OPTIONS FOR CONSIDERATION**

Council may defeat the proposed by-law, direct administration to amend the proposed by-law further, or provide 3<sup>rd</sup> reading of the by-law.



BY-LAW NO. 2024-04

BEING A BY-LAW of the Rural Municipality of Whitehead to amend the Zoning By-law No. 2021-04.

WHEREAS Section 80 of *The Planning Act* provides that a Zoning By-law may be amended;

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

1. That By-law No. 2021-04 be amended as follows:

a. "RR2" Rural Residential Zoning District Accessory Uses, Buildings, and Structures by adding under Section 3.8.1(b) the following:

"ii) Secondary Suite

Not more than one "secondary suite" as defined in PART 6 of this by-law may be developed as a conditionally approved accessory use and only when it is located on the same zoning site and is detached from or located within and/or forming part of either an existing or newly proposed permitted "Single-Unit Dwelling". In such circumstances, notwithstanding the siting and setback requirements for "accessory uses" as provided for in TABLE 3.4 of this PART, all secondary suites shall satisfy all of the siting and setback requirements of PART 3, TABLE 3.4 herein applicable to the principal dwelling within which the secondary suite is to be developed and shall be subject to the following additional requirements:

- 1) All secondary suites shall not exceed 49% of the total habitable floor space of the principal dwelling in this it is developed.
- 2) In all cases, where a secondary suite is being proposed, the principal dwelling in which the secondary suite is being proposed shall be occupied by the owner of the property.
- 3) It shall be the responsibility of the proponent to consult with the provincial authority having jurisdiction prior to construction to determine the suitability of the site for the secondary suite and determine the need for any provincial permits, approvals or licenses as may be required associated with new, expanded, or modified on-site wastewater collection and drinking water systems and/or the provision of hydro services."

b. "RR5" Rural Residential Zoning District Accessory Uses, Buildings, and Structures by adding under Section 3.9.1(b) the following:

"iii) Secondary Suite

Not more than one "secondary suite" as defined in PART 6 of this by-law may be developed as a conditionally approved accessory use and only when it is located on the same zoning site and is detached from or located within and/or forming part of either an existing or newly proposed permitted "Single-Unit Dwelling". Notwithstanding the siting and setback requirements for "accessory uses" as provided for in TABLE 3.5 of this PART, all secondary suites shall satisfy all of the siting and setback requirements of PART 3, TABLE 3.5 herein applicable to the principal dwelling within which the secondary suite is to be developed and shall be subject to the following additional requirements:

- 1) All secondary suites shall not exceed 49% of the total habitable floor space of the principal dwelling in this it is developed.
- 2) In all cases, where a secondary suite is being proposed, the principal dwelling in which the secondary suite is being proposed shall be occupied by the owner of the property.
- 3) It shall be the responsibility of the proponent to consult with the provincial authority having jurisdiction prior to construction to determine the suitability of the site for the secondary suite and determine the need for any provincial permits, approvals or licenses as may be required associated with new, expanded, or modified on-site wastewater collection and drinking water systems and/or the provision of hydro services.”

2. This by-law shall come into full force and take effect on the day following the date of passage.

DONE AND PASSED by the Council of the Rural Municipality of Whitehead duly assembled this \_\_\_ day of \_\_\_\_, A.D. 2024.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

|                         |                  |                  |            |
|-------------------------|------------------|------------------|------------|
| Read a first time this  | 13 <sup>th</sup> | day of May       | A.D. 2024. |
| Read a second time this | 16 <sup>th</sup> | day of September | A.D. 2024. |
| Read a third time this  |                  | day of           | A.D. 2024. |



## ADMINISTRATIVE REPORT TO COUNCIL

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**PRESENTED:** October 15, 2024

**BY-LAW/POLICY:** By-law 2018-08

**SUBJECT:** Development Plan Amendment

**AGENDA ITEM:** 7.2

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### **BACKGROUND**

At the July 8, 2024 Regular Meeting of Council, By-law No. 2024-07 to amend Development Plan By-law No. 2018-08 received 1<sup>st</sup> reading to redesignate a parcel located at SE 22-10-20W from 'Future Growth Area' to 'Rural Residential Area'. Amending the Development Plan would remove restrictions for applications to re-zone and subdivide the property for residential development.

Following 1<sup>st</sup> reading, the by-law was provided to Community Planning for circulation with government departments and agencies for comment & concerns. No objections were received, but notice was received indicating items that may require assessment during any future development. The provincial report is provided below.

**Amending the Development Plan is separate from the rezoning or subdivision processes and is not indicative of approval for any future applications associated with the parcel.**

### **COMMUNICATION**

As per requirements under *The Planning Act*, notice of the public hearing was mailed on September 26, 2024, to all landowners within 100m of the parcel and posted at the following public locations:

- The Municipal Office,
- Alford Road bulletin board, and
- The Kemnay bulletin board

Further, the notice was posted on the RM website ([www.rmofwhitehead.ca](http://www.rmofwhitehead.ca)) and on social media.

### **OPTIONS**

Council may defeat the proposed by-law or provide 2<sup>nd</sup> reading of the by-law.

The By-law cannot be considered for 3<sup>rd</sup> reading until it has received Ministerial Approval.

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

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

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

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

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

1. By-law No. 2018-08 be amended as follows:
  - a. Parcel: Lot 2, Plan 26098 BLTO located at SE 22-10-20W be re-designated:  
  
FROM: "Future Growth Area"  
  
TO: "Rural Residential Area"

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

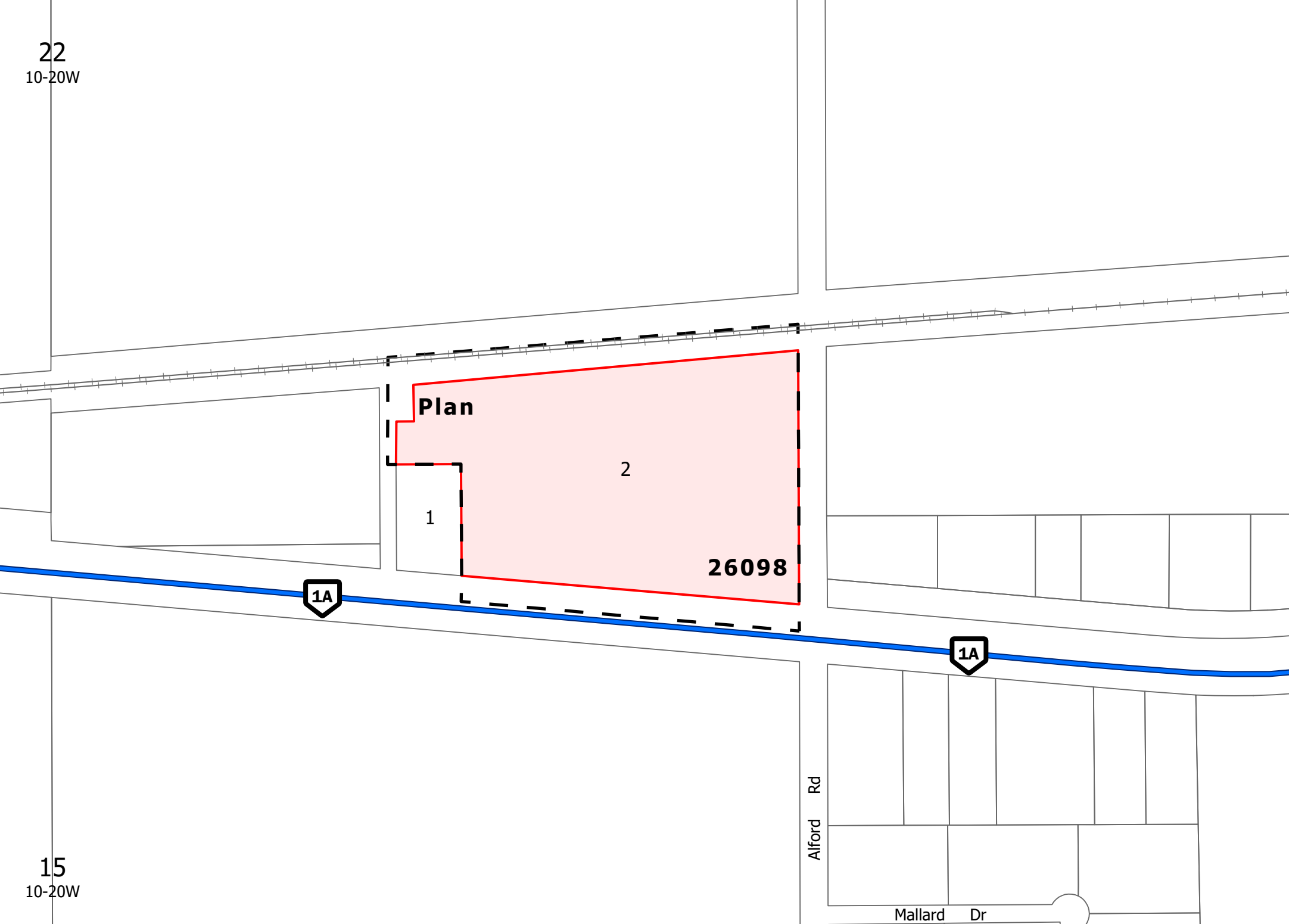
\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

|                         |                 |        |      |            |
|-------------------------|-----------------|--------|------|------------|
| Read a first time this  | 8 <sup>th</sup> | day of | July | A.D. 2024. |
| Read a second time this |                 | day of |      | A.D. 2024. |
| Read a third time this  |                 | day of |      | A.D. 2024. |

22  
10-20W

15  
10-20W



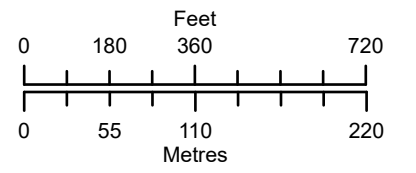
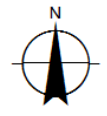
# Appendix "A"

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

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

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

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



Date: 2024-06-24



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

September 4, 2024

File Number: 2024-0086

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

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

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

**Manitoba Agriculture:**

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

**Manitoba Transportation and Infrastructure:**

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

**Drainage and Water Rights Licencing:**

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

**Historic Resources Branch:**

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

There were no other concerns indicated.

**Concluding Remarks:**

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

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

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

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

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

Sincerely,

Isaac Omonaiye  
Community Planner  
Brandon Community Planning Office

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

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

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

#### *4.1 Progressive Areas*

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

#### *4.1.2 Rural Residential Policy Areas*

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

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

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

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

#### *4.2 Transformative Areas*

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

The Provincial Land Use Policies (PLUP) guide development:

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

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

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



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

Regards,  
Sheila

**Sheila Cook, P.Ag.**

Agricultural Planning Specialist  
Sustainable Land Management Branch  
Manitoba Agriculture

[Sheila.Cook@gov.mb.ca](mailto:Sheila.Cook@gov.mb.ca)

PO Box 1286 Minnedosa, MB R0J 1E0

T: 204-365-0923

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

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

Abbey Bingham  
Environmental Compliance and Enforcement  
Environment and Climate Change  
1129 Queens Ave, Brandon  
431-541-7477  
[Abbey.Bingham@gov.mb.ca](mailto:Abbey.Bingham@gov.mb.ca)

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

**Grace Bushi, PMP**

Access Provisioner (N&FS)

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

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

Email: [Grace.Bushi@bellmts.ca](mailto:Grace.Bushi@bellmts.ca)

[bellmts.ca](http://bellmts.ca)

No concerns from Forestry.

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

**SUBJECT: Development Plan Amendment No. 2024-07**

**AAS File AAS-24-22323**

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

**Conditional approval**

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

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

**Development Plan Amendment No. 2024-07**

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

**Future development**

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

**Legislation**

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

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

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

Historic Resources Branch

Archaeological Assessment Services Unit

Archaeological Assessment Services Unit

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

**RE: Development Plan amendment No. 2024-07**

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

Thank you,

Subdivision Coordination Team, Property Department

Manitoba Hydro

12<sup>th</sup> Floor - 360 Portage Ave

Winnipeg MB

R3C 0G8 Canada

[hydro.mb.ca](http://hydro.mb.ca)

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

Pt SE ¼ 22-10-20W

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

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

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

Please note the following statutory requirements for PTH 1A.

**Statutory Requirements:**

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

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

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

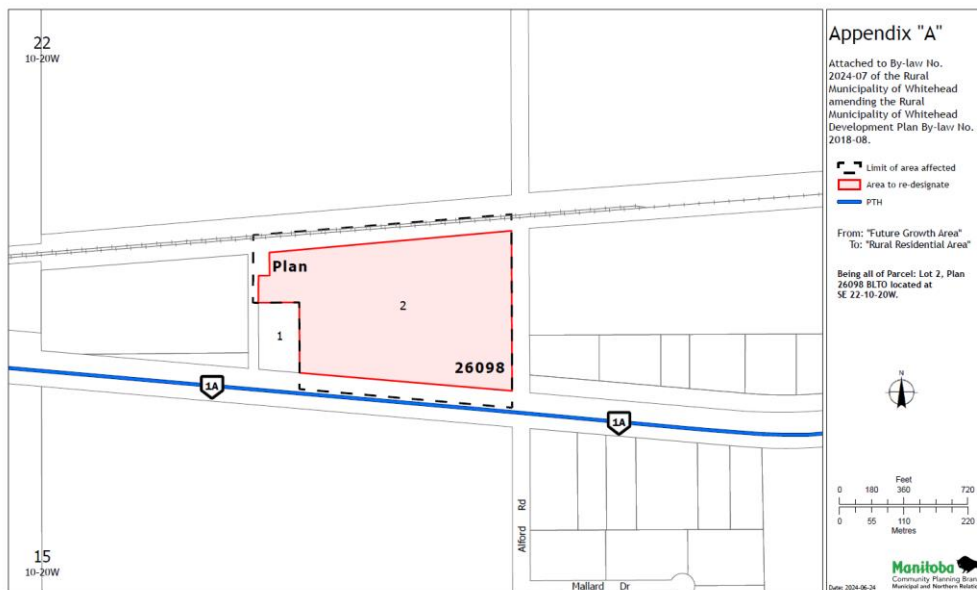
Thank You,

**Original signed and e-mailed August 26, 2024**

Jeff DiNella

Senior Development Review Technologist

Cc: Western Region; Roberta Coleman





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

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

The Water Rights Act

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

The Water Rights Regulation

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

The Drainage and Water Rights Licensing Branch

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

Ingrid Rothnie

A/Senior Water Resource Officer

204-841-3862

**BURNS MAENDEL**  
CONSULTING ENGINEERS LTD.



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

# HOMEHILLS FARMS LTD. SUBDIVISION FEASIBILITY



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

CIVIL DRAWINGS

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

DATE  
MAY 13, 2024

PROJECT NO:  
BMCE-23-153



# NOTICE OF PUBLIC HEARING

## UNDER THE PLANNING ACT

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

### **BY-LAW NO 2024-07**

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

**DATE OF HEARING:** Tuesday, October 15, 2024

**TIME OF HEARING:** 5:30 P.M.

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

#### **COMMONLY ASKED QUESTIONS**

##### **What happens at the hearing?**

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

##### **Do I have to attend the hearing?**

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

##### **Where can I get more information?**

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

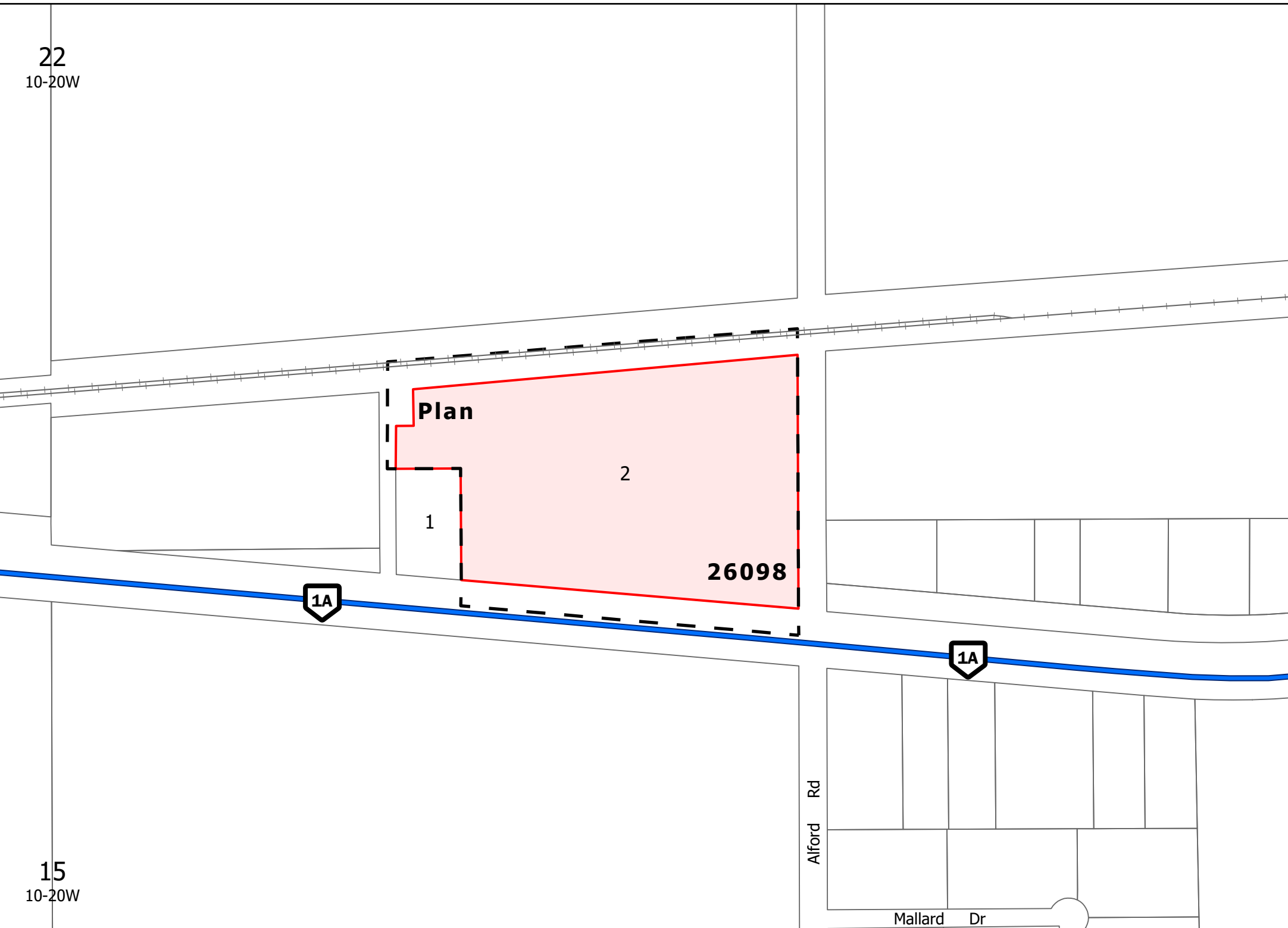
##### **What if I have something to say but cannot attend the hearing?**

You may submit written comments to the Chief Administrative Officer not later than **October 11, 2024** ([cao@rmofwhitehead.ca](mailto:cao@rmofwhitehead.ca)). Be advised that all correspondence becomes public information, therefore personal information {names, addresses etc.} contained in the correspondence could be released to the public.

Dated this 25<sup>th</sup> day of September 2024  
James Maxon, CAO

22  
10-20W

15  
10-20W



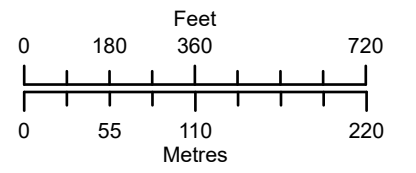
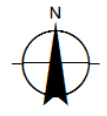
# Appendix "A"

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

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

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

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



Date: 2024-06-24



## ADMINISTRATIVE REPORT TO COUNCIL

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|                   |   |                       |                                       |
|-------------------|---|-----------------------|---------------------------------------|
| <b>PRESENTED:</b> | <b>October 15, 2024</b>                           | <b>BY-LAW/POLICY:</b> | <b>Animal Control By-law No. 2067</b> |
| <b>SUBJECT:</b>   | <b>Animal Control<br/>Amending By-law 2024-10</b> | <b>AGENDA ITEM:</b>   | <b>7.3</b>                            |

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### **BACKGROUND**

At the August 12, 2024 regular meeting of Council, By-law No. 2024-10 to amend the Animal Control By-law was given first and second readings. The amendments as proposed are primarily for the removal of requirements for residents to obtain an animal license with the RM of Whitehead. The exception to this requirement is in the event that a dog has been determined to be a dangerous animal; Council determined it to be prudent to retain the requirement for dangerous dogs to obtain an annual license with the RM.

Schedule A has been revised to remove all fees for animal licenses save for those associated with licensing a dangerous dog. Additions and revisions to the schedule serve to clarify standards of fees associated with offenses commonly outlined in similar fee schedules. Schedule A does not outline all or limit what may constitute an offense defined elsewhere within the by-law, and any offenses not included may be subject to a fine between \$50.00 - \$500.00 as per Section 21; however, it is considered best practice to have a defined fee for standard offenses to ensure consistency in enforcement.

The animal control officer has since completed a review of the by-law and suggested further amendments to clarify responsibilities and proactive measures for the animal control officer. Amending the proposed by-law prior to 3<sup>rd</sup> reading is recommended with the following:

**Delete from Section 4(f) the words “including any restricted animal or wild animal within the meaning of *The Wildlife Act*”**

- The animal control officer does not undertake any activities involving wild animals, instead deferring to Manitoba Conservation as the authority in rural areas. This has been an item of consistent communication to residents, removing this description simply clarifies that to anyone reviewing the by-law.

**Add Section 5(11) with the following: “In the event of impoundment under any other provision included in this by-law, the owner must provide proof that the owner’s dog or cat has a current rabies vaccination status prior to being released by the animal control officer. If the owner cannot produce such proof the animal must be checked by a licensed veterinarian, at the owner’s expense, to obtain current rabies vaccination status.**

- The animal control officer advised that it is best practice to have a means available to ensure that impounded animals have rabies vaccination prior to release. This subsection allows the animal control officer to hold any impounded animals until owners provide proof of vaccination or a veterinarian can vaccinate the animal from rabies.

### **OPTIONS FOR CONSIDERATION**

Council may defeat the proposed by-law, direct administration to amend the proposed by-law further, or provide 3<sup>rd</sup> reading.

BY-LAW NO. 2024-10

BEING A BY-LAW of the Rural Municipality of Whitehead to amend the Municipal Animal Control By-law No. 2067

WHEREAS the Council of the Rural Municipality of Whitehead Animal Control By-law provides for the regulation and control of animals within the limits of the municipality.

AND WHEREAS it is deemed necessary and expedient to amend the by-law to repeal the requirement to obtain license for domestic animals with the RM of Whitehead.

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

1. By-law No. 2067 is hereby amended as follows:

- a. Part IV, Section 5 by:
  - i. deleting Licensing of Dogs and subsections (1), (2), (3), (4), (5), (6), (7), (8), and (9) in their entirety;
  - ii. deleting from subsection 5(10) the words "Except where subsection 5(9) applies,"
  - iii. deleting from subsection 5(10) the words ", in the case of a dog, terminate the owner's dog license, and in the case of a dog or cat, the animal control officer may"
- b. Part IV, Section 7 by:
  - i. deleting subsection 7(1)(f) in its entirety;
  - ii. deleting from subsection 7(2) the words "(f)";
- c. Deleting subsection 8(c) in its entirety;
- d. Deleting subsection 9(2) in its entirety and replace with the following:

"Subject to subsection 9(3) and the provisions of section 7, the owner of a dog shall not permit the dog to be outside of the owner's premises unless:

  - a) The dog is on a leash that is no more than six (6) feet in length fully extended;
  - b) The dog is under the immediate charge and effective control of a person competent to control it."
- e. Deleting subsections 12(8) and 12(9) in their entirety;
  - i. Replacing "Schedule A – License and Impoundment Fees" with revised "Schedule A – License, Impoundment and Offenses Fees"
- f. Subsection 13(2)(a) by adding immediately after the words, "hereto attached" the following:

"The license fee hereby imposed shall be due and payable on the 1<sup>st</sup> day of January in each year and shall expire on the 31<sup>st</sup> day of December in the year in which the license fee was levied and paid."
- g. Deleting from Subsection 4(f) the words, "including any restricted animal or wild animal within the meaning of *The Wildlife Act*"
- h. Adding the following Subsection 5(11) immediately after Subsection 5(10):

"5(11) In the event of impoundment under any other provision included in this by-law, the owner must provide proof that the owner's dog or cat has a current rabies vaccination status prior to being released by the animal control officer. If the owner cannot produce such proof the animal must be checked by a licensed veterinarian, at the owner's expense, to obtain current rabies vaccination status."

2. This by-law shall come into full force and take effect on the day following the date of passage.

DONE AND PASSED by the Council of the Rural Municipality of Whitehead duly assembled this day of \_\_\_\_\_, A.D. 2024.

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Reeve

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Chief Administrative Officer

|                         |                  |        |        |            |
|-------------------------|------------------|--------|--------|------------|
| Read a first time this  | 12 <sup>th</sup> | day of | August | A.D. 2024. |
| Read a second time this | 12 <sup>th</sup> | day of | August | A.D. 2024. |
| Read a third time this  |                  | day of |        | A.D. 2024. |

## SCHEDULE A – LICENSE, IMPOUNDMENT AND OFFENCES FEES

### **Application Fees**

For a permit to keep restricted animals

\$100.00

### **License Fees (Annual)**

|  |          |
|--|----------|
| For each dog declared to be a dangerous animal | \$100.00 |
| Replacement tag                                | \$10.00  |

### **Rabies Vaccination**

|   |         |
|---|---------|
| For failure to produce a current rabies certificate | \$50.00 |
|---|---------|

### **Cat Traps**

|                             |         |
|-----------------------------|---------|
| For each cat trap – deposit | \$20.00 |
|-----------------------------|---------|

### **Penalties for Roaming at Large**

*For any dog, cat or any other domestic pet that the Animal Control Officer had determined to have been roaming at large but not apprehended.*

|  |         |
|--|---------|
| For first offence of roaming at large: | \$25.00 |
|--|---------|

|   |         |
|---|---------|
| For second offence of roaming at large:<br>(if it occurs within 12 months of the first offense) | \$50.00 |
|---|---------|

### **Penalties and impoundment Fees\***

*For any dog, cat or any other domestic pet that was apprehended running at large or that was for any other reason, impounded by the animal control officer*

|                                    |         |
|------------------------------------|---------|
| For first impoundment, flat fee:*  | \$25.00 |
| - For each day of impoundment, add | \$12.50 |

|  |         |
|--|---------|
| For second impoundment, flat fee<br>(if it occurs within 12 months of the first offense) | \$50.00 |
| - For each day of impoundment, add   | \$25.00 |

*\*Impoundment fees are in addition to any accrued cost of impounding that is to be paid by the owner prior to release as per Section 8(c).*

*As per Section 21, offences subject to fines are not limited to items outlined within Schedule A.*



## Municipal Animal Control By-Law

### BY LAW NO. 2067

#### THE RURAL MUNICIPALITY OF WHITEHEAD

Being a By-Law to provide for the regulation and control of animals within the limits of the Rural Municipality of Whitehead.

#### **PART I: AUTHORITY**

**WHEREAS** subsection 232(1) of The Municipal Act, S.M. 1996, c. 58 (the "Act") provides, in relevant part, as follows:

##### **Spheres of jurisdiction**

**232(1)** A council may pass by-laws for municipal purposes respecting the following matters:

- (a) the safety, health, protection and well-being of people and the safety and protection of property;
- (b) wild and domestic animals and activities in relation to them, including by-laws differentiating on the basis of sex, breed, size or weight;
- (c) the enforcement of by-laws.

**AND WHEREAS** subsection 232(2) of the Act provides, in relevant part, as follows:

##### **Exercising By-Law-making powers**

**232(2)** Without limiting the generality of subsection (1), a council may in a by-law passed under this Division

- (a) regulate or prohibit;
- (b) except where a right of appeal is already provided in this or any other Act, provide for an appeal and the body that is to decide the appeal, and related matters.

**AND WHEREAS**, subsection 236(1) of the Act provides, in relevant part, as follows:

##### **Content of by-laws under clause 232 (1)(o)**

**236(1)** Without limiting the generality of clause 232(1)(o) (enforcement of by-laws), a by-law passed under that clause may include provisions

- (a) providing for procedures, including inspections, for determining whether by-laws are being complied with; and
- (b) remedying contravention of by-laws, including
  - (i) creating offenses,
  - (ii) subject to the regulations, providing for fines and penalties, including the imposition of a penalty for an offense that is in addition to a fine or imprisonment, so long as the penalty relates to a fee, rate, toll, charge or cost that is associated with the conduct that gives rise to the offense, or related to enforcing the by-law,
  - (iii) providing that an amount owing under subclause (ii) may be collected in any manner in which a tax may be collected or enforced under this Act,
  - (iv) seizing, removing, impounding, confiscating and selling or otherwise disposing of plants, animals, vehicles, or other things related to a contravention,
  - (v) charging and collecting costs incurred in respect of acting under subclause (iv),
  - (vi) imposing a sentence of imprisonment for not more than six months for the commission of offenses or nonpayment of fines.

**AND WHEREAS** subsections 5(1), (2) and (3) of *The Animal Liability Act*, S.M. 1998 c. 8 provide, in relevant part, as follows:

##### **Animals not to run at large**

**5(1)** Except when permitted by a municipal by-law passed in accordance with *The Municipal Act* or a by-law of a local

government district passed in accordance with *The Local Government Districts Act*, no owner or person in charge of an animal shall allow it to run at large.

**By-Law does not limit owner's liability**

**5(2)** An owner's liability under section 2 is not limited or otherwise affected by a by-law referred to in subsection (1).

**Municipality or LGD not liable by reason only of making By-Law**

**5(3)** A municipality or local government district that makes a by-law referred to in subsection (1) is not liable, by reason only of having made the by-law, for damages for any harm that an animal causes to a person or property while running at large in the manner permitted under the by-law.

**AND WHEREAS**, subsections 31(1) and (2) of the *Diseases and Dead Bodies Regulation*, 338/88R of *The Public Health Act*, R.S.M. 1987 c.P210 provide, in relevant part, as follows:

**31(1)** In the event of an animal bite to a person in which a physician determines that there is a possibility of transmission of rabies, the person bitten or any duly qualified medical practitioner or registered nurse attending that person shall forthwith notify the medical officer of health or the animal control officer of the municipality in which the biting incident occurred or a peace officer of the details of the biting incident.

**31(2)** An animal control officer or peace officer receiving a report pursuant to subsection (1) shall notify the medical officer of health of the details of the report at the earliest possible opportunity.

**PART II: DEFINITIONS AND INTERPRETATION**

**By-Law Name**

1(1) This By-Law may be referred to as the "Animal Control By-Law".

**Definitions**

1(2) In this By-Law, unless the context otherwise requires,

"**aggressor animal**" shall have the meaning ascribed thereto in section 11 of this By-Law.

"**animal control officer**" means the person appointed by Council to enforce the provisions of this By-Law, and includes any person acting as an assistant to, or under the direction of, the animal control officer authorized by the Council.

"**cat**" means any member of the genus *Felis domesticus* (domestic cat).

"**Council**" means the council of the Rural Municipality of Whitehead.

"**current rabies vaccination**" means that the dog or cat has been vaccinated for rabies in accordance with international veterinary protocol which calls for a primary vaccination, which is then followed with a booster vaccination not sooner than 60 days and not greater than one year after the primary vaccination, and is then subsequently vaccinated at regular intervals not exceeding three years.

"**dangerous animal**" means any dog, cat or any other animal that has on at least one occasion, worried, attacked, injured or killed a person, livestock or any other animal, or that is for any other reason determined to be a risk to any person, livestock or any other animal, and that has been declared a dangerous animal under section 12 of this By-Law.

"**dog**" means any member of the genus *Canis familiaris* (domestic dog).

"**domestic pet**" means any animal other than a dog or cat that has been domesticated and is kept or harboured within the Municipality;

"**livestock**" means:

- (a) animals kept for the purpose of:
  - (i) production of meat,
  - (ii) production of other products from the animals, or
  - (iii) herding, protection of livestock or draft work,

and breeding stock of such animals;

- (b) animals kept for the purpose of improving or preserving any species or kind of animal that may be kept for a purpose set out in subclause (a)(i), (ii) or (iii) of this definition; and
- (c) any other animal determined by the animal control officer to be livestock for the purposes of this By-Law;  
whether or not intended for profit and including, without limitation:
  - (d) dairy cattle and beef cattle, goats, sheep, bison and horses;
  - (e) swine (including, wild boar);
  - (f) all cervids on game production farms;
  - (g) all of the family Camilidae (including, Llamas and Alpacas);
  - (h) all domestic poultry (including, chickens, turkeys, ducks and geese);
  - (i) specialty fowl (including, guinea fowls); and
  - (j) any other animals that are of a species or kind prescribed as livestock in the regulations pursuant to *The Animal Liability Act*.

**"Municipality"** means the Rural Municipality of Whitehead

**"owner"** includes any person who owns, keeps, harbours or has possession or control of an animal, or who owns, leases or occupies, either solely or jointly with others, any premises containing the animal or which contained the animal immediately prior to an attack by the animal or apprehension of the animal by the animal control officer or any other person.

**"person"** includes a firm or corporation.

**"pound"** means any enclosure, premises or place, whether within or outside the Municipality, designated by Council for the impoundment and care of any animal for the purposes of enforcing any provision of this By-Law.

**"poundkeeper"** means the person appointed by Council, whether on a temporary or permanent basis, to operate and maintain a pound, and to carry out the duties of a poundkeeper as set out in section 4 of this By-Law.

**"restricted animal"** means:

- (a) any member of the order Primate except a human being;
- (b) any member of the order Carnivora except dogs, cats and domestic ferrets (*mustela putorius furo*), but including all hybrids of dogs and cats;
- (c) any member of the order Crocodylia;
- (d) any constrictor snake, venomous snake or venomous reptile;
- (e) any venomous amphibian;
- (f) any wild animal or wildlife as defined in *The Wildlife Act*, and
- (g) any other animal determined by the animal control officer to be a restricted animal, other than a dog, cat or livestock.

**"running at large" or "run at large"** means, in relation to an animal, that the animal is not:

- (a) under the direct, continuous and effective control of a person competent to control it; or
- (b) securely confined within an enclosure or securely fastened so that it is unable to roam at will.

### **Interpretation**

1(3) In all parts of this By-Law, any word importing the male gender shall include the female gender and vice versa, and any word importing the singular shall include the plural, and vice versa, as applicable and unless the context requires a different interpretation.

## **PART III: ESTABLISHMENT OF POUND AND APPOINTMENT OF ANIMAL CONTROL OFFICER AND POUNDKEEPER**

### **Establishment of Pound**

- 2(1) Council may establish and maintain a pound for the impoundment and care of animals apprehended pursuant to the enforcement of any provision of this By-Law, or the Council may enter into an agreement with any person (including with any other municipality, city, town or organization) to establish and maintain a pound on their behalf. The costs associated with the pound operated by or for the Municipality shall be paid out of the general funds of the Municipality.

**Appointment of animal control officer**

- 2(2) Council may appoint one or more persons as animal control officer(s) to carry out the enforcement of this By-Law. The animal control officer(s) so appointed may be appointed on a temporary or permanent basis, and shall be paid out of the general funds of the Municipality.

**Appointment of poundkeeper**

- 2(3) Council may appoint one or more persons as poundkeeper(s) to carry out the duties of the poundkeeper set out in this By-Law. The poundkeeper(s) so appointed may be appointed on a temporary or permanent basis, and shall be paid out of the general funds of the Municipality.

**Common animal control officer and poundkeeper**

- 2(4) At the discretion of Council, the animal control officer may also serve as poundkeeper, and vice versa.

**Duties of the animal control officer**

3. It shall be the duties of the animal control officer:
- (a) to apprehend and confine at the pound, any animal running at large within the Municipality contrary to the provisions of this By-Law.
  - (b) to apprehend and confine any restricted animal being kept or harboured by, or in the possession or control of, any person contrary to the provisions of this By-Law, or running at large, within the Municipality.
  - (c) to ensure that any restricted animal kept or harboured within the Municipality is properly licensed by the Municipality, and to apprehend and confine any such restricted animal that is not properly licensed.
  - (d) to apprehend and confine any dog, cat or any other domestic pet which is running at large within the Municipality contrary to the provisions of this By-Law, or which is kept or harboured by, or in the possession or control of, any person that is in breach of this By-Law or of any other laws or regulations pertaining to animals or the conditions of any permit or license (including, without limitation, a kennel permit or kennel license).
  - (e) to make reasonable attempt to notify the owner of every animal impounded if the identify of the owner is known, by direct contact with the owner or by leaving a notice at the last known address of the owner, which notice shall be in the form set out in Schedule B hereto attached and shall state the place and time that the animal was apprehended, the place and time when the animal can be redeemed from the pound, the impoundment fee, any daily pound fees, license fees and other costs or fines to be charged to the owner, the method of payment required, and the date after which the animal will be sold, destroyed or otherwise disposed of if not redeemed. Where the identity of the owner of the animal is not known, the animal control officer shall post in the general office of the Municipality, a notice describing the animal, the date of apprehension and the date after which the animal will be sold, destroyed or otherwise disposed of.
  - (f) The animal control officer or poundkeeper may use a tranquilizer gun for the purpose of capturing any animal found to be running at large within the Municipality, provided however that if the animal control officer or the poundkeeper, as applicable, is not a licensed veterinarian, no such tranquilizer gun shall be used without the authority of a licensed veterinarian present at the time of use.
  - (g) to enforce the provisions of this By-Law.

**Duties of poundkeeper**

4. It shall be the duties of the poundkeeper:

- (a) To provide sufficient food and clean water, adequate shelter and a safe and sanitary environment for every animal impounded.
- (b) To establish and maintain the pound in a manner in keeping with *The Animal Care Act* (Manitoba), and without limiting the generality of the foregoing, to discharge the duties of an owner as set out in subsection 2(1) of *The Animal Care Act* (Manitoba) while an animal is in the custody of the poundkeeper.
- (c) To keep a record of every animal impounded, which record shall include the following minimum information:
  - (i) a description in reasonable detail of the animal (including, the approximate weight, height and color of the animal, as well as the order and breed of the animal);
  - (ii) the day and hour of its impoundment;
  - (iii) the day and hour of its redemption, sale, disposition or destruction, together with the details of redemption, sale, disposition or destruction;
  - (iv) the name and address of the owner (being the person to whom the animal was sold or released), and the license number on the animal's tag (if applicable);
  - (v) the amount and particulars of all fees, fines and other charges invoiced to, and received from or on behalf of, the owner and the name and address of the payor (if different from the owner); and
  - (vi) such other particulars as the clerk of the Municipality shall direct from time to time.
- (d) To collect all fees charged by the pound, and to remit all monies received by the pound to the Clerk of the Municipality, together with such reports and statements as the said Clerk may prescribe from time to time, except where the Municipality has entered into a contract with a private party for the operation of the pound, in which case the poundkeeper shall observe all terms and conditions of the contract with the Municipality for the operation of the pound, including, without limitation, the provisions concerning the charging and collection of fees, the remittance of amounts due to the Municipality, and the submission of all reports and statements required to be submitted to the Municipality under the said contract.
- (e) To keep any impounded dog, cat or any other animal which is, to the knowledge of the poundkeeper, a domestic pet, for a minimum period of:
  - (i) three (3) days, which shall include the day of impoundment but shall exclude Sundays and any statutory holidays during which the pound is closed to the public, or
  - (ii) where the Municipality has entered into a contract with a private party for the operation of the pound, the minimum hold period established under the poundkeeper's contract with the Municipality.
- (f) To make suitable arrangements for the temporary impoundment and sale, disposition or destruction of any animal other than a dog, cat or domestic pet that is apprehended within the Municipality, ~~including any restricted animal or wild animal within the meaning of *The Wildlife Act*.~~
- (g) If, after expiration of the minimum period of impoundment set out in paragraph (e), a dog, cat or other domestic pet has not been redeemed, it will be the duty of the poundkeeper to do one of the following with the impounded animal:
  - (i) sell or otherwise dispose of the impounded animal to any person for an amount not less than the applicable pound and license fees accrued in respect of the impounded animal as set forth in this By-Law, unless such fees are otherwise waived by the Municipality or by the poundkeeper on the express authority of the Municipality; or
  - (ii) cause the impounded animal to be humanely destroyed;unless the Municipality, or the poundkeeper on the express authority of the Municipality, agrees to or directs an extended period of impoundment, in which case the impounded animal will be held until the earlier of the date that it is sold or otherwise disposed of to a person in accordance

with sub-paragraph (g)(i) or until expiry of the extended period of impoundment, before it is humanely destroyed.

- (h) The Municipality may vary the terms, conditions and duties of the poundkeeper by contract with a private party, provided however that the contract shall contain (and where absent in the contract, shall be deemed to incorporate) as minimum provisions, the duties of the poundkeeper set out in paragraphs (a), (b) and (c) above, and further provided that the provisions in paragraphs (d), (e), (f) and (g) above shall continue to apply except to the extent that they are specifically modified by the contract. Where the poundkeeper is a private party under contract with the Municipality, the poundkeeper shall observe all of the terms and conditions of the contract with the Municipality. Where it is permitted under the contract with the Municipality, the poundkeeper may, at its sole cost and expense, keep an impounded animal for longer than the minimum hold period, and may sell or otherwise dispose of the impounded animal for an amount less than the applicable pound and license fees, provided however that the poundkeeper shall remain responsible to the Municipality for all amounts due to the Municipality under its contract with the poundkeeper.

#### **PART IV: DOGS, CATS AND OTHER DOMESTIC PETS**

##### **Licensing of dogs**

~~5(1) — The owner of every dog over the age of four months shall obtain and renew annually, a license to keep the dog, which license shall require the payment of the annual fee as set out in Schedule A hereto attached. The owner shall ensure that the license tag issued for the dog is securely fastened to a collar worn around the neck of the dog in respect of which the tag was issued. Any failure to obtain or keep current the required license or to ensure that the license tag issued for the dog is securely fastened to the dog's collar shall constitute an offense under this By-Law.~~

~~5(2) — The required dog license may be sold by the poundkeeper, the Clerk of the Municipality or by any veterinary clinic or animal hospital within the Municipality which is designated by the Council as a veterinary clinic or animal hospital eligible as a vendor of such licenses.~~

~~5(3) — No person shall be permitted to remove the collar or license tag from any dog without a lawful excuse, and any such removal shall constitute an offense under this By-Law.~~

~~5(4) — The license fee hereby imposed shall be due and payable on the 1<sup>st</sup> day of January in each year and shall expire on the 31<sup>st</sup> day of December in the year in which the license fee was levied and paid.~~

~~5(5) — Where the license tag is lost or damaged, the owner shall forthwith apply for a replacement license tag, the cost of which is set out in Schedule A hereto attached.~~

~~5(6) — Where a change in ownership of a dog licensed hereunder occurs during the license year, the new owner shall have the current license transferred to his or her name upon payment of the transfer fee prescribed in Schedule A hereto attached. Any failure to report a change in ownership or to pay the prescribed transfer fee shall constitute an offense under this By-Law.~~

~~5(7) — Subsections 5(1), (2), (3), (4), (5) and (6) shall not apply to non-residents of the Municipality who bring a dog on a temporary visit into the Municipality, provided however, that nothing in this subsection 5(7) shall authorize any person to bring a dog into the Municipality that is a dangerous animal or is vicious, in heat, rabid or otherwise a risk to the public or to other animals within the Municipality, nor does it authorize any person to allow the dog to run at large or otherwise create a nuisance within the Municipality.~~

~~5(8) — Subject to subsection 5(9) hereof, every dog owner must produce, before a license is issued or renewed for the dog, evidence of a current rabies vaccination status for that dog from a licensed veterinarian.~~

~~5(9) — A dog owner does not have to produce evidence of a current rabies vaccination status in order to obtain or renew a license in respect of his dog if he can produce a statement in writing signed by a licensed veterinarian certifying that the dog cannot be vaccinated for rabies for medical reasons.~~

### Rabies Vaccination

5(10) ~~Except where subsection 5(9) applies,~~ the animal control officer may at any time request that an owner provide proof that the owner's dog or cat has a current rabies vaccination status and, if the owner cannot produce such proof, the animal control officer may, ~~in the case of a dog, terminate the owner's dog license, and in the case of a dog or cat, the animal control officer may~~ apprehend and impound the dog or cat, and may charge the owner with an offense under this By-Law.

5(11) In the event of impoundment under any other provision included in this by-law, the owner must provide proof that the owner's dog or cat has a current rabies vaccination status prior to being released by the animal control officer. If the owner cannot produce such proof, the animal must be checked by a licensed veterinarian, at the owner's expense, to obtain current rabies vaccination status.

### Responsibility of Owners Regarding Dogs

7(1) No owner shall:

- (a) permit his dog to run at large. When a dog is found running at large, its owner shall be deemed to have failed or refused to comply with this subsection.
- (b) permit his dog to bark or howl or in any other way unduly disturb the quiet of any person or persons anywhere in the Municipality.
- (c) permit his dog to defecate on any public or private property other than the property of its owner. Where a dog defecates on property other than the property of its owner, the owner shall cause such excrement to be removed forthwith.
- (d) permit his dog to defecate on his property in a manner which constitutes an environmental or health hazard or a nuisance for neighbours.
- (e) permit his dog to damage public property or private property other than that of the owner. Where public or private property has been damaged by a dog, its owner shall be deemed to have failed or refused to comply with this subsection.
- ~~(f) own, keep, harbour or have possession or control of any dog (other than a dog that is under the age of four months or that is a registered guide dog for the visually impaired) for which a valid license has not been issued.~~
- (g) own, keep, harbour or have possession or control of any dog determined to be a dangerous animal, unless such dog is kept at all times in accordance with the provisions of Part V.
- (h) permit his dog to pursue, bite, wound or worry any person or animal, whether or not on the property of the owner.
- (i) permit his dog on any school ground or playground.
- (j) permit his dog on public property (including parkland area) unless the dog is on a leash (which lease shall be no longer than six (6) feet in length, fully extended) and the dog is in the actual custody and effective control of the owner or a person competent to control it, unless the said public property has been specifically designated by Council as land upon which dogs are not required to be on a leash.
- (k) permit his dog to upset waste receptacles or otherwise litter.

7(2) An owner of a registered guide dog that is visually impaired or any other person who requires the assistance of a registered guide dog shall not be subject to the restrictions imposed under subsections 7(1)(c) , (f), (i) and (j).

### Redemption

8. Unless the impounded animal is determined to be a dangerous animal, the owner of any dog, cat or any other domestic pet (other than a restricted animal) impounded by the animal control officer may be redeemed within three (3) days of the apprehension and impoundment by applying to the poundkeeper for redemption and paying:

- (a) the impoundment fee as set out in Schedule A;
- (b) the pound fee calculated in accordance with Schedule A;

- ~~(c) in the event that the impounded animal is a dog that is unlicensed at the time of apprehension, the relevant license fee; and~~
- (d) all outstanding fines, damages or costs relating to the impounded animal.

### Restrictions on Domestic Pets

9(1) An owner of a domestic pet other than a dog or cat shall not allow the domestic pet outside of the owner's premises unless the domestic pet is at all times while outside of the owner's premises, under the immediate charge and effective control of a person competent to control it. In the event that the animal alleged to be a domestic pet is a restricted animal or is a wild animal within the meaning of *The Wildlife Act*, no person shall be entitled to keep or harbour such animal within the Municipality unless such person has been issued a permit by the Municipality under section 16 of this By-Law, and also holds all other government licenses as may be required, to keep or harbour the animal within the Municipality.

### Dogs

9(2) ~~Subject to subsection 9(3) and the provisions of section 7, the owner of a dog shall not permit the dog to be outside of the owner's premises unless: (a) the dog has a collar which has securely fastened to it a proper license tag that identifies a valid license in respect of that dog; (b) the dog is on a leash that is less than six (6) feet in length fully extended; and (c) the dog is under the immediate charge and effective control of a person competent to control it.~~

Subject to subsection 9(3) and the provisions of section 7, the owner of a dog shall not permit the dog to be outside of the owner's premises unless:

- (a) The dog is on a leash that is no more than six (6) feet in length fully extended;
- (b) The dog is under the immediate charge and effective control of a person competent to control it.

9(3) A female dog in heat shall be confined to the premises of the owner or a person having control of the dog, or shall be housed in a licensed kennel, for the period of time that the dog is in heat. The said dog's confinement shall be in such a manner as to prevent any contact between the dog in heat and any other dog except other dogs owned by the same owner or by another owner who voluntarily permits such contact.

### Cats

9(4) Subject to subsection 9(5), the owner of a cat shall not permit the cat to be outside of the owner's premises unless the said cat is under the immediate charge and effective control of a person competent to control it.

9(5) A female cat in heat shall be confined to the premises of the owner or a person having control of the cat, or shall be housed in a licensed kennel, for the period of time that the cat is in heat. The said cat's confinement shall be in such a manner as to prevent any contact between the cat in heat and any other cat except other cats owned by the same owner.

### Cat Trap

9(6) Any person who wishes to obtain a trap to apprehend a cat running at large from the poundkeeper or the animal control officer, shall:

- (a) provide to the poundkeeper or animal control officer, as applicable, his or her name, address and telephone number;
- (b) agree to comply with the terms and conditions for the use of the trap, including any terms and conditions governing the treatment and disposition of any trapped cat, as may be imposed by the poundkeeper or animal control officer, as applicable; and
- (c) pay any deposit and/or fee as may be authorized by Council from time to time for use of the trap, as set out in Schedule A hereto attached.

9(7) Any person who fails to comply with the terms and conditions set out in this section 9 shall be guilty of an offense under this By-Law.



### **Maximum Number of Dogs or Cats**

- 10(1) (a) No person shall own, harbour, keep or have in his possession or control or on his premises, more than two (2) dogs over the age of four (4) months, regardless of the number of people who may be inhabiting the premises, unless such person holds a valid kennel permit authorizing him to own that number of dogs.
- (b) No person shall own, harbour, keep or have in his possession or control or on his premises, more than three (3) cats over the age of four (4) months, regardless of the number of people who may be inhabiting the premises, unless such person holds a valid kennel permit authorizing him to own that number of cats.
- 10(2) Subsection 10(1)(b) hereof shall not apply to premises which are zoned agricultural, provided however, that where, in the discretion of the animal control officer, the number of cats on any such premises constitutes a danger to the public or to the cats, the animal control officer may exercise his discretion to apprehend and impound all or some of the cats.

## **PART V: DANGEROUS ANIMALS**

### **Animal Bites**

- 11(1) The animal control officer:
- (a) shall apprehend, impound and place in quarantine any dog or cat that he has reason to believe has bitten a person or animal; and
- (b) may apprehend, impound and place in quarantine any other domestic pet that he has reason to believe has bitten a person or animal if, in his discretion, such action in respect of the domestic pet is necessary for the protection of the public;
- (in either case, the "aggressor animal"), whether on private premises or elsewhere, and whether or not the skin was directly punctured or lacerated by the bite, except that this provision shall not apply to a police service dog owned by a public law enforcement agency while on duty and under the control of a qualified dog handler.
- 11(2) If the aggressor animal is not voluntarily surrendered to the animal control officer by the owner, the animal control officer shall be empowered to apprehend and impound the aggressor animal and, if necessary, to apply to a provincial court judge, magistrate or justice of the peace, as required, in order to obtain an order to enter the personal residence of the owner for the purpose of apprehending and impounding the aggressor animal.
- 11(3) Any aggressor animal so apprehended and impounded at the pound shall, subject to subsection 11(9) herein, be quarantined for a minimum of ten (10) days at the owner's expense, commencing from the date of impoundment (the "quarantine period").
- 11(4) The animal control officer may, in his discretion, authorize the owner of the aggressor animal to quarantine the aggressor animal in a place other than the pound, provided that such place is under the direct supervision of a licensed veterinarian and that the aggressor animal must remain at such place at the owner's expense for the quarantine period.
- 11(5) Subject to a determination by the animal control officer pursuant to subsection 11(8) hereof that the aggressor animal is not a dangerous animal, the aggressor animal may be released to the owner after expiry of the prescribed quarantine period upon payment by the owner to the poundkeeper of a pound fee calculated at the daily rate set out in Schedule A hereto attached together with any costs or fines assessed against the owner hereunder. In the event that the owner fails to redeem the aggressor animal from the pound within three (3) days after expiry of the quarantine period, the aggressor animal shall be sold, or otherwise disposed of, or destroyed at the discretion of the poundkeeper.
- 11(6) The animal control officer shall keep a record of all bite incidents, identifying the aggressor animal and the details of the incident, and such record may be used in any hearing or appeal with respect to the dangerous animal provisions contained herein.
- 11(7) The head of any aggressor animal quarantined for biting that dies while quarantined and prior to the veterinary examination required pursuant to subsection 11(8) hereof, shall be submitted to the Canadian Food Inspection Agency for rabies examination.

- 11(8) Every aggressor animal shall be examined by a licensed veterinarian approved by the animal control officer prior to release from quarantine. The determination as to whether or not the aggressor animal can be released from quarantine or must be destroyed or otherwise disposed of, shall be at the discretion of the animal control officer based upon the following factors:
- (a) the medical report of the licensed veterinarian who has examined the aggressor animal;
  - (b) whether or not the public health authorities are prepared to consent to the release of the aggressor animal;
  - (c) the severity of the bite incident, the circumstances surrounding the incident and the consequences of the incident;
  - (d) whether or not the aggressor animal is, in the opinion of the animal control officer, a dangerous animal and, if yes, whether or not the provisions of section 13 hereof have been complied with;
  - (e) whether or not the aggressor animal is a restricted animal, and if yes, whether or not the provisions of Part VII hereof have been complied with by the owner; and
  - (f) proof that the aggressor animal does not have rabies, and that the aggressor animal has a current rabies vaccination status at the date of the bite incident.
- 11(9) Notwithstanding the provisions of subsection 11(3) herein, it shall be within the discretion of the animal control officer to release an aggressor animal prior to the expiry of the quarantine period and to impose conditions upon the release of an aggressor animal from quarantine, which conditions may include, without limiting the generality of the foregoing:
- (a) the owner shall take the necessary measures to ensure that the aggressor animal is confined to the owner's premises in such a manner as to prevent escapes, and to ensure that all direct contact with other animals and persons other than the owner is avoided;
  - (b) the owner shall post in a conspicuous location at the entrance of the premises where the aggressor animal is confined, a sign which reads "*Beware of Dangerous <type of aggressor animal>*";
  - (c) the owner shall submit the aggressor animal for veterinary examination from time to time as may be prescribed by the animal control officer, and shall report the results of any such veterinary examination to the animal control officer;
  - (d) the owner shall take out and pay for such liability insurance on the aggressor animal as may be prescribed by the animal control officer;
  - (e) the owner shall be responsible for all costs, fines and damages associated with the aggressor animal, including the costs of impoundment, quarantine, signage and veterinary fees, pound fees and license fees, and any costs associated with liability to the victim or victims of the bite incident;
  - (f) such other conditions as the animal control officer may deem necessary or advisable in the interests of public safety.

**Determination that an animal is a dangerous animal**

- 12(1) Where the animal control officer has reason to believe that an animal, including but not limited to an aggressor animal under section 11, is a dangerous animal, he shall arrange a hearing before Council at a meeting of Council to determine whether or not the said animal should be declared a dangerous animal. In the event that an owner voluntarily accepts the dangerous animal declaration and the recommended disposition of the matter made by the animal control officer, a hearing before Council may be dispensed with, and the recommended disposition of the matter shall constitute a final order in respect of which there is no appeal.
- 12(2) Where it is deemed necessary by the animal control officer to protect the public or other animals pending the decision of Council, the animal control officer may: (i) require that the animal be quarantined in the pound until the earlier of the date that the animal control officer determines that it is safe to release the animal to the custody of the owner or until Council hears the matter and issues its determination; or (ii) may impose all or

any of the conditions set out in subsection 13(2) of this By-Law upon the owner's custody of the animal, which conditions shall apply until the earlier of the date that the animal control officer determines that it is safe to remove the conditions or until Council hears the matter and issues its determination.

- 12(3) Council shall provide written notice of the hearing to the owner of the animal at least ten (10) days in advance of the hearing by serving notice upon the owner or by mailing the notice by registered mail to the last known address of the owner. In the case where the animal alleged to be a dangerous animal is a dog, the animal control officer shall be entitled to mail the said notice to the last address provided by the owner to the Municipality in relation to the licensing of the said dog. The notice shall include the following minimum information:
- (a) the time, place and purpose of the hearing;
  - (b) a summary of the reasons in support of the allegation that the animal is dangerous;
  - (c) a copy of this section 12 of the By-Law; and
  - (d) a statement that if the owner does not attend the hearing, the matter will be dealt with in his absence and that he will not be entitled to any further notice or appeal in regard to the proceedings concerning the animal.
- 12(4) (a) The owner has the right to appear at the hearing, with or without counsel, and to make submissions to Council and call evidence (whether viva voce or documentary) on his behalf. The owner also has the right to hear all of the evidence and submissions presented at the hearing by or on behalf of the animal control officer and to inspect any documents filed by or on behalf of the animal control officer, and to respond to same.
- (b) Where the owner does not attend at the hearing, having been given notice as provided in accordance with this section 12, Council shall be entitled to deal with the matter in his absence, and the owner shall not be entitled to any further notice or appeal in regard to the proceedings concerning the animal. The owner shall be notified of the decision of Council by notice in writing delivered by personal service or registered mail in the manner set out in subsection 12(3) hereof.
- 12(5) Within five (5) working days of the hearing of Council, Council shall issue a written decision in accordance with the following provisions:
- (a) The Council shall make an order declaring the animal to be a dangerous animal if in their opinion:
- (i) the animal has caused injury to or killed a person, whether on public or private property; or
  - (ii) the animal has seriously injured or killed any other domestic animal or any livestock without provocation; or
  - (iii) the animal is used primarily for the purpose of guarding property and is not a police service dog owned by a public law enforcement agency.
- (b) The Council may make an order declaring the animal to be a dangerous animal if, in their opinion, there is a material risk that the animal may cause damage or injury to person or property or any other animal, taking the following non-exhaustive factors into account:
- (i) whether the animal has worried, bitten, wounded or injured any person or animal, or is otherwise an aggressor animal;
  - (ii) the circumstances surrounding any previous worrying, biting or wounding incidents; and
  - (iii) whether the animal, when unprovoked, has shown a tendency to pursue, chase or approach in a menacing fashion, any person or any other animal upon any public or private property.
- 12(6) The Council shall deliver a copy of their decision to the owner in the manner provided in subsection 12(3). There shall be no obligation upon Council to issue written reasons for their decision.

12(7) The decision of Council shall be final. There shall be no appeal from the decision of Council.

~~12(8) In the event that a dog is declared by Council to be a dangerous animal, any license previously issued in relation to that dog shall be deemed to have been cancelled effective as of the date of Council's decision to declare the dog to be a dangerous animal.~~

~~12(9) Where a license is deemed to have been cancelled pursuant to subsection 12(8) hereof, the owner shall be entitled to a credit or refund on any paid-up license fee, calculated on a quarterly pro rata basis. The Municipality may set off against any such refund, any fines, fees or costs owing by the owner under this By-Law.~~

12(10) Every owner who has received notification from Council pursuant to subsection 12(3) that a determination hearing will be held with respect to his animal, shall ensure that the animal remains confined upon the premises of the owner pending the final outcome of the hearing.

12(11) Subsection 12(10) shall not apply if the animal is impounded or the animal control officer receives written confirmation from a licensed veterinarian that the animal has been placed in quarantine pending outcome of the hearing.

#### **Consequences of dangerous animal declaration**

13(1) Council shall determine whether the dangerous animal should be destroyed or released to the owner subject to the conditions set out in subsection 13(2). The decision of Council shall be final and not subject to appeal.

13(2) Every owner of an animal that has been declared to be dangerous and in respect of which Council has decided to release the dangerous animal to its owner, shall:

- (a) in the event that the dangerous animal is a dog, obtain an annual dangerous dog license for the dangerous dog and pay the required fee as set out in Schedule A hereto attached.
- (b) cause the dangerous animal to be tattooed upon the ear with clearly identifiable information as set out by the Council and provide a copy of such information to the poundkeeper.
- (c) ensure that the dangerous animal, while on private property, is kept either securely confined indoors or in a securely enclosed and locked pen, structure or compound which:
  - (i) is capable of preventing the entry of young children and the escape of the dangerous animal;
  - (ii) has minimum dimensions suitable for the size of the dangerous animal, as prescribed by the animal control officer;
  - (iii) has secure sides; and
  - (iv) provides protection from the elements for the dangerous animal.
- (d) in the event that the dangerous animal is a dog, permit the dog upon public property only if: (i) it is muzzled; (ii) it is restrained by a chain or leash not exceeding six (6) feet in length, fully extended; and (iii) the dog is at all times under the effective control of a person competent to control it.
- (e) in the event that the dangerous animal is other than a dog, permit the dangerous animal upon public property only if it is under the effective control of a person competent to control it.
- (f) display in a conspicuous location at each entrance to the premises upon which the dangerous animal is kept, a sign stating: **WARNING: BEWARE OF DANGEROUS<insert type of animal>**. The sign shall be posted in such a manner that it cannot be removed easily by a passersby and will be visible and capable of being read from outside of the premises.
- (g) within three (3) working days of moving, selling, giving away or otherwise disposing of the dangerous animal, provide the animal control officer with the name, address and telephone number of the new owner.
- (h) advise the animal control officer within three (3) working days of the death of the dangerous animal.

- (i) advise the animal control officer forthwith if the dangerous animal has gone missing or is running at large or has bitten, worried or attacked any person or animal.
- (j) maintain in force to the satisfaction of the Clerk of the Municipality a comprehensive liability insurance policy, including coverage for damage or injury caused by the dangerous animal, with a minimum limit of liability of \$500,000.00 per occurrence.
- (k) such other conditions as may be prescribed by order of the Council, including, without limitation, any of the conditions set out in subsection 11(9) hereof.

13(3) No person shall deface or remove a sign posted pursuant to subsection 13(2)(f) or subsection 11(9)(b) hereof without having first obtained the permission of the animal control officer.

#### **Destruction of dangerous animal or aggressor animal**

14(1) Where it appears on reasonable grounds that an owner has breached a condition of this By-Law in respect of an animal that has been declared dangerous or if an aggressor animal has caused injury or damage to any person, property or any other animal or if the animal control officer otherwise has reasonable grounds to believe that an animal presents a risk to any person, property or any other animal and such animal has been declared a dangerous animal by Council, the animal control officer may apprehend and impound the animal for the purpose of destroying it. In the event that an animal is causing an immediate risk to any person, property or any other animal, the animal control officer is authorized to apprehend and impound the said animal notwithstanding that it has not been declared to be a dangerous animal by Council at the time of its apprehension and impoundment.

14(2) When the animal control officer impounds an animal under this section 14 for the purpose of destruction of the animal, he shall give the owner written notice, delivered to the last known address of the owner, that the animal will be destroyed after the expiry of ten (10) days from the date of the notice. The owner may, during that time period, appeal the decision of the animal control officer to Council by providing notice in writing to the Clerk of the Municipality, in which case Council shall hold a hearing at a meeting of Council as to whether or not the animal should be destroyed, which hearing shall be carried out in accordance with the provisions of section 13 hereof. The animal shall remain quarantined in the pound pending the outcome of the hearing.

14(3) Notwithstanding any other provision of this By-Law, where it appears on reasonable grounds that an animal is causing or is about to cause bodily harm or injury to any person or any other animal or damage to property, the animal control officer may forthwith destroy such animal and no action may be brought against the animal control officer or the municipality in consequence of such destruction.

14(4) Where the animal has been destroyed pursuant to subsection (3), the animal control officer shall take reasonable action to determine the ownership of the destroyed animal and to notify the owner of such destruction. The costs of destroying an animal under subsection (3) may be charged as a debt due to the municipality from the owner of the destroyed animal.

14(5) In subsection (3) and (4) hereof, "animal" includes restricted animals, livestock, dogs, cats and domestic ferrets.

#### **PART VI: LIVESTOCK**

15(1) The keeping of livestock shall only be permitted in those areas of the Municipality which are zoned agricultural unless otherwise permitted by the Municipality's zoning by-law in effect from time to time. If so permitted, Council may specify the number and kind of livestock which may be kept on any such premises within the Municipality, and it shall be an offense under this By-Law to keep any livestock in excess of the prescribed number and kind.

15(2) An owner shall not permit his livestock to run at large within the Municipality. When livestock is found running at large, its owner shall be deemed to have refused or failed to comply with this By-Law.

- 15(3) Council, or the animal control officer on the authority of Council, may establish from time to time a temporary or permanent premises for the confinement of livestock apprehended pursuant to the provisions of this By-Law. This may include the premises where the apprehension took place, and the owner of such premises or any other such person as may be authorized by Council, shall provide care for the impounded animals at a rate of remuneration to be fixed from time to time by the Council. The Chief Administrative Officer of the Municipality may authorize the establishment of a temporary pound, which temporary pound shall be ratified at the next regularly scheduled Council meeting.
- 15(4) When livestock is impounded, the animal control officer shall publish notice of the impoundment in a newspaper that is generally distributed within the Municipality as well as post a notice at the office of the Municipality. This notice shall describe the livestock so impounded, including any identifying tags, marks or brands, the day of impoundment, along with the location within the Municipality where the livestock were found running at large.
- 15(5) If the identity of the owner is known, the animal control officer shall serve directly upon the owner or mail a notice of impoundment to the owner at his last known address.
- 15(6) The owner of the livestock shall not be entitled to the return of the livestock until the actual costs incurred by the Municipality in apprehending and impounding the livestock, together with the costs of caring for the livestock and any fines imposed pursuant to this By-Law, have been paid in full.
- 15(7) If no person claims the livestock within ten (10) days of the date of the notice of impoundment, or if the owner has not paid the costs and fines referred to in subsection 15(6), the animal control officer may sell or otherwise dispose of the livestock without further notice to the owner, the proceeds of which shall be paid to the general funds of the Municipality.

## **PART VII: RESTRICTED ANIMALS**

### **Prohibition on restricted animals**

- 16(1) Except as may be permitted by the Municipality's zoning by-law in effect from time to time, no person shall keep, harbour, possess or control any restricted animals within the Municipality without a permit issued by Council.

### **Application for permission to keep or harbour a restricted animal**

- 16(2) Upon receipt of an application from any person to keep a restricted animal, Council shall comply with the notice and hearing requirements applicable to variation and conditional use applications as set out in subsection 57(4) of *The Planning Act* (Manitoba). Provided however, that applications from the owner or operator of a travelling show to keep a restricted animal in the Municipality on a temporary basis may be considered by the Chief Administrative Officer without compliance with the notice and hearing requirements aforesaid. Council (or the Chief Administrative Officer, in the case of an application for a permit on a temporary basis) shall decide based on the application and any written or oral submissions of the applicant, whether or not to grant a permit to the applicant to keep or harbour the restricted animal within the Municipality and shall advise the applicant in writing of their decision. Council or the Chief Administrative Officer, as the case may be, may impose conditions upon a permit to keep or harbour a restricted animal and any violation of such conditions by the owner shall invalidate the permit provided by Council and shall constitute an offence under this By-Law.

### **Temporary impoundment**

- 16(3) If deemed necessary in the interests of public safety, the animal control officer may apprehend and impound any restricted animal pending the outcome of any hearing to decide an application made pursuant to subsection 16(2) hereof.

### **Inventory of restricted animals**

- 16(4) Any owner who has been granted permission by Council to keep one or more restricted animals within the Municipality shall, on an annual basis and on the form prescribed by Council from time to time for this purpose, provide Council with an inventory of the

restricted animals kept by the owner within the Municipality, together with the annual permit fee.

- 16(5) Council may at any time and from time to time change the conditions that an owner must satisfy in order to keep a restricted animal, and any failure to comply with any such condition upon notice thereof shall invalidate the owner's permit to keep the restricted animal within the Municipality.
- 16(6) (a) Any person who keeps, harbours or has possession or control of a restricted animal in the Municipality on or before the time that this By-Law comes into force or effect, shall have thirty (30) days from the coming into effect of this By-Law to obtain a permit from Council to continue to keep the restricted animal, failing which the owner shall sell or give the restricted animal to a person outside of the Municipality or shall otherwise dispose of the restricted animal in a manner which ensures that the restricted animal is no longer within the Municipality. Any such sale, gift or disposition shall be in accordance with all laws, rules and regulations which may pertain to the sale or disposition of restricted animals, and the Municipality accepts no responsibility for the manner of sale or disposition.
- 16(6) (b) Council may grant such longer period of time to an owner of a restricted animal who falls within subsection 16(6)(a) hereof as may be necessary to allow Council adequate time to consider and decide the owner's application to retain the restricted animal within the Municipality.

#### **Order to dispose of restricted animal**

- 16(7) Where the animal control officer has reasonable grounds to believe that a person is keeping or harbouring, or has possession or control of, a restricted animal within the Municipality without the written permission of Council, the animal control officer shall serve the person with an order in writing to dispose of the restricted animal within fourteen (14) days of receipt of the order or such shorter period of time as the circumstances may require and the order may provide, in which case the owner shall sell, give away or otherwise dispose of the restricted animal in accordance with subsection 16(6)(a) and any conditions imposed in the order of the animal control officer. Provided however, that if the owner has not already applied and been denied a permit to keep or harbour the restricted animal, the owner may make such an application in accordance with subsection 16(2), and the order of the animal control officer shall be suspended pending the decision of Council.
- 16(8) The onus shall be on the person upon which an order pursuant to subsection 16(7) has been served to establish either that: (a) the animal is not a restricted animal; or (b) the person has a permit from Council to keep or harbour the restricted animal.
- 16(9) Where the person has failed to establish either that the animal is not a restricted animal or that he has a permit from Council to keep or harbour the restricted animal, and the person has failed or refused to dispose of the restricted animal within the time frame contemplated by the order of the animal control officer, the animal control officer may seek an order or warrant from a provincial court judge, magistrate or justice of the peace, as required, to enter upon the land and premises of that person for the purpose of removing and disposing of the restricted animal. The animal control officer may engage the assistance of other persons if required to safely apprehend the restricted animal.
- 16(10) Upon apprehension and impoundment of a restricted animal, and provided that: (a) a written order was duly served on the owner as required by subsection 16(7); and (b) if an application for the written permission of Council to retain the restricted animal has been heard and denied by Council; Council may proceed to order the animal destroyed or sold, and the animal control officer shall carry out the order of Council. The owner shall be liable for all costs associated with apprehension, impoundment and destruction or sale of the restricted animal. If the proceeds of sale exceed any such costs and any fines imposed upon the owner for breach of this By-Law, then the Municipality shall refund the excess proceeds to the owner.

### **PART VIII: GENERAL PROVISIONS**

#### **Offenses under this By-Law**

- 17(1) For greater certainty and without limiting any provisions of this By-Law, the following shall constitute offenses under this By-Law:
- (a) Allowing or failing to prevent a dog, cat or domestic pet from running at large;

- (b) Keeping or harbouring dogs or cats in excess of the maximum number permitted by this By-Law without a properly issued kennel permit contrary to section 10 of this By-Law;
- (d) Failing to comply with an order of the animal control officer to dispose of any dogs or cats in excess of the prescribed limit made under section 6 of this By-Law;
- (e) Failure by the owner of a dog to comply with any one or more of the provisions of section 7, subsection 9(2) or subsection 9(3) of this By-Law;
- (f) Failing to report a bite incident or failing to voluntarily surrender the dog or cat believed to have bitten a person to the animal control officer or poundkeeper;
- (g) Failing to voluntarily surrender a dog or cat to the animal control officer upon a request therefor;
- (h) Failure by an owner to discharge the duties of an owner as set out in subsection 2(1) of *The Animal Care Act* (Manitoba);
- (i) Keeping or harbouring any wild animal or other restricted animal within the Municipality without a proper permit contrary to section 16 of this By-Law;
- (k) Violating any of the conditions or restrictions imposed upon a permit to keep or harbour any wild animal or other restricted animal within the municipality;
- (l) Failing to properly vaccinate a dog or cat against rabies;
- (m) Failing to comply with any conditions imposed upon the use of a cat trap within the Municipality;
- (n) Failing to comply with the requirements of subsection 9(1) of this By-Law in relation to any domestic pet;
- (o) Failing to comply with the requirements of any provision of subsections 9(4), (5) or (6) in relation to any cat;
- (p) Failing to comply with any requirements of Part V of this By-Law in relation to an aggressor animal or a dangerous animal;
- (q) Defacing or removing a sign required to be posted under subsection 11(9)(b) or subsection 13(2)(f) of this By-Law;
- (r) Failing to comply with any of the requirements of Part VI of this By-Law in relation to livestock;
- (s) Failing to comply with any of the requirements of Part VII of this By-Law in relation to any restricted animals.

#### **Interference With Enforcement**

17(2) It shall be an offense under this By-Law for a person to interfere or obstruct any attempt by the animal control officer, poundkeeper or the Council from carrying out its duties and obligations hereunder. Without limiting the generality of the foregoing, no person shall interfere or obstruct or attempt to interfere or obstruct an animal control officer, the poundkeeper, a police officer or any other person authorized to apprehend and impound an animal running at large, who is attempting to apprehend or impound, or who has apprehended and impounded, any animal in accordance with the provisions of this By-Law.

17(3) It shall be an offense under this By-Law:

- (a) to break into, or assist another person in any manner, directly or indirectly, to break into, any pound; and
- (b) to remove or attempt to remove any impounded animal, or to otherwise cause or assist an escape of any impounded animal.



### **Apprehension by Resident**

- 17(4) Any resident of the Municipality may apprehend and confine an animal which is running at large on his property, provided that he shall immediately thereafter inform the animal control officer, poundkeeper or the Clerk of the Municipality of the apprehension and confinement, and the animal control officer shall as soon as practical, attend upon the resident to take possession of and impound the animal.

### **Right of Entry**

- 18(1) The animal control officer or any other person appointed by the Municipality to enforce the provisions of this By-Law or any other law, rule or regulation pertaining to animal care or custody, may lawfully enter upon the land and buildings of an animal owner or any other person, other than the personal residence of an individual, for the purposes of apprehending an animal running at large, to ensure compliance with this By-Law (including, without limitation, any license or permit issued pursuant to this By-Law) or to otherwise enforce the provisions of this By-Law, but shall not enter the personal residence of any individual without the consent of the owner or occupant of the personal residence or a valid warrant or order from a provincial court judge, magistrate or justice of the peace, as required to permit such entry.
- 18(2) The owner of any dog, cat or any other domestic pet that has bitten any person or any other animal shall present the said animal to the door of his dwelling upon the request of the animal control officer, to assist the animal control officer to apprehend and impound the said animal.

### **Complainant Identification**

- 19(1) Any person who makes a complaint alleging an offense under this By-Law against another person shall provide to the animal control officer his name, address and telephone number. It shall be at the discretion of the animal control officer whether or not to proceed based on an anonymous complaint or information.

### **Liability**

- 20(1) No liability shall attach to the animal control officer, the poundkeeper, the Council and/or the Municipality in carrying out their respective duties under this By-Law. Without limiting the generality of the foregoing, no liability shall attach to the animal control officer, the poundkeeper, the Council and/or the Municipality for any animal destroyed, sold or otherwise disposed of pursuant to the provisions of this By-Law or killed or injured during the course of its apprehension or impoundment.

### **Penalties**

- 21(1) Without limiting the penalties for specific offenses set out in subsections 21(2) and (3) hereof, any person who contravenes any provision of this By-Law is guilty of an offense and is liable:
- (a) to a fine of not less than \$50.00 and not more than \$500.00, plus all applicable costs and penalties for the first offense;
  - (b) to a fine of not less than \$100.00 and not more than \$1000.00, or to imprisonment for not more than thirty (30) days, or both, plus all applicable costs and penalties for the second offense and for each subsequent offense within twelve (12) months of the first offense;
- 21(2) Any animal that is impounded three or more times within any 12-month period while owned by the same owner, shall be sold or disposed of to a new owner or shall be destroyed regardless of whether or not it is properly licensed under this By-Law.
- 21(3) Any person who interferes with or obstructs the duties of an animal control officer, a poundkeeper or any other person authorized to enforce any provisions of this By-Law, or who unlawfully enters any pound or unlawfully removes any animal impounded, is guilty of an offense and is liable:
- (a) to a fine of not less than \$500.00 and not more than \$1000.00, or to imprisonment for a term of not more than sixty (60) days, or both, plus all applicable costs and penalties;
- 21(4) Where a corporation commits an offense under this By-Law, each director or officer of the corporation who authorized, consented to, connived at, or knowingly permitted or acquiesced in, the doing of the act that constitutes the offense, is likewise guilty of the offense and liable for the penalties provided for herein.

21(5) Where the contravention, disobedience, refusal or neglect continues for more than one (1) day, the person is guilty of a separate offense for each day that the contravention, disobedience, refusal or neglect continues.

**DONE AND PASSED** as a By-Law of the Municipality of Whitehead by the Reeve and Council in open session assembled this 14th day of June A.D. 2000

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Secretary-Treasurer

Read a first time June 11, A.D. 2001

Read a second time June 11, A.D. 2001

Read a third time June 14th, A.D. 2001

## **SCHEDULE A – LICENSE AND IMPOUNDMENT FEES**

### ***Application Fees***

For a permit to keep restricted animals \$

### ***License Fees (Annual) and Related Changes***

For each spayed female or neutered male dog \$10.00

For each male dog \$25.00

For each female dog \$25.00

For each dog declared to be a dangerous animal \$100.00

Replacement tag \$

Transfer of license \$

Kennel permit – annual fee \$

Restricted Animal permit – annual fee \$

### ***Cat Traps***

For each cat trap – deposit \$20.00

### ***Penalties and impoundment Fees***

*For any dog, cat or any other domestic pet that was apprehended running at large or that was for any other reason, impounded by the animal control officer*

➤ For first impoundment, flat fee:\* \$25.00

- For each day of impoundment, add \$

➤ For second impoundment, flat fee \$50.00

(if it occurs within 12 months of the first offense)

- For each day of impoundment, add \$

*For voluntary impoundment:*

➤ For each day of impoundment: \$

*Impoundment fees for Livestock:* \$

*Impoundment fees for dangerous animals, quarantined animals and restricted animals:* \$

*Impoundment and fine (see section 21.)*

**[NOTE TO DRAFT: Need to ensure that all fines, permit fees, license fees and pound fees that are set out in this Schedule A are referred to in the By-Law.]**

## SCHEDULE A – LICENSE, IMPOUNDMENT AND OFFENCES FEES

### Application Fees

For a permit to keep restricted animals

\$100.00

### License Fees (Annual)

|  |          |
|--|----------|
| For each dog declared to be a dangerous animal | \$100.00 |
| Replacement tag                                | \$10.00  |

### Rabies Vaccination

|   |         |
|---|---------|
| For failure to produce a current rabies certificate | \$50.00 |
|---|---------|

### Cat Traps

|                             |         |
|-----------------------------|---------|
| For each cat trap – deposit | \$20.00 |
|-----------------------------|---------|

### Penalties for Roaming at Large

*For any dog, cat or any other domestic pet that the Animal Control Officer had determined to have been roaming at large but not apprehended.*

|  |         |
|--|---------|
| For first offence of roaming at large: | \$25.00 |
|--|---------|

|   |         |
|---|---------|
| For second offence of roaming at large:<br>(if it occurs within 12 months of the first offense) | \$50.00 |
|---|---------|

### Penalties and impoundment Fees\*

*For any dog, cat or any other domestic pet that was apprehended running at large or that was for any other reason, impounded by the animal control officer*

|                                    |         |
|------------------------------------|---------|
| For first impoundment, flat fee:*  | \$25.00 |
| - For each day of impoundment, add | \$12.50 |

|  |         |
|--|---------|
| For second impoundment, flat fee<br>(if it occurs within 12 months of the first offense) | \$50.00 |
| - For each day of impoundment, add   | \$25.00 |

*\*Impoundment fees are in addition to any accrued cost of impounding that is to be paid by the owner prior to release as per Section 8(c).*

*As per Section 21, offences subject to fines are not limited to items outlined within Schedule A.*

**SCHEDULE B**  
**NOTICE OF IMPOUNDMENT**  
**FOR MUNICIPALITY OF WHITEHEAD**

Owner: \_\_\_\_\_  
(Name and Address of Owner of animal)

Description of Animal: \_\_\_\_\_

Date of Apprehension: \_\_\_\_\_

Time of Apprehension: \_\_\_\_\_

Location Animal Apprehended: \_\_\_\_\_

Place of Impoundment: \_\_\_\_\_

Hours of Operation of Pound: \_\_\_\_\_

Phone No. of Pound: \_\_\_\_\_

Daily Pound Fee: \_\_\_\_\_

Impoundment Fee and/or Fine: \_\_\_\_\_

License Fee: \_\_\_\_\_

Method of Payment Required: \_\_\_\_\_

Day the animal will be sold or destroyed: \_\_\_\_\_

Date: \_\_\_\_\_

Animal Control Officer: \_\_\_\_\_

Signature: \_\_\_\_\_



## ADMINISTRATIVE REPORT TO COUNCIL

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**PRESENTED:** October 15, 2024

**BY-LAW/POLICY:**

**SUBJECT:** Cemetery Road Addition

**AGENDA ITEM:**

**10.1 Alexander Cemetery –  
Design Revision**

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### **BACKGROUND**

At the June 10, 2024 Regular Meeting, Council received a delegation requesting that a road be built in the new section of the Alexander Cemetery to improve accessibility to the northernmost plots. Upon review of draft proposals, Council directed Administration to prepare a revision of the cemetery design to allow for a ring road in the new section, building on the existing road design.

### **RECOMMENDATION / PROPOSAL**

The proposal by Administration aligns with the option accepted by Council on June 10<sup>th</sup> to have the new roadway only go partially west before looping back onto the existing road in the design. One and a half rows of plots are affected to accommodate the new roadway, which required 8m to allow for spacing and distances to existing plots. Further, the southern-most plots were removed to complete the loop. The road itself would be 3m (9.84') to allow for single-lane vehicle traffic.

In total, the revision required the removal of fifteen (15) plots and halving of nine (9) to divert the road into a western loop.

The proposal includes the repurposing of the remaining half-row of plots to be designated as Cremation Only as they would not be large enough to accommodate casket burials. Considering prior spacing requirements, up-to two urns could be interred in each of the half plots. Costs of these plots is recommended as half the Land Cost of the regular plots, but parity in the Perpetual Care costs associated; under the 2024 fee schedule this would come to \$750/plot. Sales of these plots would only be considered appropriate after the road was constructed to avoid any construction around occupied plots.

### **PROPOSED OPTIONS**

Council may approve the proposed revision or direct Administration to amend the proposal and return with further revisions at a later date.

Administration is seeking direction from Council on whether the road construction is to be included in 2025 budget deliberations.

|                                    |   |     |     |     |     |     |     |     |     |
|------------------------------------|---|-----|-----|-----|-----|-----|-----|-----|-----|
| 688                                | 687   | 686 | 685 | 684 | 683 | 682 | 681 | 680 | 679 |
| 689                                | 690   | 691 | 692 | 693 | 694 | 695 | 696 | 697 | 698 |
|                                    |   |     |     |     |     |     |     |     |     |
| 708                                | 707   | 706 | 705 | 704 | 703 | 702 | 701 | 700 | 699 |
| 709                                | 710   | 711 | 712 | 713 | 714 | 715 | 716 | 717 | 718 |
|                                    |   |     |     |     |     |     |     |     |     |
| 728                                | 727   | 726 | 725 | 724 | 723 | 722 | 721 | 720 | 719 |
| 729<br>(4.25m x 3m)                | 730   | 731 | 732 | 733 | 734 | 735 | 736 | 737 | 738 |
| 2m between                         | NEW ROADWAY - 8m Wide (2.5m shoulders & 3m gravel road) |     |     |     |     |     |     |     |     |
| NEW 6m for road                    |   |     |     |     |     |     |     |     |     |
| (2.5m Remainder)<br>Cremation Only | 747   | 746 | 745 | 744 | 743 | 742 | 741 | 740 | 739 |
|                                    | 2m between  |     |     |     |     |     |     |     |     |
|                                    | 748   | 749 | 750 | 751 | 752 | 753 | 754 | 755 | 756 |
|                                    | 765   | 764 | 763 | 762 | 761 | 760 | 759 | 758 | 757 |
|                                    |   |     |     |     |     |     |     |     |     |
|                                    | 766   | 767 | 768 | 769 | 770 | 771 | 772 | 773 | 774 |
|                                    | 783   | 782 | 781 | 780 | 779 | 778 | 777 | 776 | 775 |
| ROADWAY - 8m Wide                  |   |     |     |     |     |     |     |     |     |
| 784                                | 785   | 786 | 787 | 788 | 789 | 790 | 791 | 792 |     |
| 801                                | 800   | 799 | 798 | 797 | 796 | 795 | 794 | 793 |     |
|                                    |   |     |     |     |     |     |     |     |     |
| 802                                | 803   | 804 | 805 | 806 | 807 | 808 | 809 | 810 |     |
| 819                                | 818   | 817 | 816 | 815 | 814 | 813 | 812 | 811 |     |
|                                    |   |     |     |     |     |     |     |     |     |
| 820                                | 821   | 822 | 823 | 824 | 825 | 826 | 827 | 828 |     |

## RM of Whitehead Payment Register

Report Date  
2024-10-01 9:37 AM

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

| Payment #       | Vendor                         | Date       | Amount    |
|-----------------|--------------------------------|------------|-----------|
| Computer Cheque |                                |            |           |
| 16023           | Alberta Fire Chiefs Assoc.     | 2024-09-05 | 537.52    |
| 16024           | Christine Burton               | 2024-09-05 | 190.39    |
| 16025           | Circle O Alpacas               | 2024-09-05 | 750.00    |
| 16026           | Heritage Co-Op 1997 Ltd.       | 2024-09-05 | 2,037.24  |
| 16027           | Lewis Instruments Ltd.         | 2024-09-05 | 336.00    |
| 16028           | Manitoba Hydro                 | 2024-09-05 | 1,165.72  |
| 16029           | MB Municipal Employees         | 2024-09-05 | 5,292.06  |
| 16030           | CLN Inspections                | 2024-09-05 | 2,178.06  |
| 16031           | Protelec Alarms Ltd            | 2024-09-05 | 85.89     |
| 16032           | RBC Royal Bank                 | 2024-09-05 | 4,738.88  |
| 16033           | Receiver General Of Canada     | 2024-09-05 | 9,897.36  |
| 16034           | RFNow Inc                      | 2024-09-05 | 611.42    |
| 16035           | Sea Hawk                       | 2024-09-05 | 2,962.74  |
| 16036           | Tasmanian Gravel               | 2024-09-05 | 2,839.20  |
| 16037           | Wolseley Canada                | 2024-09-05 | 33.55     |
| 16038           | ALS Canada Limited             | 2024-09-20 | 223.65    |
| 16039           | Julie Bean                     | 2024-09-20 | 80.00     |
| 16040           | Brandon Bearing Ltd.           | 2024-09-20 | 847.90    |
| 16041           | Brandon Sun                    | 2024-09-20 | 338.89    |
| 16042           | Disaster Management Conference | 2024-09-20 | 500.00    |
| 16043           | Fountain Tire (Brandon) LTD    | 2024-09-20 | 121.44    |
| 16044           | Heritage Co-Op 1997 Ltd.       | 2024-09-20 | 3,547.29  |
| 16045           | Bell MTS                       | 2024-09-20 | 374.78    |
| 16046           | Manitoba Hydro                 | 2024-09-20 | 56.90     |
| 16047           | Minister Of Finance - Manitoba | 2024-09-20 | 626.48    |
| 16048           | Municipal Waste Management     | 2024-09-20 | 6,665.58  |
| 16049           | Prairie By-Law Enforcement     | 2024-09-20 | 210.00    |
| 16050           | Protelec Alarms Ltd            | 2024-09-20 | 1,542.24  |
| 16051           | David Roberts                  | 2024-09-20 | 160.00    |
| 16052           | Victor Rochelle                | 2024-09-20 | 868.49    |
| 16053           | Tasmanian Gravel               | 2024-09-20 | 6,263.23  |
| 16054           | Thompson Dorfman Sweatman      | 2024-09-20 | 4,191.25  |
| 16055           | AgWest Ltd                     | 2024-09-26 | 724.01    |
| 16056           | Alternative Landscaping LTD    | 2024-09-26 | 2,936.19  |
| 16057           | Bunker Fire                    | 2024-09-26 | 4,305.00  |
| 16058           | C & C Rentals Ltd.             | 2024-09-26 | 257.61    |
| 16059           | C & E Locksmiths               | 2024-09-26 | 23.52     |
| 16060           | Canadian Pacific Railway Co.   | 2024-09-26 | 1,614.00  |
| 16061           | Robert W. Davidson             | 2024-09-26 | 16.78     |
| 16062           | Duracan                        | 2024-09-26 | 37.80     |
| 16063           | Heritage Co-Op 1997 Ltd.       | 2024-09-26 | 1,254.25  |
| 16064           | Manitoba Hydro                 | 2024-09-26 | 4,166.72  |
| 16065           | Laurie Owens                   | 2024-09-26 | 131.90    |
| 16066           | Minister Of Finance - Manitoba | 2024-09-26 | 122.50    |
| 16067           | AMM Trading Company Ltd        | 2024-09-26 | 63.11     |
| 16068           | Wendy Petersen                 | 2024-09-26 | 700.00    |
| 16069           | Princess Auto Ltd.             | 2024-09-26 | 67.19     |
| 16070           | Rob Smith & Sons               | 2024-09-26 | 73,707.90 |
| 16071           | Rogers                         | 2024-09-26 | 86.24     |
| 16072           | Wolseley Canada                | 2024-09-26 | 76.87     |



**RM of Whitehead  
Payment Register**

Report Date  
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| <u>Payment #</u> | <u>Vendor</u> | <u>Date</u>                | <u>Amount</u>     |
|------------------|---------------|----------------------------|-------------------|
|                  |               | Total for Computer Cheque: | <u>150,565.74</u> |
|                  |               | Total for AP:              | <u>150,565.74</u> |

## RM of Whitehead Payment Register

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**Bank Code: RB Visa - Royal Bank Visa**

| Payment # | Vendor                             | Date       | Amount   |
|-----------|------------------------------------|------------|----------|
| Other     |                                    |            |          |
| 1         | Alternative Landscaping LTD        | 2024-09-04 | 1,761.71 |
| 1         | Brandon Computers                  | 2024-09-04 | 1,364.16 |
| 1         | Canada Post                        | 2024-09-04 | 176.84   |
| 1         | Joe Beeverz                        | 2024-09-04 | 451.63   |
| 1         | Michaels                           | 2024-09-04 | 14.55    |
| 1         | Ooma Office                        | 2024-09-04 | 115.69   |
| 1         | Rocky Mountain Equipment           | 2024-09-04 | 600.07   |
| 1         | Sobeys                             | 2024-09-04 | 64.04    |
| 1         | Staples /BD#238 Brandon            | 2024-09-04 | 45.88    |
| 1         | Titan Certified Tracking Solutions | 2024-09-04 | 144.31   |
|           | Total for Other:                   |            | 4,738.88 |
|           | Total for RB Visa:                 |            | 4,738.88 |

Payments Printed: 60

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

|  |                                   |                                |                                   |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
|--|-----------------------------------|--------------------------------|-----------------------------------|----------|--|-------|------------|----------|----------|--|-------|------------|-------|----------|--------|-------|---|-------|--------|--|-------|-------|-------|----------|--|-------|-------|-------|----------|--|-------|----------|-------|----------|--|-------|--------|-------|--------|--|-------|----------|-------|----------|--|-------|----------|-------|-------|--|-------|----------|-------|--------|--|---------------------|---|---------------------|
| <p>Bank Balance at August 31, 2024</p> <p><b>LESS:</b></p> <p style="padding-left: 20px;">Outstanding cheques at August 31, 2024</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 10%;">14900</td><td style="width: 10%;">150.00</td><td style="width: 10%; border-left: 1px solid black; padding-left: 5px;">16012</td><td style="width: 10%;">599.20</td><td style="width: 10%;"></td></tr> <tr><td>14901</td><td>250.00</td><td style="border-left: 1px solid black; padding-left: 5px;">16013</td><td>1,614.00</td><td></td></tr> <tr><td>14999</td><td>41.00</td><td style="border-left: 1px solid black; padding-left: 5px;">16014</td><td>75.60</td><td></td></tr> <tr><td>15808</td><td>33,390.00</td><td style="border-left: 1px solid black; padding-left: 5px;">16015</td><td>173.59</td><td></td></tr> <tr><td>15809</td><td>30.00</td><td style="border-left: 1px solid black; padding-left: 5px;">16016</td><td>1,932.19</td><td></td></tr> <tr><td>15838</td><td>38.33</td><td style="border-left: 1px solid black; padding-left: 5px;">16017</td><td>4,555.07</td><td></td></tr> <tr><td>15841</td><td>1,170.00</td><td style="border-left: 1px solid black; padding-left: 5px;">16018</td><td>6,041.80</td><td></td></tr> <tr><td>15894</td><td>137.33</td><td style="border-left: 1px solid black; padding-left: 5px;">16019</td><td>700.00</td><td></td></tr> <tr><td>15994</td><td>4,994.85</td><td style="border-left: 1px solid black; padding-left: 5px;">16020</td><td>1,127.16</td><td></td></tr> <tr><td>16003</td><td>5,061.14</td><td style="border-left: 1px solid black; padding-left: 5px;">16021</td><td>86.24</td><td></td></tr> <tr><td>16008</td><td>9,353.54</td><td style="border-left: 1px solid black; padding-left: 5px;">16022</td><td>403.38</td><td></td></tr> </table> <p style="text-align: right; margin-top: 10px;">(71,924.42)</p> | 14900                             | 150.00                         | 16012                             | 599.20   |  | 14901 | 250.00     | 16013    | 1,614.00 |  | 14999 | 41.00      | 16014 | 75.60    |        | 15808 | 33,390.00   | 16015 | 173.59 |  | 15809 | 30.00 | 16016 | 1,932.19 |  | 15838 | 38.33 | 16017 | 4,555.07 |  | 15841 | 1,170.00 | 16018 | 6,041.80 |  | 15894 | 137.33 | 16019 | 700.00 |  | 15994 | 4,994.85 | 16020 | 1,127.16 |  | 16003 | 5,061.14 | 16021 | 86.24 |  | 16008 | 9,353.54 | 16022 | 403.38 |  | <p>1,561,755.79</p> | <p>GL Balance at August 31, 2024</p> <p><b>LESS:</b></p> <p style="padding-left: 20px;">Cheque cancelled in error;<br/>resolved September 2024</p> <p style="text-align: right; margin-top: 10px;">3,624.20</p> | <p>1,543,877.80</p> |
| 14900  | 150.00                            | 16012                          | 599.20                            |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 14901  | 250.00                            | 16013                          | 1,614.00                          |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 14999  | 41.00                             | 16014                          | 75.60                             |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 15808  | 33,390.00                         | 16015                          | 173.59                            |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 15809  | 30.00                             | 16016                          | 1,932.19                          |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 15838  | 38.33                             | 16017                          | 4,555.07                          |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 15841  | 1,170.00                          | 16018                          | 6,041.80                          |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 15894  | 137.33                            | 16019                          | 700.00                            |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 15994  | 4,994.85                          | 16020                          | 1,127.16                          |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 16003  | 5,061.14                          | 16021                          | 86.24                             |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| 16008  | 9,353.54                          | 16022                          | 403.38                            |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
|  | (71,924.42)                       |                                | (3,624.20)                        |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| <p><b>ADD:</b></p> <p style="padding-left: 20px;">Recorded not yet in Bank (subsequently deposited September 2024);</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 10%;">Cash</td><td style="width: 10%;">2024-00062</td><td style="width: 10%;">41,932.08</td><td style="width: 10%;">2,499.10</td><td style="width: 10%;"></td></tr> <tr><td>Debit</td><td>2024-00062</td><td>1,623.60</td><td>144.99</td><td></td></tr> <tr><td>IB</td><td>2024-00062</td><td>60.16</td><td>4,012.47</td><td style="text-align: right;">150.00</td></tr> </table> <p style="text-align: right; margin-top: 10px;">50,422.40</p>   | Cash                              | 2024-00062                     | 41,932.08                         | 2,499.10 |  | Debit | 2024-00062 | 1,623.60 | 144.99   |  | IB    | 2024-00062 | 60.16 | 4,012.47 | 150.00 |       | <p><b>ADD:</b></p> <p style="padding-left: 20px;">rounding</p> <p style="text-align: right; margin-top: 10px;">0.17</p> |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| Cash   | 2024-00062                        | 41,932.08                      | 2,499.10                          |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| Debit  | 2024-00062                        | 1,623.60                       | 144.99                            |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| IB   | 2024-00062                        | 60.16                          | 4,012.47                          | 150.00   |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
|  | 50,422.40                         |                                | 0.17                              |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |
| <p><b>Adjusted Balance</b></p>   | <p><u><b>1,540,253.77</b></u></p> | <p><b>Adjusted Balance</b></p> | <p><u><b>1,540,253.77</b></u></p> |          |  |       |            |          |          |  |       |            |       |          |        |       |   |       |        |  |       |       |       |          |  |       |       |       |          |  |       |          |       |          |  |       |        |       |        |  |       |          |       |          |  |       |          |       |       |  |       |          |       |        |  |                     |   |                     |

**RM of Whitehead**  
**Bank Reconciliation Statement**  
**For the month ended September 30, 2024**

|   |                            |                                  |                            |
|---|----------------------------|----------------------------------|----------------------------|
| Bank Balance at September 30, 2024                              | 1,625,524.65               | GL Balance at September 30, 2024 | 1,551,184.85               |
| <b>LESS:</b>  |                            | <b>LESS:</b>                     |                            |
| Outstanding cheques at September 30, 2024                       |                            |                                  |                            |
| 14999           41.00    16057           4,305.00               |                            |                                  |                            |
| 15809           30.00    16058           257.61                 |                            | Cheque cancelled in error;       | 3,624.20                   |
| 15838           38.33    16059           23.52                  |                            | resolved October 2024            |                            |
| 15841           1,170.00   16060           1,614.00             |                            |                                  |                            |
| 15894           137.33    16061           16.78                 |                            |                                  |                            |
| 16012           599.20    16062           37.80                 |                            |                                  |                            |
| 16020           1,127.16   16063           1,254.25             |                            |                                  |                            |
| 16024           190.39    16064           4,166.72              |                            |                                  |                            |
| 16027           336.00    16065           131.90                |                            |                                  |                            |
| 16039           80.00     16066           122.50                |                            |                                  |                            |
| 16041           338.89    16067           63.11                 |                            |                                  |                            |
| 16042           500.00    16068           700.00                |                            |                                  |                            |
| 16043           121.44    16069           67.19                 |                            |                                  |                            |
| 16044           3,547.29   16070           73,707.90            |                            |                                  |                            |
| 16047           626.48    16071           86.24                 |                            |                                  |                            |
| 16049           210.00    16072           76.87                 |                            |                                  |                            |
| 16055           724.01  |                            |                                  |                            |
| 16056           2,936.19  |                            |                                  |                            |
|   | <b>(99,385.10)</b>         |                                  | <b>(3,624.20)</b>          |
| <b>ADD:</b>   |                            | <b>ADD:</b>                      |                            |
| Recorded not yet in Bank (subsequently deposited October 2024); |                            |                                  |                            |
| Cash 2024-00068   10,573.61                                     |                            | rounding                         | 0.14                       |
| Debit 2024-00068  |                            | Deposit in bank, recorded        |                            |
| IB 2024-00068   2,261.67   4,446.90   3,482.51                  |                            | in October 2024                  | 2,422.07                   |
| 2024-00068   3,000.00   78.62                                   |                            |                                  |                            |
|   | <b>23,843.31</b>           |                                  | <b>2,422.21</b>            |
| <b>Adjusted Balance</b>   | <b><u>1,549,982.86</u></b> | <b>Adjusted Balance</b>          | <b><u>1,549,982.86</u></b> |

**RURAL MUNICIPALITY OF WHITEHEAD**  
**CONSOLIDATED STATEMENT OF INCOME AND EXPENSES**  
**TO SEPTEMBER 30, 2024**

|                                     | 2024<br>Budget    | 2024<br>Actual    | Surplus/<br>(Deficit) | %<br>75.0%  |
|-------------------------------------|-------------------|-------------------|-----------------------|-------------|
| <b>EXPENSES</b>                     |                   |                   |                       |             |
| <b>General Government Services:</b> |                   |                   |                       |             |
| Legislative                         | 83,000.00         | 57,946.78         | 25,053.22             | 69.8        |
| <i>General Administrative</i>       |                   |                   |                       |             |
| Wages/Benefits                      | 214,000.00        | 152,588.31        | 61,411.69             | 71.3        |
| Office Operations                   | 81,100.00         | 41,240.37         | 39,859.63             | 50.9        |
| Education & Memberships             | 13,400.00         | 5,934.28          | 7,465.72              | 44.3        |
| Legal                               | 50,000.00         | 29,577.68         | 20,422.32             | 59.2        |
| Audit                               | 18,200.00         | -                 | 18,200.00             | 0.0         |
| Assessment                          | 37,500.00         | -                 | 37,500.00             | 0.0         |
| Taxation                            | 4,500.00          | 3,306.97          | 1,193.03              | 73.5        |
| <i>Other General Government</i>     |                   |                   |                       |             |
| Elections                           | 5,500.00          | 200.00            | 5,300.00              | 3.6         |
| Conventions & Memberships           | 27,000.00         | 9,250.55          | 17,749.45             | 34.3        |
| Damage Claims Liability Insurance   | 27,000.00         | 25,179.13         | 1,820.87              | 93.3        |
| Grants                              | 1,000.00          | 100.00            | 900.00                | 10.0        |
| Other General Gov - Sundry          | 2,100.00          | 1,575.00          | 525.00                | 75.0        |
| Strategic Plan / Asset Mgmt         | 12,000.00         | 8,419.87          | 3,580.13              | 70.2        |
| Recovery from Utility               | (16,335.00)       | (7,990.52)        | (8,344.48)            | 48.9        |
|                                     | <u>559,965.00</u> | <u>327,328.42</u> | <u>232,636.58</u>     | <u>58.5</u> |
| <b>Protective Services:</b>         |                   |                   |                       |             |
| By-Law Enforcement                  | 10,800.00         | 7,900.00          | 2,900.00              | 73.1        |
| <i>Fire</i>                         |                   |                   |                       |             |
| General - 911 per capita fee        |                   | 8,193.52          |                       |             |
| Training/Personnel                  |                   | 26,137.62         |                       |             |
| WCB                                 |                   | -                 |                       |             |
| Operations/Maintenance              |                   | 25,684.13         |                       |             |
| Utilities                           |                   | 5,256.49          |                       |             |
| Insurance                           |                   | 13,724.74         |                       |             |
| Emergency Measures/MEC              | 10,000.00         | 2,525.63          | 7,474.37              | 25.3        |
| Flood Control / DFA                 | 20,000.00         | -                 | 20,000.00             | 0.0         |
| Building Inspection                 | 4,000.00          | 2,970.00          | 1,030.00              | 74.3        |
| Animal & Pest Control               | 500.00            | -                 | 500.00                | 0.0         |
|                                     | <u>138,900.00</u> | <u>92,392.13</u>  | <u>46,507.87</u>      | <u>66.5</u> |
| <b>Transportation Services:</b>     |                   |                   |                       |             |
| Wages / Benefits                    | 208,000.00        | 128,809.14        | 79,190.86             | 61.9        |
| Equipment Fuel                      | 110,000.00        | 61,270.82         | 48,729.18             | 55.7        |
| Equipment Repairs & Maintenance     | 64,680.00         | 49,758.74         | 14,921.26             | 76.9        |
| Equipment Insurance & Registration  | 17,500.00         | 22,400.56         | (4,900.56)            | 128.0       |
| Workshop/Yard Operations            | 43,300.00         | 15,895.22         | 27,404.78             | 36.7        |
| Workshop/Yard - Training            | 11,500.00         | 2,910.00          | 8,590.00              | 25.3        |
| Signs/Posts                         | 7,500.00          | 394.08            | 7,105.92              | 5.3         |

**RURAL MUNICIPALITY OF WHITEHEAD**  
**CONSOLIDATED STATEMENT OF INCOME AND EXPENSES**  
**TO SEPTEMBER 30, 2024**

|   | 2024<br>Budget             | 2024<br>Actual           | Surplus/<br>(Deficit)    | %<br>75.0%         |
|---|----------------------------|--------------------------|--------------------------|--------------------|
| Road Maintenance - Labour                                 | 230,250.00                 | -                        | 230,250.00               | 0.0                |
| Road Maintenance - Material                               | 133,000.00                 | 2,712.45                 | 130,287.55               | 2.0                |
| 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                  | 48,608.43                | 31,391.57                | 60.8               |
| Streetlights  | 4,000.00                   | 2,481.17                 | 1,518.83                 | 62.0               |
| Traffic Services (CPR Flashers)                           | 14,600.00                  | 10,894.50                | 3,705.50                 | 74.6               |
|   | <u>958,730.00</u>          | <u>346,135.11</u>        | <u>612,594.89</u>        | <u>36.1</u>        |
| <b>Environmental Health Services:</b>                     |                            |                          |                          |                    |
| <i><u>Nuisance Grounds</u></i>                            |                            |                          |                          |                    |
| Wages   | 31,000.00                  | 16,593.15                | 14,406.85                | 53.5               |
| Household   | 60,000.00                  | 34,755.78                | 25,244.22                | 57.9               |
| Recycling   | 25,000.00                  | 15,596.12                | 9,403.88                 | 62.4               |
| Other   | 5,000.00                   | 234.46                   | 4,765.54                 |                    |
| Gravel Pit  | 1,000.00                   | -                        | 1,000.00                 |                    |
| Municipal Wells   | 1,000.00                   | 976.91                   | 23.09                    | 97.7               |
|   | <u>123,000.00</u>          | <u>68,156.42</u>         | <u>54,843.58</u>         | <u>55.4</u>        |
| <b>Public Health &amp; Welfare Services:</b>              |                            |                          |                          |                    |
| Cemeteries  | 12,000.00                  | 8,811.38                 | 3,188.62                 | 73.4               |
| Cenotaph  | -                          | 1,150.48                 | (1,150.48)               |                    |
| 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>9,961.86</u>          | <u>7,178.14</u>          | <u>58.1</u>        |
| <b>Economic Development Services:</b>                     |                            |                          |                          |                    |
| Planning & Zoning   | <u>8,000.00</u>            | <u>3,506.72</u>          | <u>4,493.28</u>          | <u>43.8</u>        |
| <b>Environmental Development Services:</b>                |                            |                          |                          |                    |
| Rural Area Weed Control                                   | 90,000.00                  | 82,746.10                | 7,253.90                 | 91.9               |
| Veterinary Services                                       | 2,300.00                   | 2,254.16                 | 45.84                    | 98.0               |
| Water Resources & Conservation                            | 11,000.00                  | 10,604.43                | 395.57                   | 96.4               |
|   | <u>103,300.00</u>          | <u>95,604.69</u>         | <u>7,695.31</u>          | <u>92.6</u>        |
| <b>Recreation &amp; Cultural Services</b>                 |                            |                          |                          |                    |
| Souris Rec Commission                                     | 10,750.00                  | -                        | 10,750.00                | 0.0                |
| <i><u>Community Centres/Halls &amp; Skating Rinks</u></i> |                            |                          |                          |                    |
| Whitehead Hall  | 13,430.00                  | 7,871.24                 | 5,558.76                 | 58.6               |
| Kemnay  | 9,470.00                   | 16,929.72                | (7,459.72)               | 178.8              |
| Roseland South  | 1,000.00                   | 2,401.51                 | (1,401.51)               | 240.2              |
| Alexander Rink  | 11,730.00                  | 11,521.70                | 208.30                   | 98.2               |
| Other Cultural - Fireworks/Playgrounds                    | 13,200.00                  | 9,980.07                 | 3,219.93                 |                    |
|   | <u>59,580.00</u>           | <u>48,704.24</u>         | <u>10,875.76</u>         | <u>81.7</u>        |
| <b>TOTALS</b>   | <u><u>1,968,615.00</u></u> | <u><u>991,789.59</u></u> | <u><u>976,825.41</u></u> | <u><u>50.4</u></u> |

**RURAL MUNICIPALITY OF WHITEHEAD**  
**CONSOLIDATED STATEMENT OF INCOME AND EXPENSES**  
**TO SEPTEMBER 30, 2024**

|  | 2024<br>Budget    | 2024<br>Actual                              | Surplus/<br>(Deficit) | %<br>75.0%  |
|--|-------------------|---|-----------------------|-------------|
| <b>RESERVES - Expenses to date</b>                     |                   |   |                       |             |
| JD872GP Grader Pymts                                   | 172,300.00        | 113,832.53                                  | 58,467.47             | Machinery   |
| Mower and Arm  | 18,000.00         | 16,831.03                                   | 1,168.97              | Machinery   |
| Mulcher  | 36,400.00         | -   | 36,400.00             | Machinery   |
| Fire Dept Equipment                                    | 10,000.00         | -   | 10,000.00             | Fire Cap    |
| Fire Truck Loan Pymt                                   | 33,469.19         | 33,469.19                                   | -                     | tax for     |
| Fire Truck Chasse upgrade                              | 38,000.00         | 52,708.99                                   | (14,708.99)           | Fire Cap    |
| WDS Construction / Upgrades                            | 65,000.00         | -   | 65,000.00             | WDS         |
| Playground @ Kemnay                                    | 10,000.00         | 10,000.00                                   | -                     | Recreation  |
| Lagoon Engineer Study                                  | 15,000.00         |   | 15,000.00             | Rural Water |
| Bulk Water Dispenser                                   | 35,000.00         | <i>postponed for 2024, re-visit in 2025</i> |                       | Rural Water |
| WTP Expansion - Phase 2                                | 630,000.00        |   | 630,000.00            | Rural Water |
| Road Improvements                                      | 20,000.00         |   | 20,000.00             | Gas Tax     |
| Road and Culvert projects                              | 148,730.86        |   | 148,730.86            | General     |
| Kemnay Rec Centre Improvements                         | 20,400.00         | 20,395.82                                   | 4.18                  | Covid Funds |
| <b>OTHER REVENUE</b>                                   |                   |   |                       |             |
| Added Taxes  | 5,000.00          | 23,154.43                                   | 18,154.43             | 463.1       |
| Tax & Redemption Penalties                             | 28,000.00         | 28,941.31                                   | 941.31                | 103.4       |
| Pasture Lease  | 28,400.00         | 28,400.00                                   | -                     | 100.0       |
| Provincial Grazing Leases                              | 1,000.00          | 979.37                                      | (20.63)               | 97.9        |
| Sales of Goods (Books/Maps)                            | 500.00            | 270.00                                      | (230.00)              | 54.0        |
| Tax Certificate Revenue                                | 3,000.00          | 2,170.00                                    | (830.00)              | 72.3        |
| <u>Sales of Service</u>                                |                   |   |                       |             |
| Protective Services (Fire)                             | 25,000.00         | 19,706.50                                   | (5,293.50)            | 78.8        |
| Transportation   | 6,000.00          | - 3,951.23                                  | (9,951.23)            | -65.9       |
| Municipal Wells  | -                 | -   | -                     | #DIV/0!     |
| Public Health & Welfare (Recycling)                    | 30,000.00         | 25,476.59                                   | (4,523.41)            | 84.9        |
| Cemetery   | 4,000.00          | 11,000.00                                   | 7,000.00              | 275.0       |
| <u>Conditional Grants - Federal</u>                    |                   |   |                       |             |
| Cda Community Building Fund (Gas Tax)                  | 97,516.00         | -   | (97,516.00)           | 0.0         |
| <u>Conditional Grants - Provincial</u>                 |                   |   |                       |             |
| Municipal Operating Grant                              | 200,000.00        | 153,629.75                                  | (46,370.25)           | 76.8        |
| Military Memorial Conservation Grant (22/23)           | 1,010.50          | 1,010.50                                    | -                     | 100.0       |
| Kemnay Hall Grant                                      | 1,000.00          | -   | (1,000.00)            |             |
| Fines - Dogs   | -                 | -   | -                     |             |
| Fines - Police   | 1,000.00          | 440.79                                      | (559.21)              | 44.1        |
| <u>Permits/Licences</u>                                |                   |   |                       |             |
| Building (Admin Fees)                                  | 1,000.00          | 1,320.00                                    | 320.00                | 132.0       |
| Admin Fees (Tax Sale / Utility2Taxes/NSF)              | 1,500.00          | 1,850.00                                    | 350.00                | 123.3       |
| Licences (Business/Aggregate)                          | 500.00            | 1,300.00                                    | 800.00                | 260.0       |
| Dog Licences   |                   | 150.00                                      | 150.00                |             |
| Conditional Use/Varations                              | 5,600.00          | 5,905.00                                    | 305.00                | 105.4       |
| Returns from Investments                               | 35,000.00         | 64,824.80                                   | 29,824.80             | 185.2       |
| <u>Other Income:</u>                                   |                   |   |                       |             |
| Rebates - Co-op  | 3,523.00          | 1,315.00                                    | (2,208.00)            | 37.3        |
| Insurance Claim  |                   | -   | -                     |             |
| Funds from Kemnay Rec Committee for Upgrades to Centre |                   | 7,000.00                                    | 7,000.00              |             |
| Funds from CARM (Kemnay Rec Centre) for Playground     |                   |   | -                     |             |
| Other Misc   |                   |   |                       |             |
| <b>TOTAL OTHER REVENUE</b>                             | <b>478,549.50</b> | <b>374,892.81</b>                           | <b>(103,656.69)</b>   | <b>78.3</b> |

LUD COMMITTEE MEETING

Oct 1<sup>st</sup> @ 5:00 pm

TOPICS OF DISCUSSION:

Unfinished Business

Unsightly Properties-

Discussion about certain properties and another letter to be sent.

New Business:

“Children at Play” signage approved and to be ordered

Budget (2025)

- Reclaiming 3<sup>rd</sup> Ave, Iona & Govt Road section by tracks
- Costs for signage that Lori wanted

October 28<sup>th</sup> meeting moved to the 29<sup>th</sup>.

Meeting adjourned at 6:00pm