

Municipality of Souris-Glenwood
REGULAR COUNCIL MEETING - MINUTES
Tuesday, June 11th, 2024

The Council for the Municipality of Souris-Glenwood held its Regular Meeting duly assembled in the Council Chambers of the Municipality of Souris-Glenwood on Tuesday, June 11th, 2024, at 8:00 a.m.

Members Present: Mayor Duane Davison, Councillors Bruce Apperley, Blake Denbow, Kim Eissner, Darcy Gerow, and Todd Walker

Staff in Attendance: CFO Pam Pannagl in absence of CAO, Acting Operations Manager Brent Fallis

Members Absent: Councillor Donald Brown

Access TV: Present

1. Call to Order

2. Adoption of the Agenda

Resolution No. 2024-166

Moved by Councillor T. Walker - Seconded by Councillor B. Denbow

BE IT RESOLVED that the agenda be adopted as presented with the following additions:

- Termination of CAO
- Appointment of Interim CAO
- Tender for CAO recruitment
- Policy 16-2021 – Municipal Road Allowance Mowing & Haying

CARRIED

3. Adoption of the Minutes

Resolution No. 2024-167

Moved by Councillor B. Apperley - Seconded by Councillor K. Eissner

BE RESOLVED that the minutes of the Regular Meeting of Council held May 14th, 2024, be adopted as circulated.

CARRIED

4. Matters Arising from the Minutes - none

5. Hearings - none

6. Delegations

Souris Health District Medical Recruitment and Retention Committee – Status report on Medical Staff and Recruitment Efforts.

Five members of the committee presented their report regarding what they see as the short- and long-term needs as far as recruitment efforts go for our region. The committee is asking the Municipalities of Souris-Glenwood and Grassland to contribute funding in 2024 to go towards a physician sign-on bonus. Council will work with the Committee to create a strategy proposal to help address the challenges.

7. Finance

7.1. Approval of Accounts to June 11th, 2024

Resolution No. 2024-168

Moved by Councillor B. Apperley - Seconded by Councillor T. Walker

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood approve for payment list of accounts:

Approval of Accounts to June 11th, 2024 (continued)

June 11 th , 2024, represented by	
Cheque Nos. 100011823 to 100011897	\$ 258,991.53
Payroll Deposit May 31, 2024	\$ 46,012.92
Council Indemnity April 2024	<u>\$ 14,735.71</u>
For a total of	<u>\$ 319,740.16</u>

CARRIED

7.2 CFO Report

Resolution No. 2024-169

Moved by Councillor K. Eissner - Seconded by Councillor B. Denbow

BE IT RESOLVED that the Council accept the CFO report as circulated.

CARRIED

Resolution No. 2024-170

Moved by Councillor B. Denbow – Seconded by Councillor T. Walker

WHEREAS the Chief Financial Officer proposes to adjust taxes on roll for the amount of \$1,312.58 as outlined in further detail in Appendix “A”; **THEREFORE BE IT RESOLVED** that Council authorizes the proposed adjustments to be processed as submitted.

CARRIED

Resolution No. 2024-171

Moved by Councillor B. Apperley – Seconded by Councillor T. Walker

WHEREAS the Chief Financial Officer proposes to review existing vendor and agency accounts and update and expand the lists of authorized contacts on file for contingency purposes;

THEREFORE BE IT RESOLVED that Council authorizes the Chief Financial Officer to initiate the process to add the authorized contacts as outlined in Appendix “A”.

CARRIED

Resolution No. 2024-172

Moved by Councillor B. Apperley – Seconded by Councillor B. Denbow

BE IT RESOLVED that the Chief Financial Officer be authorized to sign the agreement with Munisoft for the conversion from Asyst to Munisoft as was included in the 2024 Financial Plan.

CARRIED

8. Correspondence

Resolution No. 2024-173

Moved by Councillor T. Walker – Seconded by Councillor B. Denbow

BE IT RESOLVED that the correspondence reviewed be received as information.

CARRIED

9. Development

Resolution No. 2024-174

Moved by Councillor K. Eissner – Seconded by Councillor T. Walker

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood approves the proposal for Sub-Division File #4449-24-8611, 105 1st Avenue W Souris. The intent of the application is to realign the boundaries between properties, increasing the size of lot 2 as recommended by Community Planning,

FURTHER BE IT RESOLVED THAT the approval is subject to the condition that all required applications and any related costs pertaining to this subdivision application will be the responsibility of the property owner(s).

CARRIED

10. By-Laws

Resolution No. 2024-175

Moved by Councillor B. T. Walker – Seconded by Councillor K. Eissner

BE IT RESOLVED that By-Law 63-2024, being a By-Law to amend By-Law 59-2023 to govern the organization and regulate the proceedings and conduct of the Council and the Committees, be given 1st reading.

CARRIED

Resolution No. 2024-176

Moved by Councillor B. Apperley – Seconded by Councillor B. Denbow

BE IT RESOLVED that By-Law 63-2024, being a By-Law to amend By-Law 59-2023 to govern the organization and regulate the proceedings and conduct of the Council and the Committees, be given 2nd reading.

CARRIED

11. In-Camera

11.1. Resolution No. 2024-177

Moved by Councillor B. Apperley – Seconded by Councillor K. Eissner

WHEREAS Section 152(3) of The Municipal Act authorizes a council to close a meeting to the public;

THEREFORE, BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood be hereby authorized to move in-camera to discuss an employee matter;

AND FURTHER BE IT RESOLVED that all matters discussed in camera be kept in confidence until such matters are discussed in an open council meeting.

CARRIED

Adjourn in-camera

11.2. Resolution No. 2024-178

Moved by Councillor T. Walker - Seconded by Councillor B. Apperley

BE IT RESOLVED that the In-Camera committee meeting closes, and Council reconvene the regular meeting.

CARRIED

12. General Business

12.1. Operations Manager Report

Resolution No. 2024-179

Moved by Councillor D. Gerow – Seconded by Councillor B. Denbow

BE IT RESOLVED that Council accepts 's the Operations Manager's Report as presented.

CARRIED

12.1.1. Resolution No. 2024-180

Moved by Councillor B. Denbow – Seconded by Councillor K. Eissner

WHEREAS the Municipality of Souris-Glenwood provides an annual dust control program to its ratepayers at a rate set by Council;

THEREFORE BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood set the rate for the 2024 dust control service at the following rate of \$375 (plus GST) as per the recommendation of the Interim Operations Manager submitted to Council.

CARRIED

12.1.2 Resolution No. 2024-181

Moved by Councillor A. Apperley – Seconded by Councillor D. Gerow

WHEREAS the Council of the Municipality of Souris-Glenwood has authorized the purchase of a tractor with mowing deck for \$15,000.00 in the 2024 Financial Plan as per the specifications outlined in Appendix "B";

THEREFORE BE IT RESOLVED THAT based on the quotes received Council authorizes the Interim Public Works Manager to execute the purchase in accordance with the Municipal procurement policy;

THEREFORE BE IT FURTHER RESOLVED THAT any shortfall between the cost and the approved budget be funded with the Equipment Reserve on an interim basis; and that any proceeds for the disposal of the replaced mowing equipment be transferred to the Equipment Reserve in the same fiscal year as the proceeds are received.

TABLED

12.1.3. Resolution No. 2024-182

Moved by Councillor A. Apperley – Seconded by Councillor D. Gerow

WHEREAS the Council of the Municipality of Souris-Glenwood has reviewed the road classification changes proposed by the Interim Operations Manager to be incorporated into a new edition of the municipal map generated by Repromap;

THEREFORE BE IT RESOLVED THAT Council approves the classification changes as proposed.

TABLED

12.1.4. Resolution No. 2024-183

Moved by Councillor B. Denbow – Seconded by Councillor K. Eissner

WHEREAS the Manitoba Water Services Branch has confirmed that there are \$24,000 of remaining funds that had been allocated to Project 1619;

AND WHEREAS paragraph 6 of the agreement states that the “recipient” may request to apply a portion of the funding or interest earned on the funding to project costs to work outside of the original scope;

THEREFORE BE IT RESOLVED THAT Council of the Municipality of Souris-Glenwood requests approval to apply the remaining funding of \$24,000 on a 50/50 cost share basis to Membrane replacement.

CARRIED

12.2. Councillor Reports

Resolution No. 2024-184

Moved by Councillor K. Eissner – Seconded by Councillor D. Gerow

BE IT RESOLVED that Council accept Councillor reports as circulated and presented.

CARRIED

12.3. CAO Report - none

12.4. **Resolution No. 2024-185**

Moved by Councillor T. Walker – Seconded by Councillor K. Eissner

BE IT RESOLVED that Council confirms the termination of Mrs. Charlotte Parham as Chief Administrative Officer for the Municipality of Souris-Glenwood effective June 5, 2024, at 8:30 AM.

CARRIED

12.5. **Resolution No. 2024-186**

Moved by Councillor T. Walker – Seconded by Councillor B. Denbow

BE IT RESOLVED that due to the vacancy of the Chief Administrative Officer position, Chief Financial Officer Pamela Pannagl be appointed Interim Chief Administrative Officer effective immediately.

CARRIED

12.6. **Resolution No. 2024-187**

Moved by Councillor B. Apperley – Seconded by Councillor T. Walker

BE IT RESOLVED that Council of the Municipality of Souris-Glenwood instructs the Interim Chief Administrative Officer to remove Mrs. Charlotte Parham from all signing authorities.

CARRIED

12.7. **Resolution No. 2024-188**

Moved by Councillor B. Apperley – Seconded by Councillor D. Gerow
BE IT RESOLVED that Council of the Municipality of Souris-Glenwood approves the initiation of the procurement of recruitment services for the position of Chief Administrative Officer according to the municipal procurement policy.
CARRIED

Mayor Davison is excused from the meeting at 10:00 a.m. and Deputy Mayor Todd Walker resumes to chair the meeting.

12.8. **Resolution No. 2024-189**

Moved by Councillor D. Gerow – Seconded by Councillor B. Apperley
BE IT RESOLVED that Council approves the extension of the deadline for applications for the Municipal Road Allowance Mowing Policy from June 15th to July 1st.
CARRIED

13. **Unfinished Business**

14. **Notice of Motion**

15. **Adjournment**

Resolution No. 2024-190

Moved by Councillor K. Eissner – Seconded by Councillor D. Gerow
BE IT RESOLVED that the regular meeting of Council is now adjourned at 11:35 a.m. to meet again Tuesday, June 25th, 2024, at 8:00 a.m.

Mayor Duane Davison

Interim CAO Pamela Pannagl