



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting  
MONDAY, MARCH 13, 2023 @ 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 in favour. Motion carried.

Council present: Stephanie Mitsuk, Kim Outhouse, Curtis Laybolt, David Jenkins. Absent: Frankie Chaisson. On leave: Boyd Leard Media: Charlotte MacAulay

**B. Councillor Leard Request for Temporary Leave**

Councillor Leard officially notified Mayor Dunphy of his intent to run as a candidate in the upcoming Provincial Election scheduled for April 3<sup>rd</sup>, 2023.

As per Section 84 of the PEI MGA a member of Council shall request and shall be granted, for the purpose of running in a federal or provincial election a leave of absence without compensation beginning when the person has filed nomination papers (March 7) with the appropriate election official and continuing until the end of the election.

**MOTION** by C. Outhouse and seconded by C. Jenkins to accept the request from Councillor Boyd Leard for a leave of absence for purposes of running as a candidate in the upcoming Provincial election. All in favour. Motion carried.

**C. Agenda**

**2.1 Approval of Agenda**

**MOTION** by C. Mitsuk and seconded by C. Outhouse to approve the agenda as circulated prior to this meeting. All in favour. Motion carried.

**2.2 Additions to Agenda**

No additions were noted.

**D. 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 was declared.

**E. Approval of Minutes – February 13, 2023 Meeting**

**MOTION** by C. Outhouse and seconded by C. Mitsuk to approve the Minutes of February 13, 2023 with spelling errors noted. *Councillor Mitsuk's last name was spelled incorrectly in 4 places (item b, f, i, j) CAO will correct.* All in favour. Motion carried.

Presentations:**F. Monthly RCMP Report – February 2023**

**MOTION** by C. Outhouse and seconded by C. Laybolt to accept the RCMP report for February 2023 as prepared and presented at this meeting. C. Laybolt noted a concern of CTMA trucks entering and exiting Lea Crane Blvd too fast. Happening mostly around the time that the ferry is unloading. He asked that this concern be passed along to the RCMP. All in favour. Motion carried.

Business arising from previous meetings:**G. GREEN AND INCLUSIVE COMMUNITY BUILDINGS PROGRAM.**

**UPDATE** ~ We have submitted an application to this funding program for a complete retrofit of our Sportsplex. Proposed budget of 14.6 million. It would be a very large undertaking but would extend the life of our rink well into the future. The application deadline was February 28, 2023.

We do not have any information or timeline of when to expect a response to our application.

**Proposed Retrofit to include:** Site upgrades (drainage to adapt to climate change), new entranceway to provide emergency accessible access, replace existing concrete slab and expand ice surface, boards and glass, replace refrigeration system with newer more energy efficient equipment including heat recovery ability, replace other aging mechanical equipment, new led lighting and controls to enhance building performance, expand building footprint, replace entire roof, siding, insulation, updated barrier free dressing rooms, spectator areas, washrooms, etc., replace propane ice resurfacers with an electric ice resurfacers, ground mounted solar panels, new parking lot, electric vehicle charging stations, etc..

Financial Information**H. General Account Budget Update – February 28, 2023**

For information only.

**I. Water & Sewer Utility Account Budget update – February 28, 2023**

For information only.

**J. Town of Souris – General Account Payables \$735.34 to be approved – as of March 10, 2023.**

**MOTION** by C. Mitsuk and seconded by C. Jenkins to approve the payables as listed in the amount of \$753.34. All in favour. Motion carried.

**K. Town of Souris – Sewer & Water Utility Payables \$58.34 to be approved– as of March 10, 2023.**

**MOTION** by C. Mitsuk and seconded by C. Jenkins to approve the payables as listed in the amount of \$58.34. All in favour. Motion carried.

**L. General Account & Water Sewer Account Cheques issued during the month of February 2023. –**

For review only.

**M. Online Banking for Town of Souris – Approval is required by way of a motion from Council to appoint our bookkeeper Liz Chaisson as an “Authorized User” on the Town of Souris - Souris Credit Union accounts. This will give Liz online banking access to make transactions or request information. All online transactions made would require a second approval from either our CAO or Mayor. Each with their own private log-in.**

**MOTION** by C. Laybolt and seconded by C. Mitsuk to appoint Liz Chaisson as an Authorized User on the Town of Souris Credit Union accounts. All in favour. Motion carried.

**N. EASTERN KINGS SPORTSPLEX FUNDRAISING 2023**

**A resolution is required to set up an Account at the Souris Credit Union for donations made to the Eastern Kings Sportsplex. Donations will need to be made payable to the Town of Souris. Tax deductible receipts will be issued.**

**Info required:**

**Account Name – Town of Souris-Eastern Kings Sportsplex Capital Fund**

**Signing officers – Same as other Town accounts. Mayor Joanne Dunphy, Councillor David Jenkins, CAO Shelley LaVie**

**How many to sign – two of the three required for cheques or withdrawals.**

**Is online banking required – YES**

**Intended use of account – Capital Fundraising for Eastern Kings Sportsplex**

**MOTION** by C. Outhouse and seconded by C. Laybolt to pass this resolution to open a new bank account at the Souris Credit Union for purposes of a Capital Fundraising Initiative. All in favour. Motion carried.

**Development:**

**O. Application from Russell Ching to subdivide and rezone a portion of PID 819284. Proposed zoning change from Agriculture to Residential R2 to allow for two Mini-homes. Approximate lot size 100’ x 300’. As per Section #21 Amendments of Town of Souris Zoning and Subdivision Control Bylaw #2010-02 we notified property owners living within 500’ radius of the proposed change. Also, as per this same Bylaw we advertised accordingly and held a public meeting Tuesday, February 21, 2023 at 6:00pm to give the public an opportunity for input.**

*No members of the public brought forth any concerns either at the meeting or in writing prior to the meeting.*

*C. Laybolt asked about number of proposed tenants if being used for immigrant farm workers. Brian Ching explained they are required to provide 1 bedroom per individual. So, if it is a 3 bedroom home, they could have 3 tenants. Brian felt it would be a good location for foreign temporary workers as typically they do not have vehicles. This location would put them in proximity to supplies and services within the Town.*

**In order to make an amendment that will change zoning in our the Official Plan and Zoning Map two readings are required.**

**If approved, Council can choose to make first reading March 13, 2023.**

**MOTION** by C. Outhouse and seconded by C. Mitsuk that Council has read for the first time a resolution to subdivide and change the zoning of the portion identified by Russell Ching Ltd. from Agricultural to Residential R2 to allow for two Mini-homes on the proposed subdivided, rezoned section of PID 819284. A second reading is required to officially approve this proposed rezoning. All in favour. Motion carried.

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

- P. CAO received a request from Anthony MacPhee to purchase a piece of vacant property currently owned by the Town of Souris on Lea Crane Blvd. It would be a portion of PID 102467 which is zoned industrial that he is interested in. The property is serviceable with municipal water and sewer. Mr. MacPhee would like to purchase the property to establish a new Electrical business. His business would generate new jobs as well as add to our tax base. Would the Town consider selling a portion? *Minimum lot size for Industrial is 15,000 sq ft.***

**MOTION** by C. Laybolt and seconded by C. Jenkins that we consider selling a portion or portions of this property. And that our CAO find what an average comparable property would sell for at a fair market price within the Town of Souris. CAO to take this information back to Council at our next meeting for further consideration. All in favour. Motion carried.

## Q. COUNCIL REPORTS:

### **Mayor JoAnne Dunphy**

- February 14 - Eastern PEI Community Navigator meeting
- February 15 - Attended Information session for RCW course being offered in Souris in fall 2023
- February 20 - Attended Town of Souris Family Day event @ Souris Regional School
- February 21 - Public meeting for rezoning parcel of land
- February 27 - Meeting with CBCL to go over application for the Eastern Kings Sportsplex
- March 2 - Presented Charlie Gillis and Frankie McIntosh with passes for UPEI hockey games playoffs.
- March 7 - Attended Kings County housing needs workshop in Georgetown with CAO
- March 8 - Seaglass meeting
- March 8 - Rural Fire District Committee meeting
- Helped our local Legion set up public viewing of the Canada Winter Games. Town staff also helped with setting up and providing equipment.

### **Deputy Mayor Boyd Leard**

- N/A

### **Stephanie Mitsuk**

- Souris Harbour Authority Inc meeting
- Received concern of dogs defecating on Gateway Park Boardwalk.  
Request for better signage.

### **Kim Outhouse**

- Attended Minor Ball meeting.  
They'd like permission to sell fence space to local businesses for advertising. Money would go to Minor Ball for expenses. They would look after putting up and maintaining the signs. (banner type signage)  
**MOTION** by C. Outhouse and seconded by C. Mitsuk that we give Minor Ball permission to attach the signs to the Ballfield fences. *CAO asked that they notify our Maintenance Supervisor before attaching anything to the fences.*  
All in favour. Motion carried.
- Working on 2023-24 Budget

**Curtis Laybolt**

- Nothing to report

**Frankie Chaisson**

- N/A

**David Jenkins**

- Visited with some Seniors in hospital.
- Helping with Silver Threads luncheon planned.

**\*Reminder of upcoming meetings**

- March 21, 2023 @ 6:00pm Budget Discussion Meeting. CAO will go through budget for information purposes. Budget discussion, etc. CAO will invite staff to attend as well.
- March 28, 2023 @ 6:00pm Public Budget Presentation and Approval
- April 11, 2023 @ 7:00pm – Regular Monthly Meeting changed to Tuesday, due to Monday being the Easter Monday holiday.

**R. ADJOURNMENT**

**MOTION** to adjourn at 7:45pm

*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:  
Shelley M. LaVie  
Chief Administrative Officer  
Town of Souris