

Municipality of Souris-Glenwood
REGULAR COUNCIL MEETING - MINUTES
Tuesday, December 12th, 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, December 12th, 2023 at 8:00 a.m.

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

Access TV: Present

1. Call to Order

2. Adoption of the Agenda

Resolution No. 2023-301

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

BE IT RESOLVED that the agenda be adopted as presented.

CARRIED

3. Adoption of the Minutes

3.1. Regular Meeting – November 14th, 2023

Resolution No. 2023-302

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

BE IT RESOLVED that the minutes of the Regular Meeting of Council held November 12th, 2023 be adopted as circulated.

CARRIED

4. Matters Arising from the Minutes

5. Hearings

5.1 8:45 a.m. Variation Order 2023-05 – 39 Crescent Ave West

Resolution No. 2023-303

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

BE IT RESOLVED that the regular meeting of Council be recessed, and Council do now hold a public hearing to deal with the Variation Order Application No. 2023-05 for Maria Garcia for 39 Crescent Avenue West.

CARRIED

Public Hearing for 39 Crescent Avenue West - Desc Lots 25-26 Block 5 Plan 17

Current zoning of property “CC” Commercial Central Zone

Souris-Glenwood Zoning By-Law No. 38-2021 - Accessory Buildings

Table 3.1.1 Minimum Side yard requirement 3 feet

(g) Where an accessory building is being used for storage of a motor vehicle, the wall which contains the vehicle access door shall be set back a minimum distance of 10 feet (3 m) from a public lane.

Applicant is proposing to vary the side and rear yard to zero (0) feet zero (0) inches, to allow for the construction of a 34’ by 24’ storage garage with overhead door access to public lane.

Maria Garcia and Alex Martel attended the meeting to provide details and answer questions for the proposal.

No others attended and no written submissions “*for or against*” were received. Notification was given as required by *The Planning Act*, of the Hearing and of their right to make representation.

Further information will be reviewed prior to Council making decision on the application.

Resolution No. 2023-304

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

BE IT RESOLVED that the public hearing regarding Variation Application No. 2023-05 closes at 8:55 a.m. and Council resume the regular meeting.

CARRIED

6. Delegations

6.1. Souris-Glenwood Fire Department – Chief Chris Couling

Fire Chief Chris Couling attended the meeting to update Council on the Fire Department activities. Currently there are 23 active members on the department. 2023 Call Volume was reviewed with a total of 28 calls responded to. 2024 Budget requests were reviewed including a Capital purchase proposal to purchase a new pumper to replace the current 2014 pumper and the current water tanker. This will be reviewed during the 2024 budget process. Council thanked Chris for attending the meeting and thanked the Fire Department for exceptional service provided to the community.

7. Finance

7.1 Approval of Accounts to December 12th, 2023

Resolution No. 2023-305

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:

- a. to December 12th, 2023 represented by Cheque Nos.

100011039 to 100011156	\$ 2,745,669.21:
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- b. Payroll Deposits Nov 17th & Dec 1st, 2023

	\$ 83,954.51;
for a total of	\$ 2,829,623.72.

CARRIED

7.2. Financial Statement – October 31st, 2023

Resolution No. 2023-306

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

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood accept the Financial Statement as of October 31st, 2023 as circulated.

CARRIED

7.2. 2022 Audit Financial Statements

Resolution No. 2023-307

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

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood approve the Consolidated Financial Statements for the year ending December 31, 2022 as prepared by municipal audit firm, MNP LLP.

CARRIED

8. Correspondence

8.1. AMM – *information*:

8.1.1. News Bulletin – November 24th, December 8th, 2023

8.1.2. Member Advisory – 2023 Cabinet Brief & Resolution Results

8.2.1. Minister of Municipal & Northern Relations

8.2.1.1. Rural Strategic Infrastructure Funding

Letter was received from Minister of Municipal and Northern Relations providing \$195,281.42 in infrastructure funding as its per capita share of the Rural Strategic Infrastructure Funding.

8.2.1.2. MDTP Funding

Letter was received from Minister of Municipal and Northern Relations advising that the 2023 Mobility Disadvantaged Transportation Program (MDTP) interim operating grant in the amount of \$10,593.19 representing 50% of the 2022 total grant has been forwarded to the municipality.

8.3. RCMP Policing Report 3rd Quarter

The RCMP Policing Report for the Blue Hills Area was received for 2023-07-01 through 2023-09-30.

9. Building/Development Permits

10. By-Laws

11. In-Camera

11.1 Resolution to move in-camera

Resolution No. 2023-308

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 the Council of the Municipality of Souris-Glenwood be hereby authorized to move in-camera to discuss items related to;

1. an employee matter;
2. a matter that is in its preliminary stages;
3. the conduct of existing or anticipated legal proceedings;
4. 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. 2023-309

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

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

Operations Manager, Dave Dobson, provided a Public Works Department report.

Resolution No. 2023-310

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

BE IT RESOLVED that Council accept the Public Works Report as of December 12th, 2023 as presented.

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:

- AMM Annual Convention & meetings with Premier Kinew and various Ministers
- Southwest Weed District
- Glenwood & Souris Regional Library
- Souris Glenwood Chamber of Commerce
- Capital Project Construction meetings

12.2.3 CAO Report

12.2.3.1. DFA Site # 30 – Tender results

Resolution No. 2023-311

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

WHEREAS KGS Group has provided engineering services for Crescent Ave West Slope Remediation (MEMO Site # 30)

AND WHEREAS MERX tendering process for construction has been completed;

THEREFORE BE IT RESOLVED that Council for the Municipality of Souris-Glenwood accept the recommendation of KGS Group to award Slope Remediation Construction to Hodgson Construction Inc and enter into an agreement for the above construction work at a cost of \$1,149,820.50 plus G.S.T.

AND THAT the Mayor and CAO are authorized to sign agreement for the above contract;

AND FURTHER BE IT RESOLVED all expenditures will be claimed through the Disaster Financial Assistance Program.

CARRIED

12.2.3.2. 2024 Staff Salary

Resolution No. 2023-312

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

WHEREAS Council for the Municipality of Souris-Glenwood agreed to review staff salaries annually;

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood authorize the salaries to be paid to Municipality of Souris-Glenwood staff effective January 1st, 2024 as per recommendations of the Personnel Committee as attached.

AND FURTHER BE IT RESOLVED that the Personnel Committee will review all salaries for the year 2025 prior to December 31st, 2024.

CARRIED

12.2.3.3. 2024 Interim Budget

Resolution No. 2023-313

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

WHEREAS in accordance with Section 163 of The Municipal Act, the Council for the Municipality of Souris-Glenwood has prepared estimates of all operating and capital expenditures of the said Municipality for the period January 1st, 2024, until adoption of the Annual Financial Plan;

THEREFORE BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood adopt the following Interim Operating Budget for the period January 1st, 2024 until the Annual Financial Plan:

General Operating Fund

General Government Services	\$220,000.00
Protective Services	\$150,000.00
Transportation Services	\$500,000.00
Environmental Health Services	\$100,000.00
Public Health & Welfare Services	\$ 10,000.00
Environmental Development Services	\$ 50,000.00
Economic Development Services	\$ 20,000.00
Recreation & Cultural Services	\$450,000.00
Fiscal Services	\$100,000.00
Contribution to Capital	<u>\$400,000.00</u>
	<u>\$2,000,000.00</u>

Utility Operating Fund

Utility Operating	\$150,000.00
Contribution to Capital	<u>\$200,000.00</u>
	<u>\$350,000.00</u>

CARRIED

12.2.3.4. Office Closures – Year End Procedures

Resolution No. 2023-314

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

BE IT RESOLVED that Council authorize that the Municipal Office be closed to the public on Tuesday, January 2nd, 2024 to allow staff to carry out yearend procedures.

CARRIED

13. Unfinished Business

14. Notice of Motion

15. Adjournment

Resolution No. 2023-315

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

BE IT RESOLVED that the regular meeting of Council is now adjourned at 10:45 a.m. to meet again Tuesday, January 9th, 2024 at 8:00 a.m.

CARRIED

Mayor Duane Davison

CAO Charlotte Parham