



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting
MONDAY, January 10, 2022 @ 7:00pm

Town Hall ~ Council Chambers ~ 3rd Floor
75 Main Street, Souris, PEI

MEETING WILL BE HELD IN THE COUNCIL CHAMBERS

**MEETING WILL BE CLOSED TO THE PUBLIC BUT WILL BE RECORDED AND SHARED
- MASKS ARE REQUIRED**

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

Mayor Dunphy called the meeting to order with a quorum.

Missing from Council: C. Chaisson All other Council present.

B. Agenda

2.1 Approval of Agenda

MOTION by C. Leard and seconded by C. Bailey to approve the Agenda as circulated prior to this 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 – December 13, 2021 Public Meeting

MOTION by C. Peters and seconded by C. T. MacDonald to approve the minutes of our December 13, 2021 Public Meeting. No errors or omissions were noted. All in favour. Motion carried.

Presentations:

E. Monthly RCMP Report (December 2021)

No member will be present due to current restrictions in place.

Written report was available for review.

MOTION by C. T. MacDonald and seconded by C. I. MacDonald that the RCMP Report for December 2021 be accepted as presented. All in favour. Motion carried.

Business arising from previous meetings:

- F. Update from C. Leard regarding land purchase for potential new Fire Hall.** (*Deferred from November meeting*) CAO has contacted local lawyer to prepare documents for review by Council. No further update until C. Leard has an opportunity to discuss with land owner.

Financial Information

- G. General Account Budget Update – December 31, 2021**
For information only.
- H. Water & Sewer Utility Account Budget update – December 31, 2021**
For information only.
- I. Town of Souris – General Account Payables \$971.69 to be approved – January 6, 2022.**
MOTION by C. Peters and seconded by C. Leard to approve the A/P as listed in the amount of \$971.69. All in favour. Motion carried.
- J. Town of Souris – Sewer & Water Utility Payables \$661.51 to be approved – January 6, 2022.**
MOTION by C. Peters and seconded by C. Bailey to approve the A/P as listed in the amount of \$661.51. All in favour. Motion carried.
- K. General Account & Water Sewer Account Cheques issued during the month of December 2021.**
– For review and information only.

DEVELOPMENT/BUSINESS – APPROVAL REQUIRED:FOR INFORMATION ONLY:

Nothing to report this month.

DEVELOPMENT APPLICATIONS RECEIVED:

FOR INFO ONLY. . .

New Business, Correspondence, Requests and/or Additions:**L. Town of Souris COVID-19 Employee Policy**

The Town of Souris is committed to providing a safe and healthy work environment for all Employees, and assurance for the public who may come into contact with the Town's Employees, that its employees are fully vaccinated or are otherwise subject to regular testing and mandatory masking. This policy was prepared by recommendation from our Human Resources Committee and previously reviewed with Council. A Motion is required to formally adopt.
This policy is subject to review and modifications as guidance from the Chief Public Health Office of Prince Edward Island, occupational health and safety protocols and public health information continue to evolve with the COVID situation on the Island.

MOTION by C. Leard and seconded by C. Bailey to approve the new COVID-19 Employee Policy as prepared by our HR Committee. All in favour. Motion carried.

M. Request for Proposals for a Review and Update of Town of Souris Zoning & Subdivision Control Development Bylaw and Official Plan.

CAO has prepared a RFP to be issued so we can proceed with this required review and update.

A DRAFT copy of the RFP has been made available to Council and will be made public once Council approves.

MOTION by C. Bailey and seconded by C. T. MacDonald that our CAO issue this RFP with a deadline of February 28th. It will be brought to Council for review at our March meeting.

All in favour. Motion carried.

N. Town of Souris DRAFT Utility Bylaw

Municipal Affairs has taken the initiative to provide municipalities with a draft Utility bylaw for their consideration. Most municipal utility bylaws on PEI are between 20 and 30 years old and, to a large degree, are not consistent with the Municipal Government Act requirements.

The Town of Souris utility bylaws are 26-27 years old.

They consulted with IRAC when developing the template and believe they have covered the necessary requirements with this draft. They are asking municipalities to review the draft provided and when satisfied it meets your approval, have Council adopt in a timely manner. Areas highlighted require decisions by Council.

They did not include the mandatory connection provisions as most, if not all of these, are addressed in the IRAC regulations and apply to our municipality.

MOTION by C. T. MacDonald and seconded by C. Peters that we proceed as necessary for the proposed NEW Utility Bylaw. All in favour. Motion carried.

O. COUNCIL REPORTS:

Mayor JoAnne Dunphy

- Meeting with Minister James Aylward and Deputy regarding various transportation concerns.
- Meeting with HR committee to discuss and prepare Employee COVID policy
- Sent letter to the Honourable Ginette Petitpas Taylor, Minister for Atlantic Canada Opportunities Agency cc.'d Honourable Minister Lawrence MacAulay, regarding our application funding for boardwalk extension.
- Mailed out Christmas cards
- Delivered Calendars to Seniors living in Provincial Seniors Housing
- Regular Meetings with Chief Administrative Officer and staff

Deputy Mayor Kenny Peters

- It has been a quiet month. Keep in contact with CAO.

Wanda Bailey

- December 22nd, attended a closed meeting at the Town of Souris at noon to discuss policies regarding HR issues.
- Volunteered at St Mary's Parish church

Frankie Chaisson

Ian MacDonald

Thelma MacDonald

Boyd Leard

P. Adjournment.

MOTION by C. Peters to adjourn the meeting at 7:20pm.

*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!*



MINUTES Prepared by:
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