



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

Monday, September 11, 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 called the meeting to order with a quorum. C. Leard connected via phone. C. Chaisson was absent.

**B. Agenda**

**2.1 Approval of Agenda**

MOTION by C. Leard and seconded by C. Laybolt to approve the Agenda as prepared and circulated. 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 – August 14, 2023 Council Meetings**

MOTION by C. Mitsuk and seconded by C. Outhouse to approve the minutes of August 14, 2023 minutes. C. Outhouse noted an omission from the minutes – having the grass cut at the location to be used by ATV Club off Lea Crane Blvd. – omission noted. All in favour. Motion carried.

Presentations:

**E. Monthly RCMP Report – August 2023**

Sgt. M. Robinson attended the meeting. Reviewed report. Copies of RCMP August report included in Council package. 10% of the calls were in the Town of Souris area. Their cars are being equipped with cell service boosters to enhance service in rural areas where it can be limited. Noted that they (RCMP) welcome calls from the public anytime. If Council have questions, they can contact him directly. CAO has contact information.

MOTION to accept the RCMP report for August made by C. Mitsuk and seconded by C. Outhouse. All in favour. Motion carried.

**F. Presentation of Town of Souris and Sewer and Water Utility Audited Financial Statements for the period ending March 31, 2023. Presented by Michelle Burge of MRSB.**

Michelle Burge went through the financial statements in detail.

**G. Approval of Audited Financial Statements as prepared and presented by MRSB.**

MOTION by C. Leard and seconded by C. Jenkins to approve the Audited Financial Statements as prepared and presented by Michelle Burge with MRSB. All in favour. Motion carried.

Business arising from previous meetings:

**H. GREEN AND INCLUSIVE COMMUNITY BUILDINGS PROGRAM. ~ UPGRADES TO Eastern Kings SPORTSPLEX**

As of Friday, September 8<sup>th</sup>, no further update, or information is available. CAO has requested Lawrence MacAulay's office inquire as to when we may expect a response as the 4 – 6 months has now passed.

*GICB Application was submitted February 28, 2023. Expected timeline for a decision is 4 – 6 months. Status of this application is still under review.*

**I. Location of new Dog Park to be confirmed.**

Discussion was held. Council agreed they would like the space to be as large as possible. This location will allow for a water line to be installed. C. Mitsuk suggests moving the existing J. MacCormack sign to open that space for the dog park. Utilizing the fence that already exists. Potentially making it 60' x 250' or larger if possible. The J. MacCormack sign can be relocated. C. Laybolt seconded this motion. All in favour. Motion carried.

Financial Information

**J. General Account Budget Update – August 2023**

For information only.

**K. Water & Sewer Utility Account Budget update – August 2023**

For information only.

**L. Town of Souris – General Account Payables \$1,094.76 to be approved – as of Sept 8, 2023.**

MOTION by C. Mitsuk and seconded by C. Laybolt to approve the A/P as listed. All in favour. Motion carried.

**M. Town of Souris – Sewer & Water Utility Payables \$869.62 to be approved– as of Sept 8, 2023.**

MOTION by C. Mitsuk and seconded by C. Laybolt to approve the A/P as listed. All in favour. Motion carried.

**N. General Account & Water Sewer Account Cheques issued during the month of August 2023. –**

For review only.

**Development:****O. Development Applications under review or issued by CAO:**

N/A

**P. Development Applications requiring Council Approval:**

N/A

**New Business, Correspondence, Requests and/or Additions:****Q. Appointment of Auditors for 2023-24 Fiscal Year**

MOTION by C. Leard and seconded by C. Outhouse that we appoint MRSB to be our Auditors for the 2023-24 Fiscal Year. All in favour. Motion carried.

**R. CCBF Allocation. The Town of Souris currently has approximately \$138,000 of unallocated CCBF (Gas Tax) Funds. To receive the funds, we are required to allocate them to a project. It is recommended that we allocate to an existing project. This will save having to go through an approval process. The monies can always be reallocated (to another eligible project) if Council chooses to do so.**

Currently, we have approved projects for “Upgrades to the Eastern Kings Sportsplex”, “Wind Turbine at Treatment Plant” and “Wastewater Sustainability Project”.

MOTION by C. Leard and seconded by C. Jenkins that move the unallocated CCBF funds into the “Wind Turbine at Treatment Plant” project. All in favour. Motion carried.

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

- Attended various meetings
- Exhibition was a great success. Thanks to Town Staff and all Volunteers
- Regular meetings with CAO & Events Coordinator
- Thanks to Liz and Admin staff for another successful audit preparation.

**Deputy Mayor Boyd Leard**

- Congratulations to EK Exhibition Committee. Heard lots of great things about the event.
- Thanks to Town Staff for all their work preparing for and during the audit. Financial statements once again look great.

**Kim Outhouse**

- Meetings with various groups and organizations.
- Volunteering at various events

**Stephanie Mitsuk**

- SHAI meetings
- SHAI asked her to pass along concern over damage to grass during Seaglass Festival. To be mindful of it for next year.
- Attended HR meeting with Mayor and staff.

**Curtis Laybolt**

- Attended and participated in EK Exhibition. All went well.

**Frankie Chaisson**

- Not in attendance

**David Jenkins**

- Not much to report this month.

**T. ADJOURNMENT**

Meeting adjourned at 8:40pm by C. Mitsuk

*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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