BROKENHEAD RIVER PLANNING DISTRICT

Meeting Minutes

August 19th, 2026
5:30 pm

Members Present:	Chairman	Luke Ingeberg
	Members	Ray Schirle
	Alternate	Candace Holigroski
		Brett Steffes
	Secretary/Development Officer	Stacey Breton
	Building Inspector	Absent

1. Calling the meeting to Order

1.1 Meeting called to order at: 5:31 PM

61-26 Moved by: SCHIRLE Seconded by: STEFFES

BE IT RESOLVED THAT the meeting be called to order at 5:31 PM

CARRIED

2. Adopt Agenda/Confirm and Adopt Minutes

2.1 Resolution to adopt the agenda as circulated with the following addition:

4.1 Accounts for Payment

Add: RM of Brokenhead Invoice for $1,249.21

62-26 Moved by: HOLIGROSKI Seconded BY: STEFFES

BE IT RESOLVED THAT the agenda is adopted as amended.

CARRIED

2.2 Resolution to adopt the meeting minutes of regular meeting July 15th, 2026.

63-26 Moved by: STEFFES Seconded by: SCHIRLE

BE IT RESOLVED THAT the minutes of regular meeting of July 15th, 2026, are hereby adopted as circulated.

CARRIED

3. Delegations and Public Hearings

3.1 Shane Dickson, owner of 35 Hyde Drive in Tyndall, MB came to the Board to request a review of a fine that was issued to him for starting work without a permit. The Board had a discussion and removed the fine.

4. Financial Report

4.1 Accounts for approval July 16th – August 19th, 2026

64-26 Moved by: STEFFES Seconded by: SCHIRLE

BE IT RESOLVED that the following Accounts for approval July 16th – August 19th, 2026, accounts be approved for payment:

PP # 15	June 29- July 10, 2026	$ 3,460.39
PP # 16	July 13-24, 2026	3,564.29
Western Financial Group	July Employee Benefits	467.14
First Data Canada	Monthly Rental Fee and Service Charges	30.75
Receiver General	July Remittance	5,264.16
MEBP	July Employee Remittance	3,003.70
WEX Canada LTD	Esso Fleet Card	173.00
Collabria Credit Card	Office Supplies, Lawyer Fees	5,047.03
RM of Brokenhead	Office Supplies, Postage/Copies, Cell Phone, Microsoft License	1,249.21
TOTAL		**$22,259.67**

CARRIED

4.2 Financial Statements as of July 31st, 2026

65-26 Moved by: STEFFES Seconded by: SCHIRLE

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

CARRIED

5. By- Laws

5.1 Development Plan Amendment By-law 183-25 Third Reading

66-26 Moved by: STEFFES Seconded by: SCHIRLE

BE IT RESOLVED THAT the Board is in agreement to give third reading to By-law 183-25, being an amendment to the Brokenhead River Planning District Development Plan By-law 181-23 as amended.

Member	Yes	No	Abstain	Reason
Ingeberg, Luke	✱			
Holigroski, Candace			✱	Not in attendance for Public Hearing
Steffes, Brett	✱			
Schirle, Ray	✱			

CARRIED

5.2 Development Plan Amendment 185-26 First Reading

Moved by: STEFFES Seconded by: SCHIRLE

BE IT RESOLVED THAT the Board is in agreement to give first reading to By-Law 185-26, being an amendment to the Brokenhead River Planning District Development Plan By-law 181-23, as amended.

TABLED

6. Correspondence

6.1 Building Permit Statistics July 31st, 2026

6.2 Building Inspector and Admin/Development Officer Reports

67-26 Moved by: SCHIRLE Seconded by: HOLIGROSKI

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 Planning District Truck Purchase

68-26 Moved by: STEFFES Seconded by: SCHIRLE

BE IT RESOLVED THAT the Board of the Brokenhead River Planning District hereby authorizes Administration to proceed with the purchase of a truck for up to $50,000.

CARRIED

8.2 Building Inspector Phone Upgrade

69-26 Moved by: SCHIRLE Seconded by: STEFFES

BE IT RESOLVED THAT the Board of the Brokenhead River Planning District hereby authorizes Administration to research mobile phone carriers to inquire on a new business account for the Building Inspector phone.

CARRIED

9. In Camera

NIL

10. Adjournment

10.1 Resolution to adjourn the meeting

70-26 Moved by: SCHIRLE Seconded by: STEFFES

BE IT RESOLVED THAT we do now adjourn at: 6:45 PM

CARRIED

Next Meeting: September 16th, 2026, at 5:30 PM

CHAIRMAN SECRETARY