

Municipality of Souris-Glenwood
SPECIAL (INAUGURAL) COUNCIL MEETING - MINUTES
Tuesday January 6th, 2015

The Council for the Municipality of Souris-Glenwood held its Inaugural Meeting duly assembled in the Council Chambers of the Municipality of Souris-Glenwood on Tuesday, January 6th, 2015 at 7:00 p.m.

Members Present: Mayor Darryl Jackson, Councillors Sandra Denbow, Darcy Gerow, Mark Gillis, Joseph Goodwill, William Tanguay, Gerald Williams
CAO Charlotte Parham and Assistant CAO Lisa Greig attended

Regrets:

Access TV: Absent

1. Call to Order

2. Adoption of the Agenda

Resolution No. 2015-001

Moved by Councillor W. Tanguay: Seconded by Councillor M. Gillis

BE IT RESOLVED that the agenda be adopted as presented.

CARRIED

3. Appointment of Chief Administrative Officer

Resolution No. 2015-002

Moved by Councillor M. Gillis: Seconded by Councillor G. Williams

BE IT RESOLVED THAT the Council for the Municipality of Souris-Glenwood appoint Charlotte E. Parham, CMMA, the Chief Administrative Officer for the Municipality of Souris-Glenwood as of January 1st, 2015.

CARRIED

4. Oaths of Office

Council members declared their respective Oaths of Office.

5. By-Laws

a) By-law No. 01-2015 - Organization By-law – 1st reading

Resolution No. 2015-003

Moved by Councillor J. Goodwill: Seconded by Councillor W. Tanguay

BE IT RESOLVED that By-law No. 01-2015, being a By-Law of the Municipality of Souris-Glenwood to establish the organization of the municipality be given 1st reading.

CARRIED

b) By-law No. 02-2015 – Procedures By-law – 1st reading

Resolution No. 2015-004

Moved by Councillor S. Denbow: Seconded by Councillor M. Gillis

BE IT RESOLVED that By-law No. 02-2015, being a By-Law of the Municipality of Souris-Glenwood to regulate the proceedings and conduct of the council and the committees thereof be given 1st reading.

CARRIED

c) By-law No. 03-2015 – Indemnity By-law – 1st reading

Resolution No. 2015-005

Moved by Councillor W. Tanguay: Seconded by Councillor D. Gerow

BE IT RESOLVED that By-law No. 03-2015, being a By-Law of the Municipality of Souris-Glenwood to provide for the payment of indemnities to members of council and remuneration of expenses to members of council, officers and employees be given 1st reading.

CARRIED

d) By-law No. 04-2015 – Employee By-law – 1st reading

Resolution No. 2015-006

Moved by Councillor G. Williams: Seconded by Councillor S. Denbow

BE IT RESOLVED that By-law No. 04-2015, being a By-Law to provide for all employees that are not covered by a collective agreement, a policy covering standard of hours of work, annual vacations, vacation pay, termination of an employee, bereavement leave and sick leave be given 1st reading.

CARRIED

6. Policies

a) Policy No. 01-2015 - Organization Chart

Resolution No. 2015-007

Moved by Councillor J. Goodwill: Seconded by Councillor W. Tanguay

BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood accept the Policy 01-2015- Municipality of Souris-Glenwood Organizational Chart – as of January 1, 2015 as presented.

BE IT FURTHER RESOLVED that the Personnel Committee and CAO will review and amend the above Policy as required.

CARRIED

b) Policy No. 02-2015 - Council Code of Conduct

Resolution No. 2015-008

Moved by Councillor M. Gillis: Seconded by Councillor G. Williams

BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood accept the Policy 02-2015- Municipality of Souris-Glenwood Council Code of Conduct – as of January 1, 2015 as presented.

BE IT FURTHER RESOLVED that the Council and CAO will review and amend the above Policy as required.

CARRIED

c) Policy No. 03-2015 - Employee Code of Conduct

Resolution No. 2015-009

Moved by Councillor W. Tanguay: Seconded by Councillor D. Gerow

BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood accept the Policy 03-2015- Municipality of Souris-Glenwood Employee Code of Conduct – as of January 1, 2015 as presented.

BE IT FURTHER RESOLVED that the Council and CAO will review and amend the above Policy as required.

CARRIED

7. General Business

a) Standing Committee Appointments

Resolution No. 2015-010

Moved by Councillor M. Gillis: Seconded by Councillor S. Denbow

BE IT RESOLVED that the following Standing Committees be hereby appointed with the first name as the Chairman of the Committee for a term expiring November 10th, 2015:

LEGISLATION & FINANCE	<u>D. Gerow</u> , M. Gillis
PERSONNEL & POLICY	<u>M. Gillis</u> , G. Williams
PROTECTIVE SERVICES	<u>G. Williams</u> , W. Tanguay
TRANSPORTATION SERVICES (Public Works)	<u>D. Jackson</u> , J. Goodwill, W. Tanguay, G. Williams
ENVIRONMENTAL HEALTH SERVICES	<u>J. Goodwill</u> , W. Tanguay
WATER & SEWER UTILITY	<u>W. Tanguay</u> , D. Jackson
ECONOMIC DEVELOPMENT SERVICES	<u>S. Denbow</u> , J. Goodwill
RECREATION & CULTURE	<u>J. Goodwill</u> , M. Gillis
TOURISM & HERITAGE	<u>S. Denbow</u> , D. Gerow
PROPERTY DEVELOPMENT	<u>W. Tanguay</u> , D. Gerow, D. Jackson

CARRIED

b) Council Committee/Board Appointments

Resolution No. 2015-011

Moved by Councillor D. Gerow: Seconded by Councillor W. Tanguay

BE IT RESOLVED that the following Council Members be hereby appointed to the Boards/Committees listed below for a term expiring November 10th, 2015:

Airport Commission	Gillis, Goodwill, Jackson, Williams
Assiniboine Conservation District	Goodwill, Tanguay
Avalon Theatre Board	Jackson
Beautification Committee	Denbow
Civic Centre Committee	Denbow, Goodwill, Jackson, Williams
Fairball Management (either)	Jackson or Goodwill
Glenwood-Souris Regional Library	Gillis
Oak Lake Aquifer	Goodwill
Souris-Glenwood Fire Department	Tanguay, Williams
Souris & Glenwood Cemetery Board	Denbow, Williams
Souris-Glenwood Community Development Corp	Denbow, Goodwill
Souris & Glenwood Foundation	Gerow, Goodwill, Jackson, Tanguay
Souris & Glenwood Memorial Complex	Denbow, Gerow
Souris & Glenwood Veterinary District	Denbow, Williams
Souris & Glenwood Handi Transit Board	Denbow, Goodwill, Jackson, Williams
Souris Hospital District Foundation	Jackson
Souris Parks Board	Gillis, Goodwill
Souris Valley Recreation Board	Gillis, Goodwill
Southwest Flood Committee	Goodwill, Jackson,
Victoria Park Lodge	Denbow, Gerow, Goodwill, Jackson
Weed District	Goodwill, Williams

CARRIED

c) Appointment of Deputy Mayor

Resolution No. 2015-012

Moved by Councillor S. Denbow: Seconded by Councillor J. Goodwill

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood appoint Councillor Mark Gillis as Deputy Mayor for a term expiring November 10th, 2015.

AND FURTHERMORE that the Council for the Municipality of Souris-Glenwood appoint Councillor Darcy Gerow as Alternate Deputy Mayor for a term expiring November 10th, 2015.

DEFEATED

Resolution No. 2015-013

Moved by Councillor S. Denbow: Seconded by Councillor J. Goodwill

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood appoint Councillor Joe Goodwill as Deputy Mayor for a term expiring November 10th, 2015.

AND FURTHERMORE that the Council for the Municipality of Souris-Glenwood appoint Councillor William Tanguay as Alternate Deputy Mayor for a term expiring November 10th, 2015.

CARRIED

d) Regular Council Meeting dates

Resolution No. 2015-014

Moved by Councillor W. Tanguay: Seconded by Councillor D. Gerow

WHEREAS the Municipality of Souris-Glenwood By-Law No. 02-2015 requires a schedule for Regular Council meetings to be posted for each year;

AND WHEREAS the Municipality of Souris-Glenwood regular Council meetings shall be scheduled on the 2nd and 4th Tuesday of each month;

THEREFORE BE IT RESOLVED that the following dates will be posted as regular scheduled Council meeting dates for the Municipality of Souris-Glenwood for 2015 are:

Tuesday January 13 th	Tuesday January 27 th	Tuesday February 10 th
Tuesday, February 24 th	Tuesday March 10 th	Tuesday March 24 th
Tuesday April 14 th	Tuesday April 28 th	Tuesday May 12 th
Tuesday May 26 th	Tuesday June 9 th	Tuesday June 23 rd

Tuesday July 14th	Tuesday July 28th	Tuesday August 11th
Tuesday August 25th	Tuesday September 8th	Tuesday September 22nd
Tuesday October 13th	Tuesday October 27th	Tuesday November 10th
Tuesday November 24th	Tuesday December 8th	Tuesday December 22nd

CARRIED

8. Finance

a) Signing Authorities

Resolution No. 2015-015

Moved by Councillor M. Gillis: Seconded by Councillor G. Williams

BE IT RESOLVED that the signing authority for the Municipality of Souris-Glenwood in accordance with the Organizational By-Law No. 01-2015 be as follows:

- a) Mayor, Darryl Jackson, or Deputy Mayor, Joseph Goodwill or William Tanguay or Member of Council, Sandra Denbow
And
- b) The Chief Administrative Officer, Charlotte Parham or Assistant Chief Administrative Officer Lisa Greig.

CARRIED

b) Interim Budget

Resolution No. 2015-016

Moved by Councillor J. Goodwill: 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, 2015 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, 2015 until the Annual Financial Plan:

General Operating Fund

General Government Services	\$250,000.00
Protective Services	\$125,000.00
Transportation Services	\$350,000.00
Environmental Health Services	\$150,000.00
Public Health & Welfare Services	\$ 25,000.00
Environmental Development Services	\$ 25,000.00
Economic Development Services	\$ 50,000.00
Recreation & Cultural Services	\$150,000.00
Fiscal Services	\$100,000.00
Contribution to Capital	\$200,000.00
	<u>\$1,425,000.00</u>

Utility Operating Fund

Utility Operating	\$250,000.00
Contribution to Capital	\$200,000.00
	<u>\$450,000.00</u>

CARRIED

c) 2015 Grants

Resolution No. 2015-017

Moved by Councillor S. Denbow: Seconded by Councillor M. Gillis

WHEREAS the Council of the Municipality of Souris-Glenwood has reviewed to 2015 proposed budget for the Souris-Glenwood Community Development Corporation;

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood approve the increase in the 2015 municipal funding request for the Souris-Glenwood Community Development Corporation to \$55,620.00.

AND FURTHER BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood approve the 2015 proposed budget for the Souris-Glenwood CDC, including the 2015 Salary increase.

CARRIED

Resolution No. 2015-018

Moved by Councillor M. Gillis: Seconded by Councillor G. Williams

WHEREAS the Souris Skating Club is host the North and South Westman Regional Skate Competition on January 25th, 2015 at the Souris and Glenwood Memorial Complex;

BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood authorize advertising in the North and South Westman Regional Skate Competition program in the amount of \$ 75.00

CARRIED

9. Unfinished Business

a) **Public Works Staff – hiring** – referred to Personnel Committee

Resolution No. 2015-019

Moved by Councillor G. Williams: Seconded by Councillor M. Gillis

BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood enter into an agreement with Tri-Wave Construction Ltd. to perform snowplowing duties on rural roads on a per request basis at a rate of \$160.00 per hour plus appl. taxes.

CARRIED

10. Notice of Motion

11. Adjournment

Resolution No. 2014-020

Moved by Councillor S. Denbow: Seconded by Councillor G. Williams

BE IT RESOLVED that the Special Meeting of Council does now adjourn at 9:15 p.m. to meet again at regular scheduled Council meeting on Tuesday, January 13th, 2015 at 7:00 p.m.

CARRIED

Mayor Darryl Jackson

CAO Charlotte Parham