



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

**Monday, March 11, 2024 @ 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. Councillor Leard sent his regrets about not being able to attend.

**B. Agenda**

**2.1 Approval of Agenda**

MOTION by C. Mitsuk and seconded by C. Outhouse to approve the Agenda. All in favour. Motion carried.

**2.2 Additions to Agenda**

No additions noted.

**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 – February 12, 2024 Council Meeting**

MOTION by C. Laybolt and seconded by C. Jenkins to approve the Minutes of February 12, 2024 Council meeting as prepared by CAO. No errors or omissions were noted. All in favour. Motion carried.

Presentations:

**E. Monthly RCMP Report – February 2024**

Sgt M. Robinson presented the RCMP monthly report for February. Winter months tend to be quieter, especially after the holidays. RCMP have ramped up traffic patrols issuing approximately 300 tickets in Kings District. They make regular visits to all the schools in Kings District. 150 Anniversary Medals were awarded to all members.

MOTION by C. Outhouse and seconded by C. Laybolt to move the report of the RCMP. All in favour. Motion carried.

Business arising from previous meetings:**F. GREEN AND INCLUSIVE COMMUNITY BUILDINGS PROGRAM. ~ UPGRADES TO Eastern Kings SPORTSPLEX**

We were notified that this application for a retrofit to our Sportsplex was denied. A copy of the response is included.

**G. Innovation Communities Fund/ACOA (Dog Park, Ballfield Upgrades, Rink Roof, Matthew McLean Bldg Upgrades)**

Additional work (*new flooring at MM Bldg., Bleachers (we ordered 4), 12 Solar Lights, and Storage building at Tennis Courts*) agreed upon by Council at our last meeting has been approved by our funders and has been since completed. Final Claims have been submitted.

\*\*\*While on the call with ACOA for this project they asked us if we could utilize some money they had left in a Hurricane Fiona Recovery Fund (HFRF) to purchase some new equipment for our reception centre. At **zero** cost to us we are able to get 114 new chairs, 60 new tables, a new industrial dishwasher for the kitchen, new coffee/tea urns and a water bottle filling station. These are items that were eligible for this funding AND could be purchased prior to their deadline of March 31, 2024. We were approved for 100% of the cost. \*\*\*

Financial Information**H. General Account Budget Update – February 2024**

For information only.

**I. Water & Sewer Utility Account Budget update – February 2024**

For information only.

**J. Town of Souris – General Account Payables \$11,665.96 be approved – as of Mar 8, 2024.**

MOTION by C. Mitsuk and seconded by C. Outhouse to approve the A/P for Town of Souris General Account as listed in the amount of \$11,665.96. All in favour. Motion carried.

**K. Town of Souris – Sewer & Water Utility Payables \$0.00 to be approved– as of Mar 8, 2024.****L. General Account & Water Sewer Account Cheques issued during the month of February 2024. –**

For review only.

Development:

N/A

Development requiring Council approval:

N/A

### **Town of Souris Bylaws required to be added and/or updated:**

As per the Municipal Government Act (MGA) all PEI Municipalities are required to adopt or amend specific mandatory bylaws. These include but are not limited to: (Drafts of these bylaws have been prepared and are attached for review.)

The first Reading was read and approved by Council at our February 12, 2024 meeting. A second reading is required by Council to adopt these Bylaws: Once adopted, signed copies are filed with the Province.

#### **M. Code of Conduct Bylaw #2024-03**

Second reading of **Code of Conduct Bylaw #2024-03** was read and moved by C. Outhouse and seconded by C. Mitsuk.

MOTION to approve and adopt was made by C. Outhouse and seconded by C. Chaisson. All in favour. Motion carried.

#### **N. Conflict of Interest Bylaw #2024-02**

Second reading of **Conflict of Interest Bylaw #2024-02** was read and moved by C. Mitsuk and seconded by C. Laybolt.

MOTION to approve and adopt was made by C. Mitsuk and seconded by C. Outhouse. All in favour. Motion carried.

#### **O. Procedural Bylaw #2024-06**

Second reading of **Procedural Bylaw #2024-06** was read and moved by C. Laybolt and seconded by C. Jenkins.

MOTION to approve and adopt was made by C. Laybolt and seconded by C. Mitsuk. All in favour. Motion carried.

#### **P. Records Retention Bylaw #2024-05**

Second reading of **Records Retention Bylaw #2024-05** was read and moved by C. Chaisson and seconded by C. Laybolt.

MOTION to approve and adopt was made by C. Chaisson and seconded by C. Outhouse. All in favour. Motion carried.

#### **Q. Emergency Management Program Bylaw #2024-04**

Second reading of **Emergency Management Program Bylaw #2024-04** was read and moved by C. Jenkins and seconded by C. Chaisson.

MOTION to approve and adopt was made by C. Jenkins and seconded by C. Mitsuk. All in favour. Motion carried.

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

#### **R. Eastern Kings Sportsplex Board of Directors – update provided by Councillor Chaisson**

Councillor Chaisson just wanted to update Council on a few things. The topic of the bowling lanes came back up with the rink board. Currently only 2 of the lanes work. The equipment is so old that parts to repair are no longer available. Even when running, it was never a money maker for the rink. The rink board would rather use this space to expand the dressing rooms for the arena.

Councillor Chaisson would also like to acknowledge and Thank Cherie Chapman, Trent MacPhee and Bradley MacDonald for their contributions to the EK Sportsplex. They have decided to pass along their positions on the rink board to some new members. New members Matthew Birt, Paul MacDonald and Ernest MacPhee will be filling their positions.

**S. Mermaid Tears Seaglass Festival – Support for funding application for equipment & supplies**

Mermaid Tears Seaglass Festival, an event organized by the Town of Souris is seeking support to apply for funding for some new equipment through Rural Growth Initiative Fund. They can potentially get up to 75% funding for new pipe & drapery, new sound equipment and new portable stage. The other 25% will come from the Mermaid Tears Festival budget. They have decided to move the festival to the Eastern Kings Sportsplex due to the increasing cost of having to rent tents for the outdoor space. With the money they will save on rentals, they can put into purchasing equipment.

MOTION by C. Chaisson and seconded by C. Laybolt that Town Council supports this application for funding. All in favour. Motion carried.

**T. Request from Souris Seahawks U11 for support. They are hosting the Provincials here in Souris during March Break.**

MOTION by C. Chaisson and seconded by C. Laybolt that we donate \$300 to the Souris Seahawks U11 to help them with hosting the provincials here in Souris. Tournaments such as this bring people to our Town. All in favour. Motion carried.

**U. Request for Sponsorship of the Lighthouse Relay to be held in June 2024.**

MOTION by C. Mitsuk and seconded by C. Laybolt to sponsor the 2024 Lighthouse Relay with a \$500 donation. This event seems to grow each year. All in favour. Motion carried.

**V. COUNCIL REPORTS:****Mayor JoAnne Dunphy**

- Community dinner @ Kingsboro Church
- Lions Club information session
- Spoke at Black History Cultural Festival
- Topsy Farmers & Friends Brunch
- Fire hall meeting with CBCL re concept plan project
- Seaglass meetings
- Lions Club dinner
- Fortune Community Center with Senior Navigator
- Tour of Crossroads Fire Department
- Volunteered at Topsy Farmer & Friends Community March 10 dinner
- Meetings with CAO, Events Coordinator & Admin Assistance
- Updates daily on ongoing projects
- Updates from Bylaw officer
- Working on 2024-25 Budget
- Virtual meeting with Morley Foy and Dr. Margarite Cameron with Environment, CAO and Maintenance Supervisor Greg Jay regarding ongoing covid sampling of our wastewater.
- Attended International Women's Day event hosted by Chamber and PEI Navigators in Montague.
- Code of Conduct online training

**Deputy Mayor Boyd Leard**

- N/A
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**Kim Outhouse**

- Topsy Farmer & Friends Community Meals #2 & #3 have been held with great success.
- Attended Community Navigator session hosted by MLA
- Attended Ski Club AGM
- Wrapped up Pond Hockey for the season.

**Stephanie Mitsuk**

- Souris Harbour Authority Inc board meeting
- Souris Harbour Authority Inc finance meeting
- Seaglass Festival meeting
- Community Brunch
- Eastern Kings Hospital Foundation board meeting
- SHAI asked if Town Bylaw dept could send a letter regarding the truck trailers being stored in the Shirley's parking lot. They are hoping to clean this area up and felt having a letter from the Town would help them in their efforts.
  - *To be considered.*

**Curtis Laybolt**

- Attended Community Dinners
- Attended Lions Club meeting/event

**Frankie Chaisson**

- Attended EK Sportsplex meeting
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**David Jenkins**

- Attended Seniors information session hosted by MLA in Fortune
- Helped to plan and organize 4<sup>th</sup> senior's meal at the Silver Threads
- Volunteer with Meals on Wheels.

**W. 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:  
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