



Rural Municipality of Whitehead
Meeting Minutes

Regular Meeting of Council July 14, 2025 - 08:30 AM (RM Office)

- 2025-120

1

CALL TO ORDER
- 2025-121

2

ADOPTION OF THE AGENDA
Councillor Mykula
Councillor Foerster

Resolved that the Agenda be adopted as presented.
CARRIED UNANIMOUSLY
- 2025-121

3

ADOPTION OF MINUTES AS CIRCULATED
Councillor Storey
Councillor Owens

Resolved that the regular minutes from June 9, 2025, be approved as presented.
CARRIED UNANIMOUSLY
- 2025-122

4

DECLARATION OF CONFLICT OF INTEREST

Reeve Tuttosi declared a conflict of interest with item 8.1 under the order of New Business and as such removed himself from discussion.
- 2025-122

5

PUBLIC HEARINGS
Councillor Owens
Councillor Storey

Be it resolved that the regular meeting of council be recessed to allow Council to hold a Combined Public Hearing to receive representations for any person who wishes to make them in respect to the following:

Gray - NE 9-10-21 W
Conditional Use CO2025-01
Variance V2025-03
Variance V2025-04

Time: 8:33 am
CARRIED UNANIMOUSLY

- 2025-123
- 5.1 Close Combined Public Hearing**
Reeve Tuttosi
Councillor Foerster
- Whereas all representatives in regard to matters listed below have been dealt with:
- Gray - NE 9-10-21 W
CO2025-01
V2025-03
V2025-04
Therefore be it resolved that the combined public hearing be concluded, and Council resume its normal order of business.
- Time: 8:35 a.m.
- CARRIED UNANIMOUSLY**
- 2025-124
- 5.2 Conditional Use CO2025-01 - Gray - NE 9-10-21W**
Councillor Mykula
Councillor Storey
- Whereas Allister and Jill Gray applied for a Conditional Use to allow for a non-farm dwelling located in "AG" Agriculture Zone.
- And whereas a public hearing was held this day to hear any representation for or against the application.
- Therefore, be it resolved that Conditional Use application CO2025-01 be approved.
- CARRIED UNANIMOUSLY**
- 2025-125
- 5.3 Variance V2025-03 - Gray - NE 9-10-21W**
Councillor Foerster
Councillor Storey
- Whereas Allister and Jill Gray applied for a variance to allow for the reduced front yard requirement in the "AG" Agricultural General Zone from 125 feet to 100.4 feet for the existing dwelling and 9.38 feet for the existing grain bins.
- And whereas a public hearing was held this day to hear any representation for or against the application.
- Therefore, be it resolved that Variance Order V2025-03 be approved.
- CARRIED UNANIMOUSLY**
- 2025-126
- 5.4 Variance V2025-04 - Gray - NE 9-10-21W**
Councillor Storey
Councillor Owens
- Whereas Allister and Jill Gray applied for a variance to allow for the reduced minimum site width in the "AG" Agricultural General Zone down from 1,000 feet to 810 feet.
- And whereas a public hearing was held this day to hear any representation for or against the application.
- Therefore, be it resolved that Variance Order V2025-03 be approved.
- CARRIED UNANIMOUSLY**

6 PRESENTATIONS AND DELEGATIONS

2025-129 6.1 Kelly Crossen - Whitehead Fire Chief
Councillor Storey
Councillor Mykula

Be it resolved that the presentation by Fire Chief Crosson be received.

CARRIED UNANIMOUSLY

7 BYLAWS AND POLICIES

2025-127 7.1 Whistleblower Protection Policy
Councillor Owens
Councillor Storey

Be it resolved that RM of Whitehead Policy P-04 for whistleblower protections under the Public Interest Disclosure Act be adopted and come into immediate effect.

CARRIED UNANIMOUSLY

8 SUBDIVISION

2025-128 8.1 Subdivision 4202-25-8754 - Tuttosi - SE 12-09-21W
Councillor Foerster
Councillor Mykula

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

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

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

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

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

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

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

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

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

CARRIED UNANIMOUSLY

9 UNFINISHED BUSINESS

2025-130

9.1 Road Name Signs
Reeve Tuttosi
Councillor Storey

Be it resolved that named road signs will be made available to interested residents on a date to be determined by Administration that allows for reasonable advertising to the community.

And further, be it resolved that the distribution is to be at a 'first come - first serve' basis and at cost.

CARRIED UNANIMOUSLY

9.2 RM of Cornwallis - Rd 114 Private Lane Removal Request

10 NEW BUSINESS

2025-131

10.1 Reciprocal Emergency Services Proposal
Councillor Owens
Councillor Storey

Whereas the RM of Whitehead and the Municipality of Souris-Glenwood Fire Departments had determined it to be beneficial to assist in emergency responses between municipalities;

And whereas a Memorandum of Understanding agreement has been proposed that outlines and permits such reciprocal aid;

Therefore be it resolved that Council authorizes the Reeve and CAO to enter into the Memorandum of Understanding Agreement between the RM of Whitehead and Municipality of Souris-Glenwood for the purpose of providing reciprocal emergency services.

CARRIED UNANIMOUSLY

2025-132

10.2 Delinquent Utility Accounts Agreement
Reeve Tuttosi
Councillor Mykula

Whereas the RM of Riverdale has ratepayers connected to the RM of Whitehead's rural water pipeline that are delinquent on utility bill payments;

And Whereas an agreement was requested to allow for billing of any delinquent accounts to the RM of Riverdale to be reimbursed to the RM of Whitehead utility when all other reasonable actions have been taken;

Therefore be it resolved that Council authorizes the Reeve and CAO to sign the Agreement for Payment of Water Supply Accounts in arrears between the RM of Riverdale and RM of Whitehead.

CARRIED UNANIMOUSLY

10.3 Alexander Lagoon Repair

10.4 2026 Gravel Crushing

We would like to discuss interest in tendering for gravel crushing in the fall.

10.5 WERC Water Treatment Plant Improvements

An update was provided to Council on behalf of the Whitehead-Elton Regional Co-op regarding potential water rate increases being explored to facilitate increased expansion project costs.

Council provided feedback and requested clarification regarding possible interest rates and duration of commitment.

10.6 Hazardous Waste Disposal

Administration presented a proposal to Council for developing a reimbursement program to assist residents in undertaking costs to properly dispose of hazardous waste items not accepted at the Alexander Waste Transfer Site.

Council was supportive of the intent and directed Administration to prepare a policy for review.

11 ACCOUNTS

11.1 Accounts

2025-133

Councillor Mykula
Councillor Storey

Resolved that the List of Accounts as paid for June 2025, cheques numbers #16485 to #16516 and EFT numbers #20 to #29 (both inclusive) as well as 3 auto-withdrawals totaling \$76,648.46 and Direct Deposit Register totaling \$35,794.66 including council indemnity as per by-law no. 2023-01 be approved.

CARRIED UNANIMOUSLY

11.2 Bank Reconciliation

2025-134

Councillor Foerster
Councillor Storey

Resolved that the June 2025 Bank Reconciliation be approved as presented.

CARRIED UNANIMOUSLY

11.3 Budget to Actual

2025-135

Councillor Storey
Councillor Owens

That the July 2025 year-to-date budget to actual report be approved as presented.

CARRIED UNANIMOUSLY

12 COMMITTEE AND BOARDS REPORTS

13 CORRESPONDENCE

2025-136

Councillor Owens
Councillor Storey

Resolved that the Correspondence listed below be received;

- Hugh Gudbranson - Beresford Drainage

CARRIED UNANIMOUSLY

14 NOTICE OF MOTION

2025-137 **15 IN CAMERA**
Reeve Tuttosi
Councillor Mykula

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

CARRIED UNANIMOUSLY

15.1 Legal Matters

2025-138 **15.2 BACK TO OPEN SESSION**
Councillor Foerster
Councillor Mykula

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

CARRIED UNANIMOUSLY

2025-139 **16 Adjournment**
Councillor Storey
Councillor Foerster

Resolved that we now adjourn to meet again on August 11, 2025, at 5:30 p.m. at Kemnay Hall for a Regular Council meeting or at the call of the Reeve.

Time: 12:10 p.m.