



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

Tuesday, October 15, 2024 @ 7:00pm

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

**MEETING WILL BE HELD IN THE COUNCIL CHAMBERS – 3RD FLOOR
PUBLIC IS WELCOME – 3RD 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 of Council were present. We still have one vacant seat on Council. Boyd Leard, David Jenkins, Curtis Laybolt, Stephanie Mitsuk, Kim Outhouse.

Also, Michelle Burge, from MRSB and a couple members of the public.

B. Agenda

2.1 Approval of Agenda

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

2.2 Additions to Agenda

No additions were 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 conflicts declared.

D. Approval of Minutes – September 9, 2024 & October 3, 2024, Council Meetings

MOTION by C. Leard and seconded by C. Jenkins to approve the minutes of September 9, 2024 and October 3, 2024 Council meetings. No errors or omission noted. All in favour. Motion carried.

Presentations:

E. Monthly RCMP Report – September 2024 (no representative from the RCMP will be available)

MOTION by C. Mitsuk and seconded by C. Laybolt to accept the RCMP report as per copy provided to Council for the month of September 2024. All in favour. Motion carried.

F. Public Presentation of Town of Souris Consolidated Audited Financial Statements for the year ending March 31, 2024 by Michelle Burge of MRSB.

Michelle Burge with MRSB provided a detailed explanation and review of the Town of Souris Consolidated Audited Financial Statements for the year ending March 31, 2024. As explained, the Town of Souris is once again in good financial standing. And as per the independent auditor's report, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at March 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Standards for Public Sector.

Copies of these Financial Statements will be made available to the public, to the Province of PEI as part of our required reporting and to the Island Regulatory and Appeals Commission.

MOTION by C. Leard and seconded by C. Laybolt that these financial statements be approved as presented. All in favour. Motion carried.

Business arising from previous meetings:

G. Website update.

H. Date for Required By-Election to fill vacant seat on Council.

- OCTOBER 21, 2024, was selected by the Council at our June meeting.
- Nominations Closed October 4, 2024
- There are 3 candidates: Art MacInnis, Rebecca MacPhee & Conor Mullally
- Advance Poll will be held Saturday, October 19th 9am – 3pm
- Regular Polling Day will be held Monday, October 21st 9am – 7pm
- New Councillor will be sworn in at the November Town Council Meeting

I. E-Bikes

The Town of Souris has an opportunity to get 6 (or more) e-bikes to be used for rentals. As requested by Council a meeting was held with Cathy Rose from CBDC for more information.

Council to decide whether to go ahead with this project.

MOTION by C. Outhouse and seconded by C. Laybolt that we move forward with this project in partnership with CBDC for eight (8) e-bikes for Souris. All in favour. Motion carried.

Financial Information

J. General Account Budget Update – September 2024

For information only.

K. Water & Sewer Utility Account Budget update – September 2024

For information only.

L. Town of Souris – General Account Payables \$927.02 be approved – as of October 11, 2024.

MOTION by C. Outhouse and seconded by C. Mitsuk to approve the payables as listed in the amount of \$927.02. All in favour. Motion carried.

- M. Town of Souris – Sewer & Water Utility Payables \$87.45 to be approved– as of October 11, 2024.**
MOTION by C. Mitsuk and seconded by C. Laybolt to approve the payables as listed in the amount of \$87.45. All in favour. Motion carried.
- N. General Account & Water Sewer Account Cheques issued during the month of September 2024.**
– For review only.
- O. Appointment Auditor for year ending March 31, 2025**
MOTION by C. Outhouse and seconded by C. Laybolt that we appoint MRSB as our financial auditors for the year ending March 31, 2025. All in favour. Motion carried.

Development – For Council information: (approved by development officer as per section 1.6 of our Land Use Bylaw)

- **Demolition Permit** issued to Carl MacDonald at 31 Breakwater St to demo 2 older sheds/barns on the back of the property.

Development requiring Council approval:

- P. Application from Nicole Drakus to operate a home-based business for shoe and leather repair at 40 Chapel Ave. “Nic’s Shoe & Leather Repair”.**
- Small sign to be posted on the door. Drop off and pick up only. Also provided a letter from the owner of the property acknowledging they have no issue with this.
MOTION by C. Leard and seconded by C. Outhouse that we provide Ms. Drakus with a home-based business permit as per the application submitted. *As per our Land Use Bylaw #2024-01 Section 4.12 this type of business is allowed.* All in favour. Motion carried.

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

As per the Municipal Government Act (MGA) it is recommended that PEI Municipalities review and update certain bylaws. . .

- Q. Dangerous, Hazardous and Unsightly Premises Bylaw #2024-08**
Reviewed and drafted by R. MacGregor at “McInnes Cooper Law Firm” Draft Copy of amended bylaw available for review.
Moved by C. Outhouse and seconded by C. Mitsuk
WHEREAS AS PER THE MUNICIPAL GOVERNMENT ACT, R.S.P.E.I. 1988, Cap. M-12.1 Section 180, a council may pass bylaws and provide services for municipal purposes respecting. (i) nuisances, loitering, dangerous or unsightly property, noise, pollution and waste in or on public or private property. **And WHEREAS** Council has had their legal counsel review this bylaw update/amendment to ensure it meets with the level of authority as given to municipalities within the Municipal Government Act. **And WHEREAS** if adopted this bylaw #2024-08 would replace or repeal any other Dangerous, Hazardous and Unsightly Premises Bylaw previously adopted by the Town of Souris.
Be it resolved that Town of Souris **Dangerous, Hazardous and Unsightly Premises Bylaw #2024-08** be hereby read a first time.

All in favour. Motion carried with the majority of Council in favour.

New Business, Correspondence, Requests and/or Additions:

R. Request from Eastern Kings Sportsplex for Financial Support

This request comes following notification of a major increase in Insurance premiums for the EK Sportsplex. Over the past few years, the amount has tripled. This increase is based on an updated valuation of the building and its contents.

MOTION by C. Outhouse and seconded by C. Jenkins that we table this item for another meeting. It was felt more information is needed and that we should set up a discussion meeting with the executive of the sportsplex board before moving forward. All in favour. Motion carried.

S. Purchase trailer for Fire Department for their new Off-Road Rescue vehicle

Quotes & recommendation from Fire Chief attached.

MOTION by C. Mitsuk and seconded by C. Outhouse that we purchase a new trailer for the Fire Department for their new Off-Road Rescue Vehicle. This is an item they budgeted for in their capital budget. All in favour. Motion carried.

The Off-Road vehicle was purchased by the Firemen's Association with funding received from "Chase the Ace" at the Legion.

T. COUNCIL REPORTS:

Mayor JoAnne Dunphy

- September 10-Attended community meal in partnership with Souris Regional School
- September 14- Volunteered at Home & School Meet a Machine Event serving Popcorn for Town of Souris
- September 19- Lions Club meeting
- September 25- E-Bikes presentation with Cathy Rose
- September 26- PEI Rural Beautification meeting
- September 29- Attended Fund Raiser in Three Rivers for Kings County Walk-in Clinic
- September 30- Discussion with council
- September 30- Attended Ceremony in Charlottetown for Truth and Reconciliation
- October 1- Meeting with Michelle Burge
- October 2- FPEIM meeting
- October 3- Public Special Town Council Meeting
- October 3- Lions Club meeting
- October 4-Souris & Area Wildlife Federation 70th Anniversary
- October 8-FPEIM Meeting with Minister Lantz
- October 9-Meeting in Three Rivers committee for new Walk in Clinic
- October 9- HR meeting
- October 10-Meeting with Andy Daggett
- October 10- Meeting in Three Rivers hosted by Eastern Chamber of Commerce concerning the Wood Islands Ferry
- October 12-Attended Eastern Kings Exhibition Horse Pulls
- Meetings with CAO, Events Coordinator, Administrative Assistant, Souris Fire Chief
- Numerous phone calls and chats with residents of Souris

Deputy Mayor Boyd Leard

- Thank you to our staff for all their hard work in keeping our budgets on track and working with our auditors.

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Kim Outhouse

- Sep 10th Community meal with SRS event
- Sep 13th Farmers Market
- Sep 14th SRS event & dunk tank volunteer
- Sep 17th Souris Curling Club meeting
- Sep 20th Farmers Market
- Sep 25th E-Bike Meeting
- Sep 27th Farmers Market
- Sep 30th Council discussion meeting
- Oct 3rd Special Town Meeting
- Other various meetings and volunteer activities including learn to skate program sponsored by ToS
- Next Community Dinner is planned for October 27th 11am – 1pm as Brunch at the Acorn Room.

Stephanie Mitsuk

- September 10- community meal in partnership with SRS
- September 14- attended and volunteered at Home & School Meet a Machine event
- September 18- SHAI finance meeting
- September 18- met with Chad Mooney re: regatta festival innovation proposal
- September 25- E-Bikes presentation
- September 26- SHAI board meeting
- September 27-28- Goolaholla Festival volunteer
- September 30- information discussion with council
- October 3- Town public special meeting
- October 9- HR meeting
- Various phone calls and interactions with residents. Regatta proposal work with emails to PEIF, ACOA and Chad Mooney.

Curtis Laybolt

- Meeting re e-bikes
- October 3rd meeting
- Lions Club meetings

David Jenkins

- Meals on Wheels
- Lions Club – sadly lost two members recently
- Silver Threads meetings
- Visits with seniors, helped one to move home from the hospital
- October 3rd special council meeting
- Oct 11 – attended Senior Navigator meeting
- Provided a safe designated drive home for some locals on Saturday evening

U. ADJOURNMENT

MOTION by C. Mitsuk to adjourn the meeting at 8:20pm

- **Some Reminders ***

Our next meeting will be Tuesday, November 12th due to Remembrance Day on the 11th.

Firemen's Awards Dinner November 15th

Souris Lions Club Annual Seniors Christmas Dinner December 13th

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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