



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

**Regular Monthly Meeting**

**Monday, May 13, 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 at 7pm.

Cathy Rose and Helen Antle were in attendance to make a presentation to Council.

CAO advised Council that a resignation letter was received from Councillor Frankie Chaisson. Resignation is effective as of the date received, which was May 13, 2024.

**B. Agenda**

**2.1 Approval of Agenda**

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

**2.2 Additions to Agenda**

CAO asked to Please add – **Request for Sponsorship from PEI Rural Beautification Society.**

**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.

**D. Approval of Minutes – April 8, 2024 Council Meeting**

MOTION by C. Mitsuk and seconded by C. Outhouse to approve the minutes of April 8, 2024 as prepared and circulated prior to this meeting. No errors or omissions were noted. All in favor. Motion carried.

Presentations:

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

A copy of the April RCMP report was shared with Council. RCMP reported 522 calls during the month of April, 32 of which were in the Town of Souris. They have been concentrating on traffic stops to bring more awareness. Currently there are 4 vacancies in the Kings District. Some are due to medical leave and others awaiting new members being transferred. RCMP are doing a school resource pilot

project at Montague Regional High School. They are hopeful if it is successful they can bring to other schools.

MOTION by C. Outhouse and seconded by C. Leard to accept the RCMP report as presented by Sgt. Mike Robinson. All in favour. Motion carried.

**F. Presentation by Cathy Rose, Project Officer with Active Communities Development Inc. & CBDC - Eastern PEI**

Cathy Rose and Helen Antle gave a brief presentation on what CBDC – Eastern PEI has to offer. They would like to do more work in the Souris area and are open to more conversation in that regard. They reviewed:

- Role and mandate of Active Communities Development Inc, ACLI (lending arm) & CBDC
- Past projects and current projects they are working on.
- What can they help with in our community.
- Questions and answers.

*They provided some material.*

Business arising from previous meetings:

**G. Option analysis for EK Sportsplex - revised scope of work – partnership with SeaRoots Alliance.**

Update on recent partnership formed. Proposed Steering committee.

We are at a standstill until more information is available.

**H. HR Salary Review**

CAO and Mayor met with an associate from HR Atlantic to discuss services they offer. They will submit a potential scope of work and cost associated for our June meeting for review. If Council feels it is not a good fit, we can look at other options. Carried forward to our June meeting.

**I. Souris Beach Gateway Park food trailer vacant space has been filled. Abbey MacCormack**

**“Blend & Brew” has secured a trailer.** A one-year lease to be signed as per other tenants at the beach. This was one of the proposals received prior to the deadline posted.

Financial Information

**J. General Account Budget Update – April 2024**

For information only.

**K. Water & Sewer Utility Account Budget update – April 2024**

For information only.

**L. Town of Souris – General Account Payables \$983.46 be approved – as of May 10, 2024.**

MOTION by C. Mitsuk and seconded by C. Jenkins to approve the general account payables as listed in the amount of \$983.46. All in favour. Motion carried.

**M. Town of Souris – Sewer & Water Utility Payables \$22,001.97 to be approved– as of May 10, 2024.**

MOTION by C. Jenkins and seconded by C. Leard to approve the water sewer account payables as listed in the amount of \$22,001.97. all in favour. Motion carried.

**N. General Account & Water Sewer Account Cheques issued during the month of April 2024.** – For review only.

**Development:** (approved by development officer as per section 1.4 of our development bylaws)

- All documentation has been submitted to the Province of PEI for approval of our new **Land Use Bylaws and Official Plan**. There will be a minor amendment required to make us in compliance with the provincial regulations but not major enough that it will require additional public meetings. Our consultant is currently working on the wording for this amendment. We expect they will approve it as submitted with the knowledge and confidence we are aware of, and that we are working on the necessary amendment that will take place shortly thereafter.
- No new development permits have been issued since our last meeting.

**Development requiring Council approval:**

- Nothing on this date.

**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. There are also other bylaws that they recommend be added or updated. These include, but are not limited to:

**O. ACCESS TO INFORMATION BYLAW – DRAFT FOR REVIEW ONLY**

**P. OTHER BYLAWS FOR CONSIDERATION AND/or UPDATES:** (CAO is working with Municipal Affairs Senior Officer on Drafts of these for review by Council)

- REMUNERATION
- GRANTS
- BORROWING
- FEES
- TAX RATE GROUPS
- UTILITY
- PROCUREMENT

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

**Q. Request for support from SpudFest 2024.**

MOTION by C. Mitsuk and seconded by C. Laybolt to provide sponsorship to SpudFest 2024 in the amount of \$200. All in favour. Motion carried.

**R. Request from Souris Regional School Graduation program.**

MOTION by C. Outhouse and seconded by C. Laybolt to provide \$400 to each Souris Regional School and (item S) Ecole la Belle Cloche to be used for graduate awards. All in favour. Motion carried.

**S. Request from Ecole la Belle Cloche Graduation program.**

(copied from Item R) MOTION by C. Outhouse and seconded by C. Laybolt to provide \$400 to each Souris Regional School and (item S) Ecole la Belle Cloche to be used for graduate awards. All in favour. Motion carried.

**T. Request for support for Kurt & Stacey Chaisson.** Kurt recently experienced serious injuries that will put him out of work for some time. Foster Campbell Electric (Kurt's company) has always been a great supporter of the community and events.

Following discussion it was decided Council and Staff would donate personally (if they want to) rather than from Municipal funds as it may set a precedent and open us up to many requests.

**ADDED: Request from PEI Rural Beautification Society for support**

(Mayor Dunphy declared conflict as she sits on the PEI Rural Beautification Society board) MOTION by C. Mitsuk and seconded by C. Leard to provide sponsorship in the amount of \$260 towards their 2024 Awards. All in favour. Motion carried.

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

- Regular meetings with Admin staff, signing cheques, responding to calls, etc.
- Meeting with RCMP & Council to discuss municipal concerns.
- Attended FPEIM AGM hosted by City of Charlottetown
- Virtual Teams Meeting with CBCL & Sierra Planning to discuss Option Analysis for EK Sporsplex
- Discussions with our MLA regarding Souris Beach shoreline erosion concerns and housing concerns.
- Virtual Teams Meeting with CBCL on new Fire Hall concept plan.
- Met for lunch with MP Lawrence MacAulay and two of his staff. We discussed many things including housing (RCMP houses), study for new rink, shoreline erosion, extension of CCBF (Gas Tax) fund, and our plan for a new Fire Hall.
- Meeting with Isobel Fitzpatrick and EMO working group.
- Sign documents with DOT for MacPhee Ave Trail Easement
- Community Meeting/Discussion – Land Conservation in Eastern Kings
- In person meeting with CBCL to discuss scope of work for Option Analysis.
- Souris Beach Cleanup – great participation
- Meeting with SeaRoots Alliance to discuss partnership moving forward.
- Meeting with EMO working group to update our plan. Plan to meet with Provincial EMO to finalize and set up inspection of our Reception Centre.
- CDBC Day - Coffee with PEI Navigators at the Evergreen
- Meeting with HR Atlantic associate.
- Attended Eastern Chamber Awards Dinner – Congratulations to all nominees and winners. Especially our locals “David Perry – Volunteer of the year” and “Souris Credit Union – Community Impact Award”.
- Discussion with Harm Reduction Officer from Public Chief Health Office
- Provided Smile Cookes to Meals on Wheels recipients.
- Attended Legion's Volunteer Appreciation dinner.

## Deputy Mayor Boyd Leard

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## Kim Outhouse

- Apr 11th - Met with realtor
- Apr 18th - EMO meeting
- Apr 18th - EKE AGM
- Apr 20th - Community Meal peeling day
- Apr 21st - Community Meal event
- Apr 22nd - Senior Meal deliveries
- Apr 23rd - Baseball meetings/discussions
- Apr 23rd - CBCL Zoom meeting
- Apr 29th - FPEIM AGM
- Apr 30th - Senior "Meal" deliveries
- May 3rd - Baseball meetings/discussions
- May 3rd - Discussions with CAO
- May 3rd - Senior "Meal" deliveries
- May 4th - Souris Beach Cleanup
- May 7th - EMO Reception Center Training
- May 7th - SeaRoots/CBCL meeting
- May 8th - EMO Meeting
- May 11th - Souris Roadside Cleanup
- EMO training and working to revise our plan.
- Community Dinner grew again. 400 meals prepared, some of which were delivered to seniors in the community and to the community cupboard.
- Delivered Smile Cookies.
- Work to be done at Baseball fields. Working with volunteers for this.

## Stephanie Mitsuk

- April 8 - Met with RCMP
- April 16 - Seaglass Sub Committee meeting
- April 17- SHAI finance meeting
- April 18 - EKHF meeting
- April 20/21 - community meal prep/ community meal
- April 22 - delivered meals to senior housing units
- April 23 - CBCL zoom meeting
- April 23 - Seaglass committee meeting
- April 25 - SHAI board meeting
- April 29 - FPEIM AGM
- April 29-May 5 - EKHF Smile cookie campaign
- April 30/May 3- delivered cookies to seniors
- May 1 - Meeting with CBCL
- May 1 - meeting with rink manager
- May 4 - beach cleanup
- May 7 - meeting with SeaRoots & CBCL
- May 10 - tele conference with Harm reduction

- Wanted to note that the workers at our local Tim's in Souris were amazing during the Smile Cookie campaign. Still waiting on the results for how many cookies in total were sold.

### **Curtis Laybolt**

- April 23 - CBCL zoom meeting
- April 29 – FPEIM AGM
- May 1 - Meeting with CBCL
- May 4 - beach cleanup
- May 7 - meeting with SeaRoots & CBCL

### **Frankie Chaisson**

- N/A

### **David Jenkins**

- Attended the FPEIM AGM
- Meeting with SeaRoots Alliance & CBCL
- Participated in beach cleanup
- Volunteering with Meals on Wheels

## **V. ADJOURNMENT**

MOTION to adjourn the meeting at 7:55pm by C. Jenkins.

*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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