



**Council Meeting
September 15, 2026 at 4:00 p.m.
Council Chamber, Wawanesa, MB.**

CALL TO ORDER – 4:00 p.m.

LAND ACKNOWLEDGEMENT

The Municipality of Oakland-Wawanesa would like to acknowledge and recognize that we are operating on Treaty 1 and Treaty 2 lands being the original territory of the Anishinaabe and Dakota Nations and the homeland of the Metis Nation.

ADOPTION OF THE AGENDA

BE IT RESOLVED that the agenda for the September 15, 2026 meeting be accepted as presented.

CONFIRMATION OF MINUTES

BE IT RESOLVED that the minutes of the August 18, 2026 regular meeting of Council be hereby approved as circulated.

FINANCE

General Account

BE IT RESOLVED that the September 8, 2026 general accounts payable, being cheque #'s 9025 and 9026 and 9028 to 9080 in the amount of \$88,695.77 be hereby approved.

BE IT RESOLVED that general accounts payable cheque #9027 in the amount of \$200.00 to Big Valley Car Wash be hereby approved.

BE IT RESOLVED that Direct Deposit 415, being staff payroll for the period August 15 to August 28, 2026 in the amount of \$17,794.55 be hereby approved.

BE IT RESOLVED that Direct Deposit 416, being staff payroll for the period August 29 to September 11, 2026 in the amount of \$16,689.06 be hereby approved.

BE IT RESOLVED that Direct Deposit 417, being Council indemnities for the month of August, 2026 in the amount of \$4,837.17 be hereby approved.

BE IT RESOLVED that Direct Deposit 418, being election payroll for the period August 29 to September 11, 2026 in the amount of \$148.97 be hereby approved.

Utility Account

BE IT RESOLVED that the September 8, 2026 utility accounts payable, being cheque #'s 1482 to 1494 in the amount of \$13,680.08 be hereby approved.

Statement of Revenues and Expenditures

BE IT RESOLVED that the Statement of Revenues and Expenditures report to August 31, 2026 be received as presented.

Bank Reconciliations

BE IT RESOLVED that the bank reconciliations for the month of August 2026 be approved as previously circulated.

DELEGATIONS

Don Granger – Approach without a Permit

BE IT RESOLVED that the presentation by Don Granger with respect to building an approach without a permit be received.

BE IT RESOLVED that ...

PUBLIC HEARINGS

None

COMMUNICATIONS

Accessibility News – Review of Accessible Customer Service Regulation
Age Friendly Connections – August Newsletter
Association of Manitoba Municipalities – August 21
Association of Manitoba Municipalities – August 31
Association of Manitoba Municipalities – September 1
Association of Manitoba Municipalities – September 8
Association of Manitoba Municipalities – September 8
Brandon & Area Community Foundation – Community Grants Program
Federation of Canadian Municipalities – September 8
Manitoba Business, Mining, Trade and Job Creation - Financing Tools
Manitoba Transportation and Infrastructure – Priorities List Sheet
Manitoba Wildlife Federation – Wildlife Management Areas

Municipal and Northern Relations – New Council Orientation
Namaygoosisagagun First Nation – Wildfires
National Dental Care Day – October 10
Rural Municipality of Cornwallis – Zoning By-law Amendment
Synergy Land o/b/o Enbridge Southern Lights CP Inc. – preventative maintenance

BE IT RESOLVED that the above noted communications be received.

COMMITTEE REPORTS

South Zone Report (Ward 3)

Councillor Fisher – see written report
Councillor Jones – see written report

North Zone Report (Ward 2)

Councillor Hatch – see written report
Vacant position

Wawanesa Zone Report (Ward 1)

Councillor Gullett – see written report
Councillor McDonald – see written report

Head of Council's Report – see written report

Chief Administrative Officer Report – see written report

Finance Officer Report – see written report

Public Works Report – see written report

Fire Chief's Report – see written report

BE IT RESOLVED that the verbal and written reports be received.

UNFINISHED BUSINESS

Nuisance Beaver Policy No. TRANS012

BE IT RESOLVED that Nuisance Beaver Policy No. TRANS012 be approved.

Asset Management Policy

BE IT RESOLVED that Asset Management Policy AMP001 be approved.

Drainage in Vicinity of Commercial, Mill and Park Streets, Wawanesa

BE IT RESOLVED that ...(Dillon Consulting Limited be engaged to provide engineering services in support of the design of minor drainage improvements, for a cost not to exceed \$13,500 whereby the said costs shall be expended from existing budgets.)

GENERAL BUSINESS

RFNow Proposed Fibre Path Addition – 39 Souris Street, Nesbitt, 28-7-18W

BE IT RESOLVED that the proposed fibre path addition at 39 Souris Street in Nesbitt, MB located in 28-7-18W outlined on the map attached to correspondence dated August 13, 2026 from RFNow be approved subject to the terms and conditions of the installation agreement dated October 26, 2023.

RFNow Proposed Fibre Path Additions – Along Road 105W

BE IT RESOLVED that the proposed fibre path additions along Road 105W in SE 16-8-18W, SW 15-8-18W and NW 9-8-18W outlined on the map attached to correspondence dated August 17, 2026 from RFNow be approved subject to the terms and conditions of the installation agreement dated October 26, 2023.

RFNow Proposed Fibre Path Additions – Carroll and Wawanesa

BE IT RESOLVED that the proposed fibre path additions along Road 113W in NE 17-7-19W; along 7th Street in Wawanesa in NE 22-7-17W and NW 23-7-17W in Wawanesa; and along Road 42N off PR 340 outlined on the maps attached to correspondence dated August 20, 2026 from RFNow be approved subject to the terms and conditions of the installation agreement dated October 26, 2023.

RFNow Proposed Fibre Path Additions – Along Road 36N in SE 3-7-17W

BE IT RESOLVED that the proposed fibre path additions along Road 36N in SE 3-7-17W on the map attached to correspondence dated September 1, 2026 from RFNow be approved subject to the terms and conditions of the installation agreement dated October 26, 2023.

Telecommunication Tower Proposal – SW 13-8-19W

WHEREAS a request for construction of a telecommunication tower has been received from Xplore Communications Inc. to be located in SW 13-8-19W;

AND WHEREAS telecommunication towers are governed under Federal Policy CPC-2-0-13 – Radiocommunication and Broadcasting Antenna Systems;

AND WHEREAS all notification requirements under that policy have been adhered to;

NOW THEREFORE BE IT RESOLVED that the request to construct a telecommunication tower to be located in SW 13-8-19W be approved.

Approval of Tax Additions and Deletions

BE IT RESOLVED that in accordance with Sections 326 and 300 of The Municipal Act, the taxes added and cancelled listings provided by the Provincial Assessment Branch and supplementary taxes in the following amounts be approved:

Taxes Added	\$36,506.34
Taxes Cancelled	\$8,376.44

Oakland Waste Transfer Station – September 30

WHEREAS September 30 is the National Day for Truth and Reconciliation;

THEREFORE BE IT RESOLVED that the Oakland Waste Transfer Station be open on Tuesday, September 29 and closed on Wednesday, September 30.

Animal Control Officer Agreement

WHEREAS an agreement is in place with Wendy Petersen to act as the Animal Control Officer for the Municipality;

AND WHEREAS correspondence has been received from Wendy Petersen expressing her desire to retire;

AND WHEREAS Michele Whittaker, Paws Crossed Shelter and Adoption Centre, has been working alongside Wendy Petersen for the previous number of years;

THEREFORE BE IT RESOLVED that a new agreement be prepared with Paws Crossed Shelter and Adoption Centre under the same terms and conditions as the previous agreement, with rates as established in the Fees and Charges Amending By-law.

Manitoba Municipalities Online Report

BE IT RESOLVED that the Manitoba Municipalities Online report for the month of August 2026 be received and any necessary actions to the by-law maintenance program be hereby approved.

Work on Waterline Replacement along Commercial Street

BE IT RESOLVED that in accordance with direction from The Water Services Board, following the required two week notification period, any uncompleted work on waterline replacement project along Commercial Street be undertaken by the Municipality with costs to be paid from the contractor's holdback funds.

Sale of Surplus Equipment

BE IT RESOLVED that in accordance with Tendering and Procurement Policy ADMIN002, 2 one-ways plows be offered for sale.

Fee and Charges By-law Review

BE IT RESOLVED that the fees and charges report of the Finance Officer dated September 1, 2026 be received.

IN-CAMERA SESSION

BE IT RESOLVED that this meeting now adjourns to an “in-camera” meeting to discuss items related to matters in preliminary stages 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.

BE IT RESOLVED that this “in camera” meeting does now resume back to a regular meeting.

Fuel Surcharge

BE IT RESOLVED that ...

Closure and Conveyance of Unmaintained Public Road in Wawanesa, MB

BE IT RESOLVED that the Administration be directed to prepare the necessary by-law and conduct the necessary Public Hearing for the closure and conveyance of an unmaintained municipal public road described as Part of SW ¼ 26-7-17, being Part of Lots 2 and 3, Plan 25001; Part of Lot 2, Plan 54906; and Part of Plan 25346 and located south of 210 Provincial Road in Wawanesa, MB;

AND FURTHER BE IT RESOLVED that Community and Regional Planning be requested to assist in the preparation of the above noted by-law.

Shop Tender

BE IT RESOLVED that the adjusted timeline and cost estimates provided by Wohlco Contracting Ltd. be approved.

BY-LAWS

By-law No. 53-2026 – Being a By-law to Amend Fees and Charges By-law No. 08-2020

1st Reading

BE IT RESOLVED that By-law No. 53-2026, being a by-law to amend Fees and Charges By-law No. 08-2020, be read a first time.

NOTICE OF MOTION

None

ADJOURNMENT

BE IT RESOLVED that this meeting does now adjourn (time) to meet again on Tuesday, October 20, 2026 at 1:00 p.m. at Municipal Office in Wawanesa.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

**Council Meeting
August 18, 2026 at 9:00 a.m.
Council Chamber, Wawanesa, MB.**

The Council of the Municipality of Oakland-Wawanesa met in the Council Chamber in Wawanesa, Manitoba on Tuesday, June 23, 2026 at 9:00 a.m. Members Present: Mike Fisher, Craig Hatch and Bob McDonald. Head of Council Dave Kreklewich presided.

Members absent: Ryley Gullett and Frank Jones

Staff in attendance: Chief Administrative Officer Joni Swidnicki, Finance Officer Melissa Sturgeon and Public Works Manager Chelsea Long.

The meeting was open to the public.

CALL TO ORDER – 9:00 a.m.

LAND ACKNOWLEDGEMENT

The Municipality of Oakland-Wawanesa would like to acknowledge and recognize that we are operating on Treaty 1 and Treaty 2 lands being the original territory of the Anishinaabe and Dakota Nations and the homeland of the Metis Nation.

ADOPTION OF THE AGENDA

McDonald-Fisher

1649 BE IT RESOLVED that the agenda for the August 18, 2026 meeting be accepted as presented. CARRIED.

CONFIRMATION OF MINUTES

McDonald-Hatch

1650 BE IT RESOLVED that the minutes of the July 21, 2026 regular meeting of Council be hereby approved as circulated. CARRIED.

Fisher-Hatch

1651 BE IT RESOLVED that the minutes of the August 4, 2026 special meeting of Council be hereby approved as circulated. CARRIED.

FINANCE

General Account

McDonald-Fisher

1652 BE IT RESOLVED that the August 11, 2026 general accounts payable, being cheque #'s 8978 to 9024 in the amount of \$324,429.32 hereby approved. CARRIED.

Fisher-Hatch

1653 BE IT RESOLVED that Direct Deposit 412, being staff payroll for the period July 18 to July 31, 2026 in the amount of \$18,319.05 be hereby approved. CARRIED.

McDonald-Hatch

1654 BE IT RESOLVED that Direct Deposit 414, being staff payroll for the period August 1 to August 14, 2026 in the amount of \$18,788.82 be hereby approved. CARRIED.

Hatch-McDonald

1655 BE IT RESOLVED that Direct Deposit 413, being Council indemnities for the month of July, 2026 in the amount of \$4,842.78 be hereby approved. CARRIED.

Utility Account

Hatch-Fisher

1656 BE IT RESOLVED that the August 11, 2026 utility accounts payable, being cheque #'s 1474 to 1481 in the amount of \$5,168.55 be hereby approved. CARRIED.

Statement of Revenues and Expenditures

Fisher-McDonald

1657 BE IT RESOLVED that the Statement of Revenues and Expenditures report to July 31, 2026 be received as presented. CARRIED.

Bank Reconciliations

Hatch-McDonald

1658 BE IT RESOLVED that the bank reconciliations for the month of July 2026 be approved as previously circulated. CARRIED.

DELEGATIONS

None

PUBLIC HEARINGS

McDonald-Hatch

1659 BE IT RESOLVED that the regular meeting of council be recessed to allow council to hold Public Hearings to receive representations from any person who wish to make them in respect to a conditional use and variation applications. CARRIED.

Public Hearing on Conditional Use Application CU-03-26-OW to allow for a mobile home in an "RG" Residential General Zone (Adams)

Application withdrawn.

Public Hearing on Conditional Use Application CU-04-26-OW to allow for a farm dwelling in an “AG” Agricultural Zone (Doerksen)

Fisher-Hatch

1660 WHEREAS all representatives in regard to Conditional Use CU-04-26-OW to allow for a farm dwelling at the property located in NW 2-8-19 WPM (Doerksen) have been dealt with;

THEREFORE BE IT RESOLVED that the public hearing be concluded. CARRIED.

COMMUNICATIONS

Age Friendly Connections – Community Collaboration Grant 2026

Association of Manitoba Municipalities – July 16

Association of Manitoba Municipalities – July 16

Association of Manitoba Municipalities – July 16

Association of Manitoba Municipalities – August 4

Environment & Climate Change – Zebra Mussels

Federation of Canadian Municipalities – Communique – July 27

Federation of Canadian Municipalities – Communique – August 10

Manitoba Wildlife Federation – Potential Changes to Wildlife Management Areas

Municipal and Northern Relations – Bulletin 23-2026 – Short Term Accommodation Tax

Municipal World – July 29, 2026

NG9-1-1 Transition Upgrade – Brandon Public-Safety Communication Centre Progress

Public Utilities Board – Fall Newsletter 2026

Fisher-McDonald

1661 BE IT RESOLVED that the above noted communications be received. CARRIED.

COMMITTEE REPORTS

South Zone Report (Ward 3)

Councillor Fisher added to his written report to advise he has been receiving concerns related to municipal roads. He also advised he had attended Valley Lodge related to repairs.

Councillor Jones – see written report

North Zone Report (Ward 2)

Councillor Hatch – see written report

Vacant position

Wawanesa Zone Report (Ward 1)

Councillor Gullett – see written report

Councillor McDonald – see written report

Head of Council's Report – see written report

Chief Administrative Officer Report – see written report

Finance Officer Report – see written report

Public Works Report

The Public Works Manager added to her written report related to the line painting schedule, pot hole fills, new alarm at water plant and gravel testing results.

Fire Chief's Report – see written report

McDonald-Hatch

1662 BE IT RESOLVED that the verbal and written reports be received. CARRIED.

BY-LAWS

**By-law No. 48-2025 – Being a Local Improvement Plan By-law for Building a New Public Work's Shop
2nd and 3rd Readings**

McDonald-Fisher

1663 BE IT RESOLVED that By-law No. 48-2025, being a Local Improvement By-law for building a new Public Work's shop in Nesbitt, MB, be read a second time. CARRIED.

Hatch-Fisher

1664 BE IT RESOLVED that By-law No. 48-2025 be read a third and final time. CARRIED.

A recorded vote was taken on the above motion.

FOR

Head of Council Kreklewich
Councillor Fisher
Councillor Hatch
Councillor McDonald

AGAINST

UNFINISHED BUSINESS

Beaver Removal

Hatch-Fisher

- 1665 BE IT RESOLVED that a licensed trapper be hired for a set price per year to be allocated from the Animal and Pest Control budget line item. CARRIED.

GENERAL BUSINESS

Conditional Use Application CU-04-26-OW to allow for a farm dwelling in an "AG" Agricultural Zone (Doerksen)

Fisher-Hatch

- 1666 BE IT RESOLVED that Conditional Use Application CU-04-26-OW to allow for a farm dwelling in an "AG" Agricultural Zone located at NW 2-8-19 WPM (Doerksen) be approved. CARRIED.

RFNow Proposed Fibre Path Addition – Brandon Hills Estates in NW 14-8-19W

McDonald-Hatch

- 1667 BE IT RESOLVED that the proposed fibre path addition at Lot 7 in the Brandon Hills Estates located in NW 14-8-19W outlined on the map attached to correspondence dated July 17, 2026 from RFNow be approved subject to the terms and conditions of the installation agreement dated October 26, 2023. CARRIED.

RFNow Proposed Fibre Path Additions – Across Road 112W in the W ½ 21-8-19W

Fisher-McDonald

- 1668 BE IT RESOLVED that the proposed fibre path additions across Road 112N in the W ½ 21-8-19W outlined on the map attached to correspondence dated August 7, 2026 from RFNow be approved subject to the terms and conditions of the installation agreement dated October 26, 2023. CARRIED.

Abell Medical Clinic – Memorial Tree Planting

Hatch-McDonald

- 1669 BE IT RESOLVED that the correspondence from Dr. Margaret E. Abell and Dr. W. Robert Abell be received and the authors advised that funeral homes who participate in such memorial tree planting leave the planting of new trees to the company who provides them, usually in an area of regrowth. CARRIED.

Manitoba Municipalities Online Report

McDonald-Fisher

- 1670 BE IT RESOLVED that the Manitoba Municipalities Online report for the month of July 2026 be received and any necessary actions to the by-law maintenance program be hereby approved. CARRIED.

IN-CAMERA SESSION

Hatch-Fisher

1671 BE IT RESOLVED that this meeting now adjourns to an "in-camera" meeting to discuss items related to matters in preliminary stages 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.

Fisher-Hatch

1672 BE IT RESOLVED that this "in camera" meeting does now resume back to a regular meeting. CARRIED.

Drainage on Road 104W

McDonald-Fisher

1673 BE IT RESOLVED that Mr. Cory be advised that upon receipt of application and administration fees, the Municipality will submit an application on his behalf to the Province for the proposed drainage change. CARRIED.

RFP 08-2026 – Development Plan

Hatch-McDonald

1674 BE IT RESOLVED that the low bid of CVLS KGS for a new development plan at a cost of \$50,032.50 including taxes be accepted. CARRIED.

Shop Debenture Tender

McDonald-Fisher

1675 BE IT RESOLVED that commencement of construction of the new shop be confirmed for October, 2026 to include discussion on ways to accommodate the increased heating costs of \$30,000 within the existing bid costs that could include reduced wall and door heights. CARRIED.

NOTICE OF MOTION

None

ADJOURNMENT

Fisher-Hatch

1676 BE IT RESOLVED that this meeting does now adjourn (10:25 a.m.) to meet again on Tuesday, September 15, 2026 at 4:00 p.m. at Municipal Office in Wawanesa. CARRIED.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

Municipality of Oakland-Wawanesa
List of Accounts for Approval
Batch: 2026-00178 to 2026-00193

Bank Code - AP - AP-GENERAL BANK ACCOUNT

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
9025	2026-08-19	AMM Trading Company Ltd.				
			43023	Membership dues Sept. 1/26-Aug.	3,937.50	
			176055	Dust Control Rd.41N	2,478.42	6,415.92
9026	2026-08-19	Bell MTS				
			28532596 July	204 824-2602	65.53	
			33028580 July 2	204 824-2666	341.98	407.51
9027	2026-08-19	BIG VALLEY WASH				
			08142026	100 tokens for wash	200.00	200.00
9028	2026-08-19	C & E Locksmiths & Hardware				
			30410	key broke off in Hayfield Well	173.25	
			20960	security keys for Wawa WTS	498.12	671.37
9029	2026-08-19	Canadian Linen & Uniform				
			5503825842	mat	157.54	157.54
9030	2026-08-19	Denray Tire				
			145832	2 back tires	1,070.72	1,070.72
9031	2026-08-19	GIBB'S UNIFORMS INC.				
			1124	fire clothing	650.58	650.58
9032	2026-08-19	Minister of Finance				
			25E8-0017	By-Law No. 48-2025 File No. 25E8	50.00	50.00
9033	2026-08-19	M.L.K. Construction & Leasing				
			5145	brush cutting rd allow. NE 35-7-19	1,575.00	1,575.00
9034	2026-08-19	Peters, Caroline Renee Jt				
			08142026	Library membership	50.00	50.00
9035	2026-08-19	PrairieMobile Communications				
			850000627-1	Battery x 2/labour/mileage	754.94	754.94
9036	2026-08-19	Quadiant Canada Ltd.				
			2756814	postage meter acct. 2863555	100.63	100.63
9037	2026-08-19	Reliant Action				
			865612	cylinders	9,450.00	
			865652	Facepiece/kevlar head harness	577.50	10,027.50
9038	2026-08-19	Dale Rose				
			08042026	Library membership	50.00	50.00
9039	2026-08-19	Rusty Bucket Auto				
			19044	left rear patch 2019 GMC Sierra	39.20	39.20
9040	2026-08-19	Oakland Wawanesa Parks & Recreation				
			08112026	Donation for O-W Parks & Rec.	740.00	740.00
9041	2026-08-19	Westech Contracting Inc				
			2022195	tend pump at north pit	1,606.00	1,606.00
9042	2026-08-19	Westman Communications Group				
			2259 Aug.	Phone	139.95	139.95
9043	2026-08-19	XPLORE INC.				
			60544303	Internet	138.30	138.30
9044	2026-09-03	Amped Electric				
			3184	repairs	176.41	176.41
9045	2026-09-03	Bell Mobility INC				
			532759353 Aug/2	PW Cell	97.89	97.89
9046	2026-09-03	BellMTS				
			97288212	Acct. 40486199	28.00	28.00
9047	2026-09-03	Boosted Diesel Tuning				

Municipality of Oakland-Wawanesa
List of Accounts for Approval
Batch: 2026-00178 to 2026-00193

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		1160	custom engine file McCormick	2,625.00	2,625.00
9048	2026-09-03	Brandon Sun			
		BSI87265	advertisement	428.14	428.14
9049	2026-09-03	Canoe Procurement Group of Cda.			
		1441-50001749	landfill sign	62.72	
		1441-50001748	Civic Signs x2	47.04	
		1441-50001751	Pothole Repair Mix	156.80	266.56
9050	2026-09-03	Canadian Linen & Uniform			
		5503843313	Regular service	175.16	175.16
9051	2026-09-03	Carroll Cemetery Committee			
		08122026	donation to cemetery (Logan)	100.00	100.00
9052	2026-09-03	Carroll Memorial Hall			
		08122026	donation to hall (Logan)	500.00	500.00
9053	2026-09-03	City of Brandon			
		189469	Retainer Fee-Quarter 3	4,858.75	4,858.75
9054	2026-09-03	Jenn Cullen			
		08042026	Library Svces.	50.00	50.00
9055	2026-09-03	DIONCO SALES AND SERVICE LTD.			
		INV-34706	Hexagon Carbide	1,596.00	1,596.00
9056	2026-09-03	Ellis Farm Supplies Ltd.			
		6085	all purpose-lawngrass 10kg	91.09	
		6090	All purpose-lawngrass 25kg	220.24	311.33
9057	2026-09-03	Gullett, Dennis			
		08242026	Renovo/Supplies	358.89	358.89
9058	2026-09-03	Harding Barbara			
		08212026	Library Membership	50.00	50.00
9059	2026-09-03	Inland Truck & Equipment dba			
		60037549	Gravel Truck Rental	1,777.23	
		60037657	Gravel Truck Rental	1,612.76	
		60037691	Gravel Truck Rental	1,494.32	
		60037735	Rental - Aug 21-27 2026	1,524.22	6,408.53
9060	2026-09-03	Jessica Janzen			
		08252026	Library membership- reimburseme	50.00	50.00
9061	2026-09-03	Keystone Planning District			
		812	mileage/admin - August	1,741.71	1,741.71
9062	2026-09-03	Wawanesa Express			
		1796	Notice of Nomination Ad	50.00	50.00
9063	2026-09-03	Manitoba Hydro			
		6563222 Aug/26	106 4th St.	180.90	
		6557592 Aug/26	NE 2-8-18 W	57.53	
		6538705 Aug/26	Wawa outdoor lighting	1,140.03	
		6548862 Aug/26	Carroll Outdoor Lighting	147.32	
		6518113 Aug/26	Lot 20 Bl 1 Pl 63	98.79	
		6558182 Aug/26	NW 19-8-19	71.63	1,696.20
9064	2026-09-03	7290226 Manitoba Ltd.			
		056801	John Deere tractor tire	4,330.99	
		IN056801	Michelin Snowplus tire	4,330.99	8,661.98
9065	2026-09-03	Wendy Petersen			
		08242026	Animal Control	134.02	134.02
9066	2026-09-03	RBC Royal Bank			

Municipality of Oakland-Wawanesa
List of Accounts for Approval
Batch: 2026-00178 to 2026-00193

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			August 2026	PW Visa	78.39	
			Aug 2026	CAO Visa	1,021.50	1,099.89
9067	2026-09-03	Jan Regehr	09022026	Library Membership	50.00	50.00
9068	2026-09-03	Rusty Bucket Auto	19128	2019 GMC Sierra	336.00	336.00
9069	2026-09-03	Simpson, Mike	447	Insurance Papers-Wawanesa Med	40.00	40.00
9070	2026-09-03	T.I.C Parts & Service	137556	safety shield kit/cv shaft	2,452.43	
			138244	HYD CYL 40WD36-200 4x36	1,943.53	4,395.96
9071	2026-09-03	Wawanesa Lions Club	09012026	Grants for Childrens Fair	1,750.00	1,750.00
9072	2026-09-03	Westman Communications Group	0105 August/26	Firehall	107.36	107.36
9073	2026-09-08	Fidelity Clearing Canada	09082026	RRSP Norma Will F13HG30T	544.52	544.52
9074	2026-09-08	International Union	09082026	Union Dues August	577.51	577.51
9075	2026-09-08	Manitoba Hydro	6548992 Aug.	Nesbitt outdoor lighting	151.54	
			6735941 Aug.	SE 11-8-19	29.69	181.23
9076	2026-09-08	MB Municipal Employees	Clearing Acc			
		August 2026-01	July 2026 Remittance		6,338.02	6,338.02
9077	2026-09-08	MWM Environmental	150747	Recycle Wawa Post Office	167.83	
			150748	Green Acres Colony recycling	167.83	
			150746	Recycle Nesbitt	167.83	
			150745	Recycle Carroll	167.83	
			150743	Waste & Recycling Oakland	3,939.15	
			150744	Waste & Recycle Wawa	4,682.90	9,293.37
9078	2026-09-08	Shur-Gro Farm Services Ltd.	15NV09405	chemical	157.80	157.80
9079	2026-09-08	Tri-Wave Construction Ltd.	39377	Haul clay to crusher/striip/excavate	8,775.38	8,775.38
9080	2026-09-08	World of Water	63721	Office supplies (water)	39.00	39.00
Total Computer Cheque:						88,895.77
Total AP:						88,895.77

ROYAL BANK
REPORT NO.: 0106-00000
RUN DATE: 2026 AUG 27
RUN TIME: 06:53:24

PAYMENT DISTRIBUTION SERVICE
FILE INPUT PAYMENT CONFIRMATION REPORT

PAGE: 1
BUSINESS DATE: 2026 AUG 27

MUNICIPALITY OF OAKLAND-WAMANE

055547-0000

PDS CAD

INST/BRANCH: 0003

ACCOUNT NO. 1001585

FILE CREATION NUMBER:

0415

FILE CREATION DATE:

2026 AUG 27

DUE DATE

VALUE DATE

SELECT DATE

NUMBER OF PAYMENTS

TOTAL AMOUNT

2026 AUG 28

2026 AUG 28

2026 AUG 27

12

17,794.55CR

VALID TRANS FOR 055547

12

17,794.55CR

REJECTED TRANS FOR 055547

0

0.00CR

T-ERROR TRANS FOR 055547

12

17,794.55CR

GRAND TOTAL FOR 055547

Bivelly Payroll

August 15 - 28, 2026

ROYAL BANK
REPORT NO.: 0106-00000 0555470000
RUN DATE: 2026 SEP 10
RUN TIME: 08:29:09

PAYMENT DISTRIBUTION SERVICE
FILE INPUT PAYMENT CONFIRMATION REPORT

PAGE: 1
BUSINESS DATE: 2026 SEP 10

MUNICIPALITY OF OAKLAND-WAMANE

055547-0000

PDS CAD

INST/BRANCH: 0003

ACCOUNT NO. 1001585

FILE CREATION NUMBER:	0416		
FILE CREATION DATE:	2026 SEP 10		
DUE DATE	VALUE DATE	SELECT DATE	NUMBER OF PAYMENTS
2026 SEP 11	2026 SEP 11	2026 SEP 10	11
VALID TRANS FOR	055547		11
REJECTED TRANS FOR	055547		0
T-ERROR TRANS FOR	055547		0
GRAND TOTAL FOR	055547		11
		TOTAL AMOUNT	16,689.06CR
			16,689.06CR
			0.00CR
			0.00CR
			16,689.06CR

Biweekly Payroll

Aug 29 - Sept 11, 2026

MUNICIPALITY OF OAKLAND-WAMANE 055547-0000 PDS CAD INST/BRANCH: 0003 ACCOUNT NO. 1001585

FILE CREATION NUMBER:	0417		
FILE CREATION DATE:	2026 SEP 10		
DUE DATE	VALUE DATE	SELECT DATE	NUMBER OF PAYMENTS
2026 SEP 15	2026 SEP 15	2026 SEP 14	6
VALID TRANS FOR	055547		6
REJECTED TRANS FOR	055547		0
T-ERROR TRANS FOR	055547		6
GRAND TOTAL FOR	055547		4,837.17CR
			4,837.17CR
			0.00CR
			0.00CR
			4,837.17CR

August Identities

ROYAL BANK
REPORT NO.: 0106-00000 0555470000
RUN DATE: 2026 SEP 10
RUN TIME: 09:37:11

PAYMENT DISTRIBUTION SERVICE
FILE INPUT PAYMENT CONFIRMATION REPORT

PAGE: 1
BUSINESS DATE: 2026 SEP 10

MUNICIPALITY OF OAKLAND-WAMANE

055547-0000

PDS CAD

INST/BRANCH: 0003

ACCOUNT NO. 1001585

FILE CREATION NUMBER:

0418

FILE CREATION DATE:

2026 SEP 10

DUE DATE

VALUE DATE

SELECT DATE

NUMBER OF PAYMENTS

TOTAL AMOUNT

2026 SEP 11

2026 SEP 11

2026 SEP 10

1

148.97CR

VALID TRANS FOR

055547

1

148.97CR

REJECTED TRANS FOR

055547

0

0.00CR

T-ERROR TRANS FOR

055547

1

148.97CR

GRAND TOTAL FOR

055547

1

148.97CR

Aug 29 - Sept 11, 2026
Elections Payroll

Date Printed
2026-09-08 2:25 PM

Municipality of Oakland-Wawanesa
List of Accounts for Approval
Batch: 2026-00178 to 2026-00193

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Bank Code - UT - UT-ACCOUNTS PAY

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
1482	2026-08-13	ALS Canada Ltd.			
		3311WP779817	Water Samples	61.60	61.60
1483	2026-08-13	Cleartech Industries Inc.			
		INV1223637	SH1213 Sodium Hypochlorinate	2,044.73	2,044.73
1484	2026-08-13	DURACAN			
		49330	water testing	56.70	
		47789	water testing	56.70	113.40
1485	2026-08-13	G & R Electric			
		24445	booster pump	369.05	369.05
1486	2026-08-13	Glenboro Home Building Center			
		101370	metal custom trim 10'6" tan	129.18	129.18
1487	2026-08-13	Manitoba Hydro			
		6543450-July/26	301 Park St.	689.29	
		6744702 July/26	Lot 0 BI 2 PI 95	385.14	
		6522379-July/26	Pole 4B Water St.	522.08	1,596.51
1488	2026-08-13	Wilton, Drew			
		August 2026	August 2026	4,277.65	4,277.65
1489	2026-08-13	Wolseley Canada Inc.			
		1060865	pvc cement/serv box/II 3/4"	721.53	721.53
1490	2026-09-03	Bell Mobility INC			
		August 2026	Dialer Alert	50.38	50.38
1491	2026-09-03	DURACAN			
		50666	water testing	56.70	
		50782	water testing	56.70	
		51708	water testing	56.70	170.10
1492	2026-09-03	Harold's Electric Service			
		8582	3HP Water pump	919.64	919.64
1493	2026-09-03	Manitoba Hydro			
		6543450-Aug/26	301 Park St.	725.63	
		6744702 August/	Lot 0 BI 2 PI 95	269.14	
		6528337-August/	Pole 12 Euclid Ave.	181.12	
		6522379-August/	Pole 4B Water St.	415.91	1,591.80
1494	2026-09-03	Wolseley Canada Inc.			
		1133973	IP SS Saddle and Coupling	524.16	
		1133974	4" PVC T/U SW B/V EPDM	812.00	
		1133971	Press Switch 1/4"	140.00	
		1133972	3/4 " meter tail x MIP CPLG	158.35	1,634.51
				Total Computer Cheque:	13,680.08

Total UT: 13,680.08
Grand Total: 102,575.85

Certified Correct This September 8, 2026

Municipality of Oakland-Wawanesa
General Operating Fund Revenue & Expenditure

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End date: 08/31/2026

Page 1 of 1

Revenues	0.00
Other Revenues	634,787.69
Total Revenues:	<u>634,787.69</u>
EXPENDITURES	
General Government Services	389,648.44
Protective Services	122,954.71
Transportation Services	549,460.48
H&W	25,600.00
Environmental Health Services	90,622.63
Environmental Development Services	8,178.74
Economic Development Services	23,484.60
Recreation & Culture	97,448.75
TF - Transfers & Surplus	323,251.19
Total EXPENDITURES:	<u>1,630,649.54</u>
NET OPERATING SURPLUS/(DEFICIT)	-999,553.40

Municipality of Oakland-Wawanesa
General Operating Fund - Revenues & Transfers

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Page 1 of 2

End date: 08/31/2026

Account Numb	Account Description	Budget	Balance	Variance (Bud	Varian
OTHER REVENUES & TRANSFERS					
OTHER REVENUES					
Added Taxes					
410-100-110	Taxes Added to Roll - O	25,000.00	21,015.68	-3,984.32	84.06
410-100-111	Taxes Added to Roll - W	6,000.00	6,609.26	609.26	110.15
Licenses, Permits & Fees					
450-100-121	Drainage Application	100.00	100.00	0.00	100.00
450-100-122	Approaches Permits	300.00	200.00	-100.00	66.66
450-100-192	Animal Control Fines	300.00	535.72	235.72	178.57
450-100-100	Licenses - Business & Lottery	175.00	242.50	67.50	138.57
450-100-120	Development/Building Permits	1,000.00	3,158.33	2,158.33	315.83
450-100-130	Key Charges	350.00	300.00	-50.00	85.71
450-100-145	Aggregate Transport Fees	20,000.00	200.00	-19,800.00	1.00
450-100-190	Grazing Leases	775.18	763.79	-11.39	98.53
Protective Services					
440-100-126	Donations to Emergency Medical Response	0.00	4,319.56	4,319.56	0.00
450-100-165	Fire Calls	8,000.00	5,624.48	-2,375.52	70.30
450-100-168	Fire Department Agreements	6,390.00	0.00	-6,390.00	0.00
Environmental					
450-100-150	MMSM & WRARS Payments	24,251.22	3,416.74	-20,834.48	14.08
450-100-158	Waste Disposal - Tire Recycling	500.00	869.50	369.50	173.90
450-100-160	Waste Disposal - Shingles	1,000.00	630.00	-370.00	63.00
450-100-162	Waste Disposal - Scrap Metal	6,000.00	0.00	-6,000.00	0.00
450-100-163	Recycling Contracts - Green Acres	2,050.17	2,050.17	0.00	100.00
Sales of Service					
420-100-130	Sales of Service - Transportation	0.00	106,146.00	106,146.00	0.00
420-100-140	Sales of Service - WTS	10,750.00	5,000.00	-5,750.00	46.51
Sales & Rentals					
420-100-185	Tax Certificate Revenue	3,000.00	2,300.00	-700.00	76.66
420-100-190	Sales of Goods (Maps, Pins)	7,000.00	411.25	-6,588.75	5.87
420-100-210	Mobile Home Rentals	15,360.00	8,960.00	-6,400.00	58.33
450-100-170	Sale of Land	0.00	2,000.00	2,000.00	0.00
Interest & Penalties					
410-100-120	Tax and Redemption Penalties	18,000.00	5,818.15	-12,181.85	32.32
460-100-102	Investment Income	20,000.00	14,676.35	-5,323.65	73.38
460-100-110	Patronage Dividends	2,000.00	1,256.00	-744.00	62.80
Other Income					
450-100-147	Insurance Proceeds Revenue	0.00	7,857.50	7,857.50	0.00
490-100-100	Sundry - Miscellaneous Revenue	20,000.00	9,525.90	-10,474.10	47.62
490-100-104	OWPR Contribution to Office Expenses	500.00	0.00	-500.00	0.00
Grants & Donations					
430-100-100	Unconditional Grants - Municipal Operati	255,085.68	206,326.78	-48,758.90	80.88
440-100-115	Charitable Donations/Grants Received	0.00	12,440.00	12,440.00	0.00
Federal Government Grants					

Municipality of Oakland-Wawanesa
General Operating Fund - Revenues & Transfers

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Page 2 of 2

End date: 08/31/2026

Account Numb	Account Description	Budget	Balance	Variance (Bud	Varian
430-100-130	Canada Community Building Fund - O	70,274.95	0.00	-70,274.95	0.00
430-100-135	Canada Community Building Fund - W	34,613.04	0.00	-34,613.04	0.00

Municipal Government Grants

No accounts with activity

Total OTHER REVENUES:	558,775.24	432,753.66	-126,021.58	77.45
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TRANSFERS

590-900-900	Transfer from Fire Reserve	33,200.00	32,034.03	-1,165.97	96.48
590-900-902	Transfer from General Reserve	8,000.00	0.00	-8,000.00	0.00
640-100-110	Transfer from Replacement Reserve	320,000.00	170,000.00	-150,000.00	53.12
640-100-122	Transfer from Gas Tax Reserve - O	200,000.00	0.00	-200,000.00	0.00
640-100-123	Transfer from Gas Tax Reserve - W	100,000.00	0.00	-100,000.00	0.00

Total TRANSFERS:	661,200.00	202,034.03	-459,165.97	30.56
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Total OTHER REVENUES & TRANSFERS:	1,219,975.24	634,787.69	-585,187.55	52.03
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Municipality of Oakland-Wawanesa
General Operating Fund - Expenditures

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End date: 08/31/2026

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Account Number	Account Description	Budget	Balance	Variance (Bud	Varian
EXPENDITURES					
GENERAL GOVERNMENT SERVICES					
Legislative					
510-100-100	GG - Legislative - Head of Council	14,944.79	7,912.08	7,032.71	52.94
510-100-101	GG - Councillors	69,654.78	34,377.42	35,277.36	49.35
510-100-102	GG - Other Leg. Services - Mileage	4,120.00	1,443.79	2,676.21	35.04
510-100-104	GG - Ward Meetings	1,000.00	0.00	1,000.00	0.00
Total Legislative:		89,719.57	43,733.29	45,986.28	48.74
General Administrative					
510-100-108	GG - CAO	77,460.24	59,632.38	17,827.86	76.98
510-100-109	GG - Finance Officer	76,941.15	54,655.58	22,285.57	71.03
510-100-113	GG - Admin. Salaries	42,179.00	29,142.23	13,036.77	69.09
510-100-114	GG - Admin Assistant	49,140.00	31,638.09	17,501.91	64.38
510-100-116	GG - Green Team - Office	7,200.00	0.00	7,200.00	0.00
510-100-222	GG - Clerk & Staff Training & Education	5,000.00	1,938.22	3,061.78	38.76
510-110-120	GG - Admin & Employee Benefits	34,000.00	25,595.57	8,404.43	75.28
510-200-200	GG - Office Contract Services	4,000.00	1,770.00	2,230.00	44.25
510-200-201	GG - Mileage - Office	400.00	592.23	-192.23	148.05
510-200-210	GG - Legal Contract Services	8,000.00	1,033.62	6,966.38	12.92
510-200-215	GG - Code of Conduct Complaint Costs	15,000.00	0.00	15,000.00	0.00
510-200-220	GG - Audit Contract Services	16,500.00	13,482.00	3,018.00	81.70
510-200-230	GG - Assessment Contract Services	40,118.74	0.00	40,118.74	0.00
510-200-240	GG -Taxation (Municipal Properties)	20,000.00	0.00	20,000.00	0.00
510-200-260	GG - Photocopier Charges	3,500.00	1,219.63	2,280.37	34.84
510-200-300	GG - Meals	500.00	157.60	342.40	31.52
510-200-360	GG - Building Maint/Renovation	1,200.00	0.00	1,200.00	0.00
510-200-366	GG - Computers and Software	37,000.00	25,595.04	11,404.96	69.17
510-200-370	GG - Newspaper Advertising	2,000.00	2,038.25	-38.25	101.91
510-300-200	GG - Hydro -Office	3,961.01	2,588.76	1,372.25	65.35
510-300-202	GG - Phone & Internet	8,750.00	5,545.37	3,204.63	63.37
510-400-200	GG - Office Supplies	10,000.00	4,936.00	5,064.00	49.36
510-400-201	GG - Postage	7,000.00	5,093.39	1,906.61	72.76
Total General Administrative:		469,850.14	266,653.96	203,196.18	56.75
Other General Government					
510-400-310	GG - Elections	10,000.00	286.25	9,713.75	2.86
510-400-320	GG - Conv. & Training Registrations	7,500.00	2,900.00	4,600.00	38.66
510-400-321	GG - Convention Daily Indemnities	3,400.00	890.20	2,509.80	26.18
510-400-322	GG - Convention/Seminar Mileage	1,400.00	224.70	1,175.30	16.05
510-400-323	GG - Convention Expense	7,000.00	23.72	6,976.28	0.33
510-400-330	GG - Damage Claims & Liability Insurance	45,000.00	42,168.08	2,831.92	93.70
510-400-350	GG - Membership Fees	5,700.00	5,889.22	-189.22	103.31
510-400-360	GG - Other General Government -Sundry	500.00	50.00	450.00	10.00
510-500-500	GG - General Govt. Grants	17,500.00	15,980.00	1,520.00	91.31

Municipality of Oakland-Wawanesa
General Operating Fund - Expenditures

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End date: 08/31/2026

Account Number	Account Description	Budget	Balance	Variance (Bud	Varian
510-500-510	GG - Library Services	1,600.00	765.00	835.00	47.81
510-900-910	GG - Health Care Spending Account	10,000.00	8,121.04	1,878.96	81.21
510-900-930	GG - Bank Charges & Interest	2,700.00	1,962.98	737.02	72.70
510-900-950	Recoveries (Deduct) Utilities	-17,329.53	0.00	-17,329.53	0.00
Total Other General Government:		94,970.47	79,261.19	15,709.28	83.46
Total GENERAL GOVERNMENT SERVICES:		654,540.18	389,648.44	264,891.74	59.53

PROTECTIVE SERVICES

Police

No accounts with activity

Total Police:	0.00	0.00	0.00
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Fire

520-200-165	PS - FIRE - Retainer Fees-Bdn/Souris	25,000.00	13,394.94	11,605.06	53.57
520-300-102	PS - Renumeration, Drills, Fires	16,500.00	971.60	15,528.40	5.88
520-300-104	PS - Building Operation and Maintenance	4,000.00	2,749.49	1,250.51	68.73
520-300-106	PS - Repairs and Replacement, Tools	14,000.00	17,966.03	-3,966.03	128.32
520-300-108	PS - Insurance	26,000.00	25,959.90	40.10	99.84
520-300-110	PS - Fire - Utilities	8,840.00	5,708.70	3,131.30	64.57
520-300-112	PS - Fire Fighting Gear and Equipment	20,000.00	4,311.08	15,688.92	21.55
520-300-113	PS - FF Gear purchased from Donations	0.00	9,550.00	-9,550.00	0.00
520-300-114	PS - Fuel	4,500.00	4,068.05	431.95	90.40
520-300-116	PS - Fire Hydrant Rentals	4,750.00	0.00	4,750.00	0.00
520-400-110	PS - Fire - Materials & Supplies Misc.	6,500.00	3,692.62	2,807.38	56.80
520-500-110	PS - Flood Protection & Prevention	2,000.00	0.00	2,000.00	0.00
Total Fire:		132,090.00	88,372.41	43,717.59	66.90

Emergency Measures

520-200-120	PS - 911 Agreement	9,194.34	9,194.34	0.00	100.00
520-200-130	PS - Emergency Measures Organization	3,000.00	2,753.35	246.65	91.77
520-200-132	PS - EMR/First Response Renumeration	3,500.00	1,209.16	2,290.84	34.54
520-200-133	PS - EMR/First Response Training	1,500.00	615.24	884.76	41.01
520-200-134	PS - EMR/First Response Supplies	1,200.00	3,147.33	-1,947.33	262.27
520-200-135	PS - Paramedic Association Memberships	5,300.00	4,025.00	1,275.00	75.94
520-200-136	PS - EMR Equip purchased from Donation	0.00	4,941.10	-4,941.10	0.00
Total Emergency Measures:		23,694.34	25,885.52	-2,191.18	109.25

Other Protection

520-200-210	PS - Building-Fire & Plumb Inspections	22,500.00	7,963.06	14,536.94	35.39
520-200-260	PS - Animal & Pest Control	3,800.00	733.72	3,066.28	19.30
Total Other Protection:		26,300.00	8,696.78	17,603.22	33.07

Total PROTECTIVE SERVICES:	182,084.34	122,954.71	59,129.63	67.53
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TRANSPORTATION SERVICES

Public Works Employees & Benefits

530-100-110	TS - PW Foreman Wages	75,828.11	52,422.17	23,405.94	69.13
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Municipality of Oakland-Wawanesa
General Operating Fund - Expenditures

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End date: 08/31/2026

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Account Number	Account Description	Budget	Balance	Variance (Bud	Varian
530-100-111	TS - PW Operators Wages	71,604.00	48,853.35	22,750.65	68.22
530-100-112	TS - PW Operators Wages	64,654.20	44,688.13	19,966.07	69.11
530-100-113	TS - PW Operator	71,604.00	50,414.53	21,189.47	70.40
530-100-114	TS - PW Seasonal	14,280.00	13,665.08	614.92	95.69
530-100-115	TS - PW Seasonal - (Green Team)	16,000.00	6,097.22	9,902.78	38.10
530-100-116	TS - Equip Operators Allowances	5,100.00	1,548.29	3,551.71	30.35
530-100-117	TS - Workers Compensation & Safety	4,000.00	1,511.01	2,488.99	37.77
530-100-130	TS - Dust Control	3,000.00	1,816.74	1,183.26	60.55
530-110-120	TS - Employee Benefits	45,000.00	33,614.14	11,385.86	74.69
530-110-125	TS - Employee Training & Education	5,000.00	1,635.00	3,365.00	32.70
530-200-116	TS - Equipment Insur & Registration	37,000.00	35,117.04	1,882.96	94.91
530-200-135	TS - Road Main. Gravel Trucking	92,700.00	246.10	92,453.90	0.26
530-200-136	TS - Road Maintenance - Labour	20,000.00	0.00	20,000.00	0.00
530-300-100	TS - Street Lighting-Carroll & Nesbitt	3,432.00	1,994.09	1,437.91	58.10
530-300-110	TS - Street Lighting - Wawa	13,728.00	7,607.18	6,120.82	55.41
530-300-115	TS - Manager's Cell Phone	1,510.00	552.12	957.88	36.56
530-300-116	TS - Nesbitt & Wawa Shops Utility	8,500.00	2,967.22	5,532.78	34.90
530-400-109	TS - Equip Repairs - Enclosed Trailer	1,000.00	0.00	1,000.00	0.00
530-400-110	TS - Equip Repairs - Flat Deck Trailer	1,000.00	0.00	1,000.00	0.00
530-400-111	TS - Equipment Fuel	100,000.00	56,742.68	43,257.32	56.74
530-400-114	TS - Equip Repairs - Kubota	1,500.00	191.53	1,308.47	12.76
530-400-115	TS - Equip Repairs & Maint - Misc	3,500.00	2,237.52	1,262.48	63.92
530-400-116	TS - Work Shop & Yard Operations	25,000.00	30,016.36	-5,016.36	120.06
530-400-117	TS - Equip. Repairs - Shulte Mower	8,000.00	1,370.05	6,629.95	17.12
530-400-118	TS - Equip. Repairs NH Loader - W	5,000.00	393.50	4,606.50	7.87
530-400-119	TS - Equip. Repairs - Loader	5,000.00	813.74	4,186.26	16.27
530-400-120	TS - Equip Repairs-Loader Attachments	500.00	0.00	500.00	0.00
530-400-121	TS - Equip. Repairs - Graders	20,000.00	17,683.85	2,316.15	88.41
530-400-122	TS - Equip Repairs - Tractor	3,500.00	3,952.61	-452.61	112.93
530-400-123	TS - Equip. Repair - Gravel Trailer	5,000.00	7,881.40	-2,881.40	157.62
530-400-125	TS - Equip Repairs - Backhoe	1,500.00	52.04	1,447.96	3.46
530-400-126	TS - Equip Repairs - F550	3,500.00	3,332.11	167.89	95.20
530-400-127	TS - Equip Repairs - 2011 GMC Truck	2,000.00	1,601.72	398.28	80.08
530-400-128	TS - Equip Repairs - 2019 GMC Sierra	2,000.00	573.27	1,426.73	28.66
530-400-129	TS - Equip Repairs - Kenworth Tandem	2,500.00	4,261.18	-1,761.18	170.44
530-400-131	TS - Road Main. Gravel Crushing	163,900.00	28,125.21	135,774.79	17.15
530-400-133	TS - Road Mtce - Wawa Sand & Salt,Grave	2,500.00	1,320.00	1,180.00	52.80
530-400-134	TS - Truck Rental	35,000.00	16,159.52	18,840.48	46.17
530-400-135	TS- Equip Repairs - Car Hauler	1,000.00	0.00	1,000.00	0.00
530-400-137	TS - Equip. Repairs - 2007 Ford F250 SD	1,000.00	200.00	800.00	20.00
530-400-141	TS - Road Reconstruction	5,000.00	0.00	5,000.00	0.00
530-400-150	TS - Sidewalks & Boulevards	5,000.00	0.00	5,000.00	0.00
530-400-161	TS - Bridges, Culverts & Drainage	13,000.00	4,414.50	8,585.50	33.95
530-400-162	TS - Ditching & Mulching	8,000.00	1,500.00	6,500.00	18.75

Municipality of Oakland-Wawanesa
General Operating Fund - Expenditures

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Account Number	Account Description	Budget	Balance	Variance (Bud	Varian
530-400-190	TS - Snow & Ice Removal - Wawa	3,000.00	960.00	2,040.00	32.00
530-400-220	TS - Traffic Services - O	2,500.00	657.31	1,842.69	26.29
530-400-225	TS - Traffic Services - W	1,000.00	733.41	266.59	73.34
530-400-310	TS - Asset Management	11,500.00	59,537.56	-48,037.56	517.71
Total Public Works Employees & Benefits:		995,840.31	549,460.48	446,379.83	55.18

Other Transportation Services

No accounts with activity

Total Other Transportation Services:	0.00	0.00	0.00		
Total TRANSPORTATION SERVICES:	995,840.31	549,460.48	446,379.83	55.18	

ENVIRONMENTAL HEALTH SERVICES

Environmental Health Service

540-100-110	EH - WTS - Wages - W	14,750.00	10,419.33	4,330.67	70.63
540-110-120	EH - Employee Benefits - WTS-W	1,250.00	817.09	432.91	65.36
540-200-100	EH - Wages - WTS - Staff - O	20,747.10	11,745.39	9,001.71	56.61
540-200-109	EH - WTS Hydro - O	988.00	539.55	448.45	54.61
540-200-110	EH - WTS - Municipal Waste Management	79,515.71	46,686.71	32,829.00	58.71
540-200-112	EH - WTS - Maintenance - O	2,000.00	255.10	1,744.90	12.75
540-200-113	EH - WTS - Maintenance - W	1,000.00	647.26	352.74	64.72
540-200-114	EH - Carbon Tax Levy - Waste	1,500.00	0.00	1,500.00	0.00
540-200-130	EH - Municipal Wells - Treesbank	1,000.00	977.00	23.00	97.70
540-200-135	EH - Municipal Wells - Hayfield	1,000.00	25.22	974.78	2.52
540-200-150	EH - Recycling	30,378.35	17,102.88	13,275.47	56.29
540-200-154	EH - Carbon Tax Levy - Recycling	1,000.00	0.00	1,000.00	0.00
540-200-160	EH - WTS Improvements	1,000.00	451.83	548.17	45.18
540-210-120	EH - Employee Benefits - WTS-O	1,450.00	955.27	494.73	65.88
Total Environmental Health Service:		157,579.16	90,622.63	66,956.53	57.51
Total ENVIRONMENTAL HEALTH SERVICES:		157,579.16	90,622.63	66,956.53	57.51

PUBLIC HEALTH & WELFARE SERVICES

550-200-180	H&W - Social Welfare Assistance	1,800.00	0.00	1,800.00	0.00
550-500-000	H&W - GRANTS AND CONTRIBUTIONS	0.00	-1,200.00	1,200.00	0.00
550-500-500	H&W - Cemeteries	7,500.00	7,500.00	0.00	100.00
550-500-510	H&W - Grants to Hospitals	3,000.00	3,000.00	0.00	100.00
550-500-521	H&W - Handi Transit	15,000.00	15,000.00	0.00	100.00
550-500-525	H&W - Senior Independent Services	1,300.00	1,300.00	0.00	100.00
Total PUBLIC HEALTH & WELFARE SERVICES:		28,600.00	25,600.00	3,000.00	89.51

ENVIRONMENTAL DEVELOPMENT SERVICES

560-200-100	ED - Planning & Zoning (Rest of Mon)	4,000.00	2,798.00	1,202.00	69.95
560-200-136	ED - Other Beautification - Flowers, etc	32,500.00	5,380.74	27,119.26	16.55
560-200-150	ED - Other - Contract Services	85,000.00	0.00	85,000.00	0.00
Total ENVIRONMENTAL DEVELOPMENT SERVICES:		121,500.00	8,178.74	113,321.26	6.73

ECONOMIC DEVELOPMENT SERVICES

Municipality of Oakland-Wawanesa
General Operating Fund - Expenditures

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End date: 08/31/2026

Account Number	Account Description	Budget	Balance	Variance (Bud	Varian
570-100-120	EC - Destruction of Pests	1,500.00	0.00	1,500.00	0.00
570-100-170	EC - Conservation District	7,100.00	7,030.00	70.00	99.01
570-200-140	EC - Weed Control	25,000.00	14,676.98	10,323.02	58.70
570-200-160	EC - Veterinary Services	1,000.00	1,128.82	-128.82	112.88
570-200-210	EC - Tourism	606.00	606.00	0.00	100.00
570-500-185	EC - Staff Appreciation	2,100.00	42.80	2,057.20	2.03
Total ECONOMIC DEVELOPMENT SERVICES:		37,306.00	23,484.60	13,821.40	62.95

RECREATION & CULTURAL SERVICES

580-400-140	R&C - Skating Rinks & Arenas - Materials	5,306.04	5,306.04	0.00	100.00
580-500-101	R&C - Rec Comm (Waterpk, Camp, Baseb	52,181.26	52,181.26	0.00	100.00
580-500-110	R&C - Community Centres & Halls	13,561.61	13,561.62	-0.01	100.00
580-500-120	R&C - Grants re Water to facilities	5,563.20	0.00	5,563.20	0.00
580-500-140	R&C - Skating Rinks & Arenas	41,668.02	1,128.83	40,539.19	2.70
580-500-170	R&C - Museums	500.00	500.00	0.00	100.00
580-500-175	R&C - Charitable Donations/Grants	0.00	24,771.00	-24,771.00	0.00
Total RECREATION & CULTURAL SERVICES:		118,780.13	97,448.75	21,331.38	82.04

FISCAL SERVICES

Transfer to Capital

590-990-985	TF-Transfer to Capital - General Admin	0.00	5,364.03	-5,364.03	0.00
590-990-991	TF - Transfer to Capital - PW	0.00	293,796.46	-293,796.46	0.00
590-990-992	TF - Transfer to Capital - Fire	0.00	24,090.70	-24,090.70	0.00
Total Transfer to Capital:		0.00	323,251.19	-323,251.19	

Contributions to Reserves

590-990-986	TF-Contribution to WTS Decommissioning	1,000.00	0.00	1,000.00	0.00
590-990-990	TF-Contribution to LT Service Reserve	1,450.00	0.00	1,450.00	0.00
590-990-993	TF - Contribution to General Reserve	50,000.00	0.00	50,000.00	0.00
590-990-994	TF - Contribution to Building Reserve	50,000.00	0.00	50,000.00	0.00
590-990-995	TF - Gas Tax Reserve Provision - O	70,274.95	0.00	70,274.95	0.00
590-990-996	TF - Gas Tax Reserve Provision - W	34,613.04	0.00	34,613.04	0.00
590-990-997	TF - Contribution to Fire Reserve	110,500.00	0.00	110,500.00	0.00
590-990-999	TF - Contribution to Replacement Reserv	285,000.00	0.00	285,000.00	0.00
Total Contributions to Reserves:		602,837.99	0.00	602,837.99	0.00

Debentures Debt

590-700-707	Interest on Bank Loan #5	5,216.63	0.00	5,216.63	0.00
Total Debentures Debt:		5,216.63	0.00	5,216.63	0.00

Other Fiscal Services

No accounts with activity

Total Other Fiscal Services:	0.00	0.00	0.00	
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Total FISCAL SERVICES:	608,054.62	323,251.19	284,803.43	53.16
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TAX RESERVE PROVISION

Municipality of Oakland-Wawanesa
General Operating Fund - Expenditures

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End date: 08/31/2026

<u>Account Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance (Bud</u>	<u>Varian</u>
No accounts with activity					
Total TAX RESERVE PROVISION:		0.00	0.00	0.00	
Total EXPENDITURES:		2,904,284.74	1,630,649.54	1,273,635.20	56.15

Municipality of Oakland-Wawanesa
UTILITY REVENUES AND EXPENDITURES

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End date: 08/31/2026

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Account Numb		Budget	Balance	Variance (	Variance %
Revenues					
Water and Sewer Charges		225,000.00	108,722.05	-116,277.9	48.32
Other Revenues					
750-100-115	Property taxes	110,591.46	0.00	-110,591.4	0.00
750-100-130	Penalties	1,650.00	1,398.55	-251.45	84.76
750-100-140	Hydrant Rentals	4,750.00	0.00	-4,750.00	0.00
750-100-150	Installation Service	1,976.54	0.00	-1,976.54	0.00
750-100-175	Other Grants	500,000.00	0.00	-500,000.0	0.00
750-200-100	Investment Income	3,500.00	2,128.29	-1,371.71	60.80
Total Other Revenues:		622,468.00	3,526.84	-618,941.1	0.57
Total Revenues		847,468.00	112,248.89	-735,219.1	193.88
Expenditures					
Water Supply					
760-100-100	UT - Administration-office	8,937.28	1,500.00	7,437.28	16.78
760-200-000	UT - Water/Wastewater contractor	24,443.82	16,499.84	7,943.98	67.50
760-200-010	UT - Training & Education (Water)	2,000.00	1,025.00	975.00	51.25
760-200-120	UT - Water Treatment Plant	20,533.44	22,229.63	-1,696.19	108.26
760-200-150	UT - Transmission & Distribution	34,249.23	25,983.77	8,265.46	75.86
760-200-160	UT - Other Water Supply Costs - Insur	2,500.00	2,388.22	111.78	95.52
760-200-170	UT - Water Connections - Contract Ser	1,000.00	0.00	1,000.00	0.00
760-300-120	UT - Water Treatment Plant - Utilities	9,244.13	5,900.59	3,343.54	63.83
760-300-130	UT - Wells - Utilities	8,837.54	5,426.18	3,411.36	61.39
760-300-160	UT - Handheld Water Reader	6,000.00	5,376.75	623.25	89.61
760-400-120	UT - Water Treatment Plant-Shop Sup	5,500.00	123.41	5,376.59	2.24
760-400-150	UT - Transmission & Distribution - Mat	3,500.00	0.00	3,500.00	0.00
Total Water Supply:		126,745.44	86,453.39	40,292.05	68.21
Sewage Collection and Disposal					
670-200-130	UT - Sewage Collection System - Cont	7,250.00	0.00	7,250.00	0.00
770-000-100	UT - Sewer Administration - office	8,937.28	0.00	8,937.28	0.00
770-200-000	UT - Water/Wastewater contractor	24,443.82	16,295.76	8,148.06	66.66
770-200-010	UT - Training & Education (Sewage)	2,000.00	375.00	1,625.00	18.75
770-200-130	UT - Insurance (Sewage)	5,500.00	5,616.73	-116.73	102.12
770-400-120	UT - Sewage Lift Station - Pager,Clea	2,000.00	333.10	1,666.90	16.65
Total Sewage Collection and Disposal:		50,131.10	22,620.59	27,510.51	45.12
760-700-700	UT - Interest on Debentures	22,840.05	0.00	22,840.05	0.00
790-100-110	UT - Transfer to Reserves	60,000.00	0.00	60,000.00	0.00
790-100-105	UT - Transfer to Capital - Utility	500,000.00	1,624.38	498,375.62	0.32
Total Expenditures		759,716.59	110,698.36	649,018.23	836.74
Net Operating Surplus/(Deficit)					
Revenue		847,468.00	112,248.89	-735,219.1	193.88
Expense		759,716.59	110,698.36	649,018.23	836.74
Total Net Operating Surplus/(Deficit)		87,751.41	1,550.53	-1,384,237.	-642.86

Delegation Request Form

To: Chief Administrative Officer

CONTACT INFORMATION

FIRST NAME <u>Don</u>	LAST NAME <u>Granger</u>	
PHONE <u>204 725-2051</u>	ALTERNATE TELEPHONE <u>204 761-5836</u>	
ADDRESS <u>Box 24</u>		
CITY <u>NESBITT</u>	PROVINCE <u>MB</u>	POSTAL CODE <u>R0K1P0</u>
EMAIL ADDRESS <u>dbgrfarm@gmail.com</u>		
COMPANY OR ORGANIZATION (if applicable)		

DATE YOU WISH TO APPEAR AS A DELEGATE*This form **must** be returned to the CAO in accordance with the Policy prior to the meeting*

Meeting you wish to attend:	☒ Council Meeting	☐ Committee Meeting (please specify)
<u>Sept. 15, 2026</u>	<u>4:00pm</u>	

SUBJECT YOU WISH TO DISCUSSAPPROACH WITHOUT A PERMIT**DETAILS ON THE SUBJECT**WIDENED TWO APPROACHES
BUILT ONE APPROACH

***Where the subject matter of a delegation pertains to legal matters, personnel, and/or private property issues, where a Public Hearing has been held in accordance with an enactment as a prerequisite to the adoption of a by-law; or if its purpose is to deal with a matter that is outside the jurisdiction or legal authority of the Municipality; the Municipality reserves that right not to hear such delegations.**

I acknowledge that only the above matter will be discussed during the delegation. I further acknowledge that audio/video recordings will only be made in accordance with Section 5.28 of the Oakland-Wawanesa Procedural By-law.

Signed <u>[Signature]</u>	Date <u>SEPT. 4 / 2026</u>
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COMMITTEE REPORT FOR Ward 3

COUNCIL MEETING DATE September 15, 2026

SUBMITTED BY Councillor Fisher

I would like to report the following:

I attended the August regular Council meeting.

Reviewed all emails and documents from Council and Administration and ratepayer.

I have driven roads to check for area of concerns brought to my attention from ratepayers.

Anything else I will bring up at the meeting.

Councillor Ward 3

Mike Fisher

COMMITTEE REPORT FOR Ward 3 (name of committee)

COUNCIL MEETING DATE September 15, 2026

SUBMITTED BY Councillor Jones

Was unable to attend last meeting due to it being in the morning.

Reviewed bank recs and various emails from council and ratepayers.

Discussed with a ratepayer about gravel truck speeds through Nesbitt.

Reviewed Agenda for upcoming meeting.

Councillor Ward 3

Frank Jones

COMMITTEE REPORT FOR Ward 2 (name of committee)

COUNCIL MEETING DATE September 15, 2026

SUBMITTED BY Councillor Hatch

I would like to report the following:

Attended Aug council meeting

Reviewed emails

Monitored gravel crushing

Checked RM roads

Sampled gravel

COMMITTEE REPORT FOR Ward 1

COUNCIL MEETING DATE September 15

SUBMITTED BY Councillor Gullett

I would like to report the following

- Answered messaged
- Attended August 4 special meeting
- Reviewed emails
- Reviewed bank recs
- Reviewed PW weekly reports
- Drove most roads in municipality
- Met with potential candidates for upcoming election
- Volunteered at lions kids fair
- Anything else I will bring up at our monthly meeting.

Councillor Gullett

COMMITTEE REPORT FOR Ward 1 (name of committee)

COUNCIL MEETING DATE September 15, 2026

SUBMITTED BY Councillor McDonald

I would like to report the following.

- I attended the August Council meeting
- I met with the Handi Van Secretary Treasurer to discuss Operation/sign cheques/sign papers and go over with her information regarding the Handi Van
- I had discussions with our Public Works Forman regarding roads/equipment/streets and received and reviewed her weekly reports
- I reviewed and responded to emails/texts/phone calls from ratepayers/office/councillors/head of Council
- I reviewed the Bank Reconciliations
- I attended the new Candidates Forum for fall election

Anything else I will bring up at our monthly meeting.

Councillor
Bob McDonald

COMMITTEE REPORT FOR HEAD OF COUNCIL

COUNCIL MEETING DATE September 15, 2026

SUBMITTED BY Dave Krelewich

I would like to report the following:

- Attended the Municipal office on various occasions to review matters with the CAO as well as reviewing invoices and signing cheques.
- Received and reviewed emails from ratepayers and Councillors.
- Communicated with the Brandon Cabinet office to get an in person meeting with the Minister of Environment and Climate Change to review the drainage issue relating to the waterway on PR453 and PR 340.

CHIEF ADMINISTRATIVE OFFICER'S REPORT – September, 2026

Provincial Conference Calls

The conference call with the Province was Thursday, September 10, 2026.

Property Matters

Land transfer documents have been signed by the Municipality for the purchase of lots in Rounthwaite. Action will continue once the owner has signed with the solicitor.

I have been working with the solicitor related to the transfer of property located in Nesbitt to the Municipality. Documents were signed and sent to Land Titles in July, solicitor will follow up.

Property matters at Lot 8, Brandon Hills Mobile Home Park is ongoing – awaiting word from the Public Trustee on whether or not there is a mortgage registered with a bank on the property. This item may have to come back to Council for further discussion.

I have been working on a potential addendum to an existing agreement for property in Wawanesa. Meetings have taken place with the property owner and potential affected property owners. More information to follow in the next month or two.

Meetings with Members of Council

Discussions continue with members of Council either in person, over the phone, or by email.

Other Meetings and Conferences

I participated in a teams meeting with provincial representatives and some other municipalities on a pilot project related to work on declared provincial waterways.

Public Works Shop Debenture

The Order was received from The Municipal Board approving the borrowing for the new public works shop. Discussions will now commence with the contractor on updated timelines. Public Works can commence some ground work on adjacent property.

Election 2026

A few registrations have been filed and a Candidate's Information Night was held on September 3. Required advertising for the nomination period has taken place.

J. Swidnicki
Chief Administrative Officer

Financial Officer Report – September 2026

- Completed bank reconciliations for MOW and SRR.
- Supplementary taxes were mailed out August 21, 2026
- Sent in Total Municipal/School Assessment report before September 25, 2026 deadline
- Update on Tax Sale: 1 Property still for sale.
- Taxes have been coming in daily. Approx. 7% of taxes have come in by end of August.

M. Sturgeon

Financial Officer



Agenda Report: Public Works
By: Chelsea Long
September 15th, 2026

Public Works On-Going

- Contractor hauling gravel
- Trained staff on roadside mower
- Green team is done for the season
- Spoke to ratepayer regarding approach application
- Civic addressing
- Property pins
- Fire Extinguisher Inspections
- Gravel Crushing
- Enbridge covered cost of dust control on 41N
- Nuisance Beaver Policy
- Line painting completed
- DFA Claim ready for site inspections
- Filled pot holes

Municipal Water Wells

- Filling in at the water plant
- Training on new PLC
- Communicating with Water Services

Transfer Stations

- Ordered extra bins
- Repairs needed on berm -

Equipment

- Tire repairs – grader and loader
- F550 Drive shaft repairs

Oakland-Wawanesa Fire Dept Mounthly Report 2026

Call# Date Time Function/Event/Practise Location Personnel Equipment

January

	2026-01-06	19:00:00	Training	firehall	14	
	2026-01-16	19:00:00	equipment checks	firehall	6	
26-01	2026-01-17	13:19:00	MFR Call	wawa	2	1 unit
	2026-01-29	08:00	Mutual Aid Meeting	Brandon	1	
26-02	2026-01-29	18:40:00	Mutual Aid Souris	souris	2	1 unit

Feb

	2026-02-03	19:00:00	Training	firehall	22	
	2026-02-05	19:00:00	equipment checks	firehall	8	
26-03	2026-02-07	17:27:00	Fire Alarm	wawa	7	
26-04	2026-02-08	10:43:00	MFR Call	oakland	3	1 unit
26-05	2026-02-11	17:47:00	False alarm Structure	wawa	14	5 Units
26-06	2026-02-13	07:30:00	MFR Call	wawa	2	1 unit
	2026-02-25	09:30:00	Fire inspection	wawa	1	
	2026-02-25	10:15:00	Fire inspection	wawa	1	
	2026-02-25	19:00:00	MFR Training	wawa	7	
26-07	2026-02-26	17:52:00	MFR Call	South Cyp	4	1 unit

March

	2026-03-05	13:00:00	Public Ed	firehall	1	
26-08	2026-03-05	19:54:00	Structure Fire	oakland	15	5 Units
26-09	2026-03-07	08:30:00	MFR Call	Wawa	3	1 unit
	2026-03-07	09:30:00	Fire truck to Carman		2	1 unit
26-10	2026-03-11	21:53:00	MVC rd102 & #2 & MFR	Oakland	16	5 Units
26-11	2026-03-30	13:51:00	MVC River valley &MFR	oakland	12	5 Units

April

26-12	2026-04-01	02:40:00	MFR Call	Wawa	2	1 unit
	2026-04-07	18:30:00	CPR recert	firehall	11	
	2026-04-08	18:30:00	CPR recert	firehall	12	
	2026-04-11	09:00:00	Airbrake course	firehall	6	
26-13	2026-04-21	13:25:00	Mutual aid Shilo	Shilo	2	1 unit
	2026-04-22	19:00:00	equipment checks	firehall	6	
	2026-04-30	08:00:00	First aid instructor recert	Clear Lake	1	

May

26-14	2026-05-01	13:54:00	Grass fire treesbank	South Cyp	10	6
26-15	2026-05-01	16:17:00	Mutual Aid to Brandon	Gun Club	15	6
26-16	2026-05-01	17:37:00	Vehicle Fire #10 north of L/C	Cornwallis	16	6
26-17	2026-05-08	16:07:00	MFR Call	Wawa	3	1 unit
26-18	2026-05-10	19:02:00	MFR Call	Wawa	2	1 unit
	2026-05-13	19:00:00	Equipment checks	firehall	9	
26-19	2026-05-14	06:35:00	Hydro Grass fire	oakland	19	6
26-20	2026-05-14	07:11:00	Hydro Grass fire	Cornwallis	6	2
26-21	2026-05-14	07:32:00	Hydro Grass fire	oakland	6	2
26-22	2026-05-14	21:23:00	MFR Call	Wawa	3	1 unit
26-23	2026-05-18	12:04:00	MFR Call	Wawa	3	1 unit
26-24	2026-05-25	22:59:00	Smell of smoke	South Cyp	14	5 Units

Sheet1

26-25	2026-05-26	18:05:00	Fire Alarm	Wawa	9	3 Units
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June

26-26	2026-06-01	10:37:00	Structure fire	oakland	15	5 Units
26-27	2026-06-06	19:48:00	Structure fire	oakland	16	5 Units
26-28	2026-06-09	22:15:00	Hydro wires	oakland	14	5 Units
26-29	2026-06-12	21:44:00	MFR Call	Wawa	2	1 unit
26-30	2026-06-17	06:57:00	MFR Call	South Cyp	3	1 unit
26-31	2026-06-18	11:14:00	Structure fire Acres	oakland	19	5 Units
26-32	2026-06-19	07:32:00	MFR Call	Wawa	2	1 unit

July

26-33	2026-07-01	07:48:00	Dauphin Flood	Dauphin	4	1 unit
26-34	2026-07-04	17:15:00	Structure fire	souris	10	5 Units
26-35	2026-07-05	20:04:00	Storm Calls	oakland	16	5 Units
26-36	2026-07-13	12:43:00	Structure fire Mutual Aid	Cornwallis	2	1 unit

Aug

	2026-08-10	19:00:00	Equipment checks	firehall	8	
	2026-08-14	10:00:00	MFR Inspection	Wawa	2	
	2026-08-15	10:00:00	Lions Fair	Wawa	5	4 Units
26-37	2026-08-21	17:55:00	Baler fire	oakland	12	5 Units
26-38	2026-08-22	11:59:00	MVC Investigation	South Cyp	2	1 unit
26-39	2026-08-23	12:28:00	MFR Call	Praire lakes	2	1 unit
26-40	2026-08-27	04:46:00	MVC #2	oakland	13	5 Units
26-41	2026-08-29	16:59:00	Combine fire	oakland	11	5 Units

Sept

26-42	2026-09-01	20:21:00	Fire Alarm	Wawa	9	5 Units
	2026-09-02	18:00:00	Wild Land Gear Meeting	firehall	4	

**Municipality of Oakland-Wawanesa
Policy & Procedure Manual**

**Policy
#TRANS013**

Reference: TRANSPORTATION	Classification: Policy
Subject: Nuisance Beaver Policy	Pages: 1 of 3
Authority: Resolution of Council	Effective Date: September 15 th , 2026
Approved: September 15 th , 2026	

TITLE: **Nuisance Beaver Policy**

PURPOSE: To initiate a Nuisance Beaver Policy .

DEFINITIONS

“Indirect methods” – pond levelers, or other options approved by an administrator

“Direct methods” – trapping using approved traps or snares, shooting when a beaver is on land or in a trap, or other options approved by an administrator.

SCOPE: This policy applies to waterways located within the Municipality of Oakland- Wawanesa.

POLICY AND PROCEDURE:

Landowners are responsible for coordination, removal and expenses relating to the control or removal of beavers and/or dams that are impacting private lands. Authorization for beaver control work done on private land that potentially has impact on downstream landowners must be made by the landowner directly to the local Natural Resources and Northern Development office.

If a landowner fails to remove the nuisance beaver from private land that is impacting Municipal infrastructure, the Municipality may take appropriate action to rid the nuisance beaver and invoice the landowner directly for expenses incurred.

Drainage culverts may be rid of debris in and around the culvert from time to time by individuals acting on behalf of the Municipality, i.e. Municipal staff, private contractors, etc.

Beavers:

The Municipality may from time to time determine there to be a problem beaver(s) located at specific sites within the boundaries of the Municipality.

During the species season (October 1 to May 31):

The Municipality of Oakland Wawanesa may retain trappers that must be licensed by Natural Resources and Northern Development office to remove a problem beaver(s).

Outside the species season (June 1 to September 30):

a) The Municipality of Oakland- Wawanesa must obtain a *Wild Animal Kill Permit* (Permit) to remove a problem beaver(s) from the local Natural Resources and Northern Development office. The permit will be applied for on an as needed basis.

b) The Municipality will identify on the permit:

i. All employees and/or individual's acting on the Municipalities behalf (maximum of two (2) individuals;

ii. If it is for public safety or property protection purposes;

iii. Method of removal (humane lethal traps, firearms snares or other); and

iv. Legal land description (Municipal or Private).

c) Conditions of the permit include but are not limited to:

i. The permit must be carried by the permit holder, or an initialed copy must be carried by the designate, while conducting the activities identified on the permit;

ii. The permit holder must not dispose of the carcass or pelt of a wild animal or part thereof except at a landfill site authorized to take dead animals, by surrendering it to a Natural Resources and Northern Development office or disposed of as directed by a Conservation Officer. The disposal of all destroyed problem beavers is the sole responsibility of the designate authorized on the application;

iii. The permit will not be valid on private land without the permission of the owner or lawful occupant. On crown land, written permission must be granted by officials from the department responsible for its administration; and

iv. The permit holder shall report in writing the number of animals taken under the permit to the Municipal office within fifteen (15) days of permit expiry or at the conclusion of the action, whichever occurs sooner.

Both trappers and/or those acting on behalf of the Municipality of Oakland Wawanesa to carry out beaver management in areas identify by the Municipality must complete an application form. This authorization will indicate area of concern and the approximate number of beavers to be removed. In every instance where the Municipality of Oakland-Wawanesa wishes to remove a problem beaver(s), landowners within one (1) mile will be notified prior to any removal taking place.

Payment: For a licensed trapper to be hired for \$2500 per year

Beaver Dams:

The municipality of Oakland- Wawanesa may determine there be a problem beaver dam(s) located at specific sites within the boundaries of the Municipality. Beaver dams that are causing concern to the Municipal lands and infrastructure will be removed on the approval by the Municipality.

Removal of Dams:

a) The Municipality of Oakland- Wawanesa must obtain a Muskrat House, Beaver Dam and/or Beaver Lodge Removal Authorization to remove a problem

beaver dam(s) from the local Natural Resources and Northern Development office. The permit will be applied for on an as needed basis.

b) The Municipality of Oakland-Wawanesa will identify on the permit:

i. Method of removal (Machinery, Explosives, etc.); and

ii. Legal land description (Municipal or Private).

c) Conditions of the permit include but are not limited to:

i. The permit must be carried by the permit holder, or an initialed copy must be carried by the designate, while conducting the activities identified on the permit;

ii. The removal of any beaver dam(s) which has an active beaver lodge or bank den upstream, or the removal of any beaver lodge must be preceded by a reasonable attempt to trap the resident beavers of that lodge unless otherwise directed by a Conservation Officer. Removal of beaver(s) must be undertaken by a licensed trapper or under permit;

iii. The removal of a beaver dam must not result in waterflow exceeding the downstream channel capacity;

iv. Removal is limited to the material used to construct the beaver dam(s);

v. If multiple dams are on the waterway, work must commence at the downstream dam and progress upstream; and

vi. If authorized to use explosives, individual detonations of not more than one (1) kg may be used to remove a beaver dam.

d) The Municipality of Oakland- Wawanesa will notify appropriate downstream landowners of the intent and approximate date of water release from dam removals.

The Municipality of Oakland-Wawanesa
Policy & Procedure Manual

**Policy
Asset Management
#001**

Reference: Council	Classification: Policy
Subject: Asset Management Policy	Pages: 1 of
Authority: Resolution of Council	Effective Date:
Approved:	
Revised:	

TITLE:

Asset Management Policy

1. Purpose

The purpose of this policy is to establish a consistent and transparent framework for managing municipal assets in accordance with The Municipal Act (Manitoba) and other applicable provincial legislation. The policy makes sure that the Municipality's assets are managed responsibly to provide safe, reliable, and affordable services to residents and visitors.

2. Scope

This policy applies to all municipal assets owned, operated, or managed by the Municipality of Oakland-Wawanesa, including but not limited to:

- Land & Land Improvements
- Buildings (Brick/Wood)
- Vehicles
- Machinery & Equipment
- Road Equipment
- Computers
- Road Surface & Grades
- Bridges
- Water & Sewer Networks

Asset management activities will be implemented in a manner that reflects the Municipality's available resources, operational requirements, and strategic priorities.

3. Guiding Principles

- **Service Delivery:** Assets exist to support essential municipal services. Decisions will focus on maintaining realistic, affordable service levels aligned with community needs.
- **Lifecycle Approach:** Assets are managed from acquisition through operation, maintenance, renewal, and eventual disposal, to maximize useful life and minimize unexpected failures.
- **Financial Sustainability:** Asset decisions will balance affordability with risk and performance. Long-term planning will consider the Municipality's limited tax base and operating budget.
- **Risk Management:** The Municipality prioritizes critical assets to reduce risks to public safety, environmental protection, and service continuity.
- **Transparency & Accountability:** Council and administration make asset decisions openly, supported by clear documentation, reporting, and communication with residents.
- **Integration:** Asset management will be integrated with the Municipality's strategic planning, budgeting, emergency planning, and regulatory obligations.

4. Roles & Responsibilities

Council:

- Approves this policy and sets strategic direction.
- Defines acceptable service levels in consultation with administration.
- Approves budgets, capital plans and long-term financial strategies.

Administration:

- Implements this policy and maintains the asset registry.
- Provides annual reporting on asset conditions, replacement values, risks, and service levels.
- Advises Council on priorities, funding needs and regulatory requirements.
- Ensures asset management practices are aligned with the Municipality's available resources and operational needs.

Staff:

- Operate and maintain assets in accordance with defined service levels.
- Report on asset condition, failures, and operational issues.
- Support data collection for the asset registry.

5. Service Levels

- Service levels are defined by Council, based on community expectations, affordability, and regulatory requirements.
- Service levels reflect community needs, available resources, regulatory requirements, and Council-approved service objectives.
- Service levels are reviewed regularly and adjusted as needed.

6. Lifecycle & Financial Management

- Asset decisions consider total lifecycle costs, not just initial purchase price.
- Renewal and replacement planning are proactive to reduce service disruptions and emergency repairs.
- Financial planning includes reserves, grant opportunities, debt management where appropriate, and long-term strategies to support sustainable asset renewal.
- The Municipality will pursue partnerships and regional collaboration where beneficial and necessary.

7. Risk Management

- Risks to service delivery are identified, assessed, and managed.
- Critical assets—such as wastewater systems, drainage infrastructure, and key transportation routes—receive priority in renewal planning.
- The Municipality maintains compliance with all applicable provincial and federal regulations.
- Available operational resources are considered when assessing operational risks.

8. Monitoring & Reporting

Administration provides annual reports to Council on:

- Asset condition and performance.
- Replacement values and funding needs.
- Progress on asset management implementation.
- Reports are used to inform budget and capital planning decisions.
- Administration shall monitor asset performance, condition, risk, and lifecycle costs and provide recommendations to Council regarding capital investment priorities and long-term asset sustainability.

9. Review Cycle

This policy will be reviewed every four years, or sooner if required by legislative changes or significant changes in legislative requirements, organizational structure, service delivery responsibilities, or Council priorities.

Re: UAV Based Survey to support Minor Drainage works

From Fourie, Coenraad <cfourie@dillon.ca>

Date Tue 2026-09-08 6:15 PM

To Joni Swidnicki <cao@oakland-wawanesa.ca>

Cc Councillor Hatch <councillor.hatch@oakland-wawanesa.ca>; Wiann Breytenbach <wbreytenbach@dillon.ca>; Derrick Jensen <djensen@dillon.ca>; Craig Hatch <westechc@gmail.com>; Eric Watters <ewatters@dillon.ca>; Tina Brook <tbrook@dillon.ca>

 1 attachment (1 MB)

Wawanesa_Drainage_Letter_Proposal Sept. 8_26.pdf;

Hi Joni,

Thank you very much for your patience while we pulled this together.

Please find attached our letter proposal for the assessment and design of the minor drainage improvements along Commercial Street in Wawanesa, as discussed with you and Councillor Hatch. The proposal sets out our proposed approach, scope of work, deliverables, schedule and fees in response to Council's request.

We appreciate the opportunity to continue working with the Municipality on this and look forward to helping move the drainage improvements forward.

Please feel free to reach out if you have any questions, concerns, or would like to discuss any aspect of the proposal. I would be very happy to walk through it with you.

Thanks again, Joni, and particularly for your patience.

Kindest regards,
Coenraad

DILLON



— PROUDLY CANADIAN SINCE 1945 —

Coenraad Fourie

Partner

Dillon Consulting Limited

435A Rosser AVE

Brandon, Manitoba, R7A 6S2

T - [204.453.2395](tel:204.453.2395) ext. 6020

M - [204.740.0209](tel:204.740.0209)

CFourie@dillon.ca

www.dillon.ca

On Thu, Aug 6, 2026 at 4:34 PM Joni Swidnicki <cao@oakland-wawanesa.ca> wrote:
Hi,

September 8, 2026

Municipality of Oakland-Wawanesa

106 Fourth Street
Box 278
Wawanesa, Manitoba
R0K 2G0

Attention: Ms. Joni Swidnicki
Chief Administrative Officer

Proposal for Design of Minor Drainage Improvements, Commercial Street, Wawanesa.

Dear Ms. Swidnicki:

Dillon Consulting Limited (Dillon) is pleased to submit this letter proposal to the Municipality of Oakland-Wawanesa (the Municipality) for engineering services in support of the design of minor drainage improvements along Commercial Street in Wawanesa, between 4th Street and Provincial Road (PR) 340. This proposal responds to Council's resolution requesting an estimate of the effort and cost required to develop alternatives to alleviate the drainage concerns in this area.

Background and Understanding

Under separate authorization, Dillon completed a UAV-based LiDAR and imagery survey of Wawanesa. That survey produced current high-resolution orthographic imagery, a digital surface model and a digital elevation model (DEM) covering the community. The DEM will form the basis of the drainage assessment and design described below, which avoids the cost and schedule associated with a new topographic survey.

On August 11, 2026, Dillon met with Councillor Craig Hatch at our Brandon office. Councillor Hatch described recurring flooding along Commercial Street, where runoff ponds and overtops the roadway during significant rainfall events, restricting access and causing nuisance flooding of adjacent properties. The approximate location of the reported overtopping is shown on Figure 1.

Our present understanding is that runoff from this area is conveyed by roadside ditches and crossing culverts to the Souris River. Initial indications are that mitigation will involve regrading of the ditches along the drainage path and resizing of one or more crossing culverts. These indications will be confirmed through the assessment described below.



Figure 1: Approximate Location of Reported Roadway Flooding: Commercial Street, Wawanesa

Scope of Work

We propose the following scope of work.

Task 1 – Background Review and Site Visit

- Review the existing DEM and orthoimagery, together with any drainage records, as-built information, utility plans, previous studies and complaint history provided by the Municipality.
- Complete a site visit with Municipal staff and/or Councillor Hatch to observe field conditions and walk the drainage path from Commercial Street to the outlet at the Souris River.
- Record the size, material, condition and approximate invert elevations of the existing crossing culverts and take supplementary spot elevations at key locations. This is necessary because a DEM derived from

aerial LiDAR does not reliably capture culvert inverts, ditch bottoms under standing water, or ground surfaces beneath dense vegetation.

Task 2 – Drainage Assessment

- Delineate the catchment area contributing runoff to Commercial Street using the DEM and confirm the overland flow path and outlet to the Souris River.
- Estimate peak design flows using an accepted method and published intensity-duration-frequency data for the area, based on a 1:5-year minor system design event with a review of the 1:100-year overland flow route.
- Assess the hydraulic capacity of the existing ditches and crossing culverts along the flow path and identify the specific constraints causing the roadway to overtop.

Task 3 – Design and Drawing Preparation

- Develop the recommended drainage solution, anticipated to consist of regrading the roadside ditches to increase capacity and establish continuous positive drainage, and resizing or replacing undersized crossing culverts along the drainage path.
- Confirm ditch grades, culvert sizes, lengths, invert elevations and end treatments.
- Prepare a design drawing suitable for use by the Municipality to construct the improvements, anticipated to include a key plan, a plan view of the drainage route, ditch grades and profile, a culvert schedule, typical ditch cross-sections, and general construction notes.
- Prepare an approximate quantity summary for the works, so that the Municipality can budget for and procure materials.

Task 4 – Project Management, Review and Coordination

- Ongoing coordination with the Municipality, including one review meeting to walk through the draft drawing and receive comments.
- Internal senior review and quality control prior to issuing the final drawing.

Deliverables

- Draft design drawing issued to the Municipality for review (PDF).
- Final design drawing, signed and sealed by a Professional Engineer registered in Manitoba, issued in PDF and AutoCAD (DWG) format.
- Approximate quantity summary to support Municipal budgeting and material procurement.

Assumptions and Exclusions

This proposal is based on the following assumptions. Items listed as excluded are not included in the fees below and can be added if the Municipality wishes.

- Dillon relies on information, historical flooding reports, and complaint records provided by Municipal representatives and assumes such information is accurate and complete.
- The Municipality will construct the drainage improvements using its own or locally retained Contractor. Dillon's role is limited to preparing the design drawing described above.
- The Municipality will obtain all utility locates and clearances.
- The Municipality will obtain all regulatory approvals, including any licence required under The Water Rights Act and any permit required from Manitoba Transportation and Infrastructure for work within the PR 340 right-of-way.
- Dillon's scope excludes downstream impact assessments beyond the project limits.
- The design will rely on the existing UAV LiDAR DEM supplemented by spot field measurements. No legal survey and no additional full topographic ground survey are included.
- The Municipality will arrange access to private property, if required.
- Hydraulic modelling of the Souris River, floodplain mapping, and backwater analysis at the outlet is excluded.
- Storm sewer or piped system design, and road, pavement or subgrade design are excluded.
- Geotechnical investigation, environmental assessment, archaeological assessment, and land acquisition or easement work is not anticipated.
- Tender documents, tendering support, contract administration, construction inspection, materials testing and record drawings are not included.
- Dillon assumes no liability for construction means, methods, safety, or deviations from the design drawings during construction by the Municipality or its contractors.

Optional Additional Services

We would be pleased to assist the Municipality with any of the following on request. These services are not included in the fees below and would be scoped and priced separately.

- Coordination of utility clearances and locate requests.
- Preparation and submission of regulatory approval applications.
- Preparation of tender documents and tendering support should the Municipality elect to tender the work rather than construct it directly.
- Construction support, including layout assistance, field review during construction and preparation of record drawings.
- Extension of the assessment and design to the other areas identified by Council, including Mill Street and Park Street.

Preliminary Schedule

Subject to authorization and to weather and access conditions, we would complete the site visit within 2 weeks of award, issue the draft design drawing within four (4) weeks of the site visit, and issue the final signed and

sealed drawing within one week of receiving the Municipality's comments. We will confirm the schedule at the time of award.

Fees

Dillon will complete the work described above for a upset limit fee of \$13,500, excluding applicable taxes. The estimated level of effort supporting this fee is summarized below and is provided in response to Council's resolution.

Task	Estimated Fee
Task 1 – Background Review and Site Visit	\$3,120.00
Task 2 – Drainage Assessment	\$4,460.00
Task 3 – Design and Drawing Preparation	\$4,020.00
Task 4 – Project Management, Review and Coordination	\$1,900.00
Total Upset Limit (excluding GST)	\$13,500.00

The upset limit fee is inclusive of all labour, travel and disbursements required to complete the scope of work described above and will be invoiced in full on issuance of the final signed and sealed design drawing. Any change to the scope of work, and any optional services requested by the Municipality, will be agreed in writing before proceeding and invoiced separately.

Closing

We appreciate the opportunity to continue assisting the Municipality of Oakland-Wawanesa, and we are well positioned to complete this work efficiently given the survey data already in hand and our familiarity with the site. Please contact me at 204.740.0209 or CFourie@dillon.ca if you have any questions or would like to discuss any aspect of this proposal.

Sincerely,

Dillon Consulting Limited



Coenraad Fourie, P.Eng.
Partner

cc: Councillor Craig Hatch, Municipality of Oakland-Wawanesa
Wiann Breytenbach, Dillon Consulting Limited
Jaswinder Singh, Dillon Consulting Limited
Tina Brook, Dillon Consulting Limited

Re: RFNOW Inc - Proposed Service Addition - Z3-26-30918

From Joni Swidnicki <cao@oakland-wawanesa.ca>

Date Thu 2026-08-13 11:40 AM

To Jill Gaudet <jillgaudet@rfnw.net>

Hello,

Do you need it added to the August 18 agenda or can it wait until September 15?

Joni

From: Jill Gaudet <jillgaudet@rfnw.net>

Sent: August 13, 2026 11:36 AM

To: Joni Swidnicki <cao@oakland-wawanesa.ca>

Cc: Terilisa Dousselaere <terilisadousselaere@rfnw.net>

Subject: RFNOW Inc - Proposed Service Addition - Z3-26-30918

28-7-18

Good morning,

Please see the attached map outlining new service to customer Noel Lagarde at 39 Souris Street in Nesbitt.

Can you please let me know if this path can be approved?

Thanks!

No concerns

Chelsea Long

Jill Gaudet | Civil Administrator | [RFNOW Inc.](#)

P.O. Box 448, 297 Nelson Street, Virden, MB R0M 2C0

Phone: (306) 551-6232

Email: jillgaudet@rfnw.net

Connect on: [Twitter](#) | [Facebook](#)

Engineer explained
can't tie into
previous line



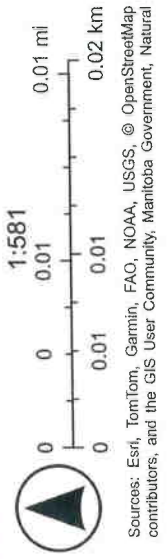
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RFNow Inc - Proposed Service - Z3-26-30918



Offset of fibre distribution and handhole vaults are 30cm (unless otherwise specified) from adjacent property line within ROW.
Handhole vaults are 2ft by 3ft and are flush with ground level.
Cable to be installed at a depth of 1m along ROW, 1.5m under road crossings, 2m under all wetlands and 3m under water runs.
Where the fibre optic cable crosses provincial roads, municipal roads and turning lanes, RFNow Inc. shall install the cable by means of directional bore.
Conduit (38mm) installed with trenchless method.
Distribution fibre installed with direct buried method.
1m separation vertical or horizontal around existing underground utilities.
Marker posts 5 per km or at each handhole vault.
Location of proposed path is approximate and not a perfect scale on PDF drawings.



RFNow Proposed Customer Addition - RM of Oakland-Wawanesa - Z3-26-30878

From Kayla Gilliard <kaylagilliard@rfnow.net>
Date Mon 2026-08-17 1:40 PM
To Joni Swidnicki <cao@oakland-wawanesa.ca>
Cc Jennifer Cochrane <jennifercochrane@rfnow.net>

 1 attachment (2 MB)

RFNow Inc. Oakland-Wawanesa - Z3-26-30878.pdf;

Along Rd 105W
in SE 16-8-18
SW 15-8-18
NW 9-8-18

Good Afternoon,

Please see attached maps for a proposed customer addition in the RM of Oakland-Wawanesa:

- **Jenn Neufeld PCID 30878**

Please confirm if these plans can be approved.

Thank you,

Kayla Gilliard | Civil Administrator | [RFNOW Inc.](#)
PO Box 448, 297 Nelson Street, Virden, MB R0M 2C0
Email: kaylagilliard@rfnow.net
Connect on: [Twitter](#) | [Facebook](#)

No concerns
Chasealong.



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RFNow Inc. Proposed Path - Z3-26-30878



Offset of Fibre distribution and Handhole Vaults are 3m (unless otherwise specified) from adjacent property line within ROW
 Hand hole Vaults are 2 ft by 3ft and are flush with ground level.
 Cable to be installed at a depth of 1m along ROW, 1.5m under road crossings and 2m under all wetlands and 3m under water runs.
 Where the fibre optic cable crosses provincial roads, municipal roads, turning lanes, RFNOW Inc. shall install the cable by means of directional bore;
 Conduit (38mm) Installed with trenchless method
 Distribution fiber direct buried method
 1m separation vertical or horizontal around existing underground utilities.
 Marker posts 5 per km or at each Handhole vault
 Location of proposed path is approximate and not a perfect scale on PDF drawings

1:10,021

0 0.05 0.1 0.15 0.2 mi

0 0.07 0.15 0.3 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Manitoba Government.

Proposed Path

Existing Path



Outlook

RFNow Proposed Customer Additions - RM of Oakland-Wawanesa - Z3-26-30948, 30936, 11679

From Kayla Gilliard <kaylagilliard@rfnow.net>

Date Thu 2026-08-20 4:44 PM

To Joni Swidnicki <cao@oakland-wawanesa.ca>

Cc Jennifer Cochrane <jennifercochrane@rfnow.net>

📎 3 attachments (7 MB)

RFNow Inc. Oakland-Wawanesa - Z3-26-30948.pdf; RFNow Inc. Oakland-Wawanesa - Z3-26-11679.pdf; RFNow Inc. Oakland-Wawanesa - Z3-26-30936.pdf;

Good Afternoon,

Please see attached maps for proposed customers in the RM of Oakland-Wawanesa:

- Kevin Regehr PCID 30948 - Carroll
- Taylor Wilton PCID 30936 - Wawanesa
- Neil Friesen PCID 11679 - Wawanesa

Please confirm if these plans can be approved.

Thank you,

No concerns
Chebea Long

Kayla Gilliard | Civil Administrator | [RFNOW Inc.](#)

PO Box 448, 297 Nelson Street, Virden, MB R0M 2C0

Email: kaylagilliard@rfnow.net

Connect on: [Twitter](#) | [Facebook](#)



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RFNow Inc. Proposed Path - Z3-26-30948



Offset of Fibre distribution and Handhole Vaults are 3m (unless otherwise specified) from adjacent property line within ROW
 Hand hole Vaults are 2 ft by 3ft and are flush with ground level.
 Cable to be installed at a depth of 1m along ROW, 1.5m under road crossings and 2m under all wetlands and 3m under water runs.
 Where the fibre optic cable crosses provincial roads, municipal roads, turning lanes, RFNow Inc. shall install the cable by means of directional bore;
 Conduit (38mm) installed with trenchless method
 Distribution fiber direct buried method
 1m separation vertical or horizontal around existing underground utilities.
 Marker posts 5 per km or at each Handhole vault

Location of proposed path is approximate and not a perfect scale on PDF drawings

1:9,962

0 0.05 0.1 0.2 mi
 0 0.07 0.15 0.3 km

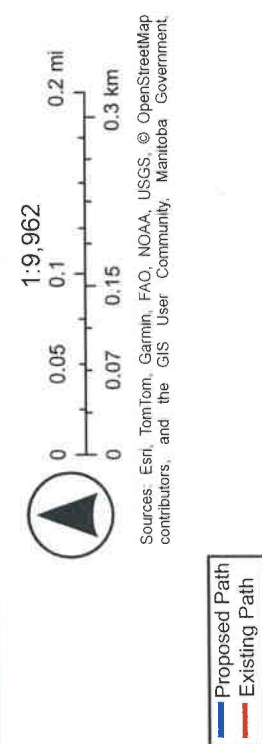
Proposed Path
 Existing Path

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Manitoba Government

RFNow Inc. Proposed Path - Z3-26-30936



Offset of Fibre distribution and Handhole Vaults are 3m (unless otherwise specified) from adjacent property line within ROW
 Hand hole Vaults are 2 ft by 3ft and are flush with ground level.
 Cable to be installed at a depth of 1m along ROW, 1.5m under road crossings and 2m under all wetlands and 3m under water runs.
 Where the fibre optic cable crosses provincial roads, municipal roads, turning lanes, RFNow Inc. shall install the cable by means of directional bore;
 Conduit (38mm) installed with trenchless method
 Distribution fiber direct buried method
 1m separation vertical or horizontal around existing underground utilities.
 Marker posts 5 per km or at each Handhole vault
Location of proposed path is approximate and not a perfect scale on PDF drawings



RFNow Inc. Proposed Path - Z3-26-11679



Offset of Fibre distribution and Handhole Vaults are 3m (unless otherwise specified) from adjacent property line within ROW

Hand hole Vaults are 2 ft by 3ft and are flush with ground level.

Cable to be installed at a depth of 1m along ROW, 1.5m under road crossings and 2m under all wetlands and 3m under water runs.

Where the fibre optic cable crosses provincial roads, municipal roads, turning lanes, RENOW Inc. shall install the cable by means of directional bore;

Conduit (38mm) installed with trenchless method

Distribution fiber direct buried method

1m separation vertical or horizontal around existing underground utilities.

Marker posts 5 per km or at each Handhole vault

Location of proposed path is approximate and not a perfect scale on PDF drawings

RFNow Customer Additions - RM of Oakland Wawanesa - Z3-26-30931

From Kayla Gilliard <kaylagilliard@rfnw.net>
Date Tue 2026-09-01 12:59 PM
To Joni Swidnicki <cao@oakland-wawanesa.ca>
Cc Terilisa Dousselaere <terilisadousselaere@rfnw.net>

 1 attachment (2 MB)
RFN-Oakland-Wawanesa-Z3-26-30931.pdf;

Good Afternoon,

Please see attached maps for route to a proposed customer addition in the RM of Oakland-Wawanesa:

- Darcy Swart - PCID 30931 (SE-3-7-17-W1)

Please confirm if these plans can be approved.
Thank you,

Kayla Gilliard | Civil Administrator | [RFNOW Inc.](#)
PO Box 448, 297 Nelson Street, Virden, MB R0M 2C0
Email: kaylagilliard@rfnw.net
Connect on: [Twitter](#) | [Facebook](#)

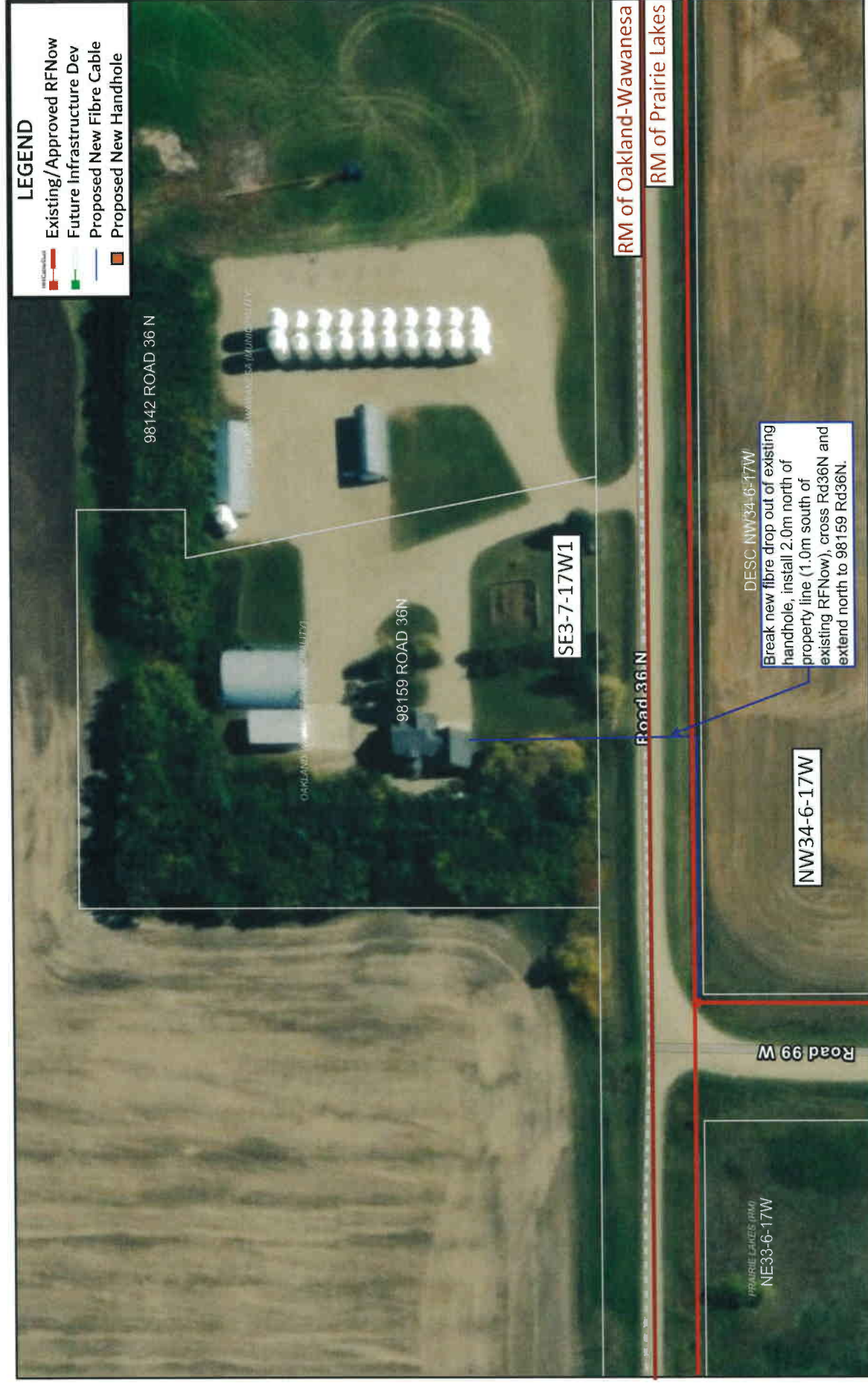


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Chusaling
No concerns
Shared boundry
with prairie Lakes.

RFNow Inc - Proposed Service - Z3-26-30931



Offset of fibre distribution and handhole vaults are 3m (unless otherwise specified) from adjacent property line within ROW.

Handhole vaults are 2ft by 3ft and are flush with ground level.

Cable to be installed at a depth of 1m along ROW, 1.5m under road crossings, 2m under all wetlands and 3m under water runs.

Where the fibre optic cable crosses provincial roads, municipal roads and turning lanes, RFNow Inc. shall install the cable by means of directional bore.

Conduit (38mm) installed with trenchless method.

Distribution fibre installed with direct buried method.

1m separation vertical or horizontal around existing underground utilities.

Marker posts 5 per km or at each handhole vault.

Location of proposed path is approximate and not a perfect scale on PDF drawings.

Fw: 44033 ROAD 109W - Telecommunications Tower Proposal

From Norma Will <adminassist@oakland-wawanesa.ca>

Date Tue 2026-09-08 8:48 AM

To Joni Swidnicki <cao@oakland-wawanesa.ca>

 3 attachments (3 MB)

MB10332 - RFC.pdf; MB10332 - NP (ENG).pdf; image001.png;

I have printed for the agenda.

Norma Will

Administrative Assistant
Municipality of Oakland-Wawanesa
106 Fourth St. Box 278
Wawanesa, MB R0K 2G0
Phone: (204) 824-2666
Email: adminassist@oakland-wawanesa.ca
Web: www.oakland-wawanesa.ca



From: Chris James <Chris@cypresslandservices.com>

Sent: September 3, 2026 3:31 PM

To: Joni Swidnicki <cao@oakland-wawanesa.ca>; Inspector <inspector@keystonepd.ca>

Cc: Norma Will <adminassist@oakland-wawanesa.ca>; Tara Wilkinson <adminassist1@oakland-wawanesa.ca>; Brady Waddell <inspector2@keystonepd.ca>

Subject: Re: 44033 ROAD 109W - Telecommunications Tower Proposal

Hi Joni,

Please see attached XPLORE's formal request for concurrence for the proposed 45 m telecommunications tower located at 44033 Road 109W, near Nesbitt.

As outlined in the attached letter, the required public consultation process has now been completed. Notification packages were distributed to the applicable surrounding properties, notice was published in the Wawanesa Express, and the consultation period concluded on August 31, 2026.

Re: 44033 ROAD 109W - Telecommunications Tower Proposal

From Chris James <Chris@cypresslandservices.com>

Date Thu 2026-09-03 3:31 PM

To Joni Swidnicki <cao@oakland-wawanesa.ca>; Inspector <inspector@keystonepd.ca>

Cc Norma Will <adminassist@oakland-wawanesa.ca>; Tara Wilkinson <adminassist1@oakland-wawanesa.ca>; Brady Waddell <inspector2@keystonepd.ca>

 3 attachments (3 MB)

MB10332 - RFC.pdf; MB10332 - NP (ENG).pdf; image001.png;

Hi Joni,

Please see attached XPLORE's formal request for concurrence for the proposed 45 m telecommunications tower located at 44033 Road 109W, near Nesbitt.

As outlined in the attached letter, the required public consultation process has now been completed. Notification packages were distributed to the applicable surrounding properties, notice was published in the Wawanesa Express, and the consultation period concluded on August 31, 2026.

With the consultation process complete, we are respectfully requesting the Municipality's concurrence with the proposed facility.

Please let me know if you require any additional information to process the request or if there are any further steps required on our end.

Thanks,



Chris James

Manager, Real Estate & Government Affairs

 416-833-1461

 chris@cypresslandservices.com

 cypresslandservices.com

 40 Advance Rd, Etobicoke, ON M8Z 2T4



Cypress Land Services Inc.

3909 University Ave NW

Calgary AB, T3B 6K3

Telephone: 604.620.0877

Facsimile: 604.620.0876

Website: www.cypresslandservices.com

September 3, 2026

Via Email: cao@oakland-wawanesa.ca

Joni Swidnicki
Chief Administrative Officer
Municipality of Oakland-Wawanesa

Subject: Request for Concurrence for XPLORE Wireless Facility
Location: 44033 ROAD 109W , Nesbitt, MB
Coordinates: 49.651092, -99.938214
XPLORE Site: MB103332 – Brandon Hydro

Please be advised that, following Innovation, Science and Economic Development Canada's (ISED) consultation process commonly referred to as CPC-2-0-03, XPLORE Communications Inc. ("XPLORE") has completed the public consultation process and is respectfully requesting concurrence from the Municipality of Oakland-Wawanesa for the proposed 45 m self-support telecommunications tower at **44033 ROAD 109W , Nesbitt, MB (DESC SW 13-8-19W)**.

Enclosed please find evidence of the following efforts undertaken as part of the public consultation process:

- On July 31, 2026, notification packages were mailed to three (3) properties located within a radius of three times the tower height (135 m) of the proposed location, in accordance with ISED's default public consultation process. Please see **Appendix 1: Notification Package**.
- On July 31, 2026, a public notice regarding the proposed facility was published in the *Wawanesa Express*. Please see **Appendix 2: Newspaper Advertisement**.
- On August 31, 2026, the public consultation period concluded. No responses were received during the consultation period indicating support for the proposed location and appearance/design of the facility.

Telecommunications facilities are federally regulated under the **Radiocommunication Act**, with ISED having jurisdiction over the siting of antenna systems. As part of this federal regulatory process, proponents are required to consult with the applicable land-use authority and the public in accordance with CPC-2-0-03 and seek land-use authority concurrence for the proposed facility.

XPLORE is committed to working with the community to improve telecommunications services within the Municipality of Oakland-Wawanesa and surrounding rural areas.

Based on the completion of the required public consultation process, XPLORE respectfully requests the Oakland-Wawanesa's concurrence with the proposed telecommunications facility.

Should you require any additional information, please do not hesitate to contact me at 416-833-1461 or by email at chris@cypresslandservices.com.

Chris James
Manager, Real Estate & Government Affairs

Cypress Land Services, Agents for XPLORE

Appendix 1: Notification Package



Dear Owner/Occupant,

July 31, 2026

Please accept this notification regarding proposed XPLORE Communications Inc. ("XPLORE") wireless service improvements in your community.

Subject: XPLORE Telecommunications Facility Proposal Notification Package
LEGAL: DESC SW 13-8-19W
LOCATION: 44033 ROAD 109W , Nesbitt, MB
Coordinates: 49.651092, -99.938214
XPLORE Site: MB103332 – Brandon Hydro

What is XPLORE Proposing?

XPLORE seeks to continue to provide high quality wireless internet services to communities throughout Manitoba. Increasingly, rural communities depend on wireless internet services to stay connected to meet their personal and business needs. In order to ensure improved internet services near the unincorporated community of Nesbitt and to the surrounding areas in the **Municipality of Oakland-Wawanesa**, XPLORE is proposing to add a new wireless facility.

The new facility is proposed to be located within the property at **44033 ROAD 109W** (coordinates **49.651092, -99.938214**) on a large rural agricultural property. XPLORE is proposing to construct a 45 metre self-support tower on the property to improve telecommunications services within several kilometres of the installation.

Regulatory Authority

Telecommunication providers are required by Innovation, Science, and Economic Development Canada (ISED), formerly Industry Canada, to consult with the local municipality and the general public regarding new installations. ISED does have exclusive jurisdiction over the approval and placement of telecommunications installations. The consultation process will provide an opportunity for residents, stakeholders and landowners to obtain detailed information regarding the proposal and to provide comments for consideration. Any inquiries that are received as a result of this notification will be logged and submitted to the Municipality of Oakland-Wawanesa as part of our application for concurrence.

Local Municipality

The Municipality of Oakland-Wawanesa does not have a telecommunications consultation process to guide the consultation process. As such, ISED's Client Procedures Circular CPC-2-0-03 (CPC) consultation process will be followed. This process requires all properties within three times the structure height be notified (in this instance those within approx. 135.0 metres). This notification is to provide the opportunity to obtain information regarding the proposal, ask questions and provide comments. The closing period for comments to be received by XPLORE is **August 31, 2026**.

Location

The subject property is located at **44033 ROAD 109W**. The proposal is to construct a 45-metre self-support tower, which is setback approx. 52 metres from the nearest developed road, and will improve rural internet services to the surrounding community within several kilometres. To confirm, there are no existing viable structures in the vicinity of the proposed tower to collocate antennas on. A radio tower located approx. 250m to the northwest of the proposed location was assessed for colocation potential but does not meet Xplore's technical or structural requirement. The proposed tower may have sufficient space and loading capacity for additional antennas should another carrier wish to install equipment to support their network requirements at this location dependent upon the type of equipment.

Safety Code 6

ISED requires all wireless carriers to operate in accordance with Health Canada's safety standards. XPLORE attests that the installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time.



Site Access

The tower is to be accessed from the existing approach and access road on site. Construction is expected to take approximately one month.

Environment

XPLORE confirms that the installation is excluded from environmental assessment under the Canadian Environmental Assessment Act. Any municipal environmental regulations will be followed.

Transport Canada

The tower will be constructed to include aeronautical markings or lighting required by Transport Canada. Comments are pending.

Structural Considerations

XPLORE confirms that the antenna structure described in this notification package will apply good engineering practices including, structural adequacy during construction.

General Information

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website: <http://www.ic.gc.ca/towers>.

Contacts:

XPLORE Inc.

Chris James c/o Cypress Land Services Inc.

Agents to XPLORE

3909 University Ave NW, Calgary AB, T3B 6K3

Telephone: 1-604-620-0877

Email: publicconsultation@cypresslandservices.com

ISED

Manitoba District Office

400 St. Mary Avenue, 4th floor, Winnipeg MB R3C 4K5

Telephone: 1-800-665-3421 or 204-984-4257

Fax: 204-984-6045

Email: spectrumwinnipeg-winnipegspectre@ised-isde.gc.ca

Municipality of Oakland-Wawanesa

106 Fourth St, Box 278

Wawanesa, MB R0K 2G0

Telephone: (204) 824-2666

Email: adminassist@oakland-wawanesa.ca

<https://www.oakland-wawanesa.ca/>

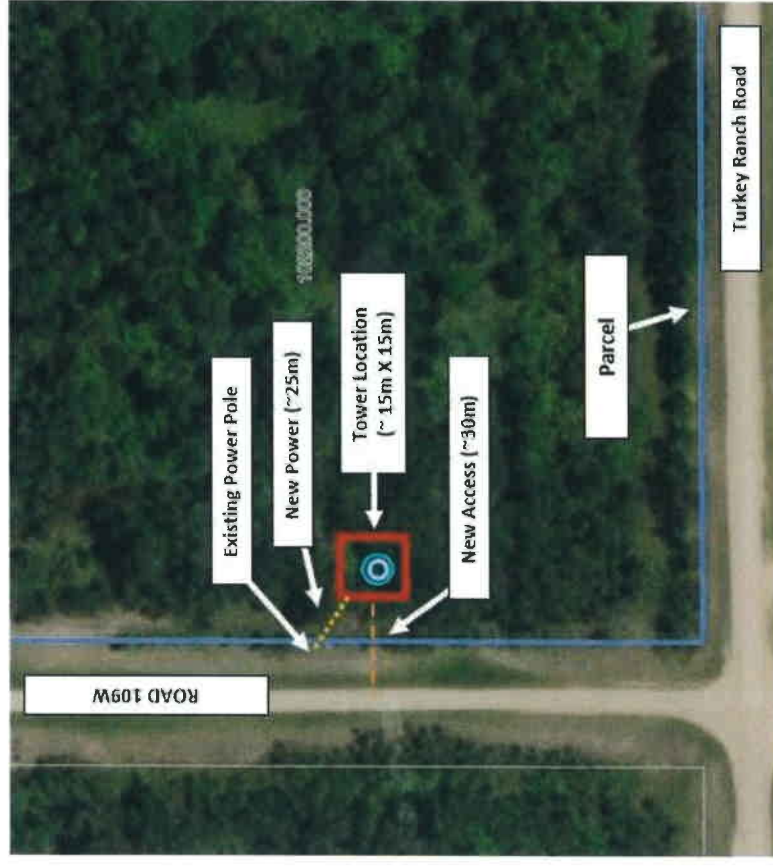
If you have any specific questions regarding the proposal, please feel welcome to contact the above.



AERIAL MAP



PRELIMINARY DESIGN PLANS – SITE PLAN



- Property**
- Site Code: MB10332
 - Title#: 1420438
 - Legal: SW13-8-19W
 - Civic: 44033 ROAD 109W

NOTE:
THIS IS NOT A FORMAL SURVEY PLAN
SKETCH REPRESENTATION ONLY

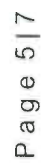
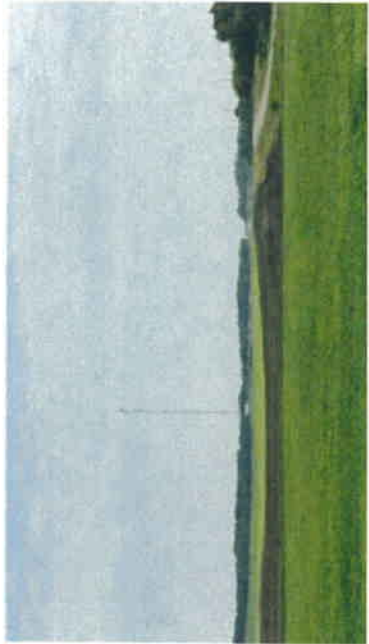


PHOTO-SIMULATION	
BEFORE	AFTER
	
Artist's rendering of proposed facility looking east, ~1.6 km away <i>Note: Photo-simulation is for conceptual purposes only. Proposed design is subject to change based on final engineer plans.</i>	



COMMENT SHEET
TELECOMMUNICATIONS FACILITY PROPOSAL
LEGAL: DESC SW 13-8-19W
LOCATION: 44033 ROAD 109W , Nesbitt, MB
Coordinates: 49.651092, -99.938214
XPLORE Site: MB103332 – Brandon Hydro

1. Do you feel this is an appropriate location for the proposed facility?

- ☐ Yes
☐ No

Comments _____

2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?

- ☐ Yes
☐ No

Comments _____

3. Additional Comments _____

Please provide your name and full mailing address if you would like to be informed about the status of this proposal. This information will not be used for marketing purposes; however, your comments will only be used by XPLORE in satisfying ISSED's consultation requirements. The closing period for comments to be received by XPLORE is **August 31, 2026**.

Name _____
(Please print clearly)
Email Address _____
Mailing Address _____

XPLORE c/o Cypress Land Services Inc.
3909 University Ave NW, Calgary AB, T3B 6K3
Attention: Chris James, Manager, Real Estate & Government Affairs
Email: publicconsultation@cypresslandservices.com
Thank you for your input.

Appendix 2: Newspaper Advertisements



Wawanesa's Got Talent!



Smile File!

Laughing out loud is forbidden in Hawaii because it's a LOW HA state!

When the dentist married the manicurist, they fought tooth and nail!

Swarms of flying insects threaten town! Police deploy the Swat Team!

I wear memory foam insoles to remember why I walked into the next room!

When you dream in color, it's a pigment of your imagination!



Sipiweske Museum BURGERS AND PIE FRIDAYS



Burgers \$7.00 Pie \$3.00

Every Friday in July and August | 11:30 - 1:00
4th Street, Wawanesa, MB

Teddy Bear Parade - August 15



Xplore X

Notice of Proposed Xplore Telecommunications Facility /
Avis de projet d'installation de télécommunications Xplore

Description: As part of the public consultation process required by the Innovation, Science and Economic Development Canada (ISED), XPLORE Inc. is inviting the public to comment on a proposed telecommunications facility consisting of a 45.0 metre self-support tower and ancillary radio equipment in order to provide dependable internet services to the Municipality of Oakland-Wawanesa and rural areas to the south of Brandon, MB.

Description: Dans le cadre du processus de consultation publique exigé par Innovation, Sciences et Développement Économique Canada (ISED), XPLORE Inc. invite le public à formuler des commentaires sur une installation de télécommunications proposée, comprenant une tour autoportante de 45,0 mètres ainsi que des équipements radio auxiliaires, afin de fournir des services internet fiables à la municipalité d'Oakland-Wawanesa et aux secteurs ruraux situés au sud de Brandon (Manitoba).

Proposed Tower Location / Emplacement proposé de la tour: 44033 ROAD 109W, Nesbitt, MB (Title # 1420438/2)

Coordinates / Coordonnées: 49.651092, -99.938214

For More Information / Pour de plus amples renseignements:

Chris James
c/o Cypress Land Services Inc.
Agents to XPLORE
3909 University Ave NW, Calgary AB, T3B 6K3
Telephone: 1-604-620-0877
e: publicconsultation@cypresslandservices.com

Location Map / Carte de localisation



The public is welcome to comment on the proposal by the end of the business day on August 31, 2026, with respect to this matter.

Le public est invité à formuler ses commentaires concernant cette proposition au plus tard à la fin de la journée ouvrable du 31 août 2026.

MB108332 - Brandon Hydro



Innovation, Science and
Economic Development Canada

Innovation, Sciences et
Développement économique Canada

CPC-2-0-03
Issue 6
July 2022

Spectrum Management and Telecommunications

Client Procedures Circular

Radiocommunication and Broadcasting Antenna Systems

Canada

Aussi disponible en français – CPC-2-0-03

Preface

Client Procedures Circular CPC-2-0-03, *Radiocommunication and Broadcasting Antenna Systems*, issue 6, replaces CPC-2-0-03, issue 5, dated June 26, 2014.

The following are the main changes:

- implemented official languages requirements for the public consultation process, which will apply to public consultations commenced on or after August 1, 2023
- updated the name of the department to Innovation, Science and Economic Development Canada (ISED) throughout
- updated references to the *Canadian Environmental Assessment Act* to reflect the coming into force of the *Impact Assessment Act*
- updated Transport Canada references and details relating to aeronautical safety responsibilities to reflect current forms and definitions
- adopted the text proposed by NAV Canada regarding land-use proposal submission forms
- made editorial changes and clarifications, as appropriate

Comments and suggestions may be directed to the following address:

Innovation, Science and Economic Development Canada
Spectrum Management Operations Branch
235 Queen Street
Ottawa ON K1A 0H5

Attention: Spectrum Management Operations

Email: spectrumoperations-operationsduspectre@ised-isde.gc.ca

All spectrum-related documents referred to in this paper are available on ISED's Spectrum Management and Telecommunications website.

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1. Introduction

Radiocommunication and broadcasting services are important for all Canadians and are used daily by the public, safety and security organizations, government, wireless service providers, broadcasters, utilities and businesses. In order for radiocommunication and broadcasting services to work, antenna systems including masts, towers, and other supporting structures are required. Antenna systems are normally composed of an antenna and some type of supporting structure, often called an antenna tower. Most antennas have their own integral mast so that they can be fastened directly to a building or a tower. There is a certain measure of flexibility in the placement of antenna systems, which is constrained to some degree by the need to achieve acceptable coverage for the service area, the availability of sites, technical limitations, and safety. In exercising its mandate, Innovation, Science and Economic Development Canada (ISED) believes that it is important that antenna systems be deployed in a manner that considers the local surroundings.

1.1 Mandate

Section 5 of the *Radiocommunication Act* states that the Minister may, taking into account all matters the Minister considers relevant for ensuring the orderly development and efficient operation of radiocommunication in Canada, issue radio authorizations and approve each site on which radio apparatus, including antenna systems, may be located. Further, the Minister may approve the erection of all masts, towers and other antenna-supporting structures. Accordingly, proponents must follow the process outlined in this document when installing or modifying an antenna system. Also, the installation of an antenna system or the operation of a currently existing antenna system that is not in accordance with this process may result in its alteration or removal and other sanctions against the operator in accordance with the *Radiocommunication Act*.

1.2 Application

The requirements of this document apply to anyone who is planning to install or modify an antenna system, regardless of the type (referred to in this document as the “proponent”). This includes telecommunications carriers, businesses, governments, Crown agencies, operators of broadcasting undertakings and the public (including for amateur radio operation and over-the-air TV reception).

Anyone who proposes, uses or owns an antenna system must follow these procedures. The requirements also apply to those who install towers or antenna systems on behalf of others or for leasing purposes (“third party tower owners”). As well, parts of this process contain ongoing obligations that apply to existing antenna system owners and operators.

For the purposes of this document:

- An “antenna system” is normally composed of an antenna and some sort of supporting structure, normally a tower. Most antennas have their own integral mast so that they can be fastened directly to a building or a tower. Thus, where this document refers to an “antenna,” the term includes the integral mast.

- A “telecommunications carrier” means a person who owns or operates a transmission facility used by that person or another person to provide telecommunications services to the public for compensation.

1.3 Process overview

This document outlines the process that must be followed by proponents seeking to install or modify antenna systems. The broad elements of the process are as follows:

1. investigating sharing or using existing infrastructure before proposing new antenna-supporting structures
2. contacting the land-use authority to determine local requirements regarding antenna systems
3. undertaking public notification and addressing relevant concerns, whether by following local land-use authority requirements or ISED’s default process, as is required and appropriate
4. satisfying ISED’s general and technical requirements
5. completing the construction

It is ISED’s expectation that steps 2 to 4 will normally be completed within **120 days**. Some proposals may be excluded from certain elements of the process (see section 6). It is ISED’s expectation that all parties will carry out their roles and responsibilities in good faith and in a manner that respects the spirit of this document. If the requirements of this document are satisfied and the proposal proceeds, then, under step 5, construction of the antenna system must be completed within **three years** of conclusion of consultation.

2. ISED engagement

There are a number of points in the processes outlined in this document where parties must contact ISED to proceed. Further, anyone with questions regarding the process may contact the local ISED office for guidance (refer to Radiocommunication Information Circular RIC-66, *Addresses and Telephone Numbers of District Offices*). Based on a query by an interested party, ISED may request parties to provide relevant records and/or may provide direction to one or more parties to undertake certain actions to help move the process forward.

3. Use of existing infrastructure (sharing)

This section outlines the roles of proponents and owners/operators of existing antenna systems. In all cases, parties should retain records (such as analyses, correspondence and engineering reports) relating to this section. See also Client Procedures Circular CPC-2-0-17, *Conditions of Licence for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements*.

Before building a new antenna-supporting structure, ISED requires that proponents first explore the following options:

- consider sharing an existing antenna system, modifying or replacing a structure if necessary
- locate, analyze and attempt to use any feasible existing infrastructure such as rooftops, water towers, etc.

A proponent is not normally expected to build a new antenna-supporting structure where it is feasible to locate an antenna on an existing structure, unless a new structure is preferred by the land-use authority.

Owners and operators of existing antenna systems are to respond to a request to share in a timely fashion and to negotiate in good faith to facilitate sharing where feasible. It is anticipated that **30 days** is reasonable time for existing antenna system owners/operators to reply to a request by a proponent in writing with one of the following:

- a proposed set of reasonable terms to govern the sharing of the antenna system
- a detailed explanation of why sharing is not possible

4. Land-use authority and public consultation

Contacting the land-use authority

Proponents must always contact the applicable land-use authorities to determine the local consultation requirements and to discuss local preferences regarding antenna system siting and/or design, unless their proposal falls within the exclusion criteria outlined in section 6. If the land-use authority has designated an official to deal with antenna systems, then proponents are to engage the authority through that person. If not, proponents must submit their plans directly to the council, elected local official or executive. The **120-day** consultation period commences only once proponents have formally submitted, in writing, all plans required by the land-use authority, and does not include preliminary discussions with land-use authority representatives.

Proponents should note that there may be more than one land-use authority with an interest in the proposal. Where no established agreement exists between such land-use authorities, proponents must, as a minimum, contact the land-use authority(ies) and/or neighbouring land-use authorities

located within a radius of three times the tower height, measured from the tower base or the outside perimeter of the supporting structure, whichever is greater. As well, in cases where proponents are aware that a potential Aboriginal or treaty right or land claim may be affected by the proposed installation, they must contact ISED in order to ensure that the requirements for consultation are met. Proponents are encouraged to refer to local community and online resources (for example, the Aboriginal and Treaty Rights Information System (ATRIS)) as applicable.

Following the land-use authority process

Proponents must follow the land-use consultation process for the siting of antenna systems, established by the land-use authority, where one exists. In the event that a land-use authority's existing process has no public consultation requirement, proponents must then fulfill the public consultation requirements contained in ISED's default public consultation process (see section 4.2). Proponents are not required to follow this requirement if the land-use authority's established process explicitly excludes their type of proposal from consultation or it is excluded by ISED's criteria. In all cases, telecommunications carriers, broadcasting undertakings and third party tower owners must notify and consult with the local public when proposing a new antenna tower, either by following ISED's default public consultation process or, where one exists, the land-use authority's public consultation process. Where proponents believe the local consultation requirements are unreasonable, they may contact the local ISED office in writing for guidance.

Broadcasting undertakings

Applicants for broadcasting undertakings are subject to Canadian Radio-television and Telecommunications (CRTC) licensing processes in addition to ISED requirements. Although ISED encourages applicants to consult as early as practical in the application process, in some cases it may not be prudent for applicants to initiate public and municipal/land-use consultation before receiving CRTC approval, as application denial by the CRTC would have resulted in unnecessary work for all parties involved. Therefore, assuming that the proposal is not otherwise excluded, broadcasting applicants may opt to commence land-use consultation after having received CRTC approval. However, broadcasting applicants choosing this approach are required, at the time of the CRTC application, to notify the land-use authority with a Letter of Intent outlining a commitment to conduct consultation after receiving CRTC approval. If the land-use authority raises concerns with the proposal as described in the Letter of Intent, applicants are encouraged to engage in discussions with the land-use authority regarding their concerns and attempt to resolve any issues. Refer to Broadcasting Procedures and Rules, Part 1 (BPR-1), for further details.

4.1 Land-use authority consultation

ISED believes that any concerns or suggestions expressed by land-use authorities are important elements to be considered by proponents regarding proposals to install, or make changes to, antenna systems. As part of their community planning processes, land-use authorities should facilitate the implementation of local radiocommunication services by establishing consultation processes for the siting of antenna systems. Municipalities may also wish to refer to the Antenna System Siting Protocol Template developed in partnership between the Federation of Canadian Municipalities (FCM) and the Canadian Wireless Telecommunications Association (CWTA).

Unless the proposal meets the exclusion criteria outlined in section 6, proponents must consult with the local land-use authority(ies) on any proposed antenna system prior to any construction. The aim of this consultation is to:

- discuss site options
- ensure that local processes related to antenna systems are respected
- address reasonable and relevant concerns (see section 4.2) from both the land-use authority and the community they represent
- obtain land-use authority concurrence in writing

Land-use authorities are encouraged to establish reasonable, relevant, and predictable consultation processes specific to antenna systems that consider such things as:

- the designation of suitable contacts or responsible officials
- proposal submission requirements
- public consultation
- documentation of the concurrence process
- the establishment of milestones to ensure consultation process completion within **120 days**

ISED is available to assist land-use authorities in the development of local processes. In addition, land-use authorities may wish to consult ISED's guide for the development of local consultation processes.

Where they have specific concerns regarding a proposed antenna system, land-use authorities are expected to discuss reasonable alternatives and/or mitigation measures with proponents.

Under their processes, land-use authorities may exclude from consultation any antenna system installation in addition to those identified by ISED's own consultation exclusion criteria (section 6). For example, an authority may wish to exclude from consultation those installations located within

industrial areas removed from residential areas, low visual impact installations, or certain types of structures located within residential areas such as personal antenna systems (e.g. used for over the air and satellite television reception or amateur radio operation).

4.2 ISED's default public consultation process

Proponents must follow ISED's default public consultation process where the local land-use authority does not have an established and documented public consultation process applicable to antenna siting. ISED's default process has three steps whereby the proponent:

1. provides written notification to the public, the land-use authority and ISED of the proposed antenna system installation or modification (i.e. public notification)
2. engages the public and the land-use authority in order to address relevant questions, comments and concerns regarding the proposal (i.e. responding to the public)
3. provides an opportunity to the public and the land-use authority to formally respond in writing to the proponent regarding measures taken to address reasonable and relevant concerns (i.e. public reply comment)

Public notification

1. Proponents must ensure that the local public, the land-use authority and ISED are notified of the proposed antenna system. As a minimum, proponents must provide a notification package (see annex A) to the local public (including nearby residences, community gathering areas, public institutions, schools, etc.), neighbouring land-use authorities, businesses, and property owners, etc. located within a radius of three times the tower height (proponents are advised that municipalities may set reasonable public notification distances appropriate for their communities when establishing their own protocols). The radius is measured from the outside perimeter of the supporting structure. For the purpose of this requirement, the outside perimeter begins at the furthest point of the supporting mechanism, be it the outermost guy line, building edge, face of the self-supporting tower, etc. Public notification of an upcoming consultation must be clearly marked, making reference to the proposed antenna system, so that it is not misinterpreted as junk mail. The notice must be sent by mail or be hand delivered. The face of the package must clearly reference that the recipient is within the prescribed notification radius of the proposed antenna system.
2. It is the proponent's responsibility to ensure that the notification provides at least **30 days** for written public comment.
3. In addition to the minimum notification distance noted above, in areas of seasonal residence, the proponent, in consultation with the land-use authority, is responsible for determining the best manner to notify such residents to ensure their engagement.

4. In addition to the public notification requirements noted above, proponents of an antenna system proposed to be 30 metres or more in height must place a notice in a local community newspaper circulating in the proposed area. Height is measured from the lowest ground level at the base, including the foundation, to the tallest point of the antenna system. Depending on the particular installation, the tallest point may be an antenna, lightning rod, aviation obstruction lighting, or some other appurtenance. Any attempt to artificially reduce the height (addition of soil, aggregate, etc.) will not be included in the calculation or measurement of the height of the antenna system.

The notice must be synchronized with the distribution of the public notification package. It must be legible and placed in the public notice section of the newspaper. The notice must include:

- a description of the proposed installation
- its location and street address
- proponent contact information and mailing address
- an invitation to provide public comments to the proponent within **30 days** of the notice

In areas without a local newspaper, other effective means of public notification must be implemented. Proponents may contact the local ISED office for guidance.

Responding to the public

Proponents are to address all reasonable and relevant concerns, make all reasonable efforts to resolve them in a mutually acceptable manner and must keep a record of all associated communications. If the local public or land-use authority raises a question, comment or concern relating to the antenna system as a result of the public notification process, then the proponent is required to:

1. respond to the party in writing within **14 days** acknowledging receipt of the question, comment or concern, and keep a record of the communication
2. address in writing all reasonable and relevant concerns within **60 days** of receipt or explain why the question, comment or concern is not, in the view of the proponent, reasonable or relevant
3. in the written communication referred to in the preceding point, clearly indicate that the party has **21 days** from the date of the correspondence to reply to the proponent's response (the proponent must provide a copy of all public reply comments to the local ISED office)

Responding to reasonable and relevant concerns may include contacting a party by telephone, engaging in a community meeting or having an informal, personal discussion. Between steps 1 and 2 above, the proponent is expected to engage the public in a manner it deems most appropriate. Therefore, the letter at step 2 above may be a record of how the proponent and the other party addressed the concern at hand.

Public reply comments

As indicated in step 3 above, the proponent must clearly indicate that the party has **21 days** from the date of the correspondence to reply to the response. The proponent must also keep a record of all correspondence/discussions that occurred within the **21-day** public reply comment period. This includes records of any agreements that may have been reached and/or any concerns that remain outstanding.

The factors that will determine whether a concern is reasonable or relevant according to this process will vary but will generally be considered if they relate to the requirements of this document and to the particular amenities or important characteristics of the area surrounding the proposed antenna system.

Examples of concerns that proponents are to address may include:

- Why is the use of an existing antenna system or structure not possible?
- Why is an alternate site not possible?
- What is the proponent doing to ensure that the antenna system is not accessible to the general public?
- How is the proponent trying to integrate the antenna into the local surroundings?
- What options are available to satisfy aeronautical obstruction marking requirements at this site?
- What are the steps the proponent took to ensure compliance with the general requirements of this document, including the *Impact Assessment Act*, Safety Code 6, etc.?

Concerns that are not relevant include:

- disputes with members of the public relating to the proponent's service, but unrelated to antenna installations
- potential effects that a proposed antenna system will have on property values or municipal taxes
- questions whether the *Radiocommunication Act*, this document, Safety Code 6, locally established by-laws, other legislation, procedures or processes are valid or should be reformed in some manner

4.3 Concluding consultation

The proponent may only commence installation/modification of an antenna system after the consultation process has been completed by the land-use authority, or ISED confirms concurrence with the consultation portion of this process, and after all other requirements under this process have been met. Consultation responsibilities will normally be considered complete when the proponent has:

1. concluded consultation requirements (section 4.1) with the land-use authority
2. carried out public consultation either through the process established by the land-use authority or ISED's default public consultation process where required
3. addressed all reasonable and relevant concerns

Concluding land-use authority consultation

ISED expects that land-use consultation will be completed within **120 days** from the proponent's initial formal contact with the local land-use authority. Where unavoidable delays may be encountered, the land-use authority is expected to indicate when the proponent can expect a response to the proposal. If the authority is not responsive, the proponent may contact ISED. Depending on individual circumstances, ISED may support additional time or consider the land-use authority consultation process concluded.

Depending on the land-use authority's own process, conclusion of local consultation may include such steps as obtaining final concurrence for the proposal via the relevant committee, a letter or report acknowledging that the relevant municipal process or other requirements have been satisfied, or other valid indication, such as the minutes of a town council meeting indicating land-use authority approval. Compliance with informal city staff procedures, or grants of approval strictly related to zoning, construction, etc., will not normally be sufficient.

ISED recognizes that approvals for construction (e.g. building permits) are used by some land-use authorities as evidence of consultation being concluded. Proponents should note that ISED does not consider the fact a permit was issued as confirmation of concurrence, as different land-use authorities have different approaches. As such, ISED will only consider such approvals as valid when the proponent can demonstrate that the land-use authority's process was followed and that the land-use authority's preferred method of concluding land-use authority consultation is through such an approval.

Concluding ISED's default public consultation process

ISED's default public consultation process will be considered concluded when the proponent has either:

- received no written questions, comments or concerns to the formal notification within the **30-day** public comment period or

- if written questions, comments or concerns were received, the proponent has addressed and resolved all reasonable and relevant concerns and the public has not provided further comment within the **21-day** reply comment period

In the case where the public responds within the **21-day** reply comment period, the proponent has the option of making further attempts to address the concern on its own, or can request ISED engagement. If a request for engagement is made at this stage, ISED will review the relevant material, request any further information it deems pertinent from any party, and may then decide that:

- the proponent has met the consultation requirements of this process and that ISED concurs that installation or modification may proceed, or
- the parties should participate in further attempts to mitigate or resolve any outstanding concerns

4.4 Communicating in both official languages

The following requirements will apply to all proponents for all public consultation processes commenced on or after August 1, 2023:

- Whether the proponent follows the land-use authority's consultation process or ISED's default public consultation process, initial communications with the public (including but not limited to notification packages and public notices) must be made in both official languages in communities located in census subdivisions that have a minority official language population of any size. A list of the census subdivisions where this requirement applies is published on ISED's website, and ISED will update the list from time to time.
- If, in the context of the public consultation process, a member of the public in any of these communities provides written or verbal questions, comments, relevant concerns, or reply comments, the proponent must respond in the official language in which the questions, comments, relevant concerns, or reply comments were made.
- Proponents must follow the consultation process established by the land-use authority, where one exists. In the event that a land-use authority's existing process requires bilingual communications with the public, proponents must follow those public consultation requirements.

For the purposes of determining the date a public consultation is commenced and the applicability of this section, a public consultation is commenced as soon as the proponent makes any initial consultation with the public, such as through sending a notification package, posting signs or publishing an announcement in local media.

Prior to August 1, 2023, proponents must follow the official language requirements set out by a land-use authority when consulting with the general public using the land-use authority's process; when using ISED's default consultation process, proponents should contact the land-use authority to determine the best manner of notifying the public to ensure their engagement.

4.5 Post-consultation

Whether the proponent followed a land-use authority's consultation process or ISED's default public consultation process, construction of an antenna system must be completed within three years of the conclusion of consultation. After three years, consultations will no longer be deemed valid except in the case where a proponent secures the agreement of the relevant land-use authority to an extension for a specified time period in writing. A copy of the agreement must be provided to the local ISED office.

5. Dispute resolution process

The dispute resolution process is a formal process intended to bring about the timely resolution where the parties have reached an impasse.

Upon receipt of a written request from a stakeholder other than the general public asking for ISED intervention concerning a reasonable and relevant concern, ISED may request that all involved parties provide and share all relevant information. ISED may also gather or obtain other relevant information and request that parties provide any further submissions if applicable. ISED will, based on the information provided, either:

- make a final decision on the issue(s) in question, and advise the parties of its decision or
- suggest the parties enter into an alternate dispute resolution process in order to come to a final decision; should the parties be unable to reach a mutually agreeable solution, either party may request that ISED make a final decision

Upon resolution of the issue under dispute, the proponent is to continue with the process contained within this document as required.

6. Exclusions

All proponents must satisfy the general requirements outlined in section 7 regardless of whether an exclusion applies to their proposal. All proponents must also consult the land-use authority and the public unless a proposal is specifically excluded. Individual circumstances vary with each antenna system installation and modification, and the exclusion criteria below should be applied in consideration of local circumstances. Consequently, it may be prudent for the proponent to consult even though the proposal meets an exclusion noted below.

Therefore, when applying the criteria for exclusion, proponents should consider such things as:

- the antenna system's physical dimensions, including the antenna, mast, and tower, compared to the local surroundings
- the location of the proposed antenna system on the property and its proximity to neighbouring residents
- the likelihood of an area being a community-sensitive location
- Transport Canada's marking and lighting requirements for the proposed structure

The following proposals are excluded from land-use authority and public consultation requirements:

- **New antenna systems:** where the height is less than 15 metres above ground level. This exclusion does not apply to antenna systems proposed by telecommunications carriers, broadcasting undertakings or third party tower owners.
- **Existing antenna systems:** where modifications are made, antennas added or the tower replaced, including to facilitate sharing, provided that the total cumulative height increase is no greater than 25% of the height of the initial antenna system installation. The exclusion for the replacement of existing antenna systems applies to replacements that are similar to the original design and location; "initial antenna system installation" refers to the system as it was first consulted on, or installed. No increase in height may occur within one year of completion of the initial construction. This exclusion does not apply to antenna systems using purpose built antenna supporting structures with a height of less than 15 metres above ground level operated by telecommunications carriers, broadcasting undertakings or third party tower owners.
- **Non-tower structures:** including antennas on buildings, water towers, lamp posts, etc. These may be excluded from consultation provided that the height above ground of the non-tower structure, exclusive of appurtenances, is not increased by more than 25%. Telecommunications carriers, operators of broadcasting undertakings and third party tower owners may benefit from local knowledge by contacting the land-use authority when planning an antenna system that meets this exclusion criteria.
- **Temporary antenna systems:** used for special events or emergency operations. Temporary antenna systems must be removed within three months after the start of the emergency or special event.

No consultation is required prior to performing maintenance on an existing antenna system.

Proponents who are not certain if their proposals are excluded, or whether consultation may still be prudent, are advised to contact the land-use authority and/or ISED for guidance.

Height is measured from the lowest ground level at the base, including the foundation, to the tallest point of the antenna system. Depending on the particular installation, the tallest point may be an antenna, lightning rod, aviation obstruction lighting or some other appurtenance. Any attempt to artificially reduce the height (addition of soil, aggregate, etc.) will not be included in the calculation or measurement of the height of the antenna system.

7. General requirements

In addition to roles and responsibilities for site sharing, land-use consultation and public consultation, proponents must also fulfill other important obligations including the following:

- compliance with Health Canada's Safety Code 6 guideline for the protection of the general public
- compliance with radio frequency immunity criteria
- notification of nearby broadcasting stations
- environmental considerations
- Transport Canada aeronautical safety responsibilities
- NAV CANADA air navigation facilities

7.1 Radio frequency exposure limits

Health Canada has established safety guidelines for exposure to radio frequency fields in its Safety Code 6, *Limits of Human Exposure to Radiofrequency Electromagnetic Energy in the Frequency Range from 3 kHz to 300 GHz*. While the responsibility for developing Safety Code 6 rests with Health Canada, ISED has adopted this guideline for the purpose of protecting the general public. Current biomedical studies in Canada and other countries indicate that there is no scientific or medical evidence that a person will experience adverse health effects from exposure to radio frequency fields, provided that the installation complies with Safety Code 6.

It is the responsibility of proponents and operators of installations to ensure that all radiocommunication and broadcasting installations comply with Safety Code 6 at all times, including the consideration of combined effects of nearby installations within the local radio environment.

Telecommunications common carriers and operators of broadcasting undertakings are to carry out an exposure evaluation on all new installations and following any increases in radiated power. Either measurement surveys or mathematical or numerical computations can be used for this evaluation. Where the radio frequency emission of any installation, whether telecommunications carrier or broadcasting operator, is greater than, or is equal to, 50% of the Safety Code 6 limits for uncontrolled environments at locations accessible to the general public (i.e. not solely available for access by workers), the operator(s) of radio frequency emitters must notify ISED and demonstrate compliance with Safety Code 6. This determination of 50% of Safety Code 6 must be in consideration of the local radio environment.

For all proponents following ISED's default public consultation process, the proponent's notification package must provide a written attestation that there will be compliance with Safety Code 6 for the protection of the general public, including consideration of nearby radiocommunication systems. The notification package must also indicate any Safety Code 6 related signage and access control mechanisms that may be used.

Compliance with Safety Code 6 is an ongoing obligation. At any time, antenna system operators may be required, as directed by ISED, to demonstrate compliance with Safety Code 6 by (i) providing detailed calculations, and/or (ii) conducting site surveys and, where necessary, by implementing corrective measures (see CPC-2-0-20, *Radio Frequency (RF) Fields – Signs and Access Control*). At the request of ISED, telecommunications carriers and operators of broadcasting undertakings must provide detailed compliance information for individual installations within **5 days** of the request. Proponents and operators of existing antenna systems must retain copies of all information related to Safety Code 6 compliance, such as analyses and measurements.

7.2 Radio frequency immunity

All radiocommunication and broadcasting proponents and existing spectrum users are to ensure that their installations are designed and operated in accordance with ISED's immunity criteria as outlined in EMCAB-2, *Criteria for Resolution of Immunity Complaints Involving Fundamental Emissions of Radiocommunications Transmitters*, in order to minimize the malfunctioning of electronic equipment in the local surroundings. Broadcasting proponents and existing undertakings should refer to Broadcasting Procedures and Rules: Part 1 (BPR-1), *General Rules*, for additional information and requirements on this matter.

Proponents are advised to consider the potential effect that their proposal may have on nearby electronic equipment. In this way, they will be better prepared to respond to any questions that may arise during the public and land-use consultation processes, or after the system has been installed.

Land-use authorities should be prepared to advise proponents and owners of broadcasting undertakings of plans for the expansion or development of nearby residential and/or industrial areas. Such expansion or development generally results in the introduction of more electronic equipment in the area and therefore an increased potential for electronic equipment to malfunction. By keeping broadcasters aware of planned developments and changes to adjacent land-use, they will be better able to work with the community. Equally, land-use authorities have a responsibility to ensure that those moving into these areas, whether prospective residents or industry, are aware of the potential for their electronic equipment to malfunction when located in proximity to an existing broadcasting installation. For example, the land-use authority could ensure that clear notification be provided to future prospective purchasers.

7.3 Proximity of proposed structure to broadcasting undertakings

Where the proposal would result in a structure that exceeds 30 metres above ground level, the proponent is to notify operators of AM, FM and TV undertakings within 2 kilometres, due to the potential impact the physical structure may have on these broadcasting undertakings. Metallic structures close to an AM directional antenna array may change the antenna pattern of the AM broadcasting undertaking. These proposed structures can also reflect nearby FM and TV signals, causing "ghosting" interference to FM/TV receivers used by the general public.

7.4 Impact Assessment Act

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the *Impact Assessment Act* (IAA), where the antenna system is incidental to a physical activity or project designated under the IAA, or is located on federal lands.

An antenna system may not proceed where it is incidental to a designated project (as described in the *Physical Activities Regulations*), or is otherwise expressly designated by the Minister of the Environment without satisfying certain requirements applicable to designated projects. Therefore, a proponent of this type of project must contact ISED for direction on how to proceed.

Any proposed antenna system on federal land may not proceed without a determination of “significant adverse environmental effects” by ISED. In order to assist ISED in making such a determination, proponents must submit a project description to ISED, considering and addressing those elements of the environment described in the IAA, as well as any determination of environmental effects that may have been made by the authority responsible for managing the federal land. ISED may also require further information before it can complete its assessment. ISED will inform the proponent of the results of its determination and may impose conditions related to mitigating any adverse effects after making its determination and/or may need to refer the matter to the Governor in Council under the IAA.

In addition, notices under ISED’s default public consultation process require written confirmation of the project’s status under the IAA (e.g. whether it is incidental to a designated project or, if not, whether it is on federal lands).

In addition to IAA requirements, proponents are responsible for ensuring that antenna systems are installed and operated in a manner that respects the local environment and that complies with other statutory requirements, such as those under the *Canadian Environmental Protection Act, 1999*, the *Migratory Birds Convention Act, 1994*, and the *Species at Risk Act*, as applicable.

For projects north of the 60th parallel, environmental assessment requirements may arise from federal statutes other than the aforementioned Acts or from Comprehensive Land Claim Agreements. ISED requires that the installation or modification of antennas or antenna supporting structures be done in accordance with these requirements, as appropriate.

7.5 Aeronautical safety

Proponents must ensure their proposals for any antenna system are first reviewed by Transport Canada and NAV CANADA.

Transport Canada will perform an assessment of the proposal with respect to the potential hazard to air navigation and will notify proponents of any painting and/or lighting requirements for the antenna system. NAV CANADA will comment on whether the proposal has an impact on the provision of their national air navigation system, facilities and other services located off-airport.

As required, the proponent must:

1. submit a completed Aeronautical Assessment Form to Transport Canada
2. submit a completed Land Use Proposal Submission Form to NAV CANADA
3. include any Transport Canada marking/lighting requirements in the public notification package
4. install and maintain the antenna system in a manner that is not a hazard to aeronautical safety
5. retain all correspondence

For those antenna systems subject to ISED's default public consultation process, the proponent will inform the community of any marking/lighting requirements. Where options are possible, proponents are expected to work with the local community and Transport Canada to implement the best and safest marking/lighting options. Proponents should be aware that Transport Canada does not advise ISED of marking/lighting requirements for proposed structures. Proponents are reminded that the addition of, or modification to, obstruction markings may result in community concern and so any change is to be done in consultation with the local public, land-use authority and/or Transport Canada, as appropriate.

References and details

Aeronautical assessment forms are available from any Transport Canada Regional Office. Both the Aeronautical Assessment Form for Obstacle Notice and Assessment (#26-0427) and a list of Transport Canada regional offices are available on the Transport Canada website. Completed forms are to be submitted directly to the nearest Transport Canada regional office. (Refer to Canadian Aviation Regulations, Standard 621 - Obstruction Marking and Lighting).

Land-use proposal submission forms are available on the NAV CANADA website (search the keywords "land use proposal"). Completed forms are to be sent to the NAV CANADA Land Use Office. NAV CANADA will assess whether a proposal has impacts on the safe and efficient provision of air navigation services and their facilities on- or off-airports.

Annex A: ISED's default public consultation process – Public notification package

The proponent must ensure that at least **30 days** are provided for public comment. Notification must provide all information on how to submit comments to the proponent in writing. Notices must be clearly marked, making reference to the proposed antenna system, so that it is not misinterpreted as junk mail. The notice must be sent by mail or be hand delivered. The face of the package must clearly indicate that the recipient is within the prescribed notification radius of the proposed antenna system. The proponent must also provide a copy of the notification package to the land-use authority and the local ISED office at the same time as the package is provided to the public. Notification must include, but need not be limited to:

1. the proposed antenna system's purpose, the reasons why existing antenna systems or other infrastructure cannot be used, a list of other structures that were considered unsuitable and future sharing possibilities for the proposal
2. the proposed location within the community, the geographic coordinates and the specific property or rooftop
3. an attestation that the general public will be protected in compliance with Health Canada's Safety Code 6, including combined effects within the local radio environment at all times; for example:

I, *(name of individual or representative of company)* attest that the radio installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public, including any combined effects of nearby installations within the local radio environment.

4. identification of areas accessible to the general public and the access/demarcation measures to control public access
5. information on the environmental status of the project, including any requirements under the *Impact Assessment Act*
6. a description of the proposed antenna system including its height and dimensions, a description of any antenna that may be mounted on the supporting structure and simulated images of the proposal
7. Transport Canada's aeronautical obstruction marking/lighting requirements (whether painting, lighting or both) if available; if not available, the proponent's expectation of Transport Canada's requirements together with an undertaking to provide Transport Canada's requirements once they become available

8. an attestation that the installation will respect good engineering practices including structural adequacy
9. reference to any applicable local land-use requirements such as local processes, protocols, etc.
10. notice that general information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website
11. contact information for the proponent, land-use authorities and the local ISED office
12. closing date for submission of written public comments (not less than **30 days** from receipt of notification)



Outlook

For September Agenda

From Melissa Sturgeon <finance@oakland-wawanesa.ca>

Date Tue 8/25/2026 9:23 AM

To Joni Swidnicki <cao@oakland-wawanesa.ca>

Approval of Tax Additions and Deletions

BE IT RESOLVED that in accordance with Sections 326 and 300 of The Municipal Act, the taxes added and cancelled listings provided by the Provincial Assessment Branch and supplementary taxes in the following amounts be approved:

Taxes Added	\$36,506.34
Taxes Cancelled	\$8,376.44

Melissa Sturgeon
Finance Officer
Municipality of Oakland-Wawanesa
Phone: 204.824.2666
Email: finance@oakland-wawanesa.ca
Web: www.oakland-wawanesa.ca



Change to Animal Control Contract

From Wendy Petersen <olds1964@hotmail.com>

Date Fri 2026-09-04 1:23 PM

To Theresa <cao@myncl.ca>; Joni Swidnicki <cao@oakland-wawanesa.ca>; CAO <cao@gov.cornwallis.mb.ca>; Shawna LeBlanc <cao@elton.ca>; Marci Quane <cao@riverdalemb.ca>; cao@rmofwhitehead.ca <cao@rmofwhitehead.ca>

Hello All

After careful consideration and looking ahead, I have decided to retire from Animal Control in the Municipalities. I would like to request that your contracts be reassigned to Paws Crossed Shelter and Adoption Centre. All of you have been working with Michele Whittaker and Paws Crossed for some time now and know they are a great service. Once the contracts come up for renewal, they can be handled in the proper procedural way. I am hopeful that we will be able to make these changes with little or no disruption in the services or too much trouble to yourselves or council. I know there are a couple of contracts for Riverdale and Whitehead that will be expiring at the end of 2026, and Elton will be expiring at the end of February 2027. So I'm hopeful that we will be able to do this in an efficient way. It is my hope that we can have new contracts in place for October 1st. Please let me know what you require for this to occur, and I will be more than happy to transition the contracts over to Paws Cross Shelter and Adoption. Just to be clear, Paws Crossed will be renting my facility to continue with all the services we have in the past. I will still be carrying the insurance for the facility as well.

Wendy Petersen

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Manitoba Municipal Online - August 2026

Roll No	Property Address	Dwelling Unit	Issued Date
75300	47126 ROAD 101W	1	08/18/2026
89800	SW28-8-18W	0	08/18/2026
210300	356 CLIFF ST	1	08/18/2026
216900	415 GEORGE ST	1	08/18/2026
90850	47101 ROAD 108W	1	08/11/2026
104400	DESC NW18-8-19W	0	08/11/2026
105000	SW19-8-19W	0	08/11/2026
112650	DESC NE36-8-19W	0	08/11/2026
211600	310 COMMERCIAL ST	1	08/11/2026
215400	211 SEVENTH ST	1	08/11/2026

No Subdivisions

No Consolidations

RE: Inspection

From Matview, Mike <Mike.Matview@wsp.com>
Date Wed 2026-09-09 10:31 AM
To Chelsea Long <pw@oakland-wawanesa.ca>

Chelsea,

I spoke with MWSB, and we will notify NLU that they have 2 weeks to complete the work, otherwise other parties will be engaged and it will be paid for with their holdback. If the RM is willing to do the work, or if you have someone local, you or they would be reimbursed. However, we need to wait the 2 weeks before we proceed to the next step.

Let me know if you wish to discuss.

Michael Matview

Manager, Municipal Engineering
C.E.T.

T +1 204-477-6650
D +1 204-259-1555
M +1 204-479-2081



From: Chelsea Long <pw@oakland-wawanesa.ca>
Sent: September 8, 2026 2:38 PM
To: Matview, Mike <Mike.Matview@wsp.com>
Subject: Re: Inspection

Hi Mike,
Dirt work still isn't done and the topic it will be coming at the Council Meeting on the 15 of sept
If we do the work ourselves how does that look for payment.

Chelsea Long

Public Works Manager
Municipality of Oakland-Wawanesa
Tel: 204-824-2666
Cell: 204-901-4603

Re: Water

From Councillor.McDonald <Councillor.McDonald@oakland-wawanesa.ca>

Date Sun 2026-09-06 5:56 PM

To Dave Kreklewich <HofCKreklewich@oakland-wawanesa.ca>; Councillor Gullett <councillor.Gullett@oakland-wawanesa.ca>; Members of Council <membersofcouncil@oakland-wawanesa.ca>

I agree this is unacceptable and could we have a resolution earlier and get this done. What I see culverts need cleaned out and bent ends of culverts put back to original round shape/ bottom of ditch needs work so water flows and the whole area between 4th and 7th needs sodded. If any of us lived along South side of the street we would be screaming as this is unacceptable.

Bob

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From: Dave Kreklewich <HofCKreklewich@oakland-wawanesa.ca>

Sent: Sunday, 06 September 2026 16:22:41

To: Councillor Gullett <councillor.Gullett@oakland-wawanesa.ca>; Members of Council <membersofcouncil@oakland-wawanesa.ca>

Subject: Re: Water

I agree, everybody on council is equally concerned with the lack of work carried out. Water services granted the contract out so it is basically out of our control. However I think it may be time we stepped up and advised water services of our Intent to get this work done and we will deduct it from the overall contract. To do this council will have to have a resolution accordingly which I would suggest be done at the next meeting.

Dave Kreklewich

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From: Councillor Gullett <councillor.Gullett@oakland-wawanesa.ca>

Sent: Sunday, 06 September 2026 16:12:39

To: Members of Council <membersofcouncil@oakland-wawanesa.ca>

Subject: Water

Alright, I am sorry I have not made the last two regular council meetings. But can someone fill me in on what the hold up is on commercial street completion, between seventh and fourth. Regarding culvert cleaning, or whatever it may be and landscaping. Almost a year. Wettest year in the last ten years and the water isn't going anywhere on that street and I wouldn't be happy with it either. I'm sure non of us would be. Another spot is this dig we did at the 90 culvert between 213 commercial and 205 commercial. We dig a spot to create a small lake. We might as well put the dirt back and put sod there as well. Water can sit in the culvert instead of outside the culvert.

If anyone wants to call me and I'll explain all the messages I get of concerns. I'll let you know what they are. Or if anyone can catch me up on a timeline that this is all going to get done. That would be lovely too.

Thanks

Ryley Gullett
Councillor, Municipality of Oakland-Wawanesa
Box 278
Wawanesa, MB R0K 2G0

www.oakland-wawanesa.ca

Cell: (204) 573-9192

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Public Works
Box 278, Wawanesa, Manitoba R0K 2G0
Phone: (204) 824-2666

BACKGROUND:

Two new One-Way Plows were purchased this year within our capital budget making the old plows surplus. If the undisclosed restricted bid amount isn't met through advertising on our Municipal website the options are as follows.

OPTIONS

- 1) Online Iron Planet's Marketplace-e with a reserved bid
- 2) Another social media platform such as e- Brandon or Facebook

RECOMMENDATION:

The two surplus One- Way Plows be disposed of according with the Procurement and Tendering Policy whereby if the undisclosed restricted bid amount is not received the sale proceed through public auction through Ritchie's Brother online platform Iron Planet's Marketplace-e



Box 278, Wawanesa, Manitoba R0K 2G0
Phone: (204) 824-2666

September 1, 2026

TO: Members of Council
FROM: Melissa Sturgeon, Finance Officer
RE: By-Law Review

Background

Contained within several of the municipal by-laws is the requirement for review, some on an annual basis, some at least once per term, and some as deemed necessary.

Council should review the following by-law:

08-2020 Fees, Fines and Charges By-law – for budget preparation

Discussion

I have prepared a spreadsheet comparing the Municipality's current fees with those imposed by neighbouring municipalities. The proposed fee adjustments reflect this comparative analysis, together with the costs associated with providing each service or item.

Administrative fees vary depending on the staff member performing the work and the estimated time required to complete it.

Council may discuss any of these items during second reading.

08-2020 – Fees, Fines and Charges

Schedule "A" – Finance and Administration Fees

No Change. These fees continue to cover the costs of each item.

Remove and Replace on Schedule “B” – Trailer License Fees

REMOVE:

Year	Monthly Fee
2021	15.00
2022	20.00
2023	25.00
2024	30.00
2025	35.00
2026	40.00

REPLACE WITH:

Year	Monthly Fee
2027	42.50
2028	45
2029	47.50
2030	50
2031	52.50

Schedule “D” – Transportation Services

ADD the following from Transportation Policy #TRANS008 – Building of Approaches:

Refundable Deposit Fee \$1000.00

ADD the following from By-Law 41-2024

Drainage Permit application fee \$100.00

Drainage Deposit amount \$1000.00

ADD:

Civic Replacement Signs: Cost of new sign + \$50 for installation

REMOVE:

Shingles \$100.00 per house load
 \$30.00 per load for smaller load
 \$300.00 per commercial load

REPLACE WITH:

Shingles \$70.00 per pickup truck/single axle trailer load
 \$ 200.00 per double axle trailer load
 \$340.00 per Tri-Axle load

The current rates on shingles, do not cover the costs. It is also difficult for administration to know which rate to charge based off the fees and the shingle policy. The new rates would either cover the cost or get us closer to the actual costs and it would make it easier for the administration to know which rate to charge. It also doesn't separate contractors from ratepayers as most contractors are doing the work for a ratepayer.

ADD the words in red:

Pitrun \$3.25 per yard, **if available**
Stripping \$1.35 per yard, **if needed.**

ADD:

Topsoil \$15.00 per yard, if available (suggested by Public Works)

Update Schedule E as per our Animal Control Officer

ANIMAL BY-LAW FEES SCHEDULE

FEES AND IMPOUNDMENT RATES

Administration Fee	\$30.00
Mileage	In accordance with Provincial guidelines
Hourly Rate	\$40.00 per hour
Cat Traps	
For each cat trap – deposit	\$25.00

Impound Fees

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

For first impoundment, flat fee:	\$50.00
For each day of impoundment, add	\$40.00
For second impoundment, flat fee (if it occurs within 12 months of the first impoundment)	\$100.00
For each day of impoundment, add	\$40.00
Voluntary Impoundment	
For each day of impoundment	\$40.00

Remove and Replace on Schedule F as per discussion with our utility contractor

REMOVE: For connection to the Wawanesa sewer and water system with 10 % increases/year

REPLACE WITH: For connection to the Wawanesa sewer and water system with 15 % increases/year

REMOVE:

2021	2022	2023	2024	2025
\$1,350.00	\$1,485.00	\$1,633.50	\$1,796.85	\$1,976.54

REPLACE WITH:

2027	2028	2029	2030	2031
\$2,273.02	\$2,613.97	\$3,006.07	\$3,456.98	\$3,975.53

DELETE the following lines under Lagoon Tipping Fees

Effective Jan 1, 2023 \$30.00 per 1,000 gallons

Effective Jan 1, 2024 \$35.00 per 1,000 gallons

Recommendation

BE IT RESOLVED that a by-law be prepared to amend Fees, Fines and Charges By-law No. 08-2020 to remove therefrom Schedules "B", "D", "E" and "F" and replace therefor new Schedules "B", "D", "E" and "F" as outlined in the report of the Finance Officer dated September 1, 2026 (as amended).

	Quins	Glenboro	Souris	Pilarie Lake	Killarney	Grasslands	Elton	Cornwallis	Brandon
Tax Certificate	\$50.00					30	20	40	55
Sale of Maps	\$40.00		25	25	35	20	20	40	
Sale of Service - Photocopying (per page - \$40.25)	\$40.25	25	25	0.5	0.5	0.25	0.25		RM of Pipestone: \$30 for Map and \$5 postage
Sale of Service - Photocopying (per page - \$40.50)	\$40.50		0.5	0.5	0.75	0.5	0.5		
Returned Payments (NSF)	\$40.00		25.50		30		25		10
Admin Fee for Tax Sale Properties	\$50.00				50				
Tax Sale Costs	Actual costs	actual costs		actual cost					
Interest on Past Due Taxes	1.25% per month								
Interest on Past Due Accounts Receivable	1.25% per month								
Key Charges Hayfield Well	25 --- Cost \$24		20						
Key Charges Treestbank Well	\$25.00								
Raffled Lottery Licenses	10% of prize value, minimum \$5.00								
Trailer park fees	\$40		325/month works out \$25/trailer	\$2.00	\$10	Under \$3000 as per lotterry & gaining free of charge			
Drainage App Fee				\$100		\$400/ year per trailer = \$33 a month			
For first impoundment, flat fee	\$40.00			25	75/35				
For each day of impoundment, add	\$30.00				actual pound costs				
For second impoundment, flat fee	\$80.00			100	100/50				
(if it occurs within 12 months of the first impoundment)					actual pound costs				
For each day of impoundment, add	\$30.00								
Voluntary Impoundment									
For each day of impoundment	\$30.00								
For each cat trap - deposit	\$25.00					25			
Aggregate Hauling License	\$100.00 plus transport fees as set out by MB Regulation 48/97								
Approach Application Fee	\$100.00								
**Culvert Procurement (if required)	\$100.00 plus costs								
**Temporary Approach Deposit	\$1,000.00								
Approaches Built Without Approval	\$1,000.00								
Dust Control	\$25.00 per application plus costs							\$50 admin + cost	
Shingles	\$100.00 per house load \$30.00 per load for smaller load \$300.00 per commercial load	05/lb			Home reno \$30 per dump 3 ton, tandem trailer \$30.00 trailer/pickup truck \$60 End Dump trailer \$150	Landfill \$100 per load	Full buildings not accepted		Treherne: All small loads (1 tonne or less) of other construction waste are accepted at the Treherne and Rathwell Transfer Stations, if sorted, excluding shingles. All shingles and large loads of construction waste must be shipped directly to the RIM of Thompson's Regional Land Fill at the expense of the building owner.
	\$30.00 per load for smaller load								
	\$300.00 per commercial load								
Pitrun	\$3.25 per yard				5	5.10/yard			
Shipping	\$1.35 per yard								
Utility Water shut off/reconnect							25 \$50 each		

Municipality of Oakland-Wawanesa

By-Law No. 53-2026

BEING a by-law of the Municipality of Oakland-Wawanesa to amend Fees and Charges By-law No. 08-2020.

WHEREAS in accordance with Section 232 (2)(d) of *The Municipal Act*, a municipality may, in a by-law, establish fees or other charges for services, activities or things provided or done by the Municipality.

AND WHEREAS it is deemed necessary and expedient to include in one by-law, the fees and charges payable to the Municipality for various services and activities provided by the Municipality of Oakland Wawanesa.

AND WHEREAS it is deemed necessary to amend the fees and charges payable to the Municipality.

NOW THEREFORE the Council of the Municipality of Oakland-Wawanesa duly assembled, enacts as follows:

1. THAT Schedule "B" Trailer Licence Fees, Schedule "D" Transportation Services Fees, Schedule "E" Animal By-Law Fees and Schedule "F" Utility Fees be deleted in their entirety and replaced therefor with the attached Schedules "B", "D", "E" and "F".

DONE AND PASSED by the Council of the Municipality of Oakland-Wawanesa duly assembled this ____ day of _____, 2026.

Dave Kreklewich
Head of Council

Joni Swidnicki
Chief Administrative Officer

Read a first time this 15th day of September, 2026.

Read a second time this ____ day of _____, 2026.

Read a third time this ____ day of _____, 2026.

Amended Schedule "B" to By-Law No. 08-2020

LICENSE FEES SCHEDULE

License Fee Payable Per Month Per Trailer

Year	Monthly Fee
2027	42.50
2028	45
2029	47.50
2030	50
2031	52.50

Schedule "D" to By-Law No. 08-2020

Amended by By-law No. 36-2023

TRANSPORTATION SERVICES FEES SCHEDULE

Dust Control	\$25.00 per application plus costs
Shingles	\$70.00 per pickup truck/single axle trailer load \$200.00 per double axle trailer load \$340.00 per Tri-Axle load
Sale of Salvage	\$5.00 for used blades, other salvage by tender/bid
Water Control Works License	\$100.00 administrative fee plus Provincial application fee (currently \$500)
Water Control Works Certificate	\$50.00 administrative fee plus Provincial application fee (currently \$100)
Approach Application Fee	\$100.00
Refundable Deposit Fee	\$1000.00
*Culvert Procurement (if required)	\$100.00 plus costs
**Temporary Approach Deposit	\$1,000.00
Approaches Built Without Approval	\$1,000.00
* Culvert pricing to be determined when license approval is received from Manitoba Sustainable Development. Culvert Price is FOB Nesbitt, applicant is responsible to pick up culvert from Nesbitt Municipal yard.	
** Refundable if removed within the time duration specified in the application.	
Drainage Permit application fee \$100.00	
Drainage Deposit amount \$1000.00	
Pitrun, if available	\$3.25 per yard
Stripping, if needed	\$1.35 per yard
Topsoil, if available	\$15.00 per yard
Aggregate Hauling License	\$100.00 plus transport fees as set out by MB Regulation 48/97
Civic Replacement Signs:	Cost of new sign + \$50 for installation

Schedule "E" to By-Law No. 08-2020

ANIMAL BY-LAW FEES SCHEDULE

FEES AND IMPOUNDMENT RATES

Administration Fee	\$30.00
Mileage	In accordance with Provincial guidelines
Hourly Rate	\$40.00 per hour
Cat Traps	
For each cat trap – deposit	\$25.00
Impound Fees	
For any dog, cat or other animal that was apprehended running at large or that was for any other reason, impounded by the animal control officer:	
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For each day of impoundment, add	\$40.00
For second impoundment, flat fee (if it occurs within 12 months of the first impoundment)	\$100.00
For each day of impoundment, add	\$40.00
Voluntary Impoundment	
For each day of impoundment	\$40.00

Schedule "F" to By-Law No. 08-2020

Amended by By-law No. 36-2023

UTILITY FEES SCHEDULE

Connection and Disconnect water (at owners' request) \$50.00

For connection to the Wawanesa sewer and water system with 15% increases/year

Municipality will:

- supply materials required for new service connection from the water and sewer mains to the property line up to a maximum of 40m;
- supply and install the water meter;
- make the final connection to the water main

2027	2028	2029	2030	2031
\$2,273.02	\$2,613.97	\$3,006.07	\$3,456.98	\$3,975.53

All other costs to be at the owner's expense.

Lagoon Tipping Fees

Effective January 1, 2025 \$40.00 per 1,000 gallons