

**Municipality of Souris-Glenwood**  
**REGULAR COUNCIL MEETING - MINUTES**  
 Tuesday, March 28<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, March 28<sup>th</sup>, 2023 at 7:00 p.m.

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

**Access TV:** Present

**1. Call to Order**

**2. Adoption of the Agenda**

**Resolution No. 2023-067**

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

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

**CARRIED**

**3. Adoption of the Minutes**

3.1. Regular Meeting – March 14<sup>th</sup>, 2023

**Resolution No. 2023-068**

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

**BE IT RESOLVED** that the minutes of the Regular Meeting of Council held March 14<sup>th</sup>, 2023 be adopted as circulated.

**CARRIED**

**4. Matters Arising from the Minutes**

**5. Hearings**

5.1 By-law No. 51-2023 – amendment to Zoning By-law No. 38-2021

**Resolution No. 2023-069**

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

**BE IT RESOLVED**, that the Regular meeting of Council be recessed and Council do now hold a public hearing regarding By-law No. 51-2023 being an amendment to Zoning By-law No. 38-2021.

**CARRIED**

The Public Hearing for By-law No. 51-2023 amendment to the Municipality of Souris-Glenwood Zoning By-law No. 38-2021 was opened by Mayor Davison. The By-law amendment was reviewed:

1. **PART 3: ZONING DISTRICTS – TABLE – 3.14 USE AND SITE REQUIREMENTS: “ML” – INDUSTRIAL LIGHT ZONE** is hereby amended by adding “*Cannabis Retail Establishment*” as a new conditional use with related new use and bulk requirements in the “ML” Industrial Light Zone where this new use appears in Table 3.14 below the existing “Cannabis Production or Processing” use as follows:

TABLE 3.14: USE & SITE REQUIREMENTS: “ML” - INDUSTRIAL Light ZONE	MINIMUM REQUIREMENTS (a) (b) (c) (i) (j)				
	SITE SIZE		REQUIRED YARDS		
	Area (square feet)	Width (feet)	Front Yard (feet)	Side Yard (feet) (e) (f) (g)	Rear Yard (feet) (e) (f) (g)
<b>CONDITIONAL USES</b>					

TABLE 3.14: USE & SITE REQUIREMENTS: "ML" - INDUSTRIAL Light ZONE	MINIMUM REQUIREMENTS (a) (b) (c) (i) (j)				
	SITE SIZE		REQUIRED YARDS		
	Area (square feet)	Width (feet)	Front Yard (feet)	Side Yard (feet) (e) (f) (g)	Rear Yard (feet) (e) (f) (g)
Cannabis Production or Processing	3,000	50	25	0	25
<b><i>Cannabis Retail Establishment (k)</i></b>	<b><i>3,000</i></b>	<b><i>25</i></b>	<b><i>0</i></b>	<b><i>0 (l)</i></b>	<b><i>25</i></b>

2. **PART 3: ZONING DISTRICTS – TABLE 3.14: USE AND SITE REQUIREMENTS: "ML" – INDUSTRIAL LIGHT ZONE** is hereby amended by adding a new footnotes "(k)" and "(l)" to the footnotes immediately following and forming part of Table 3.14 as follows:

"(k) *All newly siting cannabis retail establishments shall be setback a minimum of 300 feet (91.4 metres) from the limits of lands zoned "I" Institutional Zone.*

"(l) *Where an interior side yard is provided, it shall be a minimum width of 5 feet (1.52m).*"

Notice of the Public Hearing was advertised as per *The Planning Act*. No written or verbal submission for or against the Zoning By-law amendment were received.

**Resolution No. 2023-070**

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

**BE IT RESOLVED**, that the public hearing regarding By-Law No. 51-2023 amendment to Zoning By-law No. 38-2021 closes at 7:15 p.m.

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

**CARRIED**

**6. Delegations**

**7. Finance**

7.1 Approval of Accounts to March 28<sup>th</sup>, 2023

**Resolution No. 2023-071**

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

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

- a. to March 28<sup>th</sup>, 2023 represented by Cheque Nos.  
100010163 to 10010215 \$ 426,824.60;
- b. Payroll Deposits March 17<sup>th</sup> and 23<sup>rd</sup>, 2023 \$ 47,601.82;
- for a total of \$ 474,426.42.

**CARRIED**

7.2 Financial Statement – December 31, 2022

**Resolution No. 2023-072**

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

**BE IT RESOLVED** that the Council for the Municipality of Souris-Glenwood accept the Financial Statement as of December 31<sup>st</sup>, 2022 as circulated.

**CARRIED**

**8. Correspondence**

8.1. AMM – *information*:

8.1.1. News Bulletin – March 17<sup>th</sup>, 2023

8.1.2. Member Advisory – Provincial Leaders Forum

8.1.3. Member Advisory – AMM Executive virtual meetings

- 8.2 MTI – Emergency Measures Organization – Emergency Plan Approval
- 8.3 Minister of Municipal Relations – 2023 Municipal Operating Grants
- 8.4 Minister of Environment & Climate – Waste Reduction & Recycling Support Program - funding

**9. Building/Development Permits**

9.1 Subdivision Application No. 4449-22-8494 – Lots 1 to 11 Block 5 Plan 305

The Sub-Division Application File No. 4449-22-8494 was received from Community Planning for Council’s approval. The application was applied for by Kenneth and Barbara Falloon for the intent to create two lots larger than the currently existing lots and closure and of Public Lane. Council review the file and plan for the Sub-division.

**Resolution No. 2023-073**

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

**BE IT RESOLVED** that the Council for the Municipality of Souris-Glenwood approves the Proposed Sub-Division File #4449-22-8494, Lots 1 to 11 (both inclusive), Block 5, and Public Lane, Plan 205 BLTO for the intent to create two lots larger than the currently existing lots, with the following conditions:

- 1. That the Public Lane that bisects the property between the existing dwellings and structure and Plum Creek be closed by Road Closing By-law and conveyed to the property owners as indicated on the Subdivision Application Map (SAM)

**CARRIED**

9.2 Souris River Watershed District – Small Water Retention Project

Information and request of Municipal approval was received from Souris River Watershed District for a Small Water Retention Project to be completed in 2024 on the Plum Creek west of Souris north of PTH No. 2. The project will consist of repair to a current dam on Plum Creek which crosses municipal road allowance.

**Resolution No. 2023-074**

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

**WHEREAS** the Souris River Watershed District has applied and received Licence to Construct Water Control Works for the repair of dam located on Plum Creek west of Souris north of PTH No. 2.

**BE IT RESOLVED** that the Council for the Municipality of Souris-Glenwood approves the Dam Repair Project which crosses Municipal Right-of-way between SE 05 -08 -21W and NE 32 – 07 – 21W.

**CARRIED**

**10. By-Laws**

10.1 By-law No. 51-2023 – 2<sup>nd</sup> Reading

Following the Public Hearing being held without objections 2<sup>nd</sup> reading of By-law No. 51-2023 as By-law to amend Zoning By-law 38-2021 with the addition to “ML” Industrial Light Zone with Conditional Use of Cannabis Retail Establishment was reviewed.

**Resolution No. 2023-075**

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

**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 2<sup>nd</sup> reading.

**CARRIED**

10.2 By-law No. 51-2023 – 3<sup>rd</sup> Reading

**Resolution No. 2023-076**

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

**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 3<sup>rd</sup> and final reading:

Recorded Vote:

D. Davison - yes, B. Apperley - yes, D. Brown – yes, B. Denbow- absent,  
K. Eissner - yes, D. Gerow - yes, T. Walker - yes

**CARRIED**

10.3 By-law No. 52-2023 – 1<sup>st</sup> Reading

By-Law No. 52-2023 being a By-law for a closure of Public Lane to comply with the conditions of Sub-Division Application No. File No. 4449-22-8494 was given 1<sup>st</sup> reading. Public Hearing for the By-law No. 52-2023 will be held Tuesday May 9<sup>th</sup>, 2023. By-law No. 52-2023 will replace original proposed By-law No. 46-2022.

**Resolution No. 2023-077**

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

**BE IT RESOLVED** that By-law No. 52-2023, being a by-law for the Closure of a Public Lane adjacent to Lots 1 to 11 Block 5 Plan 305, be given 1st reading.

**AND BE IT FURTHER RESOLVED** that By-law 46-2022 which received 1<sup>st</sup> reading August 23<sup>rd</sup>, 2022 be hereby cancelled.

**CARRIED**

**11. In-Camera**

11.1 Resolution to move in-camera

**Resolution No. 2023-078**

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

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;

**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. 2023-079**

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

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

**CARRIED**

**12. General Business**

12.1 Policies

12.1.1. Abuse Policy 18-2023 – TABLED

12.2 Reports

12.2.1 Public Works Report – March 23<sup>rd</sup>, 2023 meeting reviewed.

### 12.2.2 Councillor Reports

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

- Western Caucus Meeting
- Meetings with Western Council members

#### 12.2.2.1 Property Development – Sale price for Municipal Property

##### **Resolution No. 2023-080**

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

**WHEREAS** the relocation of the building located from 26 4<sup>th</sup> Avenue West to Cedar Avenue East has been completed;

**BE IT RESOLVED** that the property located at 26 4<sup>th</sup> Avenue West being Lot 4 Plan 49571 BLTO be offered for sale for residential development at \$65,000.00 plus applicable taxes and transfer fees;

**AND FURTHER BE IT RESOLVED** that any sale of property will required an approved development plan.

**CARRIED**

### 12.2.3 CAO Report

#### 12.2.3.1 Manitoba Water Services Board – 5-year Capital Plan

##### **Resolution No. 2023-081**

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

**BE IT RESOLVED** that the Council for Municipality of Souris-Glenwood submit the project request forms to Manitoba Water Services Board (MWSB) for the 5-year Capital Plan including:

1. 2024 – Upgrades to Water Treatment Facility – Pre-treatment process at unknown cost until assessment is completed in 2023.
2. 2024-2029 Replacement of Water Distribution System and Connection at \$200,000.00 per year.
3. 2024-2029 Replacement or Lining of Sewer Collection System and Service Connections at \$100,000 per year.

**CARRIED**

#### 12.2.3.2 MB Curling Hall of Fame – Sponsorship Request

##### **Resolution No. 2023-082**

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

**BE IT RESOLVED** that the Council for the Municipality of Souris-Glenwood approve the sponsorship of the 2023 Manitoba Curling Hall of Fame Induction Dinner in the amount of \$500.00 where local curlers Doug Armour and Ken Sabad will be honoured.

**CARRIED**

#### 12.2.3.3 Website Agreement

##### **Resolution No. 2023-083**

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

**WHEREAS** Council deems it desirable to upgrade the current municipal website;

**BE IT RESOLVED** that the Council enter into an agreement with CATALIS (All-Net) for the design, development, hosting and maintenance of a new website, based on a 4-year term totaling \$21,550 plus applicable taxes.

**CARRIED**

12.2.3.3 Municipal Security System

**Resolution No. 2023-084**

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

**WHEREAS** Council deems it desirable to install security cameras and alarm system at municipal buildings;

**BE IT RESOLVED** that the Council enter into an agreement with Protelec Alarms for the installation of security cameras and alarm system as set out in the agreement in the amount of \$19, 121.00 plus applicable taxes and monthly fees in the amount of \$36.99 per month

**CARRIED**

**13. Unfinished Business**

**14. Notice of Motion**

**15. Adjournment**

**Resolution No. 2023-085**

Moved by Councillor D. Gerow: Seconded by Councillor T. Walker

**BE IT RESOLVED** that the regular meeting of Council does now adjourn at 11:20 p.m. to meet again Tuesday, April 11<sup>th</sup>, 2023 at 8:00 a.m.

**CARRIED**

---

Mayor Duane Davison

---

CAO Charlotte Parham