



Rural Municipality of Whitehead
August 10, 2026 - Regular Meeting of Council - 05:30 PM (RM Office)

- 1 CALL TO ORDER**
- 2 ADOPTION OF THE AGENDA**
- 3 ADOPTION OF MINUTES AS CIRCULATED**
 - 📎 Regular Minutes - July 13, 2026
- 4 DECLARATION OF CONFLICT OF INTEREST**
- 5 PUBLIC HEARINGS**
 - 5.1 Variance Application - Robert Willman - NE & SE 7-9-22W
 - 📎 Application Package - Willman
 - 5.2 Variance Application (Multiple) - Williamson - SE 36-9-20
 - 📎 Application Package
- 6 PRESENTATIONS AND DELEGATIONS**
- 7 BYLAWS AND POLICIES**
 - 7.1 GG-10 Donations & Charitable Receipts Policy
 - 📎 GG-10 - DRAFT
- 8 SUBDIVISION**
- 9 UNFINISHED BUSINESS**
- 10 NEW BUSINESS**
 - 10.1 2026 Supplemental Taxes
 - 10.2 Private Event Noise Variance
 - 📎 Noise Variance Request - Fergusson
 - 10.3 Alexander Cemetery - Columbarium Project Revision
 - 📎 Administrative Report - Columbarium Revision
 - 10.4 Fall MMA Conference - Office Closure
- 11 ACCOUNTS**
 - 11.1 Accounts
 - 📎 July 2026 Cheque Register
 - 11.2 Budget to Actual
 - 📎 July 2026 Budget to Actual
- 12 COMMITTEE AND BOARDS REPORTS**

13 CORRESPONDENCE

 Manitoba Habitat Conservancy - Notice of Intent to File Caveat

14 NOTICE OF MOTION

15 IN CAMERA

15.1 Personnel

16 Adjournment



**Rural Municipality of Whitehead
Meeting Minutes**

Regular Meeting of Council July 13, 2026 - 08:30 AM (RM Office)

In attendance: Councillor Jeff Owens, Councillor Curtis Storey, Councillor Kaley Mykula, Councillor Kevin Klassen

Regrets: Reeve Trevor Tuttosi, Councillor Chris Semeschuk, Councillor Dennis Foerster

1 CALL TO ORDER

2 ADOPTION OF THE AGENDA

2026-133

Councillor Mykula - Councillor Klassen
Resolved that the Agenda be adopted as presented.
CARRIED UNANIMOUSLY

3 ADOPTION OF MINUTES AS CIRCULATED

2026-134

Councillor Klassen - Councillor Storey
Resolved that the regular minutes from June 8, 2026 and special minutes from June 11, 2026 be approved as presented.
CARRIED UNANIMOUSLY

4 DECLARATION OF CONFLICT OF INTEREST

5 PUBLIC HEARINGS

2026-135

Councillor Storey - Councillor Klassen
Be it resolved that the regular meeting of council be recessed to allow council to hold Public Hearings to receive representations for any person who wishes to make them in respect to the following matters:

Conditional Use Application 2026-02 - Parks - NE 13-10-20 W
Variance Application V2026-04 - Partridge - NE 33-10-20 W1
By-law No. 2026-03 - To Amend the Zoning By-law

Time: 8:03 a.m.
CARRIED UNANIMOUSLY

5.1 Conditional Use Application CO2026-02 - Parks - NE 13-10-20 W

Administration provided an overview of the application, history of the 5-acre parcel's zoning designation, and drainage concerns. It was confirmed that the drainage concerns would be addressed through the building permit process.

Margaret Shepard, area resident, inquired to the process of approving a non-farm dwelling in the AG Zone and what restrictions are applicable to the property. Administration confirmed that approval does not re-zone the property and AG Zone regulations remain applicable.

Councillor Owens - Councillor Storey

2026-136

Be it resolved that the public hearing with respect to Conditional Use Application 2026-02 be concluded.
CARRIED UNANIMOUSLY

2026-137 Councillor Mykula - Councillor Storey

Whereas Tyler & Teahna Parks applied for a Conditional Use to allow for a Non-Farm Dwelling in the "AG" Agricultural General Zone;

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

Therefore be it resolved that Conditional Use CO2026-02 be approved.

CARRIED UNANIMOUSLY

5.2 Variance Application V2026-04 - Partridge - NE 33-10-20 W1

Brian Partridge, applicant, spoke in favour of the proposal and provided an overview of the property limitations which necessitated the variance.

2026-138 Councillor Klassen - Councillor Storey

Be it resolved that the Public Hearing with respect to Variance Application V2026-04 be concluded.

CARRIED UNANIMOUSLY

2026-139 Councillor Storey - Councillor Mykula

Whereas Brian & Tammy Partridge applied for a variance to allow for a reduced front yard of 65 feet down from 125 feet in the "RR2" Rural Residential Zone;

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

Therefore be it resolved that Variance Order V2026-04 be approved.

CARRIED UNANIMOUSLY

5.3 By-law No. 2026-03 - To Amend the Zoning By-law

Kelsey Swidnicki, Keller Developments, spoke in favour of the re-zoning, noting the by-law as required to satisfy a condition by Council regarding an associated subdivision of the area.

2026-140 Councillor Mykula - Councillor Klassen

Be it resolved that the Public Hearing with respect to By-law No. 2026-03 to amend Zoning By-law No. 2021-04 be concluded.

And further, that Council resume its normal order of business.

Time: 8:50 am

CARRIED UNANIMOUSLY

6 PRESENTATIONS AND DELEGATIONS

7 BYLAWS AND POLICIES

7.1 By-law No. 2026-03 - To Amend the Zoning By-law - 2nd Reading

2026-141 Councillor Klassen - Councillor Mykula

That By-Law No. 2026-03 to amend the Zoning By-Law No. 2021-04 be given second reading.

CARRIED UNANIMOUSLY

7.2 **By-law No. 2026-03 - To Amend the Zoning By-law - 3rd Reading**
Councillor Storey - Councillor Klassen

2026-142

That By-Law No. 2026-03 be read a third and final time

In accordance with Section 137 of the Municipal Act, a recorded vote was taken in the motion to give by-law no. 2026-03 third reading.

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

CARRIED UNANIMOUSLY

8 **SUBDIVISION**

9 **UNFINISHED BUSINESS**

10 **NEW BUSINESS**

10.1 **2026 Flood Situation**

2026-143

Councillor Mykula - Councillor Klassen

WHEREAS the RM of Whitehead costs for the 2026 June Heavy Rains and 2026 July Flood, has realized response and repair

AND WHEREAS the RM of Whitehead requests the Provincial Government provide Disaster Financial Assistance (DFA) for this event,

THEREFORE BE IT RESOLVED the RM of Whitehead respectfully requests the Province to participate in the DFA program as it has incurred public sector expenses as a result of this event.

FURTHER BE IT RESOLVED the RM of Whitehead, on behalf of their residents and property owners (private sector), also respectfully request the Province to participate in this program for residents and property owners (private sector) who have incurred financial costs related to this event.

CARRIED UNANIMOUSLY

10.2 **Roseland Tailgate Cook Off - Community Event Designation**

2026-144

Councillor Klassen - Councillor Mykula

Be it resolved that the 12th Annual Roseland Tailgate Cook-Off to be held July 17, 2026 at the Roseland School be designated a community event in the RM of Whitehead.

CARRIED UNANIMOUSLY

10.3 **Regular Bill Payments**

2026-145

Councillor Storey - Councillor Mykula

Whereas the RM of Whitehead utilizes services in day-to-day operations that are billed on a monthly basis;

And whereas the services often require payment of monthly invoices within 7-days of receipt as opposed to 30-day periods, which require unnecessary urgency in the Accounts Payables processing of same;

And whereas these services are:

- Manitoba Hydro
- Bell MTS
- RFNow
- Protelec
- Rogers Wireless

Be it resolved that Administration is authorized to process payment of municipal accounts with the service providers listed above via automatic withdrawal of funds from the RM of Whitehead General Account.

CARRIED UNANIMOUSLY

10.4 Tile Drainage Tender

Council requested Administration provide an overview of the review process and rational of same with respect to awarding Tender No. 2026-03. Of note, there had been concerns raised of ensuring clarity in the tender and reasonable comparables when reviewing bids.

Administration advised of the project scope, bid amounts, and differences taken into consideration during the review. It was noted that several concerns raised were professional differences between contractors that were not sufficient to disqualify a bid. Further, that the lowest bid had been awarded the project as per normal practices, to do otherwise would require quantifiable justification or risk liability under procurement legislation.

Administration agreed to integrate improved tender wording and structure in future to ensure clarity of scope, account for bid variations, and quantify extra work during review processes.

11 ACCOUNTS

11.1 Accounts

2026-146

Councillor Mykula - Councillor Klassen

Resolved that the List of Accounts as paid for June, cheques numbers #16940 to #16966, EFT numbers #210 to #228 (both inclusive) and 3 auto withdrawals for a total of \$96,252.13 and Direct Deposit Register totaling \$34,184.53 inclusive of payroll and council indemnity as per by-law no. 2023-01 be approved.

CARRIED UNANIMOUSLY

11.2 Bank Reconciliation

2026-147

Councillor Klassen - Councillor Mykula

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

CARRIED UNANIMOUSLY

11.3 Budget to Actual

2026-148

Councillor Storey - Councillor Mykula

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

CARRIED UNANIMOUSLY

12 COMMITTEE AND BOARDS REPORTS

12.1 AMM Western District Annual Meeting

Councillor Storey provided an overview of presentations and discussion that had occurred at the 2026 AMM Western District meeting. He noted a tentatively favourable forecast by Western Financial with respect to annual insurance increases, forthcoming changes to E911, and a Q&A session by the Minister of Transportation in attendance.

- 2026-149

13

CORRESPONDENCE

Councillor Mykula - Councillor Klassen

Resolved that the Correspondence listed below be received;

- RCMP Policing Report

- Lyle Patterson - Land Purchase Request

- Manitoba Habitat Conservancy - Notice of Intent to File a Caveat

CARRIED UNANIMOUSLY
- 2026-150

14

NOTICE OF MOTION
- 2026-150

15

IN CAMERA
- 2026-150

16

Adjournment

Councillor Klassen - Councillor Storey

Resolved that we now adjourn to meet again on August 10, 2026 at 5:30 p.m. for a Regular Council meeting or at the call of the Reeve.

Time: 10:59 am

CARRIED UNANIMOUSLY

DRAFT



NOTICE OF PUBLIC HEARING

UNDER THE PLANNING ACT

Application for Variation Order under the Rural Municipality of Whitehead Zoning By-law No. 2021-04

NOTICE IS HEREBY GIVEN that Council of the Rural Municipality of Whitehead will be conducting a Joint Public Hearing to receive representation on:

VARIATION APPLICATION NO. VO2026-11 – NE 7-9-22 W – TO ALLOW FOR REDUCED MINIMUM SIDE YARDS IN THE “AG” AGRICULTURAL GENERAL ZONE DOWN FROM 25FT TO 0FT.

VARIATION APPLICATION NO. VO2026-12 – SE 7-9-22 W – TO ALLOW FOR REDUCED MINIMUM SIDE YARDS IN THE “AG” AGRICULTURAL GENERAL ZONE DOWN FROM 25FT TO 0FT.

DATE OF HEARING: Monday, August 10, 2026

TIME OF HEARING: 5:30 PM

LOCATION: Council Chambers, Municipal Office, 517 Second Avenue

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.

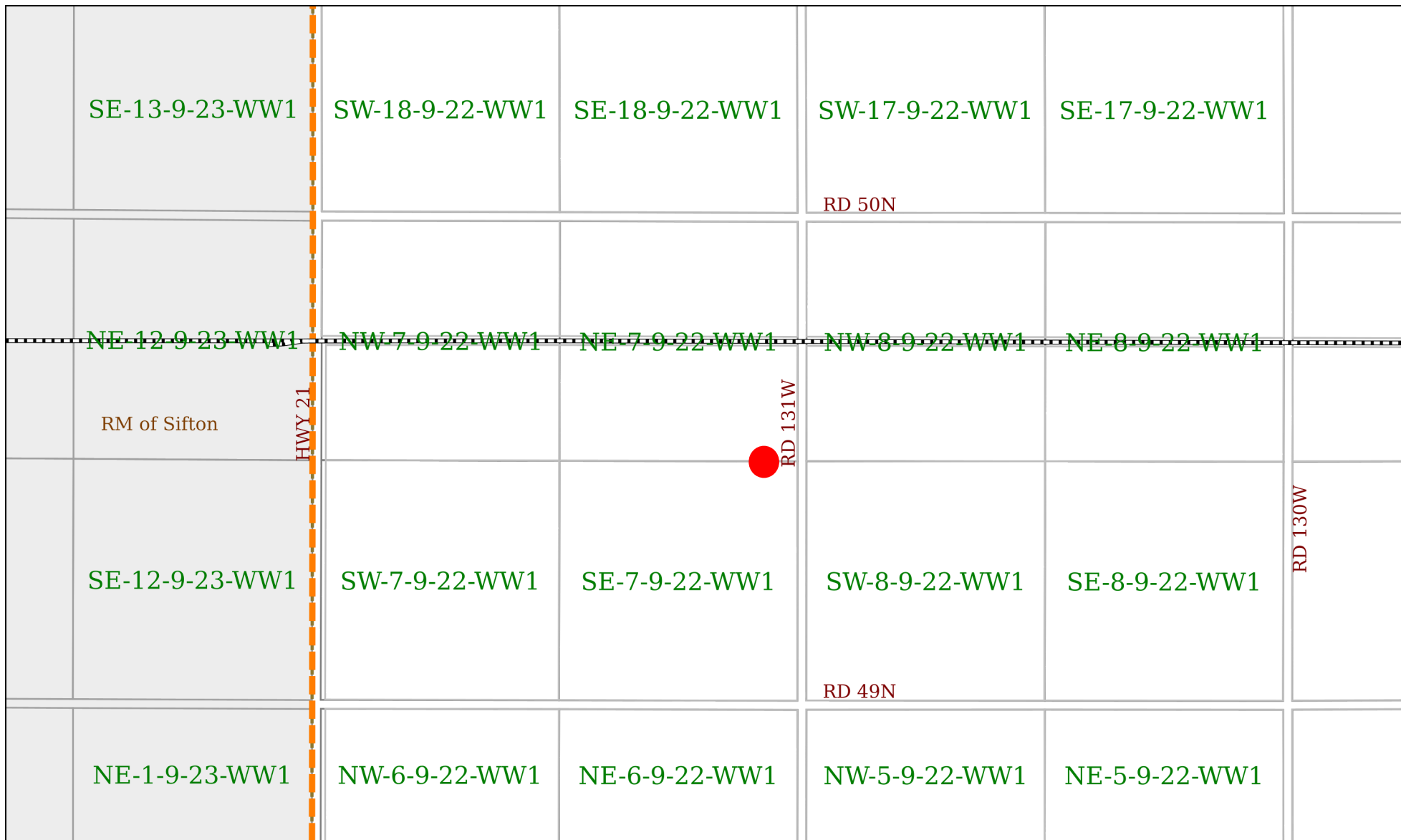
Where can I get more information?

If you would like more information, you may contact 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 no later than **August 7, 2026** (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 27th day of July 2026
James Maxon, CAO



Scale 1: 18,538

500 yd
500 m

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 Scale 1: 4,634

100 yd 
 100 m 

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Building Permit Application

RM of Whitehead
Box 107 Alexander MB R0K 0A0
204 752 2261 office@rmofwhitehead.ca

The undersigned hereby applies for a Permit to build in accordance with the application; all by-laws and regulations applicable thereto, and all conditions stated in Disclaimer RE: flood water drainage.

As Owner or agent on behalf of the owner, I have instructions to and certify that I have read and understand the terms and conditions that are contained in this application. I agree to all terms contained therein. I am aware that by signing this application, I am waiving certain legal rights which I on whose behalf I act, as well as our respective heirs, successors, assigns and any subsequent purchasers of the property, may otherwise have against the Municipality of Whitehead. I checked the title of this property and can verify that there are no encumbrances or restrictions against the property that would prevent the request of the building permit issued. I have also examined the site and determined that it is a suitable location for structure proposed. I acknowledge that the Municipality of Whitehead takes no responsibility of the building and that I have chosen the location at my own risk.

Applicant Rob Willman Address Box 40 Griswold MB
Phone # 204-724-4974 Email rwillman@xplornet.com Roll # 37600 49086 Rd
Owner Rob Willman Address Box 40 Griswold MB Phone # 204-724-4974 131
Location of the Building: Civic Address/ Section Township Range: 7-9-22 NE Balaam
Zoning District _____ Lot Size _____
Permit:
New Permit ☒ Revision to Permit ()
Class of Work: New ☒ Repair () Removal () Addition () Renovation () Demolition () Alteration () Relocation () Excavation ()
INTENDED USE: Machinery Storage
Completion Date Fall 2026 Valuation of Work \$ 75,000
Type of Building (House, Garage, Ect.) Pole Shed
Architect or Designer Pembina Co-op Phone # _____
Plumbing Contractor _____ Phone # _____
Contractor Daryl Speers or Pembina Co-op Phone # _____

Signature of Applicant: Robby F Willman Date June 22 2026
MATERIALS USED BUILDING SIZE: Length 80' Width 40'
Basement _____ Foundation _____ Type of Construction _____ Type of Heat _____ Water Supply _____
Outside Walls _____ Interior Walls _____ Number of Stories _____ Type of Sewer _____ Roof _____
Other Comments _____

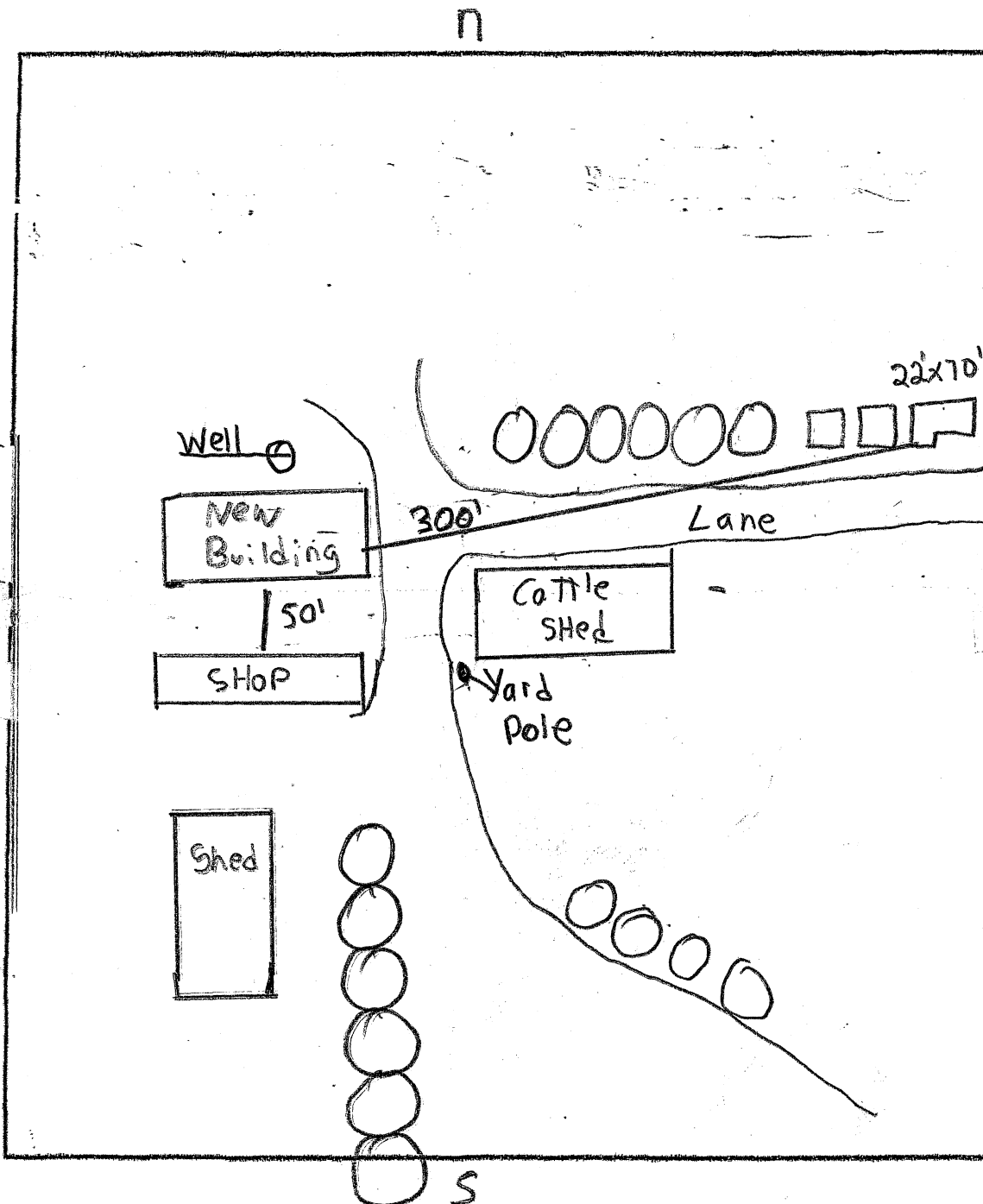
WHEN PROPERLY VALIDATED (In this space) THIS IS YOUR PERMIT

RM of Whitehead Approval Date: _____ Building Inspector Approval Date: _____

CAO: _____ Building Inspector: _____

Permit Fee: _____ PERMIT # _____

SITE PLAN for: _____



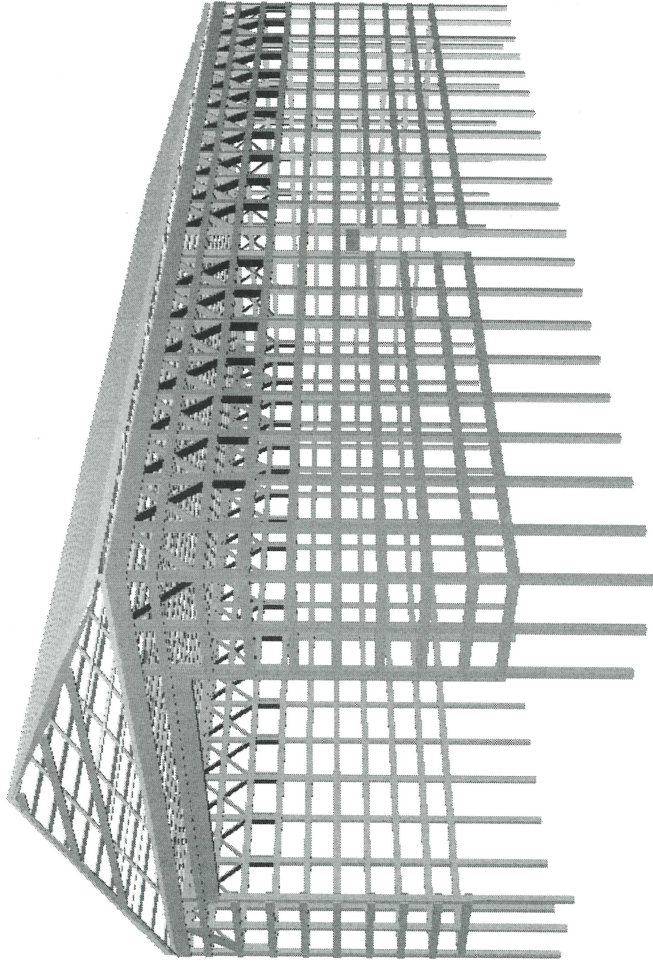
- A Site Layout Plan is to be done including the size of house and distances to all property lines along with the front property line defined and a drive way and any out buildings drawn in

EMAILED JUNE 23/20
11 AM ✓ SM

Pembina Co-op - SOURIS HOME CENTRE
219 - 1st Avenue West
Box 250
Souris
Phone: 204-483-2137 Fax: 204-483-2351
E-mail: 204 483 2354



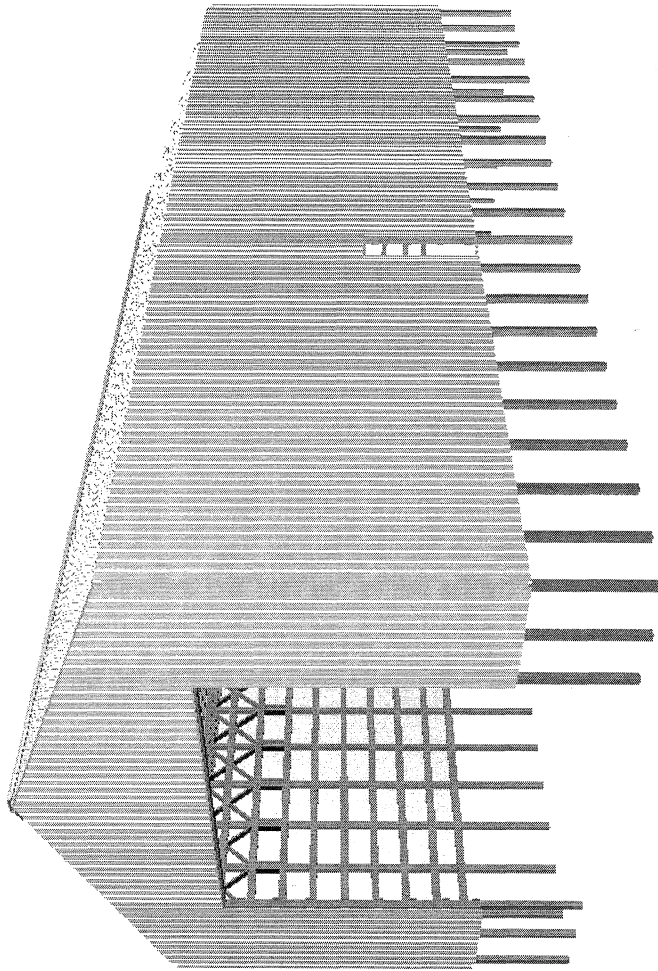
Pembina





Pembina

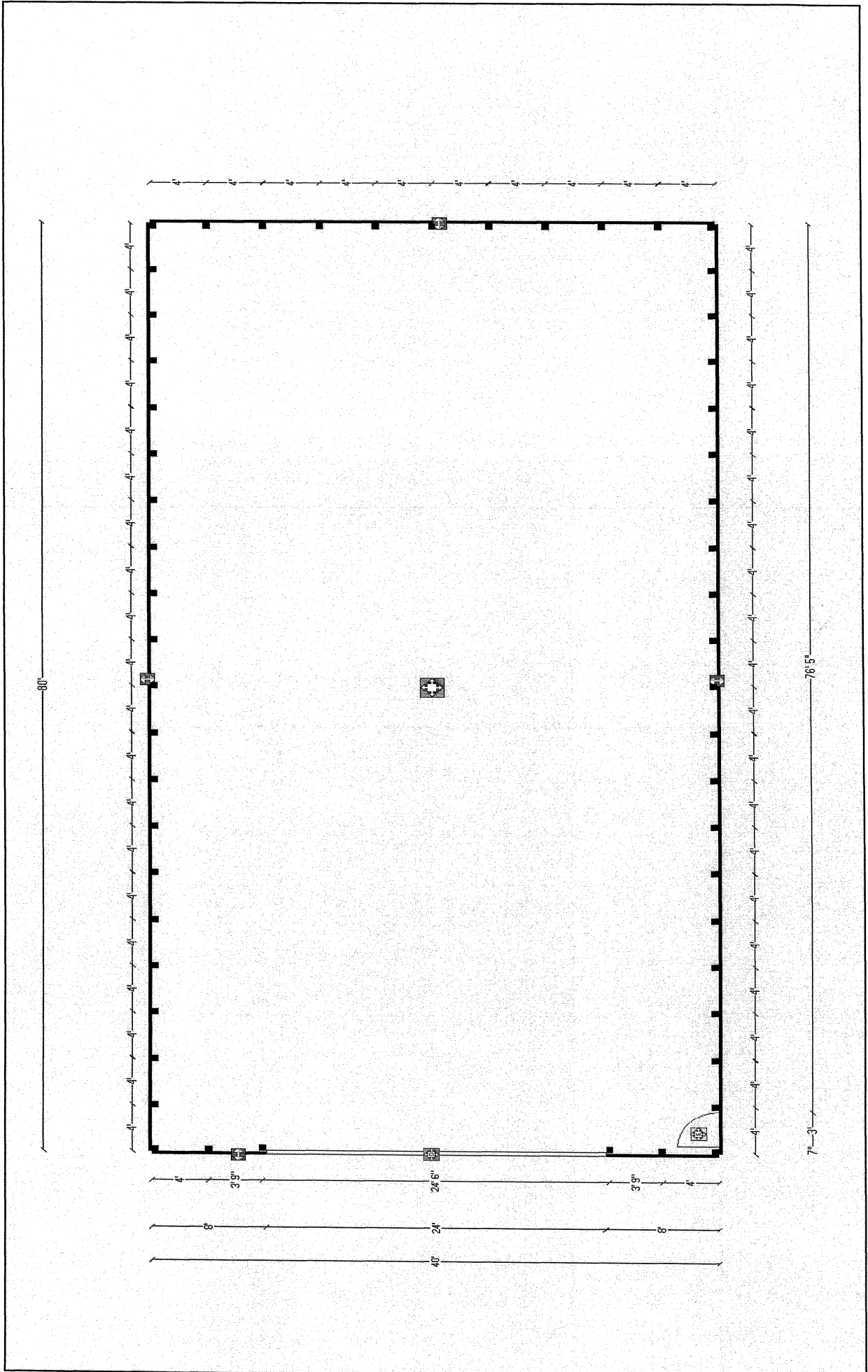
Pembina Co-op - SOURIS HOME CENTRE
219 - 1st Avenue West
Box 250
Souris
Phone: 204-483-2137 Fax: 204-483-2351
Fax: 204 483 2351





Pembina

Pembina Co-op - SOURIS HOME CENTRE
219 - 1st Avenue West
Box 250
Souris
Phone: 204-483-2137 Fax: 204-483-2351
E-mail: 204 483 2254





Variance to Zoning By-law No. 2021-04

Name of Property Owner: Doug & Denise Williamson

Name of Applicant: Keller Developments

Civic Address of Property: SE 36-9-20W

Legal Description of Property: The W/4 2145 feet of the SE 1/4 of Section 36-9-20W

References: Whitehead Development Plan and Zoning By-law no. 2020-04

Variance Request:

That a variance be approved for lots 3, 10, 11, 12 & 17 to vary the site width from the minimum requirement of 200 ft to:
lot 3: 147 ft. lot 11: 105 ft. lot 17: 187 ft.
lot 10: 146 ft lot 12: 87 ft.

As the applicant, I confirm and verify to the municipality of Whitehead that the information provided in this application is true and complete, and I undertake to observe and perform all provisions of The Planning Act, the Development Plan, Zoning by-law and the provisions of other relevant laws, by-laws or agreements.

Signature of Applicant: [Signature] Date: July 17/26

Address: 2-1875 Middleton Ave, Brandon Postal Code: R7A 1A7

Phone No: 204-728-1328 Email Address: Kelsy@westmanpremierhomes.com

Signature of Owner: [Signature] Date: July 15, 2026

Address: R.R. 1 Site 150 Box 8 Postal Code: R7A 5Y1

Phone No: 204-725-4851 Email Address: danddwilliams@gmail.com

OFFICE USE ONLY:

Date Application Received: _____

Payment Received Date: _____

File No: _____

Amount Received: _____



NOTICE OF PUBLIC HEARING

UNDER THE PLANNING ACT

Application for Variation Order under the Rural Municipality of Whitehead Zoning By-law No. 2021-04

NOTICE IS HEREBY GIVEN that Council of the Rural Municipality of Whitehead will be conducting a Joint Public Hearing to receive representation on:

VARIATION APPLICATION NO. VO2026-06 – SE 36-9-20 W – TO ALLOW FOR REDUCED MINIMUM SITE WIDTH FOR PROPOSED LOT 3 IN THE “RR2” RURAL RESIDENTIAL ZONE DOWN FROM 200FT TO 147 FT.

VARIATION APPLICATION NO. VO2026-07 – SE 36-9-20 W – TO ALLOW FOR REDUCED MINIMUM SITE WIDTH FOR PROPOSED LOT 10 IN THE “RR2” RURAL RESIDENTIAL ZONE DOWN FROM 200FT TO 146 FT.

VARIATION APPLICATION NO. VO2026-08 – SE 36-9-20 W – TO ALLOW FOR REDUCED MINIMUM SITE WIDTH FOR PROPOSED LOT 11 IN THE “RR2” RURAL RESIDENTIAL ZONE DOWN FROM 200FT TO 105 FT.

VARIATION APPLICATION NO. VO2026-09 – SE 36-9-20 W – TO ALLOW FOR REDUCED MINIMUM SITE WIDTH FOR PROPOSED LOT 12 IN THE “RR2” RURAL RESIDENTIAL ZONE DOWN FROM 200FT TO 87 FT.

VARIATION APPLICATION NO. VO2026-10 – SE 36-9-20 W – TO ALLOW FOR REDUCED MINIMUM SITE WIDTH FOR PROPOSED LOT 17 IN THE “RR2” RURAL RESIDENTIAL ZONE DOWN FROM 200FT TO 187 FT.

DATE OF HEARING: Monday, August 10, 2026

TIME OF HEARING: 5:30 PM

LOCATION: Council Chambers, Municipal Office, 517 Second Avenue

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.

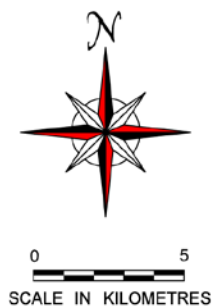
Where can I get more information?

If you would like more information, you may contact 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 no later than **August 7, 2026** (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 22nd day of July 2026
James Maxon, CAO



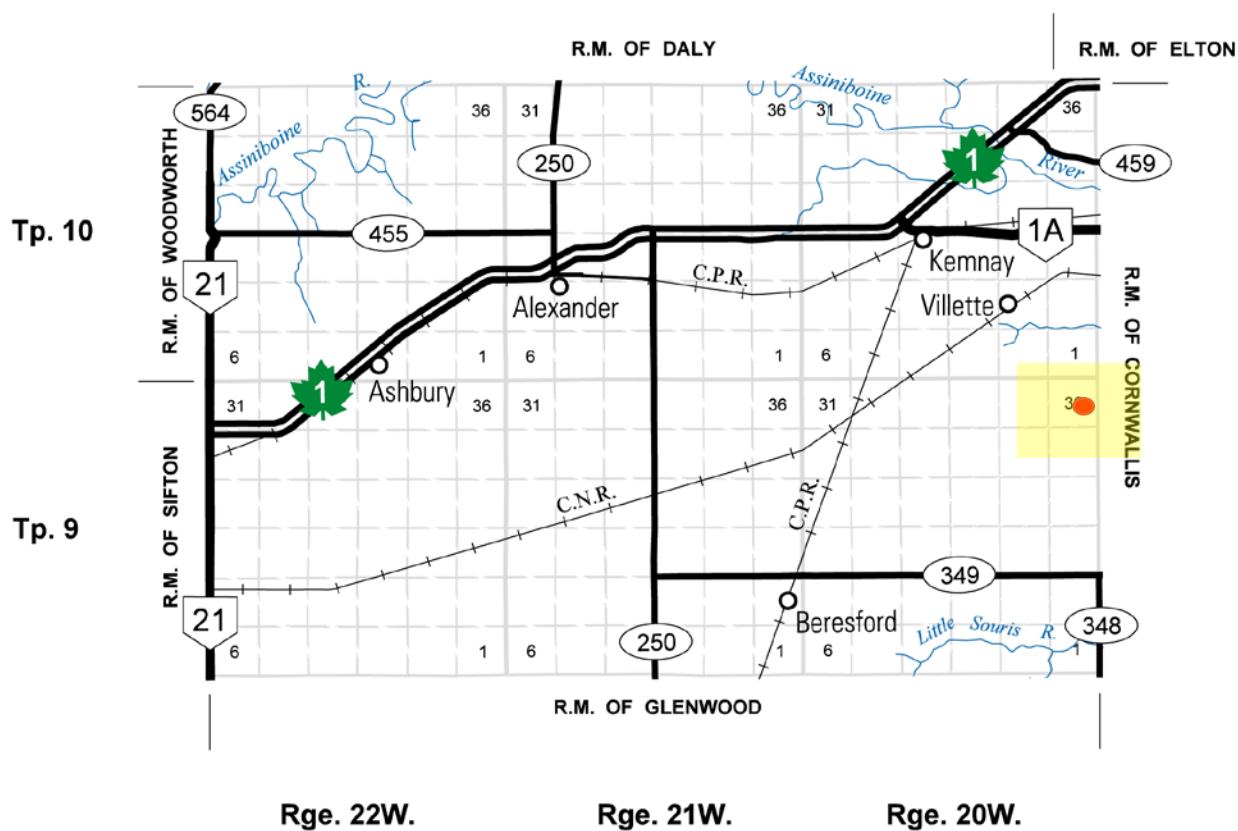
R.M. OF WHITEHEAD

MAP REVISED:-

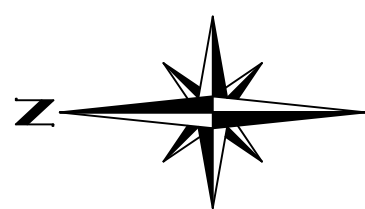
MANITOBA
TRANSPORTATION AND GOVERNMENT SERVICES
HIGHWAY PLANNING AND DESIGN BRANCH
DRAFTING SECTION
WINNIPEG
JANUARY, 2004

LEGEND

TRANS-CANADA HIGHWAY		ACCESS ROADS	
PROVINCIAL TRUNK HIGHWAYS		RAILWAYS	
PROVINCIAL ROADS			



METRIC



DEPOSIT NO. 0478-2024

PLAN OF SUBDIVISION
OF PART OF
**SE 1/4 SECTION 36,
TOWNSHIP 9, RANGE 20 WPM**

**RM OF WHITEHEAD
MANITOBA**

SCALE 1:2000



NOTES

All distances are in metres and may be converted to feet by multiplying by 3.28084

Survey monuments found on the ground are described and shown thus _____ O

Iron posts 0.025 x 0.025 x 0.914 marked M.L.S. are placed at all points shown thus _____

All plans referred to are on record in the Brandon Land Titles Office

Land affected by the registration of this plan is shown bordered thus _____

AFFIDAVIT

I, Steven Bradley Richmond, of the City of Brandon, Manitoba Land Surveyor, make oath and say that I did personally
superintend the survey represented by this plan, that the survey was made between July 18, 2023 and June 12, 2026 and
that the survey and plan are correct and true to the best of my knowledge and belief.

Manitoba Land Surveyor

Sworn to before me at the City of Brandon
this ____ day of _____, 20__

A Commissioner for Oaths in and for the Province of Manitoba
My commission expires March 14, 2028



APPROVALS

Approved by Planning Certificate
of Approval No. _____

This ____ day of _____, 20__

For The Approving Authority

OWNERS (If signing on behalf of a corporation,
print the designation of office)

(Print name) (Signature)

This approval is valid for 60 days unless registered

Approved this ____ day of _____, 20__

for Registrar General

(Print name) (Signature)

Re-approved this ____ day of _____, 20__

for Registrar General

Entered and registered in the Brandon Land Titles Office

This ____ day of _____, 20__

as PLAN No. _____

for District Registrar

Registration No. _____

This approval is valid for 12 months unless registered.

Approved this ____ day of _____, 20__

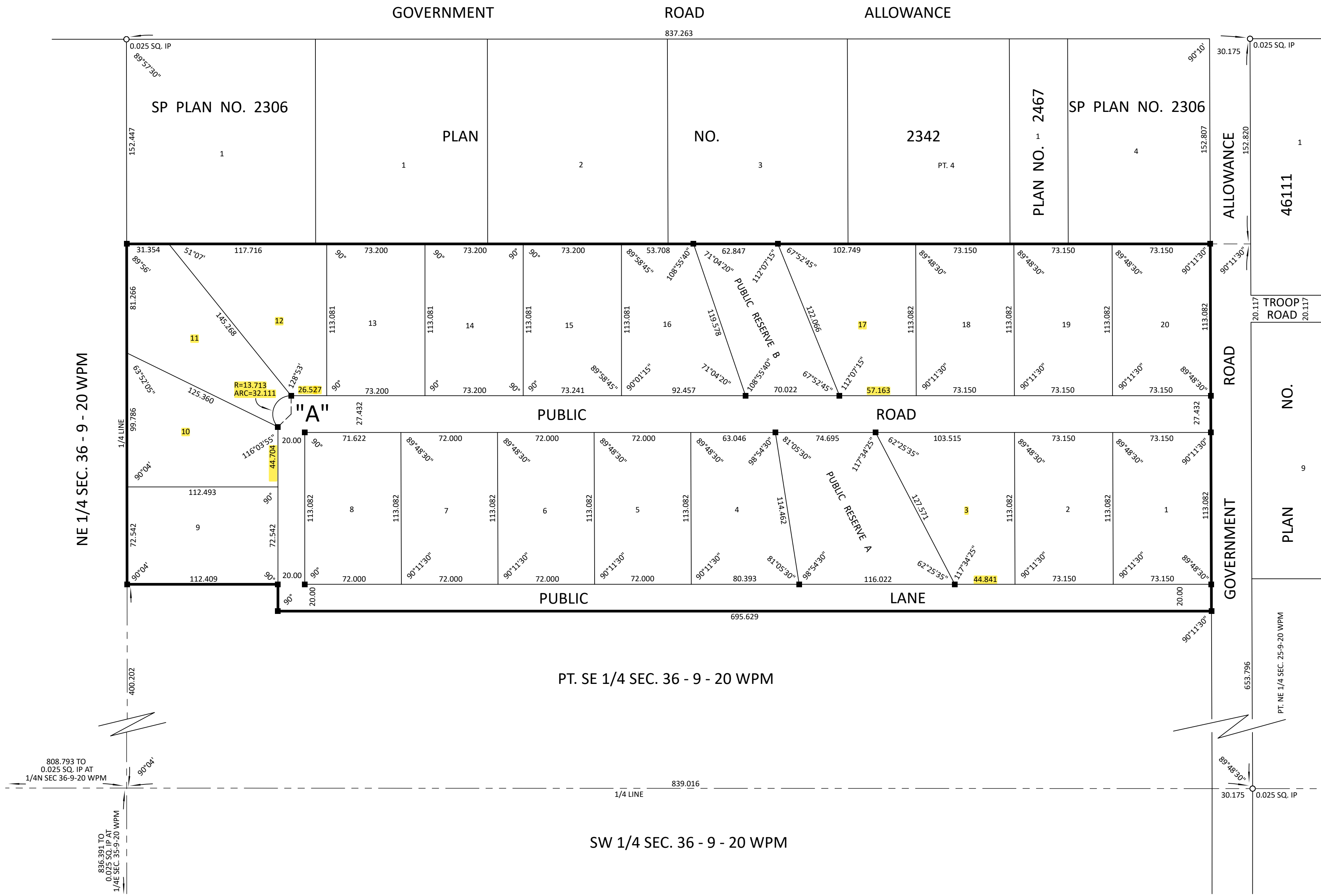
Examiner of Surveys

Re-approved this ____ day of _____, 20__

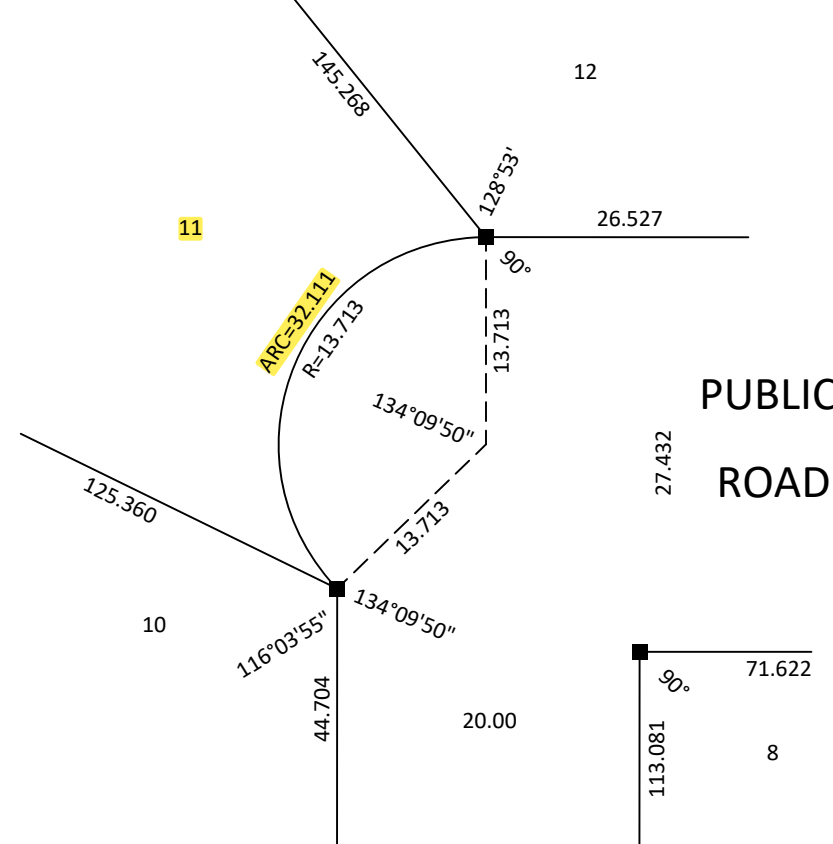
Examiner of Surveys

RICHMOND SURVEYS M.L.S. LTD.
UNIT 5B - 457 - 9TH STREET
BRANDON, MB R7A 1K2
TEL:(204)761-0178
WWW.RICHMONDSURVEYS.COM

PLANNING FILE NO. 4202-18-8031
RICHMOND SURVEYS FILE NO. 240089
DWG NAME_VERSION_INITIALS 240089_R3_MT
FB_PG 58_45



DETAIL AT "A"
SCALE: 1:500



RURAL MUNICIPALITY OF WHITEHEAD		POLICY NO: GG-10
REFERENCE:	ADOPTED BY:	Page 1 of 8
	Date:	
TITLE: Donations & Charitable Receipts Policy		DATE LAST REVIEWED BY MGMT:

1. **PURPOSE**

The Rural Municipality of Whitehead (The “RM” or the “Municipality”) occasionally receives requests for charitable receipts for voluntary contributions that are financial and/or material in nature. The issuance of such receipts are regulated by the Canada Revenue Agency (CRA) guidelines for issuing charitable receipts, under which the Municipality is a qualified and registered Donee. Therefore, it is considered necessary and prudent to establish a policy which sets out guiding principles for the eligibility and definition of donations made to the RM of Whitehead, eligibility for donation receipts, and the amount(s) to be recognized.

2. **DEFINITIONS**

Advantage/Benefit – refers to the total value, at the time a gift is made, of any services, compensation, or other benefits that a person is entitled to receive in relation to the gift.

Conditional Cash Donation – means the donation of any cash with a condition or requirement of the Municipality, such as an obligatory use or purchase by the Municipality.

Donation or Gift – means any voluntary transfer of cash, property, or service to the Municipality for which the donor receives no consideration or only limited consideration permitted under CRA rules.

Donee – refers to an organization under the Canada Income Tax Act (R.S.C. 1985) that is qualified to issue official donation receipts for gifts received from individuals and corporations.

Eligible Donations – means donations that can be acknowledged with an official donation receipt for income tax purposes in compliance with CRA guidelines.

Fair Market Value (Valuation) – means the highest dollar value (price) a business, property, or other asset would sell for in an open and competitive market where an informed and willing buyer and seller are dealing at arm’s length with each other. The fair market value of a property does not include taxes paid.

In-Kind Donation – means tangible property, other than cash, that are eligible for donations.

Official Donation Receipt – means a receipt in accordance with Canada Revenue Agency requirements for income tax purposes. In this policy, the term ‘receipt’ refers to an Official Donation Receipt.

Net Amount of Donation – means the fair market value of the donation less any advantage/benefit received or to be received as a result of the donation.

Non-Eligible Donation – means donations that cannot be acknowledged with an official donation receipt for income tax purposes in compliance with CRA guidelines.

Unconditional Cash Donation – means a cash donation with no conditions or requirements attached by the donor upon acceptance by the Municipality. Unconditional cash donations include donations to a municipal project approved by Council.

3. SCOPE

This Policy applies where an income tax receipt is requested for donations. The Policy will clarify when and how receipts for income tax purposes will be issued.

4. STANDARDS

4.1. The Municipality is not obligated to issue donation receipts for tax purposes and may choose to issue receipts within criteria and guidelines considered acceptable to avoid any administrative burden;

4.1.1. The criteria must comply with CRA guidelines and regulations which govern the issuance of donation receipts for tax purposes;

4.2. The Municipality reserves the right to amend these criteria from time to time by revisions to this Policy;

4.3. The Municipality reserves the right to refuse any donation. Reasons for refusal may include, but are not limited to:

- (a) Acceptance would create a legal, financial, environmental, operational or reputational risk;
- (b) Conditions attached to the donation are unacceptable;
- (c) The Donation is inconsistent with the Municipality's objectives, priorities or legislation;
- (d) The donation would not be of benefit to the community;

4.4. The Municipality will issue official donation receipts for eligible donations with a net cash or net fair market value of \$100.00 or more, subject to the appropriate authorizations as described in Section 7 of this Policy.

5. ACCEPTED DONATIONS

5.1. The Municipality may accept the following types of donations, regardless of eligibility for an official donation receipt:

- i. Unconditional cash donations;
- ii. Conditional cash donations; and
- iii. Donations-in-kind;

6. CONDITIONAL DONATIONS

At times donations may be offered to the Municipality that require conditions be met in the acceptance or use of the donation/gift. This may include monetary or property related restrictions.

6.1. The acceptance of conditional donations is subject to approval by Council due to the potential commitment by the Municipality.

6.2. Conditional donations may be accepted where:

- (a)** The purpose aligns with municipal objectives;
- (b)** The conditions have a benefit to the community;
- (c)** The Municipality retains ultimate control over the expenditure of funds;
- (d)** The restriction does not conflict with legislation or municipal policies;

6.3. If the condition's designated purpose becomes impossible, impractical or unnecessary, Council may redirect the donation to a substantially similar municipal purpose.

7. ELIGIBILITY

To be considered an eligible donation the following applies:

7.1. A donation must generally be consistent with one or a combination of:

- (a)** Monetary (cash, cheque, electronic transfers);
- (b)** Land
- (c)** Tangible property such as, but not limited to:
 - i.** Equipment
 - ii.** Vehicles
 - iii.** Supplies
 - iv.** Valuables (furniture, jewelry, artwork, etc.)

7.2. The donation must meet the following criteria:

- (a)** Be an actual transfer of funds, land, or other form of property to the Municipality;
- (b)** Be voluntary, freely given and not as a result of a contractual or legal obligation

7.3. Only the net amount of the donation is considered the eligible amount which may be recorded on a donation receipt.

8. NON-ELIGIBLE DONATIONS

To be non-eligible means that a donation cannot be acknowledged with an official donation receipt for income tax purposes. In accordance with CRA guidelines:

8.1. A donation receipt can only be provided if the Municipality maintains direction and control over the donated resources. The Municipality cannot issue receipts for donations stipulated by the donors to be allocated to a specific non-profit organization or group because the Municipality may be considered to be acting as a conduit;

8.2. Services are considered intangible, non-monetary assets and not receiptable by the CRA, these include volunteer labour, professional services, time, skills, expertise;

- (a) The exemption to this rule stipulates that to donate a service there must be a clear and documented audit trail which includes an invoice payable by the Municipality, payment of the invoice by the Municipality, and then a cash donation made by the individual or organization to the Municipality. A compliant donation receipt could then be made in the amount of the donation amount.

8.3. Donations of business marketing products such as supplies and merchandise;

8.4. Transfers of cash, property or assets resulting from a condition, such as a court order, or requirement of a separate agreement with the Municipality, such as a Development Agreement;

8.5. Donations for which the fair market value of the advantage, consideration, or benefit provided to the donor exceeds 80% of the value of the donation. If the value of the advantage is greater than 80% of the value of the donation, no donation is deemed to have been made and a receipt cannot be issued;

8.6. The payment of a basic fee for admission for an event or to a program does not qualify as a donation eligible for issuing a receipt.

8.7. When a donor requests that the donee pay for a portion of the donation (shared cost), no donation receipt may be issued;

8.8. Donations that have a direct benefit to the donor or any relative of the donor cannot be issued a donation receipt;

8.9. A gift-in-kind for which the Fair Market Value cannot be determined; and

8.10. Sponsorship in the form of cash, goods or services toward and event, project, program or corporate asset, in return for commercial benefit, eg. logo placement or presenting sponsorship.

9. AUTHORITY TO ACCEPT DONATIONS

9.1. The CAO may accept and issue receipts for cash donations up to a maximum of \$1,000 estimated fair market value.

9.2. A resolution of Council is required to authorize the acceptance and issue a donation receipt for any of the following:

- (a) Cash donations of more than \$1,000 estimated fair market value
- (b) Any donation of property or assets regardless of fair market value.
- (c) Any conditional donation regardless of type or fair market value
- (d) Any other donation which may reasonably result in future costs or liabilities to the Municipality

9.3. Donations may still be accepted by the Municipality that are deemed non-eligible for a donations receipt so long as any documentation that recognizes the donation does not appear, or imply to be, usable for tax purposes.

10. VALUATION OF DONATIONS

10.1. Cash donation value is the amount received.

10.1.1. Cash donations are only accepted and valued in Canadian dollars

10.2. In-Kind donations shall receipt fair market value of the property at the time of donation which is to be determined by assessing:

- (a) An independent appraisal;
- (b) Reasonable and understandable value comparisons; or
- (c) Supporting documents by the donor;

10.2.1. Donations of land shall be valued by the most current assessed value, as provided by the Manitoba Property Assessment Branch, at the time of donation

10.3. Services that meet all other eligibility requirements may be issued receipts so long as the exemption criteria outlines in 8.2(a) of this Policy. The valuation will be the amount invoiced and paid by the Municipality for said services and received as a cash donation by the provider; to ensure fair market valuation the fee structure of the provider should be adhered to or, when unavailable, the fee structure of a comparable service provider.

11. DONATION RECEIPTS

11.1. As per the Income Tax Act (R.S.C. 1985) the Municipality is obligated to ensure any receipts issued for charitable donations clearly include the following:

- (a) A statement saying that it is an official receipt for income tax purposes;
- (b) Business registration number, name, address as recorded with the CRA;
- (c) Serial number of the receipt;
- (d) Place or Locality where the receipt was issued;
- (e) For cash donation, the day and year on which the donation was received;
- (f) The day on which the donation was issued, if it differs from the date on which the donation was received;
- (g) The full name and address of the donor;

- (h) The amount of the cash donation, or if the donation is in-kind, the fair market value or deemed fair market value, if that rule applies;
- (i) Value and description of any benefit/advantage received by the donor;
- (j) Eligible amount of donation less any benefit/advantage;
- (k) Signature of an authorized individual to acknowledge donations; and
- (l) Municipalities are required to be on a publicly available list maintained by the CRA in order to continue to be recognized as qualified donees.

12. ISSUANCE OF OFFICIAL DONATION RECEIPTS

12.1. Receipts shall only be issued for accepted donations of \$100.00 or greater in value

12.2. Only municipal staff may issue an official donation receipt

12.2.1. Issuance is only valid if under the appropriate authority as described in Section 7 of this Policy

12.3. Official donation receipts issued by the Municipality must adhere to Appendix A of this policy for income tax purposes.

13. ADMINISTRATION AND RECORDING

The Municipality is required under Section 230 of the Income Tax Act (R.S.C. 1985) to maintain proper records of any official donation receipts issued and have them accessible to the CRA upon request.

13.1. The Municipality must maintain registration of a qualified donee status with the CRA

13.2. The recording of donation receipts must conform with the following documentation requirements:

- (a) A detailed record of all donations received which can show:
 - i. Donor name, address, contact information
 - ii. Date received
 - iii. Amount of donation & valuation
 - iv. Described purpose of donation
- (b) Copies of all official receipts issued;
- (c) Copies of any resolutions of Council
- (d) Copies of any agreements or correspondence pertinent to conditional receipt and use of funds
- (e) Any ledger documentation which reflects the donation
- (f) Any documentation to record transfer of ownership for any In-Kind donations

- 13.3.** Records relating to donations and charitable receipting must be retained by the Municipality for a minimum of seven (7) years from the end of the fiscal year to which they relate;
- 13.4.** Where donations relate to property ownership or any on-going agreement, records must be retained for the life of the asset and/or agreement plus seven (7) years;
- 13.5.** This Policy will be reviewed at least one every four years, at the request of Council, or as the need arises to address changes to applicable legislation and CRA regulations.

DRAFT

POLICY GG-10
APPENDIX A
Official Donation Receipt for Income tax Purposes



RURAL MUNICIPALITY OF WHITEHEAD
OFFICIAL CHARITABLE RECEIPT

Date: _____

Receipt No. _____

CRA Registration No. 10794 3862 RP0001

Location Issued: 517 2nd Avenue
Alexander MB
R0K 0A0

Donor Name: _____

Date Received: _____

Amount: _____
[Net amount of donation in \$]

Description of Donation:

Brief Description of donation & purpose

Tax Information

This is to acknowledge receipt of a gift of [net amount of donation in \$] made by [Donor's full name] on [Date of Donation]. No goods or services were provided in exchange for this donation.

This donation receipt is issued in compliance with the Income Tax Act (Canada) requirements for the purposes of claiming tax credits or deductions.

Sincerely,

[CAO Name]

Rural Municipality of Whitehead

cao@rmofwhitehead

204-752-2261

FW: Wedding Noise Permit

From

Date Wed 7/22/2026 12:13 PM

To Christine Burton <finance@rmofwhitehead.ca>

Hi Christine,

Further to our conversation of this morning here are the details of the upcoming wedding on our property.

- Our blue sign number is 53124 (Road 119W)
- Date of Wedding is August 21st, 2026
- Time of event – 4:00 p.m. ceremony start with anticipated 1:00 a.m. finish (likely before)
- We are running buses to minimize traffic; and
- All parking will be on our property so no vehicles parked on municipal road

Thankyou,

If you need anything further from me please let me know.

Wendy Fergusson



REPORT TO COUNCIL

PRESENTED:	August 10, 2026	BY-LAW/POLICY:	N/A
SUBJECT:	Alexander Cemetery - Columbarium Project Revision	AGENDA ITEM:	10.3

BACKGROUND

The 2026 budget included the acquisition of a 48-niche columbarium to be installed in the Alexander Cemetery. The intended location was in the north-east corner of the property, currently vacant of any plots. A contractor was hired to install a concrete pad for the columbarium, however, on attending the site the contractor brought attention to a significant grading issue. The intended location would require either a significant amount of material for re-grading the slope or the concrete pad would need to be significantly deeper to accommodate the slope and remain level.

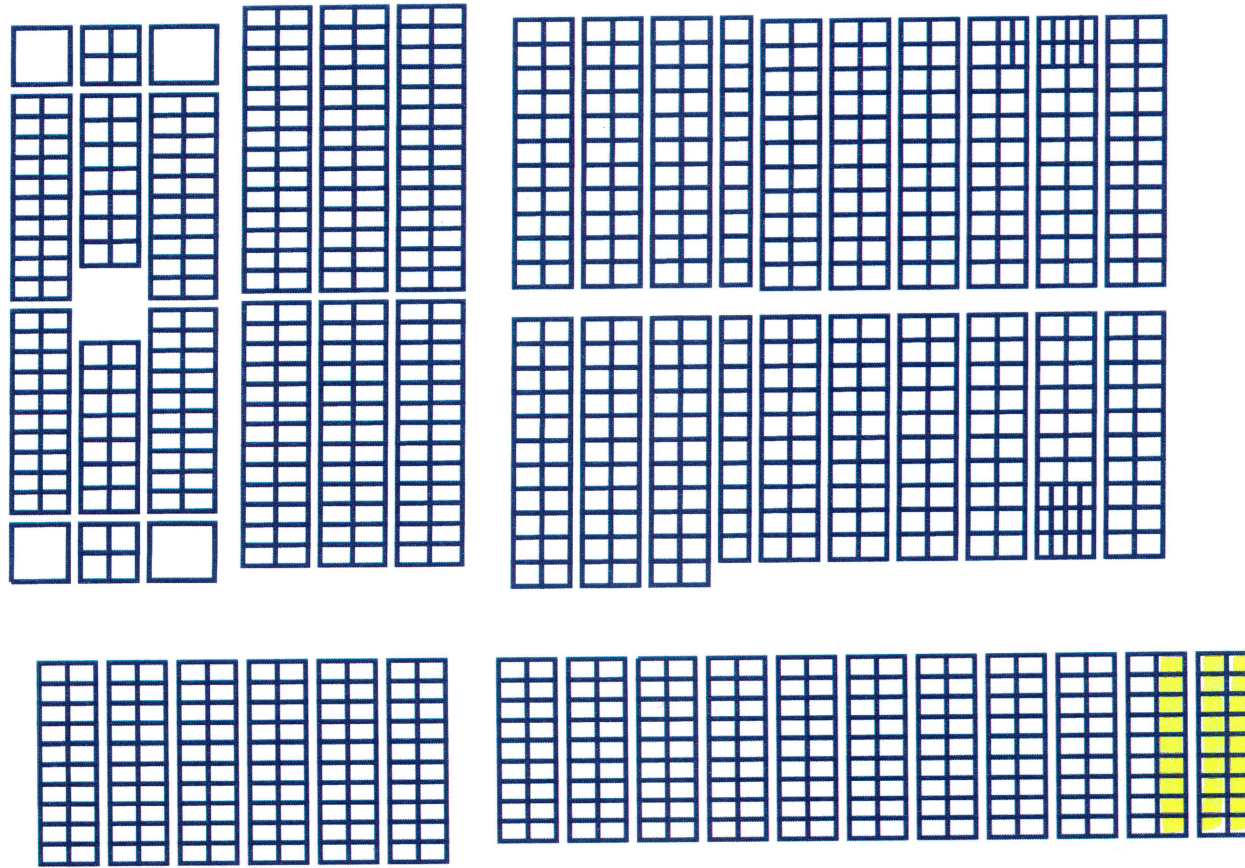
Administration is seeking approval from Council to install the columbarium in an alternative location in the south-east corner of the property, which would affect up-to three rows of plots, highlighted in the attachment.

OPTIONS

- A.** Undertake the regrading of the original area.
- This is **not** recommended as it is considered cost-prohibitive and would have an affect on the character of the area
 - Establishing a deeper concrete pad is not considered viable as would be substantial enough to raise issues for maintenance and safety
- B.** Relocate the intended columbarium location to the south-east corner of the property where the grade is suitable without additional work, and approve Administration to revise the cemetery design to remove any affected rows.
- This is the recommendation of staff as the location will accommodate the columbarium with minimal impact to the cemetery
 - Affected rows can be recouped by future use of the northeast corner if ever determined necessary.
 - As the area is in the new section and therefore less 'filled in', this would become a 2027 budget proposal to proactively enhance the area into a parkette

RD 57N

RD 124W



Scale 1: 1,159



10 yd 
10 m 

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RM of Whitehead Payment Register

Report Date
8/06/26 5:16 PM

Batch: 2026-00073 to 2026-00084

Page 1

Bank Code: AP - AP-GENERAL OPER

Payment #	Vendor	Date	Amount
Computer Cheque			
16967	Canadian Pacific Railway Co.	7/09/26	1,614.00
16968	Fountain Tire (Brandon) LTD	7/09/26	475.46
16969	Heritage Co-Op 1997 Ltd.	7/09/26	5,021.32
16970	Manitoba Hydro	7/09/26	1,198.63
16971	MB Municipal Employees	7/09/26	5,807.50
16972	Municipality of Deloraine -	7/09/26	185.00
16973	Receiver General Of Canada	7/09/26	11,781.71
16974	Rogers	7/09/26	100.25
16975	Samson Architecture Engineering	7/09/26	1,395.00
16976	Southwest Weed District	7/09/26	11,883.09
16977	RBC Royal Bank	7/13/26	5,054.54
16978	AL's Corner Store	7/15/26	215.93
16979	Brandon Extreme Clean	7/15/26	387.88
16980	Cascadia Metals Ltd	7/15/26	3,668.00
16981	CrossMan Direct Underground	7/15/26	3,885.00
16982	Fountain Tire (Brandon) LTD	7/15/26	13,183.72
16983	Heritage Co-Op 1997 Ltd.	7/15/26	2,746.83
16984	Manitoba Hydro	7/15/26	70.89
16985	Protelec Alarms Ltd	7/15/26	94.47
16986	Canoe Procurement Group	7/21/26	448.98
16987	Custom Tarps & Filters Inc.	7/21/26	1,967.82
16988	Heritage Co-Op 1997 Ltd.	7/21/26	5,016.64
16989	JR Cousins Consultants LTD	7/21/26	3,010.51
16990	Bell MTS	7/21/26	387.28
16991	Mar-Dee Enterprises	7/21/26	1,337.12
16992	Wolseley Canada	7/21/26	274.85
16993	Murray Chrysler Dodge Jeep Ram W	7/22/26	59,974.88
16994	City of Brandon	7/30/26	8,781.17
16995	Cascadia Metals Ltd	7/30/26	465.92
16996	Canadian Pacific Railway Co.	7/30/26	1,614.00
16997	Fountain Tire (Brandon) LTD	7/30/26	101.91
16998	Manitoba Hydro	7/30/26	4,736.66
16999	McMunn & Yates	7/30/26	746.57
17000	AMM Trading Company Ltd	7/30/26	651.56
17001	Rogers	7/30/26	97.33
17002	Safety Chicks	7/30/26	134.34
Total for Computer Cheque:			158,516.76

EFT

229	Cook Kelsey	7/15/26	313.60
230	Kelly Crosson	7/15/26	534.24
231	Duracan	7/15/26	37.80
232	David Roberts	7/15/26	160.00
233	Julie Bean	7/28/26	40.00
234	Christine Burton	7/28/26	100.96
235	Todd Delaurier	7/28/26	89.25
236	Duracan	7/28/26	37.80
237	Keystone Planning District	7/28/26	1,032.58
238	Municipal Waste Management	7/28/26	8,802.60
239	Office Innovations Inc	7/28/26	283.77

Report Date
8/06/26 5:16 PM

RM of Whitehead Payment Register

Batch: 2026-00073 to 2026-00084

Page 2

Payment #	Vendor	Date	Amount
240	Wendy Petersen	7/28/26	735.00
241	Princess Auto Ltd.	7/28/26	912.66
242	RFNow Inc	7/28/26	705.43
243	RM of Whitehead	7/28/26	622.36
244	Sea Hawk	7/28/26	1,220.84
245	VOID - Cancelled EFT	7/31/26	0.00
Total for EFT:			15,628.89
Other			
Jul26	John Deere Financial	7/14/26	16,261.79
Jul26	RCAP Leasing	7/14/26	151.20
Jul26	Western Financial Group	7/14/26	1,450.02
Total for Other:			17,863.01
Total for AP:			192,008.66

Report Date
8/06/26 5:16 PM

RM of Whitehead
Payment Register
Batch: 2026-00073 to 2026-00084

Page 3

Bank Code: RB Visa - Royal Bank Visa

Payment #	Vendor	Date	Amount
Other			
1	Brandon Computers	7/10/26	1,364.16
1	Brandon Sun	7/10/26	17.80
1	Canada Post	7/10/26	260.40
1	Deco Windshield Repair	7/10/26	72.80
1	Ooma Office	7/10/26	115.69
1	PayPal	7/10/26	1,573.42
1	Titan Certified Tracking Solutions	7/10/26	144.31
1	Western Financial Group	7/10/26	1,506.00
Total for Other:			5,054.58
Total for RB Visa:			5,054.58

Payments Printed: 64

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

<u>Account #/Description</u>	<u>Current</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	<u>% remaining</u>
PROPERTY TAXES					
410-100-110 - Taxes Added to Roll	10,693.28	10,693.28	7,000.00	3,693.28	52.76
410-100-120 - Tax and Redemption Penalties	2,522.30	21,941.67	30,000.00	-8,058.33	-26.86
Total PROPERTY TAXES:	<u>13,215.58</u>	<u>32,634.95</u>	<u>37,000.00</u>	<u>-4,365.05</u>	<u>-11.80</u>
USER FEES					
420-100-105 - Pasture Leases	0.00	29,820.00	29,820.00	0.00	0.00
420-100-106 - Pasture Leases - Provincial	0.00	716.26	1,100.00	-383.74	-34.89
420-100-110 - Sales of Service/Goods - Gen Gov't	0.00	30.00	0.00	30.00	0.00
420-100-111 - Sales of Service - Tax Certificate	220.00	2,145.00	3,300.00	-1,155.00	-35.00
420-100-120 - Sales of Service - Fire Rescue	2,550.00	13,787.81	25,000.00	-11,212.19	-44.85
420-100-130 - Sales of Service - Transportation	380.00	5,081.50	7,500.00	-2,418.50	-32.25
420-100-141 - Sales of Service - Recycling	0.00	14,879.52	30,000.00	-15,120.48	-50.40
420-100-151 - Cemetery Plot Purchase	0.00	0.00	1,000.00	-1,000.00	-100.00
420-100-181 - Sales of Service - Whitehead Hall	0.00	935.00	1,500.00	-565.00	-37.67
420-100-190 - Sales of Goods	0.00	210.00	500.00	-290.00	-58.00
430-100-100 - Provincial - Municipal Operating Grant	0.00	181,459.52	215,000.00	-33,540.48	-15.60
430-100-101 - Provincial - One MB Growth Revenue Fund	0.00	15,710.14	0.00	15,710.14	0.00
Total USER FEES:	<u>3,150.00</u>	<u>264,774.75</u>	<u>314,720.00</u>	<u>-49,945.25</u>	<u>-15.87</u>
CONDITIONAL GOVERNMENT TRANSFERS					
440-100-100 - Conditional Grants - Federal Government	0.00	0.00	97,257.00	-97,257.00	-100.00
440-100-110 - Conditional Grants - Provincial Governme	0.00	0.00	2,000.00	-2,000.00	-100.00
Total CONDITIONAL GOVERNMENT TRANSFERS:	<u>0.00</u>	<u>0.00</u>	<u>99,257.00</u>	<u>-99,257.00</u>	<u>-100.00</u>
FEES, PERMITS, LICENSES AND FINES					
450-100-100 - Licenses - Business	0.00	600.00	500.00	100.00	20.00
450-100-141 - Fines - Police	24.45	281.51	500.00	-218.49	-43.70
450-100-150 - Admin Fee - Building Permit	0.00	65.00	0.00	65.00	0.00
450-100-151 - Admin Fee - Taxes/Utilities	0.00	2,400.00	2,200.00	200.00	9.09
450-100-160 - Conditional Use/Variation Fee	435.00	3,665.00	5,200.00	-1,535.00	-29.52
450-100-161 - Development Plan Application Fees	0.00	1,200.00	0.00	1,200.00	0.00
Total FEES, PERMITS, LICENSES AND FINES:	<u>459.45</u>	<u>8,211.51</u>	<u>8,400.00</u>	<u>-188.49</u>	<u>-2.24</u>
INVESTMENT/OTHER INCOME					
460-100-100 - Investment Income	0.00	33,929.50	70,000.00	-36,070.50	-51.53
490-100-100 - Miscellaneous Revenue	968.33	1,028.33	3,000.00	-1,971.67	-65.72
Total OTHER INCOME:	<u>968.33</u>	<u>34,957.83</u>	<u>73,000.00</u>	<u>-38,042.17</u>	<u>-52.11</u>
Revenue Totals:	<u>17,793.36</u>	<u>340,579.04</u>	<u>532,377.00</u>	<u>-191,797.96</u>	<u>-36.03</u>

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

GG - General Government Services

<u>Account #/Description</u>	<u>Current</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	<u>% remaining</u>
510-100-101 - GG - Legislative Indemnity (Council)	6,275.00	43,945.00	78,700.00	34,755.00	44.16
510-100-110 - GG - General Administrative - Salaries	15,627.26	107,799.42	188,670.00	80,870.58	42.86
510-110-100 - GG - Legislative - CPP	251.90	1,764.49	4,680.00	2,915.51	62.30
510-110-110 - GG - General Administrative - MEBP	1,461.96	9,325.00	17,280.00	7,955.00	46.04
510-110-111 - GG - General Administrative - Blue Cross	1,042.35	7,296.45	12,550.00	5,253.55	41.86
510-110-120 - GG - Canada Pension Plan	874.78	6,030.26	11,200.00	5,169.74	46.16
510-110-130 - GG - Employment Insurance	355.46	2,452.62	4,300.00	1,847.38	42.96
510-200-200 - GG - Office - Contract Services/Computer	1,718.36	35,524.66	60,435.00	24,910.34	41.22
510-200-210 - GG - Legal - Contract Services	0.00	3,662.54	50,000.00	46,337.46	92.67
510-200-220 - GG - Audit - Contract Services.	0.00	0.00	22,150.00	22,150.00	100.00
510-200-230 - GG - Assessment - Contract Services	0.00	0.00	37,500.00	37,500.00	100.00
510-200-240 - GG - Taxation - Contract Services	0.00	2,135.29	4,500.00	2,364.71	52.55
510-300-200 - GG - Office - Utilities	574.97	7,027.18	13,600.00	6,572.82	48.33
510-400-110 - GG - General Administrative - Equipment	1,503.18	4,010.76	7,000.00	2,989.24	42.70
510-400-200 - GG - General Administr - Office Supplies	568.51	5,199.41	12,000.00	6,800.59	56.67
510-400-300 - GG - General Administrative - Education	191.19	3,907.96	16,500.00	12,592.04	76.32
510-400-310 - GG - Elections	0.00	4,698.75	10,600.00	5,901.25	55.67
510-400-320 - GG - Legislative - Conventions/Membershi	481.29	5,417.83	17,500.00	12,082.17	69.04
510-400-321 - GG - Legislative - Tuttosi - Allowance	185.00	235.00	2,000.00	1,765.00	88.25
510-400-322 - GG - Legislative - Foerester Allowance	0.00	0.00	1,500.00	1,500.00	100.00
510-400-323 - GG - Legislative - Owens Allowance	0.00	70.00	1,500.00	1,430.00	95.33
510-400-324 - GG - Legislative - Storey Allowance	0.00	25.00	1,500.00	1,475.00	98.33
510-400-325 - GG - Legislative - Semeschuk Allowance	0.00	25.00	1,500.00	1,475.00	98.33
510-400-326 - GG - Legislative - Klassen Allowance	0.00	0.00	1,500.00	1,500.00	100.00
510-400-327 - GG - Legislative - Mykula Allowance	0.00	0.00	1,500.00	1,500.00	100.00
510-400-330 - GG - Damage Claims & Liability Insurance	0.00	25,605.86	28,000.00	2,394.14	8.55
510-400-360 - GG - Other General Government - Cell	175.00	1,225.00	2,100.00	875.00	41.67
510-500-500 - GG - Municipal Grants and Contributions	0.00	-150.00	1,000.00	1,150.00	115.00
Expenditure Totals:	31,286.21	277,233.48	611,265.00	334,031.52	54.65

PS - Protective Services

<u>Account #/Description</u>	<u>Current</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	<u>% remaining</u>
PROTECTIVE SERVICES					
520-100-110 - PS - Fire - Salaries	0.00	28,519.79	46,000.00	17,480.21	38.00
520-100-112 - PS - Fire - WCB	0.00	0.00	550.00	550.00	100.00
520-100-200 - PS - Bylaw Enforcement Retainer	700.00	5,400.00	10,800.00	5,400.00	50.00
520-100-210 - PS - Building Inspection - Salaries	1,032.58	3,418.13	4,000.00	581.87	14.55
520-200-110 - PS - Fire - Contract Services (911)	8,781.17	8,781.17	8,500.00	-281.17	-3.31
520-200-130 - PS - Emergency Measures Organization - C	0.00	545.00	5,500.00	4,955.00	90.09
520-200-140 - PS - Flood Control - DFA	0.00	0.00	20,000.00	20,000.00	100.00
520-200-160 - PS - Emergency Measures Other - Contract	0.00	1,224.04	0.00	-1,224.04	0.00
520-200-260 - PS - Animal & Pest Control - Contract Se	0.00	0.00	500.00	500.00	100.00
520-300-110 - PS - Fire - Utilities	671.30	4,653.24	8,800.00	4,146.76	47.12
520-300-111 - PS - Fire - Insurance	0.00	13,326.78	14,450.00	1,123.22	7.77
520-400-110 - PS - Fire - Operations & Manitenance	6,785.61	25,414.51	31,050.00	5,635.49	18.15
520-400-111 - PS - Fire - Equipment Purchase	0.00	288.90	0.00	-288.90	
Expenditure Totals:	<u>17,970.66</u>	<u>91,571.56</u>	<u>150,150.00</u>	<u>58,578.44</u>	<u>39.01</u>

TS - Transportation Servies

<u>Account #/Description</u>	<u>Current</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	<u>% remaining</u>
530-100-110 - TS - WCB	0.00	1,505.00	4,000.00	2,495.00	62.38
530-100-120 - TS - Public Works - Salaries	24,227.68	104,125.31	188,110.00	83,984.69	44.65
530-100-130 - TS - Road Maintenance - Labour	0.00	0.00	305,350.00	305,350.00	100.00
530-100-140 - TS - Road Reconstruction - Labour	0.00	0.00	72,400.00	72,400.00	100.00
530-100-160 - TS - Ditches and Road Drainage - Labour	1,395.00	1,395.00	80,000.00	78,605.00	98.26
530-100-210 - TS - Street Lighting - MB Hydro	314.74	1,888.44	4,000.00	2,111.56	52.79
530-110-110 - TS - MEBP	1,410.68	9,702.32	16,800.00	7,097.68	42.25
530-110-111 - TS - Blue Cross Benefits	407.67	2,853.69	4,900.00	2,046.31	41.76
530-110-112 - TS - CPP	1,219.10	6,898.06	13,100.00	6,201.94	47.34
530-110-113 - TS - Employment Insurance	552.88	2,870.66	5,100.00	2,229.34	43.71
530-200-016 - TS - Workshop & Yard Insurance	0.00	0.00	4,500.00	4,500.00	100.00
530-200-050 - TS - Shop Upgrades/Repairs	0.00	3,214.63	5,000.00	1,785.37	35.71
530-200-116 - TS - Equipment Insurance	0.00	24,765.27	26,000.00	1,234.73	4.75
530-200-120 - TS - GPS Monitoring	137.87	827.22	1,680.00	852.78	50.76
530-200-240 - TS - Other Trans Services - CPR Flashers	2,421.00	8,473.50	19,400.00	10,926.50	56.32
530-300-116 - TS - Workshop & Yard Operations - Utilit	538.81	12,140.95	15,650.00	3,509.05	22.42

TS - Transportation Services continued

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
530-400-010 - TS - Equip Rprs & Mtce - General	0.00	258.48	1,000.00	741.52	74.15
530-400-011 - TS - Equip Rprs & Mtce 772 Grader/872GP	2,561.44	11,341.43	6,000.00	-5,341.43	-89.02
530-400-012 - TS - Equip Rprs & Mtce - 872 Grader	13,347.36	27,448.54	45,000.00	17,551.46	39.00
530-400-013 - TS - Equip Rprs & Mtce - Case Tractor	297.99	2,270.46	5,000.00	2,729.54	54.59
530-400-015 - TS - Equip Rprs & Mtce - Schulte Mower	0.00	2,401.22	10,000.00	7,598.78	75.99
530-400-016 - TS - Equip Rprs & Mtce - Snow Blower	0.00	8.98	1,000.00	991.02	99.10
530-400-017 - TS - Equip Rprs & Mtce - Skid Steer	651.56	1,317.97	3,000.00	1,682.03	56.07
530-400-018 - TS - Equip Rprs & Mtce - Hotsey/Trailer	0.00	127.42	200.00	72.58	36.29
530-400-019 - TS - Equip Rprs & Mtce - Trailers	0.00	219.92	300.00	80.08	26.69
530-400-020 - TS - Equip Rprs & Mtce - '06 Chevy 1Ton	69.55	333.18	2,000.00	1,666.82	83.34
530-400-021 - TS - Equip Rprs & Mtce - '14 Ram Truck	0.00	260.60	2,000.00	1,739.40	86.97
530-400-022 - TS - Equip Rprs & Mtce - I-Mulcher	0.00	0.00	1,000.00	1,000.00	100.00
530-400-023 - TS - Equip Rprs & Mtce - Dump Truck 8000	0.00	0.00	2,000.00	2,000.00	100.00
530-400-024 - TS - Equip Rprs & Mtce - Backhoe	97.36	186.02	3,000.00	2,813.98	93.80
530-400-100 - TS - Equip Rprs & Mtce - Blades	0.00	8,827.61	23,500.00	14,672.39	62.44
530-400-111 - TS - Equipment Fuel	12,175.99	46,875.71	100,000.00	53,124.29	53.12
530-400-116 - TS - Shop & Yard Operations - Supplies	1,079.21	3,564.49	11,000.00	7,435.51	67.60
530-400-131 - TS - Road Maintenance - Materials	0.00	167,500.00	355,000.00	187,500.00	52.82
530-400-191 - TS - Snow & Ice Removal - Materials and	0.00	0.00	2,000.00	2,000.00	100.00
530-400-220 - TS - Traffic Services - Signs	552.93	1,422.67	7,500.00	6,077.33	81.03
530-400-300 - TS - Shop - Training	0.00	1,250.00	7,500.00	6,250.00	83.33
530-400-500 - TS - Equipment Purchases	0.00	30,000.25	30,000.00	-0.25	0.00
Expenditure Totals:	63,458.82	486,275.00	1,383,990.00	897,715.00	64.86

EH - Environmental Health Services

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
540-100-110 - EH - Nuisance Grounds - Wages	912.39	12,504.62	31,475.00	18,970.38	60.27
540-110-112 - EH - CPP	36.94	219.84	0.00	-219.84	0.00
540-110-113 - EH - Employment Insurance	20.82	130.94	0.00	-130.94	0.00
540-200-110 - EH - Nuisance Grounds - Household	5,644.99	28,746.27	55,000.00	26,253.73	47.73
540-200-111 - EH - Nuisance Grounds - Recycling	2,020.77	12,011.08	30,000.00	17,988.92	59.96
540-200-150 - EH - Other - Contract Services	0.00	750.00	0.00	-750.00	0.00
540-300-330 - EH - Utilities - Municipal Wells	0.00	291.64	1,000.00	708.36	70.84
540-400-110 - EH - Nuisance Grounds - General Expenses	406.20	3,259.35	10,000.00	6,740.65	67.41
540-400-150 - EH - Gravel Pit - Materials & Supplies	0.00	0.00	11,400.00	11,400.00	100.00
Expenditure Totals:	9,042.11	57,913.74	138,875.00	80,961.26	58.30

H&W - Health & Welfare Services

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
550-100-110 - H&W - Cemeteries - Alexander	37.44	12,439.18	12,750.00	310.82	2.44
550-200-120 - H&W - Other Public Health - Contract Ser	0.00	0.00	2,500.00	2,500.00	100.00
550-500-501 - H&W - Socail Welfare Servcies	0.00	0.00	2,640.00	2,640.00	100.00
Expenditure Totals:	<u>37.44</u>	<u>12,439.18</u>	<u>17,890.00</u>	<u>5,450.82</u>	<u>30.47</u>

ED - Enviromental Development Svc

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
560-400-100 - ED - Planning & Zoning	0.00	0.00	4,000.00	4,000.00	100.00
Expenditure Totals:	<u>0.00</u>	<u>0.00</u>	<u>4,000.00</u>	<u>4,000.00</u>	<u>100.00</u>

EC - Economic Development Services

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
570-200-140 - EC - Rural Area Weed Control - Contract	11,883.09	43,533.09	85,000.00	41,466.91	48.78
570-200-160 - EC - Veterinary Services - Contract Serv	0.00	2,700.40	3,500.00	799.60	22.85
570-200-170 - EC - Water Resources & Conservation - Co	0.00	9,593.46	11,000.00	1,406.54	12.79
Expenditure Totals:	<u>11,883.09</u>	<u>55,826.95</u>	<u>99,500.00</u>	<u>43,673.05</u>	<u>43.89</u>

R&C - Recreation & Cultural Services

Account #/Description	Current	Year to Date	Budget	Variance	% remaining
580-200-100 - R&C - Recreation Commission & Administra	0.00	0.00	10,750.00	10,750.00	100.00
580-300-110 - R&C - Community Centre - Whitehead	465.11	7,678.11	11,655.00	3,976.89	34.12
580-300-120 - R&C - Community Centre - Kemnay	316.16	10,588.22	11,325.00	736.78	6.51
580-300-130 - R&C - Community Centre - Roseland	89.83	1,391.08	2,140.00	748.92	35.00
580-300-140 - R&C - Skating Rinks - Alexander	85.59	11,765.73	12,960.00	1,194.27	9.22
580-400-190 - R&C - Other Cultural - FWorks/PGround/Si	0.00	0.00	12,200.00	12,200.00	100.00
Expenditure Totals:	<u>956.69</u>	<u>31,423.14</u>	<u>61,030.00</u>	<u>29,606.86</u>	<u>48.51</u>

TOTAL EXPENDITURES:	<u>134,635.02</u>	<u>1,012,683.05</u>	<u>2,466,700.00</u>	<u>1,454,016.95</u>	<u>58.95</u>
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Notice of Intent to File a Caveat

under subsection 7(3) of The Conservation Agreements Act (C.C.S.M. c. 59)

To: Municipality of Whitehead
Box 107, 517 2nd Avenue
Alexander, MB R0K 0A0t

ATTN: Trevor Tuttosi, Reeve

PLEASE TAKE NOTICE that the Manitoba Habitat Heritage Corporation o/a Manitoba Habitat Conservancy (MHC) (hereinafter referred to as the Holder) intends to file a caveat in the Land Titles Office at Brandon against the title of the land described below to give notice of a Conservation Agreement dated May 4, 2026 between Frederick Richard Willman & Gina Ann Reid-Willman of Griswold, Manitoba (herein after referred to as the Owner) and the Holder.

Under the Conservation Agreement, the Owner has agreed to sell a conservation interest for the protection and conservation of 104.3 acres (42.2 hectares) of wetland and 197.7 acres (80.0 hectares) of upland habitat on the lands (see Schedule A) owned by the Owner legally described as follows:

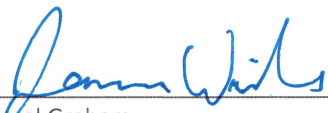
THE NW 1/4 OF SECTION 5-9-22 WPM
EXC AN UNDIVIDED 1/2 INTEREST IN ALL MINES, MINERALS AND
MINERAL OILS AS SET FORTH IN INSTRUMENT 119954
With title number 2449239/2

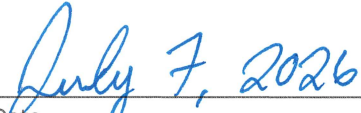
THE SW 1/4 OF SECTION 6-9-22 WPM
EXC FIRSTLY: ROAD PLAN 929 BLTO
AND SECONDLY: ALL MINES AND MINERALS AS SET FORTH IN
DEEDS 118582 AND 144104
With title number 2325066/2

In accordance with Section 7(4) of The Conservation Agreements Act, a party served with this notice who wishes to object to the registration of the caveat shall make application within thirty (30) days of being served, to the Conservation Agreements Board by email to:

- (a) Chair of the Conservation Agreements Board
c/o Manitoba Economic Development, Investment, Trade and Natural Resources
315-1181 Portage Avenue, Winnipeg MB R3G 0T3
Fax: 204-945-1621
Attention: CAB secretariat
A copy may be emailed to: NRNDPolicy@gov.mb.ca
- (b) serve the Holder with notice of the application. Please send a copy to:
Manitoba Habitat Conservancy
Attn: Habitat Stewardship Coordinator
302-140 Bannatyne Ave Winnipeg
Winnipeg MB R3B 3C5
A copy may be emailed to: info@mbhabitat.ca

A copy of *The Conservation Agreements Act* and the *Conservation Agreement Board Procedure Regulation* is attached. Should you require further information, please call Taylor Toffan, MHC's Habitat Stewardship Coordinator, at (204)990-8199.

For: 
Carol Graham
Director of Conservation
Manitoba Habitat Heritage Corporation
o/a Manitoba Habitat Conservancy


Date

WINNIPEG OFFICE

302 – 140 Bannatyne Avenue
Winnipeg, MB R3B 3C5
204.784.4350
info@mbhabitat.ca

BRANDON OFFICE

930 Victoria Avenue East
Brandon, MB R7A 2A4
info@mbhabitat.ca

MBHABITAT.CA

July 7, 2026

Municipality of Whitehead
Box 107, 517 2nd Avenue
Alexander, MB, R0K 0A0

Attention: Trevor Tuttosi, Reeve

Dear Reeve and council members,

Please find attached a Notice of Intent to file a caveat on a property owned by Frederick Richard Willman & Gina Ann Reid-Willman of Griswold, Manitoba. This Notice of Intent has been sent to inform you that The Manitoba Habitat Heritage Corporation o/a Manitoba Habitat Conservancy (MHC) intends to sign a Conservation Agreement with Frederick Willman & Gina Reid-Willman to conserve wildlife habitat located in your Municipality. The legal description of the land is:

THE NW 1/4 OF SECTION 5-9-22 WPM
EXC AN UNDIVIDED 1/2 INTEREST IN ALL MINES, MINERALS AND
MINERAL OILS AS SET FORTH IN INSTRUMENT 119954
With title number 2449239/2

THE SW 1/4 OF SECTION 6-9-22 WPM
EXC FIRSTLY: ROAD PLAN 929 BLTO
AND SECONDLY: ALL MINES AND MINERALS AS SET FORTH IN
DEEDS 118582 AND 144104
With title number 2325066/2

In July of 1998, the Manitoba Government passed the Manitoba Conservation Agreements Act (see attached), enabling conservation organizations to enter into an agreement with landowners to purchase a "conservation interest" on their property. This "conservation interest" is designed to protect natural ecosystems, fish and wildlife habitat, and plant or animal species. Areas that are the subject of a "conservation interest" are usually marginal for farming and typically include sloughs, woodlands and unimproved prairie. These areas are generally the least productive agricultural portions of the land that have not been developed for agricultural purposes because of limited capability. In most cases these conservation lands are not cultivated.

A Conservation Agreement allows landowners to use their cultivated land to its full agricultural capacity, while protecting the important wildlife habitats in perpetuity. The landowner retains control of the land and continues to be responsible for weed control, the management of pests such as beaver, control of

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access to the land and payment of municipal taxes. The landowner may sell the land under the Agreement, but like an easement, the conditions of the Agreement “run with the land” and will apply to all future owners of the property for the term of the Agreement, unless terminated under provisions outlined in the Conservation Agreements Act.

Manitoba Habitat Conservancy plans to enter into a Conservation Agreement with Frederick Willman & Gina Reid-Willman involving 302.0 acres of their property (see attached aerial photo). If the Conservation Agreement is completed, a caveat will be placed on the land title. This caveat will restrict Frederick Willman & Gina Reid-Willman and all subsequent owners of the property from breaking, burning, cultivating, draining, degrading, converting or in any other way disrupting the ecosystem components of habitats on the Conservation Lands outlined and hatched on the attached aerial photo. This caveat will also restrict the establishment of any commercial or residential buildings or facilities on the aforementioned Conservation Lands.

If you have any questions regarding this procedure, please contact Ian Fortune, Manitoba Habitat Conservancy's Hamiota Habitat Conservation Specialist, at (431)235-3058.

Sincerely,



Carol Graham
Director of Conservation

Attachments

cc: Frederick Willman & Gina Reid-Willman
Ian Fortune

WINNIPEG OFFICE:

302 – 140 Bannatyne Avenue
Winnipeg, MB R3B 3C5
204.784.4350
info@mbhabitat.ca

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930 Victoria Avenue East
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Schedule "A"

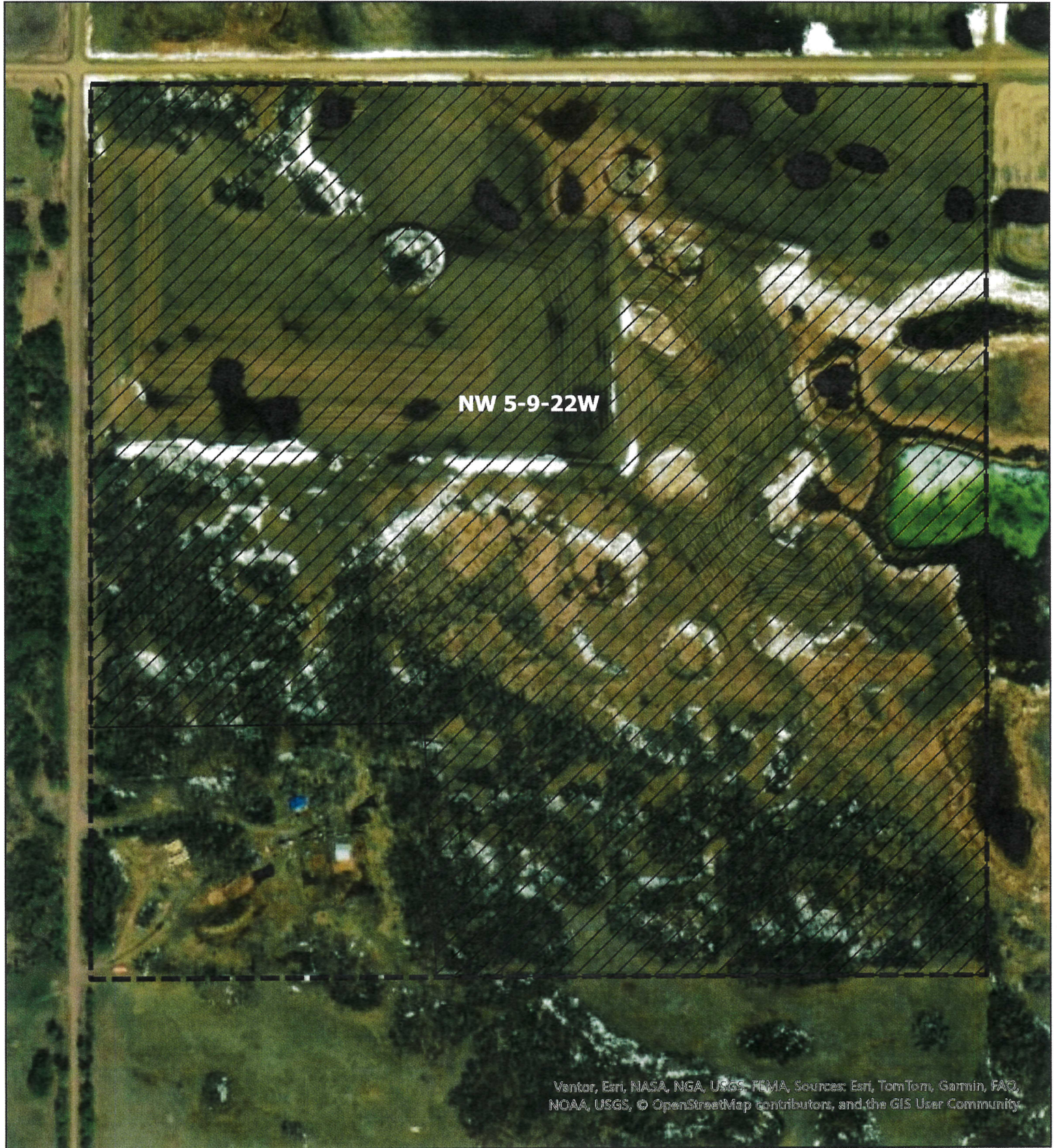


Vendor, Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

 CA Lands
 Parcels



Schedule "A"



 CA Lands
 Parcels

