



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

## MINUTES

**Regular Monthly Meeting**  
**MONDAY, DECEMBER 12, 2022 @ 7:00pm**

Town Hall ~ Council Chambers ~ 3<sup>rd</sup> Floor  
75 Main Street, Souris, PEI

**MEETING WILL BE HELD IN THE COUNCIL CHAMBERS – 3<sup>RD</sup> FLOOR**  
**PUBLIC IS WELCOME – 3<sup>RD</sup> FLOOR IS ACCESSIBLE BY ELEVATOR**

**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. This is the first meeting with our new Council.

**B. Agenda**

**2.1 Approval of Agenda**

MOTION by C. Leard and seconded by C. Mitsuk to approve the Agenda as circulated to Council prior to the meeting. All in favour. Motion carried.

**2.2 Additions to Agenda**

No additions.

**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 – November 14, 2022 Meeting**

MOTION by C. Leard and seconded by C. Outhouse to approve the minutes of November 14, 2022 Council meeting. No errors or omissions were noted. All in favour. Motion carried.

Presentations:

**E. Monthly RCMP Report – November 2022**

Cpl. Gallant was present. He reviewed the report for November 2022. They have seen an increase in fraudulent calls, emails, etc. People should be very cautious of giving out personal information. A new member will be appointed to the Crime Reduction program as one of our members has moved to another district.

MOTION by C. Leard and seconded by C. Laybolt to accept the RCMP report as presented. All in favour. Motion carried.

**F. Presentation from local ATV (All-Terrain Vehicle) Club.**

Councillor Chaisson attended a recent meeting of the local ATV Club. We found them to be a very organized group. He invited them to attend our meeting. No members were available for presentation. We will table this until our January 2023 meeting.

Business arising from previous meetings:**G. Snow plowing and sanding services and supply quote for 2022-23 winter season**

MOTION by C. Chaisson and seconded by C. Outhouse that we approve the quote provided by Chapman Bros Construction Ltd for Snow/Sand services for 2022-23 winter season. \$119,117.30 plus HST. All in favour. Motion carried.

Financial Information**H. General Account Budget Update – November 30, 2022**

For information only.

**I. Water & Sewer Utility Account Budget update – November 30, 2022**

For information only.

**J. Town of Souris – General Account Payables \$2,634.56 to be approved – as of Dec 9, 2022.**

MOTION by C. Chaisson and seconded by C. Mitsuk to approve the A/P in the amount of \$2,634.56. All in favour. Motion carried.

**K. Town of Souris – Sewer & Water Utility Payables - \$1,361.90 - to be approved– as of Dec 9, 2022.**

MOTION by C. Mitsuk and seconded by C. Outhouse to approve the A/P in the amount of \$1,361.90. All in favour. Motion carried.

**L. General Account & Water Sewer Account Cheques issued during the month of November 2022.**

– For review only.

**DEVELOPMENT/BUSINESS – APPROVAL REQUIRED:****M. Application to Operate a Business from Nancy Cook**

MOTION by C. Outhouse and seconded by C. Leard to approve the Application to Operate a Business in the Town of Souris from Nancy Cook. (Registered Massage Therapy & Rehab at 175 Main Street) All in favour. Motion carried.

**N. Development Application from Harbourview Training Centre for a new assisted living house on their PID 465906.**

MOTION by C. Outhouse and seconded by C. Laybolt to approve the development application from Harbourview Training Centre. A building permit will be required from the Province. All in favour. Motion carried.

**O. Application to Subdivide and Rezone a small portion of PID 819284.**

The application is to subdivide and rezone a portion of the now Agricultural zoned land in to Residential R2 zone in order to put two mini-homes on the property for housing of farm workers. MOTION by C. Chaisson and seconded by C. Laybolt that we move forward with the Public Meeting phase of this rezoning application as recommended by our Planning Advisory Board. CAO will schedule the meeting early in the new year. The applicant, planning board, council and the public will be notified well in advance of the meeting date. Newspaper, Website & Social Media will be used to get word out to the general public. Property owners living within close proximity of the proposed change will receive notification via direct mail.  
All in favour. Motion carried.

**P. DEVELOPMENT APPLICATIONS RECEIVED AND UNDER REVIEW or ISSUED BY CAO (for information only – Council approval is not required):**

- Application from Allan and Sally MacDonald PID 101345, 58 Main Street, for a 22'x48' addition.
- Application from Elizabeth Peters PID 101960, 172 Main Street, for a 10' x 20' Accessory Structure
- Application from Earl Gregory PID 102954, 35 Longworth St., for a 10' x 20' addition to storage building
- Application from Frances Robertson for a wheelchair ramp to be built for access to home @ 27 MacPhee Ave.
- Application from James & Velvet MacGillvary for a 40' section of fence to be construction along their property line.

**New Business, Correspondence, Requests and/or Additions:****Q. Appoint new Planning Advisory Board.**

Chairperson JoAnne Dunphy

Co-Chair David Jenkins

**Non-Council Members:**

Patsy McInnis

Jim Cheverie

Arlene McKay

MOTION by C. Leard and seconded by C. Outhouse to appoint the above members to our Planning Advisory Board. All in favour. Motion carried.

**R. Resolution Required for removal of obstruction on King Street**

MOTION by C. Chaisson and seconded by C. Mitsuk that we pass a resolution (read by C. Chaisson & attached here) in order to remove the post obstructing snow removal on King Street. The owner has been given notice with a deadline to remove on his own. If the owner does not remove by the date on his notice, the Town will remove, taking all measures not to damage the posts or property.

All in favour. Motion carried.

**S. Request from Souris Regional School Band for donation towards upcoming Band Trip.**

*Councillor Chaisson excused himself from the room as he hadn't realized his daughter's name was on the letter putting him in conflict.*

MOTION by C. Outhouse and seconded by C. Jenkins that we make a \$300 donation to SRS for their upcoming Band Trip. All favour. Motion carried.

*Councillor Chaisson returned after this motion was made.*

**T. Request from local ATV club for use of PID 631093 + 102467 to use as parking/unloading and access to trail.**

Although Council supports the idea, they would like some clarification:

Will the area be designated just for the ATV Club? Signage? If so, how much of the area will they need? Do they anticipate growth in the future? How many members do they have? What about special events with larger groups? Insurance – the Town should be named additional insured.

CAO will pass these questions along and hopefully they will have a representative available for our January meeting that can answer.

**U. Mayor and council are invited to 55+ winter games reception January 14, 2023.****V. Thank you letters from Souris food bank & Souris lions club.****W. COUNCIL REPORTS:****Mayor JoAnne Dunphy**

- November 21 Attended Council Orientation in Three Rivers
- November 22 Attended the Change of Command Ceremony to welcome Chief Superintendent Derek Santosuosso as the Commanding officer of the L. Division, Royal Canadian Mounted Police
- November 23 Eastern Kings Sportsplex AGM
- November 24 Meeting with Minister Bill Blair, Federal Minister for Emergency Preparedness
- November 24 Meeting Federation of PEI Municipalities
- November 25 Spent some time on a Bus Tour with 43 International UPEI and Holland College Students in Souris organized by the Eastern PEI Community Navigators
- Christmas week -Christmas tree lighting, Christmas Bingo sponsored by Town of Souris Wonderful Christmas Parade
- December 7 Meeting Winter Games Torch relay January 20, 2023
- December 8 Eastern PEI Chamber of Commerce Christmas Mixer
- December 9 Lions Club Senior Christmas Party
- December 10 Volunteered a few hours for the Salvation Army Kettle Campaign

**Deputy Mayor Boyd Leard**

- Attended Council Orientation in Three Rivers
- Met with Fire Department

**Kim Outhouse**

- Attended Council Orientation in Three Rivers
- Attended Town sponsored events during Parade Week: Karaoke and Tree Lighting
- Volunteered with Salvation Army Kettle in Souris

**Stephanie Mitsuk**

- Attended Council Orientation in Three Rivers

**Curtis Laybolt**

- Attended Council Orientation in Three Rivers

**Frankie Chaisson**

- Attended Council Orientation in Three Rivers
- Attended local ATV Club meeting to see how we can support them.

**David Jenkins**

- Attended Council Orientation in Three Rivers
- Volunteered with Salvation Army Kettle in Souris
- Attended Planning Advisory Board Meeting

**X. ADJOURNMENT**

MOTION by C. Chaisson 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!*

*Your cooperation is appreciated!*



MINUTES Prepared by:  
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