

**Municipality of Souris-Glenwood**  
REGULAR COUNCIL MEETING - MINUTES  
Tuesday, February 14<sup>th</sup>, 2023

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, February 14<sup>th</sup>, 2023 at 8:00 a.m.

**Members Present:** Mayor Duane Davison, Councillors Bruce Apperley, Donald Brown, Blake Denbow, Kim Eissner, Darcy Gerow, and CAO Charlotte Parham  
**Regrets:** Councillor Todd Walker

**Access TV:** Present

**1. Call to Order**

**2. Adoption of the Agenda**

**Resolution No. 2023-022**

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

**BE IT RESOLVED** that the agenda be adopted as presented.

**CARRIED**

**3. Adoption of the Minutes**

3.1. Regular Meeting – January 24<sup>th</sup>, 2023

**Resolution No. 2023-023**

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

**BE IT RESOLVED** that the minutes of the Regular Meeting of Council held January 24<sup>th</sup>, 2023 be adopted as circulated.

**CARRIED**

3.2. Special Meeting – February 6<sup>th</sup>, 2023

**Resolution No. 2023-024**

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

**BE IT RESOLVED** that the minutes of the Regular Meeting of Council held January 24<sup>th</sup>, 2023 be adopted as circulated.

**CARRIED**

**4. Matters Arising from the Minutes**

**5. By-Laws**

5.1 By-law No. 51-2023 – Zoning By-law No. 38-2021 Amendment - 1<sup>st</sup> Reading

**Resolution No. 2023-025**

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

**BE IT RESOLVED** that By-law No. 51-2023, being a by-law to amend the Municipality of Souris-Glenwood Municipal Zoning By-law No. 38-2021, be given 1<sup>st</sup> reading.

**CARRIED**

**6. Delegations**

The Westman Mental Wellness delegation will make presentation at a future meeting.

## 7. Finance

### 7.1 Approval of Accounts to February 14<sup>th</sup>, 2023

#### **Resolution No. 2023-026**

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

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

- |   |    |             |
|---|----|-------------|
| a. to February 14 <sup>th</sup> 2023 represented by Cheque Nos.<br>100009999 to 100010063 | \$ | 176,768.30  |
| b. Payroll Deposits January 27 <sup>th</sup> & February 10 <sup>th</sup> , 2023           | \$ | 79,657.87   |
| for a total of  | \$ | 256,426.17. |

**CARRIED**

## 4. Hearings

### 8.1 9:00 a.m. Conditional Use Application No. 01-2023

– 89 1<sup>st</sup> Street S – Cindy & Joe Russell & Nikki and Darryl Moreau

#### **Resolution No. 2023-027**

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

**BE IT RESOLVED**, that the Regular meeting of Council be recessed and Council do now hold a public hearing regarding Conditional Use Application No. 2023-01 applied for by Cindy Russell, Darryl and Nikki Moreau.

**CARRIED**

#### **Public Hearing**

Pursuant to Section 105 of The Planning Act

Present: Mayor D. Davison, Councillors B. Apperley, D. Brown, B. Denbow, K. Eissner, D. Gerow and CAO C. Parham

Purpose: To allow a “Cannabis Retail Store” in a portion of the existing building as a conditional use. Souris-Glenwood Zoning By-Law 38-2021 provides in Table 3-11 Use and Site Requirements (1) Cannabis Retail Establishment may be considered as a conditional use in a “CC” Commercial (Central) Zone.

Conditional Use Application No. 01-2023

Applicant/Owner: Cindy Russell/Nikki and Darryl Moreau

Property: Lots 5/6, Block 11 Plan 21024 Plaza Petals Flower Shoppe 89 1<sup>st</sup> Street South  
Zoning: “CC” Commercial (Central) Zone

In Attendance: Cindy Russell, attended in support of the application and to make representation to Council regarding the application. Joe Russell, Nikki Moreau, Darryl Moreau attended in support of the application.

Loretta Turner, Lisa Garlick, Kris Pearce, Echo Finlay attended the hearing

Correspondence: Heritage Place Condominium Owners – opposed

#### **Resolution No. 2023-028**

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

**BE IT RESOLVED**, that the public hearing regarding Conditional Use Application No. 2023-01 closes at 9:18 a.m.

**AND FURTHER BE IT RESOLVED** that Council do enter into regular session.

**CARRIED**

### 8.2 9:45 a.m. Conditional Use Application No. 02-2023

157 Maple Ave W – Lisa Garlick & Kris Pearce

#### **Resolution No. 2023-029**

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

**BE IT RESOLVED**, that regular meeting of Council be recessed and do now hold a public hearing regarding Conditional Use Application No. 2023-02 applied for by Lisa Garlick and Kris Pearce.

**CARRIED**

## Public Hearing

Pursuant to Section 105 of The Planning Act

Present: Mayor D. Davison, Councillors B. Apperley, D. Brown, B. Denbow, K. Eissner, D. Gerow and CAO C. Parham

Purpose: To allow a “Cannabis Retail Store” in a portion of the existing building as a conditional use. Souris-Glenwood Zoning By-Law 38-2021 provides in Table 3-14 Use and Site Requirements Cannabis Production and Processing may be considered as a conditional use in a “ML” Industrial Light Zone. An amendment to the Zoning By-law has been given 1<sup>st</sup> reading to allow Cannabis Retail Establishment be considered as a condition use in “ML” Industrial Light Zone.

Conditional Use Application No. 02-2023

Applicant/Owner: Lisa Garlick and Kris Pearce (Property Owner William & Stacey Pearce Souris Sales & Service)

Property: Desc Lots 3/12, Block 101 Plan 45 150 Maple Avenue West

Zoning: “ML” Industrial Light Zone

In Attendance: Lisa Garlick and Kris Pearce, attended in support of the application and to make representation to Council regarding the application.

Scott Powell attended in opposition of the application

Loretta Turner, Echo Finlay attended the hearing

Correspondence: Dave and Bev McGregor – opposed

### Resolution No. 2023-030

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

**BE IT RESOLVED**, that the public hearing regarding Conditional Use Application No. 2023-02 closes at 10:16 a.m.

**AND FURTHER BE IT RESOLVED** that Council do enter into regular session.

**CARRIED**

## 9. Correspondence

### 9.1. AMM – *information*:

9.1.1. News Bulletin – February 3<sup>rd</sup>, 2023

9.1.2. AMM Western Director’s Update

9.1.3 Water Strategy Engagement Sessions – Zoom February 14<sup>th</sup> and 27<sup>th</sup>

9.1.4 Planning Handbook

9.1.5 Insurance Meeting – Zoom meeting February 22<sup>nd</sup>, 2023

9.1.6 AMM Spring Convention

### Resolution No. 2023-031

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

**BE IT RESOLVED** that Council authorizes Council members and CAO attendance at the following AMM events to be held in Winnipeg April 3<sup>rd</sup> – 5<sup>th</sup>, 2023

- Mayors/Reeves/CAO meeting and
- 2023 AMM Spring Convention;

with expenses incurred be paid in accordance with Indemnity By-law No. 42-2022.

**CARRIED**

9.2 Hudson Bay Route - membership referred to budget process

## 10. Building/Development Permits

10.1 2022 Building Permit Report – provided for Council’s review

10.2 Building Permit Applications

Mayor Davison declared a conflict of interest and was excused from the Council Chambers while Council dealt with the following matter.

**Resolution No. 2023-032**

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

**BE IT RESOLVED** that the Council of the Municipality of Souris-Glenwood approves the following building permit as recommended by the Building Inspector:  
01-2023 – SE 33 - 07 – 21W – Construction of Covered Deck

**CARRIED**

The above matter concluded; Mayor Davison returned to the meeting.

**11. In-Camera**

11.1 Resolution to move in-camera

**Resolution No. 2023-033**

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

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 items related to Subsection 152(3)(b),(iii),(vi) of The Municipal Act;

1. *a matter that is in its preliminary stages;*
2. *the security of documents or premises*

**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**

11.2 Resolution to close in-camera

**Resolution No. 2023-034**

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

**BE IT RESOLVED**, that the In-Camera committee meeting close and Council reconvene the regular meeting

**CARRIED**

**12. General Business**

12.1 Policies

12.2 Reports

12.2.1 Public Works Report – February 9<sup>th</sup>, 2023 meeting reviewed

12.2.2.a. Approach Request

**Resolution No. 2023-035**

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

**BE IT RESOLVED** that the request from Arnie Eissner for the installation of an access approach to access SW 04 - 08 -21W along Rd 124W be approved with the following conditions:

- a. And all costs incurred for the installation of said approach will be the responsibility of the property owners
- b. That a Municipal Minor Water Control Works License be approved by MB Conservation & Climate, Drainage & Water Control Licensing Section.

**CARRIED**

12.2.2.b. Capital Purchase Plan - Grader

**Resolution No. 2023-036**

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

**WHEREAS** previous Municipality of Souris-Glenwood council setup a capital purchasing plan for the replacement of rural graders on a 5-year rotation, based on standard warranty;

**AND WHEREAS** the warranty on the 2017 JD 870 Grader will expire in 2023;  
**WHEREAS** Council deems it to be in the best interest of ratepayers to amend the previous capital plan;

**THEREFORE, BE IT RESOLVED** that the Council approve the;

1. discontinuation of the current 5-year rotation plan; and
2. opting-out of the extended warranty for the above grader;

**AND FURTHER BE IT RESOLVED** that an Equipment Repair Trust Fund be established in preparation of the annual Financial Plan allocations.

**CARRIED**

#### 12.2.1.c. Tractor Purchase

##### **Resolution No. 2023-037**

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

**WHEREAS** Resolution No. 2023-020 approved the purchase of a used tractor for the Public Works Department:

**THEREFORE, BE IT RESOLVED** that the CAO be authorized to execute documents for a used 2018 Case IH Maxxum 150 Tractor complete with L 105 loader bucket and grapple from Leo's Sales and Service Ltd, Winnipeg, in the amount of \$160,500 including PST (plus \$7,500 GST).

**CARRIED**

#### 12.2.2 Councillor Reports

Council members reported on various Boards and Committees which each represent as members of Council. Reports included the following:

- Department of Parks and Recreation
- Souris Glenwood Foundation
- Souris-Glenwood Community Development Corporation
- AMM Western Caucus Meeting

#### 12.2.3 CAO Report

##### 12.2.3.a Tax Sale Date

##### **Resolution No. 2023-038**

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

**WHEREAS** Section 365(2) of The Municipal Act provides that Council may in any year designate the immediately preceding year, or any earlier year, as the year for which properties, the taxes in respect of which are in arrears for the year, must be offered for sale by auction to recover the tax arrears and costs;

**THEREFORE BE IT RESOLVED** that the Designated Year for which properties in arrears be offered for sale by auction, be 2022; and all properties with taxes owing for any portion of the year 2021 or prior be offered for sale by public auction;

**AND BE IT FURTHER RESOLVED** that in accordance with s. 363(1) of The Municipal Act, 'costs' shall be the actual costs paid or payable by the Municipality for each parcel listed for the 2023 Tax Sale plus administration fees of \$50.00 as set forth in Manitoba Regulation 50/97;

**AND BE IT FURTHER RESOLVED** that Donna Zinkiew, General Manager of TAXervice Inc., be appointed Tax Sale Manager for the Municipality of Souris-Glenwood and that the Chief Administrative Officer, on behalf of the Council of the Municipality of Souris-Glenwood, be authorized to sign the Engagement Letter with TAXervice Inc.

**AND BE IT FURTHER RESOLVED** that the 2023 Tax Sale be held November 30<sup>th</sup>, 2023 at 2:00 p.m. at the Municipality of Souris-Glenwood Council Chambers.

**CARRIED**

### 12.2.3.b. Appointment to Watershed District

#### **Resolution No. 2023-039**

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

**BE IT RESOLVED** that Council hereby appoints David Edmunds to represent the Municipality of Souris-Glenwood as the at-large representative to the Central Assiniboine Watershed District, Little Souris Sub-district.

**CARRIED**

### 12.2.3.c. Signing Authority

#### **Resolution No. 2023-040**

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

**BE IT RESOLVED** that Council for the Municipality of Souris-Glenwood authorizes the following to have signing authority for the Souris-Glenwood Airport Commission:

- a) Mayor, Duane Davison, or Deputy Mayor, Donald Brown  
And
- b) the Chief Administrative Officer (CAO), Charlotte Parham  
or Chief Financial Officer (CFO) Pamela Pannagl.

**CARRIED**

## **13. Unfinished Business – Conditional Use Applications**

### 13.1 Conditional Use Application 01-2023

#### **Resolution No. 2023-041**

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

**WHEREAS** the “CC” Commercial (Central) Zone of the Municipality of Souris-Glenwood Zoning By-Law No. 38-2021, provides in Table 3.11 Use and Site Requirements (l) Cannabis Retail Establishment may be considered as a conditional use; **THEREFORE BE IT RESOLVED** that Conditional Use Order No. 01-2023 of Cindy Russell – (owner Plaza Petals) and (Nikki and Darryl Moreau- property owners) affecting Lots 5/6, Block 11, Plan 21024 (89 1<sup>st</sup> Street South), Souris

**BE APPROVED** to allow the establishment of a Cannabis Retail Store in a portion of the Plaza Petals Flower Shoppe subject to the following condition(s):

- Retail Cannabis Sales License approval from Liquor, Gaming and Cannabis Authority of Manitoba
- Approval of a building permit by Municipality of Souris-Glenwood

**CARRIED**

### 13.2 Conditional Use Application 02-2023

#### **Resolution No. 2023-042**

Moved by Councillor B. Brown: Seconded by Councillor B. Apperley

**WHEREAS** the “ML” Industrial Light Zone of the Municipality of Souris-Glenwood Zoning By-Law No. 38-2021, provides in Table 3.14 Use and Site Requirements Cannabis Production or Processing may be considered as a conditional use;

**AND WHEREAS** an amendment to the Zoning By-law has been given 1<sup>st</sup> reading to allow for Cannabis Retail Establishment to be considered as a conditional use;

**THEREFORE BE IT RESOLVED** that Conditional Use Order No. 02-2023 of Lisa Garlick and Kris Pearce – affecting Desc Lots 3/12, Block 101, Plan 45 (150 Maple Avenue West), Souris

**BE APPROVED** to allow the establishment of a Cannabis Retail Store in a rented portion of the Souris Sales & Service building subject to the following condition(s):

- Approval of the By-Law No. 51-2023 (amendment to Municipal Zoning By-Law 38-2021), as per Section 80(3) of The Planning Act;
- Retail Cannabis Sales License approval from Liquor, Gaming and Cannabis Authority of Manitoba
- Approval of a building permit by Municipality of Souris-Glenwood

**CARRIED**

**14. Notice of Motion**

**15. Adjournment**

**Resolution No. 2023-043**

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

**BE IT RESOLVED** that the regular meeting of Council does now adjourn at 10:49 p.m. to meet again Tuesday, February 28<sup>th</sup>, 2023 at 7:00 p.m.

**CARRIED**

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Mayor Duane Davison

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CAO Charlotte Parham