



**SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION**

MINUTES

Regular Monthly Meeting

MONDAY, February 10, 2020 @ 7:00pm

Town Hall ~ Council Chambers
75 Main Street, Souris, PEI

A. Call the regular monthly meeting of Council to Order 7: OOPM

Mayor Dunphy called the meeting to order with a quorum. All Council were present. Still one vacant seat.

B. Agenda

2.1 Approval of Agenda

MOTION by C. Peters and seconded by C. T. MacDonald that the Agenda be approved. All in favour. Motion carried.

2.2 Additions to Agenda

MOTION by C. Peters and seconded by T. MacDonald that the following additions be added:

- Request for Lighthouse Relay/Run for 2020 Sponsorship
- Update on Main Street Crosswalk improvements

All in favour. Motion carried.

C. Conflict of Interest Declaration

Part VI, Section 23 of the Municipalities Act, which maintains that no member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.

No Conflict declared.

D. Approval of Minutes – January 13, 2020 and Special Meeting held January 20, 2020

MOTION by C. T. MacDonald and seconded by C. Chaisson that the minutes of January 13, 2020 and January 20, 2020 be approved as prepared by CAO without errors or omissions. All in favour. Motion carried.

Presentations:

E. Monthly RCMP Report (January 2020)

Cst. Matthew Paynter attended our meeting as representative of the RCMP. 37 Calls in total. 1 impaired driver. Some calls regarding snowmobiles crossing private property. Random Check-stops. Participated in Trail enforcement with Conservation officers.

MOTION by C. T. MacDonald and seconded by C. Bailey to accept the RCMP report as presented by Cst. Paynter. All in favour. Motion carried.

Business arising from previous meetings:**F. Signing Authority for the Town of Souris**

A motion is required to officially appoint new signing authority for the Town of Souris for purposes of signing financial documents, cheques, agreements, contracts, etc.

Mayor JoAnne Dunphy, Deputy Mayor Kenny Peters and CAO Shelley LaVie will have the authority to sign. For Cheques any two of the three appointed can sign.

MOTION by C. T. MacDonald and seconded by C. Bailey to change the signing authority for the Town of Souris to Mayor JoAnne Dunphy, Deputy Mayor Kenny Peters and CAO Shelley LaVie. All in favour. Motion carried.

G. Bylaw Enforcement RFP – No proposals were received by the due date.

This will be carried forward to next month. CAO will reach out to possible proponents to see if an agreement can be arranged.

Financial Information:

FINANCIAL INFO NOT AVAILABLE TILL A LATER DATE

Due to the death of Liz's father financial info will be made available later in the month. If any Council have questions, please stop by Admin Office any time.

Budget Sheets will also be distributed so that you can start working on your budgets. We are required to hold a public meeting to discuss budget prior to the end of March 2020. You can start the process based on your previous month budget update.

H. General Account Budget Update**I. Water & Sewer Utility Account Budget update****J. Town of Souris – General Account Invoices \$445.59**

MOTION by C. Chaisson and seconded by C. Peters to pay the A/P for the General Account in the amount of \$445.50 on the list provided. All in favour. Motion carried.

K. Town of Souris – Sewer & Water Utility Invoices. \$26,927.12

MOTION by C. Chaisson and seconded by C. I. MacDonald to pay the A/P for the Water Sewer Account in the amount of \$26,927.12 on the list provided. The Mission Communications Inc will be paid divided into quarterly payments with standard bills over an approved term. All in favour. Motion carried.

L. General Account & Water Sewer Account Cheques issued during the month of December 2019 –

For review only.

Planning/Development:**M. Application to Operator a Virtual Online Business from Connor Mullally at 19 Main Street, Souris. “Reidhaven Learning Commons”**

MOTION by C. T. MacDonald and seconded by C. Peters to approve the Business Application from Mr. Connor Mullally for “Reidhaven Learning Commons” at 19 Main Street, Souris, based on information provided in application. All in favour. Motion carried.

New Business, Correspondence, Requests and/or Additions:

N. The Town of Souris agrees to receive Souris West's DA Gas Tax payments for the period of 2019-2024. The funds are to be spent on upgrades at the Eastern Kings Sportsplex. Souris will submit the CIP and facilitate the project while adhering to the program requirements as stated in the Funding Agreement.

MOTION by C. Chaisson and seconded by C. T. MacDonald that we agree to receive these funds and facilitate as necessary. All in favour. Motion carried.

O. Also, in regard to Souris West Gas Tax funds, Council resolution is required to formally withdraw project 19.4.4 - Multi-Use Cultural Building and reallocate the 2014-2019 funds in the amount of \$49,654 to the Eastern Kings Sportsplex. Money is currently in Town's bank account (separated account solely for Gas Tax).

MOTION by C. I. MacDonald and seconded by C. Chaisson that the money allocated from 2014-2019 from Souris West Gas Tax Fund for Multi-use Cultural building be reallocated to the Eastern Kings Sportsplex for upgrades as agreed upon by Infrastructure Dept. The Town of Souris does not foresee this multi-cultural building moving forward. All in favour. Motion carried.

P. Capitalization Policy ~ As part of the new MGA as well as for the MCEG we are required to adopt a Capitalization Policy. Policy drawn up by CAO with advice from our auditors is attached. Motion by Council is required.

MOTION by C. Peters and seconded by C. Chaisson that we adopt this Capitalization Policy as prepared. All in favour. Motion carried.

Q. Souris Public Library – Annual report (for information purposes)

R. FPEIM Annual Membership Increase

S. CAO is proposing to submit an application to Strategic Component of the Gas Tax Fund for our Required Official Plan and By-law Review and for the Senior's Housing Development as proposed by developers of Chesapeake East: Senior's Townhouse Development. Potential of 50% funding. Council support is required for application. Deadline to apply is March 20, 2020.

MOTION C. T. MacDonald and seconded by C. I. MacDonald that we submit an application to the Municipal Strategic Component of the Gas Tax Fund for the Senior's Housing Development and our review of Official Plan and Development Bylaws. All in favour. Motion carried.

Council agreed to move forward with Melody & Justin MacKenzie from Chesapeake East after their submission to an Expressions of Interest which closed in January. This application is for the roadway as well as water sewer infrastructure. The developer would be responsible for the Town's share of the project. The Town would take ownership and responsibility of the road, water and sewer once complete.

ADDITIONS:

➤ **Request for Lighthouse Relay/Run 2020 Sponsorship**

MOTION by C. I. MacDonald and seconded by C. T. MacDonald that we provide \$350 Bronze Sponsorship to the 2020 Lighthouse Relay Run to be held in June 2020.

➤ **Update on Main Street (near Church Ave) Crosswalk Improvements**

Mayor Dunphy and CAO spoke with Provincial engineer A. Aitken. It was agreed upon to relocate the Main Street Crosswalk back to the intersection of Main and Federal Ave. The Province will be making necessary modifications to curb to install solar user activated flashing lights.

T. Council Reports:

Mayor JoAnne Dunphy

- Jan 20: Meeting with Justin MacKenzie and Melody McInnis for new housing development
- Jan 22: Meeting with Krista Soper and group for information purposes on Adult Education project
- Jan 23: Sea Glass Festival meeting
- Jan 27: Meeting with Brian Deveau
- Jan 30: Meeting with Meeting Jamie Fox and MLA LaVie
- Feb 4: Meeting with Minister Ernie Hudson and MLA LaVie
- Feb 6: Eastern PEI Chamber of Commerce event
- Feb 7: Meeting with Boardwalk Signage Committee
Boardwalk is near done and looks really great. People are anxious to start using it. A few minor details to be completed. Roof on gazebo, signage, lighting and landscaping.

Deputy Mayor Kenny Peters

- Stay in touch with Fire Department. All is well there.
- Regular visits with Admin staff at Town Hall.
- Boardwalk is coming along great.

Wanda Bailey

- January – February, volunteer for Souris Striders Ski Club 200 fund, selling tickets for their major fundraiser
- Tuesday, February 4th, attended the C.W.L. Annual General Meeting at St. Marys' Hall at 4pm.

Frankie Chaisson

- Nothing to report.

Ian MacDonald

- Received many comments from residents on how well our maintenance crew handles the snow. Sidewalks are always cleared. They do a great job.

Thelma MacDonald

- Helped to organize 55+ Games in Souris. 286 people registered.
- Met with developers for Seniors Housing on Anniversary Ave
- Attended Special Meeting of Town Council for second reading of Election By-law

U. Adjournment.

MOTION by C. Peters to adjourn at 7:55pm

****REMINDERS & INFORMATION****

Municipal Emergency Measures Plan Information Sessions

Mark these dates in your calendar for information sessions provided by Municipal Affairs. For more information contact EMO at 902-894-0385 or emo@gov.pe.ca.

Wednesday, February 26, 2020

2pm - 4pm and 6pm - 8pm

1968 Cardigan Road, St. Peters Bay (Former School Building)

Town of Souris Municipal By-Election to fill one vacant seat on our Town Council will be held March 2, 2020 at St. Mary's Parish Hall. Advance Poll to be held February 29, 2020 at St. Mary's Parish Hall.

Nominations Close February 14th at 2:00pm

Shelley LaVie, MEO will appoint RO, DRO and Poll Clerks to work these polls.

MINUTES Prepared by:
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