

Municipality of Souris-Glenwood
REGULAR COUNCIL MEETING - MINUTES
Tuesday, June 25th, 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 25th, 2024, at 8:00 a.m.

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

Staff in Attendance: Interim CAO Pam Pannagl, Acting Operations Manager Brent Fallis

Members Absent: none

Access TV: Present

1. Call to Order

2. Adoption of the Agenda

Resolution No. 2024-191

Moved by Councillor D. Brown - Seconded by Councillor T. Walker

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

- 2.1. Signing Authority
- 2.2. Interim CAO Salary

CARRIED

3. Confirmation of the Minutes

Resolution No. 2024-192

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

BE RESOLVED that the minutes of the Regular Meeting of Council held June 11th, 2024, be adopted as circulated.

CARRIED

4. Matters Arising from the Minutes

5. Hearings/Delegations/Petitions

5.1. 8:55 a.m. Variation Order No. 2024-04

Resolution No. 2024-193

Moved by Councillor D. Brown - Seconded by Councillor K. Eissner

BE IT RESOLVED THAT that the regular meeting of Council be recessed, and Council do now hold a public hearing to deal with the Variation Order Application No. 2024-04 for 245 1st Ave W. Lot 1 & 16 Block 110 Plan 60 BLTO (owner Arbuckle Electric).

CARRIED

Public Hearing – Variation Order Application No. 2024-04 for 245 1st Ave W. Lot 1 & 16 Block 110 Plan 60 BLTO under the Municipality of Souris-Glenwood Zoning By-Law 38-2021

To reduce required side yard from 15 ft (Fifteen Feet) to 2 ft (Two Feet) in a “CH” Commercial Zone;

Mr. Forbes Arbuckle attended the hearing to answer questions, no written submissions “for” or “against” were received, no other representation was made.

There were no further concerns or comments therefore the hearing was adjourned at 9.08 AM.



Resolution No. 2024-194

Moved by Councillor B. Denbow - Seconded by Councillor D. Brown

BE IT RESOLVED THAT that the public hearing regarding Variation Order Application No. 2024-04 closes, and Council moves into Public Hearing for Variation Order Application No. 2024-03 for 37 5th St. S Lot 15 Block 21 Plan 17 BLTO (owner Zachary Kennedy).

CARRIED

5.2 *Public Hearing – Variation Order Application NO. 2024-03 for 37 5th St S. Lot 15 Block 21 Plan 17 BLTO under the Municipality of Souris-Glenwood Zoning By-Law 38-2021*

To increase required front yard fence height from 3 ft (Three feet) to 5 ft (Five feet) in a “RT” Residential Two-Family-Zone;

Mr. Kennedy attended the hearing to answer questions, no written submissions “for” or “against” were received, no other representation was made.

There were no further concerns or comments therefore the hearing was adjourned at 9.19 AM.

Resolution No. 2024-195

Moved by Councillor B. Apperley - Seconded by Councillor D. Brown

BE IT RESOLVED THAT that the public hearing regarding Variation Order Application No. 2024-03 closes, and Council resumes the regular meeting.

CARRIED

5.3 *Delegations*

Tim Oliver and Shawn Samels from MWM presented their proposal for a contract renewal to Council, in addition they discussed changes to their fee structure in order to mitigate the impact external factors have on their operating costs.

6. Finance

6.1. *Approval of Accounts to June 25th, 2024*

Resolution No. 2024-196

Moved by Councillor B. Apperley - Seconded by Councillor D. Brown

WHEREAS disbursements have been reviewed for the period of June 12th to June 25th 2024;

NOW THEREFORE BE IT RESOLVED that the Municipality of Souris-Glenwood approve the list of accounts as follows:

<i>ID</i>	<i>Description</i>	<i>Amount</i>
Nos. 100011898 – 100011982	Disbursements June 12-25, 2024	\$ 261,702.19
Payrun ID 3477	Pay Period 2024-11	\$ 50,451.18
		<u>\$ 312,153.37</u>

CARRIED

6.2. *Financial Statements for the period ended May 31, 2024*

Resolution No. 2024-197

Moved by Councillor B. Apperley - Seconded by Councillor D. Brown

BE IT RESOLVED that Council for the Municipality of Souris-Glenwood accept the Financial Statements as of May 31, 2024, as circulated.

CARRIED

6.3. *Bank Reconciliations May 2024*

Resolution No. 2024-198

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

BE IT RESOLVED THAT Council for the Municipality of Souris-Glenwood approve the bank reconciliations for the month of May 2024 for Operating and Reserve accounts as presented.

CARRIED



7. Correspondence

Resolution No. 2024-199

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

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

CARRIED

8. By-Laws

Resolution No. 2024-200

Moved by Councillor D. Brown – Seconded by Councillor T. Walker

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 3rd reading, passed, signed and sealed according to law.

RECORDED VOTE:

Mayor Duane Davison	YES
Councillor Bruce Apperley	YES
Councillor Donald Brown	YES
Councillor Blake Denbow	YES
Councillor Kim Eissner	YES
Councillor Darcy Gerow	YES
Councillor Todd Walker	YES

9. Committee Reports

Resolution No. 2024-201

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

BE IT RESOLVED that Council accepts Committee reports as circulated and presented.

CARRIED

10. General Business

10.1 Public Works Manager Report

Resolution No. 2024-202

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

BE IT RESOLVED that Council accepts the Public Works Manager report as circulated and presented.

CARRIED

10.2 Interim CAO/CFO Report

Resolution No. 2024-203

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

BE IT RESOLVED that Council accepts the Interim CAO/CFO report as circulated and presented.

CARRIED

10.3 Variation Application 2024-04

Resolution No. 2024-204

Moved by Councillor D. Brown – Seconded by Councillor T. Walker

BE IT RESOLVED that Council for the Municipality of Souris-Glenwood authorizes the approval of the application of 6613978 Manitoba Ltd. (dba Arbuckle Electric) for a Variation Order No. 2024-04 under the Municipality of Souris-Glenwood Zoning By-Law 38-2021 to reduce required side yard from 15 (fifteen) feet to 2 (two) feet in a “CH” Commercial Zone to allow for the construction of a storage shed addition at 245 1st Ave. W Lot 1 & 16 Block 110 Plan 60 BLTO.

CARRIED

10.4 Variation Application 2024-03 (postponed)

10.5 Roller Purchase per 2024 Financial Plan

Resolution No. 2024-205

Moved by Councillor K. Eissner – Seconded by Councillor B. Denbow
BE IT RESOLVED that Council approves the purchase of a Wacker Neuson RD12A from Battlefield Equipment Rentals based on the Interim Public Works Manager’s recommendation for the price of \$9,500.00 plus applicable taxes as provisioned in the 2024 Financial Plan and in compliance with the municipal procurement policy.

CARRIED

10.6 Roller Purchase as per 2024 Financial Plan

Resolution No. 2024-206

Moved by Councillor T. Walker – Seconded by Councillor D. Brown
BE IT RESOLVED that Council approves the purchase of a Compact Track Loader S/N KBCZ053CLR1D24683 from Hepson Equipment Inc. based on the Interim Public Works Manager’s recommendation for the price of \$96,000.00 plus applicable taxes as provisioned in the 2024 Financial Plan and in compliance with the municipal procurement policy;

FURTHER BE IT RESOLVED that the difference between the budgeted and actual cost of \$2,720.00 be funded with savings realized on other components of the 2024 capital plan.

CARRIED

10.7 SG Agricultural Society Request for Shuttle Service

Resolution No. 2024-207

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

BE IT RESOLVED that Council approves the Souris-Glenwood AG Society’s request to make the Handi-Van plus a driver available for the Peacock Days & Fair to serve as a shuttle bus for attendants as agreed upon with the Souris-Glenwood Ag Society;

FURTHER BE IT RESOLVED that the van’s interior only can be used for sponsor advertising as long as it is compliant with laws and regulations and can be deemed safe and not a distraction to the driver.

CARRIED

10.8 SG Agricultural Society Request for Shuttle Service

Resolution No. 2024-207

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

BE IT RESOLVED that Council approves the Souris-Glenwood AG Society’s request to make the Handi-Van plus a driver available for the Peacock Days & Fair to serve as a shuttle bus for attendants as agreed upon with the Souris-Glenwood Ag Society;

FURTHER BE IT RESOLVED that the van’s interior only can be used for sponsor advertising as long as it is compliant with laws and regulations and can be deemed safe and not a distraction to the driver.

CARRIED

10.9 Centaur Products Inc. Hockey Scoreboards Purchase and Funding Proposal

Resolution No. 2024-209

Moved by Councillor D. Gerow – Seconded by Councillor D. Brown

WHEREAS the Souris-Glenwood Parks & Recreation department is proposing to purchase a Daktronics Hockey Scoreboard from Centaur Products for the price of \$12,292.00 plus ad panel for \$1,823 plus applicable taxes;

AND WHEREAS the Elks Hockey Club has agreed to contribute \$1,000.00, Souris Minor Hockey has agreed to contribute \$3,500.00;

AND WHEREAS Pembina Co-op has agreed to enter a 5-year advertising agreement for an annual amount of \$2,000 for a total of \$10,000 for the full term;

THEREFORE BE IT RESOLVED that Council agrees to fund the difference of the \$9,615.00 plus applicable taxes through funds transferred from the Recreation Reserve under the condition that the annual advertising revenue of \$2,000.00 earned through the agreement with Pembina Co-op be transferred to the Recreation Reserve every year until the funds transferred from the reserve for this purpose have been replenished.

CARRIED

10.10 Hay Sale Airport Pasture Agreement

Resolution No. 2024-210

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

THEREFORE BE IT RESOLVED that Council authorizes Radney Logan to harvest the standing hay at the Airport subject to the same terms and conditions as in the previous year under the condition that an agreement be draft and signed;

FURTHER BE IT RESOLVED that the Mayor and Interim CAO be authorized to sign said agreement on behalf of the Municipality.

CARRIED

10.11 Fire Protection Agreement with Municipality of Oakland-Wawanesa

Resolution No. 2024-211

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

WHEREAS the Municipality of Oakland-Wawanesa has proposed to renew the existing firefighting agreement for another term of three years without any changes and at the most recent rates as outlined in the current agreement;

THEREFORE BE IT RESOLVED that Council agrees to renew said agreement as proposed and hereby authorizes the Mayor and Interim CAO to sign the required documents once finalized.

TABLED

10.12 MWM Contract Renewal

Resolution No. 2024-212

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

WHEREAS due to the upcoming expiry of the existing agreement MWM has presented Council of the Municipality of Souris-Glenwood with a draft contract for the provision of recycling and trash services for a term of 5 years;

THEREFORE BE IT RESOLVED that Council establishes a task force to review and analyze the proposed contract and authorizes the utilization of legal advice if the task force deems it necessary and present Council with their findings once their review is completed;

FURTHER BE IT RESOLVED THAT the following Council members and staff be appointed to the aforementioned task force: Councillor Kim Eissner, Councillor Todd Walker, Public Works Manager

CARRIED

10.13 Property Disposal Proposal Lot 3 Block 2 Plan 26626

Resolution No. 2024-213

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

WHEREAS Council deems it to be in the best interest of the Municipality of Souris-Glenwood to dispose of Lot 3 Block 2 Plan 26626 as recommended by Interim Public Works Manager as outlined in the report presented;

THEREFORE BE IT RESOLVED THAT Council agrees to dispose of Lot 3 Block 2 Plan 26626 in accordance with policy 2024-108;

FURTHER BE IT RESOLVED THAT a reserve bid be placed on this property for a minimum of any surveying costs as required and that all legal and other related cost be the responsibility of the purchaser.

CARRIED

10.14 Property Disposal Proposal Lot 24/25 Block 5 Plan 17

Resolution No. 2024-214

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

WHEREAS Council deems it to be in the best interest of the Municipality of Souris-Glenwood to dispose of Lot 24/25 Block 5 Plan 17;

THEREFORE BE IT RESOLVED THAT Council instructs the Interim CAO and the Interim Public Works Manager to initiate the process and to bring a proposal to Council for their review;

FURTHER BE IT RESOLVED THAT Council authorizes 3rd party consultations as may be required for this process.

CARRIED

10.15 Contribution Request for Medical Professionals

Resolution No. 2024-215

Moved by Councillor D. Brown – Seconded by Councillor T. Walker

WHEREAS the Souris Health District Medical Staff Recruitment and Retention Committee has approached the Municipality of Souris-Glenwood as well as the Municipality of Grassland to request additional funding to assist in the recruitment endeavors of the Committee;

AND WHEREAS the Municipality of Grassland has notified the Committee that a resolution will be presented at their upcoming council meeting to contribute \$5,000.00 for this purpose;

THEREFORE BE IT RESOLVED THAT Council of the Municipality of Souris-Glenwood approves a contribution of \$10,000 to be used toward recruitment initiatives at the Souris Health District Medical Staff Recruitment and Retention Committee’s discretion to be funded with 2024 Operating funding.

CARRIED

10.16 Signing Authority

Resolution No. 2024-216

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

BE IT RESOLVED THAT Council of the Municipality of Souris-Glenwood authorizes Rhonda Simon, Administrative Assistant for the Municipality of Souris-Glenwood be added as a signing authority on all bank accounts held in the Name of the Municipality of Souris-Glenwood at RBC in the absence of the Chief Administrative or Finance Officer as outlined in By-Law 63-2024.

CARRIED

10.17 Compensation Interim CAO

Resolution No. 2024-217

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

BE IT RESOLVED THAT Council approves a salary increase for the Interim CAO as recommended by the Personnel Committee.

CARRIED

11. Unfinished Business

11.1 Mower Purchase as per 2024 Financial Plan

Resolution No. 2024-218

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

BE IT RESOLVED that Council approves the purchase of a Commercial Ztrac mower 25hp with a 60” 7 Iron mower deck S/N 1TC930MCCPT127498 from Enns and the trade-in of the current mower based on the Interim Public Works Manager’s recommendation for the net cash price of \$14,895 plus applicable fees and taxes as provisioned in the 2024 Financial Plan and in compliance with the municipal procurement policy;

FURTHER BE IT RESOLVED that the difference between the budgeted and actual cost of \$946.76 be funded with savings realized on other components of the 2024 capital plan.

CARRIED

11.2 Road Category Reclassification Proposal (postponed)

12. In Camera

12.1 Close a meeting to the Public

Resolution No. 2024-219

Moved by Councillor B. Apperley – Seconded by Councillor D. Brown

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

THEREFORE BE IT RESOLVED that Council of the Municipality of Souris-Glenwood be hereby authorized to move in-camera to discuss items related to 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

12.2 Close a meeting to the Public

Resolution No. 2024-220

Moved by Councillor B. Apperley – Seconded by Councillor D. Brown

BE IT RESOLVED that the In-Camera committee meeting be closed and Council reconvene the regular meeting.

13. Notice of Motion

14. Adjournment

Resolution No. 2024-221

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

BE IT RESOLVED that the regular meeting of Council is now adjourned at 12:00 PM to meet again Tuesday, July 9th, 2024, at 8:00 AM.

Mayor Duane Davison

Interim CAO Pamela Pannagl