



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting  
MONDAY, JUNE 14, 2021 @ 7:00pm

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

**MEETING WILL BE HELD IN THE COUNCIL CHAMBERS**

**MASKS WILL BE MANDATORY**

**MEETING WILL BE OPEN TO THE PUBLIC BUT WITH LIMITED SPACE**

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

Mayor Dunphy called the meeting to order with a quorum. C. Peters was absent from the meeting.

**B. Agenda**

**2.1 Approval of Agenda**

MOTION by C. Leard and seconded by C. Bailey to approve the Agenda as circulated with Addition of Item 2.2. All in favour Motion carried.

**2.2 Additions to Agenda**

**Application for Rural Growth Initiative Fund for upgrades to Matthew McLean Building. Motion by Council is required to support application.**

MOTION by C. Leard and seconded by C. Ian MacDonald to submit RGI application for funding to do some repairs at Matthew McLean Building. Repairs include replacement of main exterior doors, windows and some rot around the windows.

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 – May 10, 2021 and May 26, 2021 Public Meetings**

MOTION by C. Thelma MacDonald and seconded by C. Bailey to approve the minutes of May 10 and May 26, 2021 meetings as prepared by CAO with no errors or omissions. All in favour. Motion carried.

Presentations:**E. Monthly RCMP Report (May 2021)**

**MOTION** by C. T. MacDonald and seconded by C. Chaisson to approve the RCMP report as presented by Cst. Ian Allen. 50 Calls for service during the month. Getting a little busier with summer approaching. RCMP are assigning a designated street level drug unit which will be starting very soon. All in favour. Motion carried.

Business arising from previous meetings:Financial Information**F. General Account Budget Update – May 31, 2021**

For information only.

**G. Water & Sewer Utility Account Budget update – May 31, 2021**

For information only.

**H. Town of Souris – General Account Payables \$345.19 to be approved – June 11, 2021.**

**MOTION** by C. Chaisson and seconded by C. Bailey to approve the A/P as listed in the amount of \$345.19. All in favour. Motion carried.

**I. Town of Souris – Sewer & Water Utility Payables \$5,310.10 to be approved – June 11, 2021.**

**MOTION** by C. Chaisson and seconded by C. T. MacDonald to approve the A/P as listed in the amount of \$5,310.10. All in favour. Motion carried.

**J. General Account & Water Sewer Account Cheques issued during the month of May 2021.**

– For review only.

**DEVELOPMENT – APPROVAL REQUIRED:**

**K. Application from Leading Edge Group (owner Karen Creighan) to develop a new 60'x100' retail store on PID 101600 located at 126 Main Street Souris.** Existing Robin's Donuts building is to be demolished along with the house at 3 Belle Ave to make way for the new development. The property is currently zoned C1-General Commercial. Proposed use – Pharmacy and Coffee Shop with drive-through. Building design and site plan is attached. **Planning Advisory Board met April 23, 2021 and made recommendation to approve with conditions.**

Carried forward from May meeting as revised site plan showing 10' set back and fence needs to be submitted showing they will meet the conditions recommended by Planning Advisory Board and Council.

**Revised site plan is attached.**

**MOTION** by C. Chaisson and seconded by C. T. MacDonald to approve the development application from Leading Edge Group to develop a new 60'x100' retail store on PID 101600 located at 126 Main Street. As per conditions stated above. All in favour. Motion carried.

**L. Application from Souris Harbour Authority for a new 20' x 28' Generator Building on PID 859470. Zoning of property is Industrial (M1).**

**MOTION** by C. Bailey and seconded by C. Leard to approve the development application from SHAI to build a 20'x28' generator building on their PID 859470 which is presently zoned M1 Industrial. All in favour. Motion carried.

**FOR INFORMATION ONLY:****DEVELOPMENT PERMITS WERE ISSUED FOR:**

- James & Velvet MacGillvary for a wind barrier fence.
- Mary Chaisson for a 24' above ground pool attached to existing deck
- Richard Robertson for an addition to an existing storage shed
- David Carter for a small deck on existing private garage

**New Business, Correspondence, Requests and/or Additions:**

**M. Financing for Treatment Plant Upgrades. We received two proposals: CIBC and Souris Credit Union. BMO was also invited as we have some of our W/S loans there, but they decided not to submit as they felt they would not be competitive. Summary attached.**

**A Resolution by Council is required to authorize financing.**

**MOTION** by C. Thelma MacDonald and seconded by C. Ian MacDonald that we accept the proposal submitted by Souris Credit Union for financing our new Treatment Plant Facility. Two proposals were received (one from Souris Credit Union and one from Souris CIBC) (*BMO was also invited to submit a proposal but decided not to as they felt they would not be competitive*) which were basically the same only the Credit Union offered to waive fees involved.

All in favour. Motion carried.

**N. Renewal of Insurance from AON. Business Interruption, Contractors' Equipment and Crime; Automobile; Commercial General Liability. June 19, 2021 – June 19, 2022 Copy of Renewal is attached.**

**MOTION** by C. Chaisson and seconded by C. Leard to renew our existing Insurance Policy with AON for one more year. And to work on preparing an RFP for next year's Insurance needs. It has been a few years and this should be done periodically. CAO and staff will work on preparing RFP for 2022's renewal. All in favour. Motion carried.

**O. New Digital Beach Sign. Quotes provided by Sign Craft and Sign City for replacement. (attached)**

**MOTION** by C. Chaisson and seconded by C. Bailey that we purchase a new 8mm Watchfire Sign from Sign City. All in favour. Motion carried.

**Development & CAO update:****Ongoing development and update from CAO: (for information purposes)**

- We are continuing to work with Justin & Melody in regard to new Seniors Housing Development." Heartwood Development" Tender was awarded to Chapman Bros for Road/Water/Sewer/Utility Infrastructure. Work to begin this summer with completion summer 2022. Schedule to be confirmed.

- Polmerleau began construction at our new Sewerage Treatment Plant at 142 Breakwater St. beginning the week of March 8, 2021. Progressing quite well. We have already submitted and received 3 funding claims from ICIP in the amount of \$485,900. However, going forward we will need to secure some bridge financing to pay larger amounts. CAO has requested and received proposed financing options from local financial institutions. These options will be brought back to Council for review and approval.
- CBCL have been engaged to design and prepare tender documents for Walking Path on MacPhee Avenue. Greg Jay and CAO met on site with surveyors May 7, 2021. We have a preliminary plan drawn up we are just waiting on confirmation from land owners before putting work out to tender.
- New Pharmacy development is coming along. Demo has taken place of both Robin's Donuts and house at 3 Belle Ave. They also had to remove an old foundation that was buried on the property. They have supplied revised drawings showing 10' set back between them and 5 Belle Ave and fence between residential properties.
- We are in the process of hiring some summer staff. Lennie Rose started at the Beach and he is getting along really well. Emily & Trever have started as well. Keir will be returning. A few other yet to be hired. It will be a very busy summer!
- Summer flowers are being planted with hopes of making the Town bright and cheery. Nabuurs will be looking after our flower beds again this summer.
- Canada Day will be held in similar fashion as last year. Smaller groups of 50. No Fireworks allowed.

## **P. COUNCIL REPORTS:**

### **Mayor JoAnne Dunphy**

- Meeting with Frank MacEachern and trail committee
- Meeting with Justin MacKenzie
- Special council meeting
- Helped to organize the flowers for the street planters
- Seaglass meeting about the Virtual Seaglass Festival [www.peiseaglassfestival.com](http://www.peiseaglassfestival.com)
- Update on the next phase of the Boardwalk – Sounds promising that our permit will be approved.
- Meetings with our administration

Mr. MacEachern asked for a representative from Town Council to be part of a Local Trail Committee. Mayor asked if anyone would be interested.

Councillor Wanda Bailey expressed that should would be interested in being a representative as she often uses the trails herself.

### **Deputy Mayor Kenny Peters**

**Wanda Bailey**

- Volunteered at St. Mary's Parish
- Tuesday, May 25<sup>th</sup>, attended a special meeting at the Town Hall at noon to discuss a number of issues.

**Frankie Chaisson****Ian MacDonald****Thelma MacDonald**

- Opened tenders for Heartwood Development
- In contact with RCMP
- Attended Special Meeting of Council

**Boyd Leard**

CAO asked about backyard pools? What should we be doing if they do not have proper permits? Fencing? Etc.?

We will post regulations as set out in our development bylaws. We need to ensure this is considered when updating our development bylaws. Description of what a pool is? What do other communities do/have?

**Q. Adjournment.**

C. Leard made a motion to adjourn at 8:10pm

*Please keep in mind that some people are very sensitive to strong smells, especially from colognes and perfumes.*

*Let us keep our public meetings SCENT FREE so all can enjoy!*



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