

BROKENHEAD RIVER PLANNING DISTRICT

Meeting Minutes

February 18th, 2026

5:30 pm

Members Present:

Chairman
Members

Secretary/Development Officer
Building Inspector

Luke Ingeberg
Ray Schirle
Brett Steffes
Glen Kaatz
Stacey Breton
Shawn Bullman

1. Calling the meeting to Order

1.1 Meeting called to order at: 5:30 PM

11-26

Moved by: STEFFED

Seconded by: KAATZ

BE IT RESOLVED THAT the meeting be called to order at 5:30 PM

CARRIED

2. Adopt Agenda/Confirm and Adopt Minutes

2.1 Resolution to adopt the agenda as circulated.

12-26

Moved by: SCHIRLE

Seconded BY: STEFFES

BE IT RESOLVED THAT the agenda is adopted as circulated.

CARRIED

2.2 Resolution to adopt the meeting minutes of regular meeting January 21st, 2026.

13-26

Moved by: KAATZ

Seconded by: SCHIRLE

BE IT RESOLVED THAT the minutes of regular meeting of January 21st, 2026, are hereby adopted as circulated.

CARRIED

3. Delegations and Public Hearings

NIL

4. Financial Report

4.1 Accounts for approval January 22nd – February 18th, 2026

14-26

Moved by: KAATZ

Seconded by: STEFFES

BE IT RESOLVED that the following Accounts for approval January 22nd – February 18th, 2026, accounts be approved for payment:

PP # 3	December 15- December 26, 2025	\$3,563.37
PP # 4	December 29, 2025- January 9, 2026	3,456.78
CGIS	Contracted Services Jan 15-Mar 31, 2026	\$1,719.69
Western Financial Group	February Employee Benefits	467.14
First Data Canada	Monthly Rental Fee and Service Charges	22.76
Collabria Credit Card	Christmas Dinner and Gift Cards	396.22
MBOA	Membership Renewal	130.00
Receiver General	January Remittance	5,195.71
MEBP	January Employee Remittance	2,977.66
10080001 MB Ltd. (R&B)	Variance Refund	10,240.00
TOTAL		\$ 28,169.33

CARRIED

4.2 Financial Statements as of January 31st, 2026

15-26

Moved by: KAATZ

Seconded by: SCHIRLE

BE IT RESOLVED THAT the Financial Statements as January 31st, 2026, are adopted as circulated.

CARRIED

5. By- Laws

NIL

6. Correspondence

6.1 Building Permit Statistics January 31st, 2026

6.2 Building Inspector and Admin/Development Officer Reports

16-26

Moved by: STEFFES

Seconded by: KAATZ

BE IT RESOLVED THAT the Board is in Agreement to accept the Building Inspector and Admin/Development Officer Reports as circulated.

CARRIED

7. Unfinished Business

NIL

8. New Business

8.1 Application for Approval of Subdivision

Proposal to Subdivide
Pt. SE ¼ 23-12-07 EPM
Being Lot 4 Plan 73596 WLTO
Rural Municipality of Brokenhead
Registered Owner: Ronald Kenneth Bachman

17-26

Moved by: STEFFES

Seconded by: KAATZ

BE IT RESOLVED THAT the Board is in agreement to recommend approval of the plan of subdivision submitted by Ronald Kenneth Bachman -Applicant/Owner:

Community Planning Services File No. 4110-26-7869
Property Description: Pt. SE ¼ 23-12-07 EPM
Being Lot 4 Plan 73596 WLTO

Subject to the following conditions:

- Any variation orders be obtained, if required, where evidenced by the Surveyor's Building Location Certificate
- All permits be obtained as required

CARRIED

8.2 Application for Approval of Subdivision

Proposal to Subdivide
Pt. E ½ 1-13-7 EPM
Being Pt. Lot 2 Plan 3454 WLTO
Town of Beausejour
Registered Owner: Gertrude Avenue Developments Inc.

18-26

Moved by: SCHIRLE

Seconded by: STEFFES

BE IT RESOLVED THAT the Board is in agreement to recommend approval of the plan of subdivision submitted by Rockwell Planning & Development Inc. (Applicant) and Gertrude Avenue Developments Inc. (Owner):

Community Planning Services File No. 4401-26-7874
Property Description: Pt. E ½ 1-13-7 EPM
Being Pt. Lot 2 Plan 3454 WLTO

Subject to the following conditions:

- Any variation orders be obtained, if required, where evidenced by the Surveyor's Building Location Certificate

- All permits be obtained as required

CARRIED

8.3 Application for Approval of Subdivision

Proposal to Subdivide

Pt. E ½ 1-13-7 EPM

Being Pt. Lot 2 Plan 34544 WLTO, and

Being Lot 1 Block 1 Plan 55349 WLTO, and

Being Lot 1 Block 2 Plan 55349 WLTO

Town of Beausejour

Registered Owner(s): Norm Developments Inc. & the Town of Beausejour

19-26

Moved by: SCHIRLE

Seconded by: KAATZ

BE IT RESOLVED THAT the Board is in agreement to recommend approval of the plan of subdivision submitted by Norm Developments Inc. & the Town of Beausejour -Applicant/Owner(s):

Community Planning Services File No. 4401-26-7873

Property Description: Pt. E ½ 1-13-7 EPM

Being Pt. Lot 2 Plan 34544 WLTO, and

Being Lot 1 Block 1 Plan 55349 WLTO, and

Being Lot 1 Block 2 Plan 55349 WLTO

Subject to the following conditions:

- Any variation orders be obtained, if required, where evidenced by the Surveyor's Building Location Certificate
- All permits be obtained as required

CARRIED

8.4 Registered Letter to Council Sean Michaels

20-26

Moved by: KAATZ

Seconded by: STEFFES

WHEREAS the Board of Directors has reviewed a matter concerning the disclosure of a staff member's personal contact information by a member of Council;

AND WHEREAS the Board considers it necessary to formally address this matter to ensure respect for staff privacy and adherence to appropriate conduct expectations;

THEREFORE BE IT RESOLVED THAT the Board of Directors authorizes the issuance of a formal letter to Councilor Michaels addressing this matter;

AND FURTHER BE IT RESOLVED THAT the letter be sent by registered mail and that a copy of the correspondence be retained on file at the Municipal Office as an official record.

CARRIED

9. In Camera

NIL

10. Adjournment

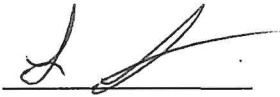
10.1 Resolution to adjourn the meeting

21-26 Moved by: STEFFES Seconded by: KAATZ

BE IT RESOLVED THAT we do now adjourn at: 6:20 PM

CARRIED

Next Meeting: March 18th, 2026, at 5:30 PM



CHAIRMAN



SECRETARY