



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

AGENDA

Regular Monthly Meeting

Monday, July 14, 2025 @ 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/AND Land Acknowledgement 7: OOPM

In the spirit of Reconciliation, we acknowledge that the land upon which we gather is unceded Mi'kmaq territory. Epekwitk (Prince Edward Island), Mi'kma'ki, is covered by the historic Treaties of Peace and Friendship. We pay our respects to the Indigenous Mi'kmaq People who have occupied this Island for over 12,000 years; past, present and future.

B. Agenda

2.1 Approval of Agenda

2.2 Additions to Agenda

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 – June 9, 2025 Council Meeting

[Presentations:](#)

E. Monthly RCMP Report – June 2025

F. RGI Application – Request for Support from Angela Wintar

The proposed project will strengthen and increase the quality of life for newcomers and foreign workers in the Souris area. As a non-incorporated organization, they would require the Municipalities support for the application. More details attached. (Ms. Wintar plans to attend our meeting to answer questions)

G. Andy Daggett to Discuss Committee of Council

Business and Updates arising from previous meetings:

H. E-Bike Project – Building, Electrical, Internet

Status of project. Rentals have begun. We are still waiting for signage and bike racks. Temporary Signage has been made. No dedicated staff person. Existing Town staff will try to manage.

I. Updating or creating a new operating agreement/policy between the Town of Souris and the Eastern Kings Sportsplex Board of Directors.

Final copy to be signed. CAO has requested a meeting with EK Sportsplex Board of Directors to discuss steps moving forward. Chair Matthew Birt indicated July would work best for them. Date still to be determined.

J. CBCL to undertake an assessment of Town owned buildings.

A report was prepared in which Town Council met June 2, 2025, to review and prioritize action as recommended. Following meeting to discuss, CAO has requested quotes for some work including rain gutters at Fire Hall, Matthew McLean Building, and Town Hall.

K. Enhancing our Souris Youth Summer Camp.

Our summer camp is in full swing. Basically, at full capacity with waiting list and normally vacancies fill quickly.

L. Souris Beach Gateway Park Update & Requests

Update ~ CAO has applied for the PEI Beach Infrastructure Funding. \$5,000 to go towards enhancing our waste management and bike racks. **Funding has been approved.**

A new exhaust for the Lobster Shack has been installed.

Waste collection bins have been enlarged.

Covering over, a new eating area between Jerk Shack and Poke Shack has been completed.

New EXIT arrows have been painted at exit from Food Truck side.

M. Request from owners of Heartwood Crescent Development for a reduction in Municipal property taxes.

Financial Information/Updates/Approvals Required

N. General Account Budget Update – June 2025 (3 months)

For information only.

O. Water & Sewer Utility Account Budget update – June 2025 (3 months)

P. Town of Souris – General Account Payables \$3,269.49 be approved – as of July 10, 2025

Q. Town of Souris – Sewer & Water Utility Payables \$0 to be approved– as of July 10, 2025.

R. General Account & Water Sewer Account Cheques issued during the month of June 2025. – For review only.

S. **2026-27 BUDGET PLANNING ~ for Fiscal Period of April 1, 2026 – March 31, 2027**

Proposals for 2026-27 Operating & Capital Budget

If any Council member has anything they would like noted, please do so and CAO will add to working file. *We are only three months into this fiscal year, but it's never too early to start planning.*

- Council would like to meet discuss Policing, Streets and Tax Groups.

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

Development, or other Permits requiring Council approval:

T. Application to Operate a Business

Golden PEI Food Co. Inc has submitted an application to operate a business in the Town of Souris. 20 Hope Street, owned by Souris Harbour Authority. Operations to include manufacturing potato, french fries and diced potatoes. No proposed signage. Copy of application attached.

Tabled till next meeting to request additional information. CAO to speak with water sewer dept. manager.

- Received confirmation of their wastewater removal plan.
- Still waiting for copy of Certificate to Operate from the Province.

U. An application from Final Kast/Trent MacPhee to replace their 2 fishing shacks on the wharf with 1 larger one. Setbacks will remain the same.

V. An application was received from Justin Cheverie to rezone/amend PID 100842 (corner of Chapel and Colville) from R1 to R3. The Planning Advisory Board met on July 3rd and recommended that this process proceed.

Bylaws & Procedures:

W. Council Committees VS Committee of Council ~ Discussion.

See item F – Andy Daggett has agreed to discuss with Town Council from his experience as CAO with Three Rivers.

X. Dangerous, Hazardous and Unsightly Premises & Report from Bylaw Officer

We have started the necessary process to be able for us to issue Municipal Offence Tickets.

This process is still pending. . .

New Business, Correspondence, Requests and/or Additions:

Y. Event Grounds at 20 Lea Crane Boulevard

An idea brought forth by C. Outhouse during a recent Council discussion. Request for further discussion by Council.

- CAO has spoke with a representative of the Province about access road as well as additional land that is owned by the Province that could be used for parking. Potentially, they are interested in trading that piece of land for a piece of land the Town owns on St. Catherines Road beside their aggregate storage yard.

Z. Request for continued support and Sponsorship of Transportation East.**AA. Request for Sponsorship of 2025 Rollo Bay Fiddle Festival.****BB. Support from the Town for an RGI application for Souris Regatta Revival Festival****ITEMS CARRIED FORWARD FOR UPDATE OR THAT ARE STILL PENDING, DISCUSSION****RGI Application for Funding – Eastern Kings Sportsplex**

Quotes received for compressors were summarized by CBCL for budgeting purposes. Council moved to base budget on quote from Lowthers. The RGI application was submitted. RGI agreement was signed to confirm funding. Compressors have been ordered. With the delay in funding approval delivery is now not expected until December 2025 so we will be looking at an end-of-season install.

SeaRoots Alliance Update

CAO requested update from SeaRoots. Latest update is attached.

Active Transportation Fund proposed projects

An application was submitted prior to the January 17, 2025, deadline. Still pending. CAO requested an update on May 9, 2025. Applications have been reviewed and recommended by the working group. Now being reviewed by decision makers.

Canada Post Community Foundation Impact Fund

An application was submitted to the Canada Post Community Foundation Fund for a grant to help finance the replacement of the playground at the Souris Beach Gateway Park. The deadline to submit was February 28, 2025. Response is not expected until July/August. Still pending.

Matthew McLean Building Geo-Thermal System Update

Shop drawings were all approved and everything has been ordered. ETA is 12 to 14 weeks from Feb 11th. The latest update is that some of the equipment has arrived with hopes the balance of it will be delivered soon and the project can begin.

New Fire Hall Update & Next Steps

- At our last meeting, it was suggested that we speak with our new MP Kent MacDonald. Mayor has since met with MP and will update at meeting.

Water Tank Restoration

As per the motion made at our May meeting CAO has asked CBCL to begin design and tender documents for this project to potentially have the work completed this year. Will provide further update at meeting if available.

CHIF Canada Housing Infrastructure Funding

An application was submitted for a potential residential subdivision. Cost to be shared with private developers.

Still pending review and decision of funders.

GRANTS – Tree Grant Application process opens this fall. We will apply.

Monthly CAO Report – Attachment on SharePoint

COUNCIL REPORTS:

Mayor JoAnne Dunphy

- FPEIM
- Attended Souris Regional School Graduation
- Attended Ecole La-Belle Cloche Graduation
- Canada Day Celebrations
- Mermaid Tears Seaglass meeting
- Discussions with Fortune Bridge Farms
- Planning Advisory Committee meeting
- Meeting with MP Kent MacDonald
- Special In-Camera Town Council meeting.
- Regular meetings with CAO, Admin Assistant and Events Coordinator
- Many phone calls, emails, conversations, etc. with the public

Deputy Mayor Boyd Leard

Kim Outhouse

Stephanie Mitsuk

- June 9 - HR Meeting
- June 14 - volunteered at East Points Lighthouse Relay
- June 18 - Mermaid Tears Seaglass meeting & SHAI finance meeting
- June 22 - Red Isle Relay volunteer
- June 25 - Meeting with Seven Heads Tattoo club and Bonus Design Co for Regatta & Town events
- June 26 - SHAI board meeting
- July 1 - Canada Day celebrations with the town
- July 4-5 - attended the 8th Annual Souris Pickleball tournament (80+ players from all over Maritime's)
- July 7 - Closed council meeting
- July 10 - Regatta committee meeting
- July 12 - Topsy Farmer & Friends Community Dinner senior grant sponsored the meal for the senior's strawberry social

Curtis Laybolt

David Jenkins

Rebecca MacPhee

- July 1 - Canada Day celebration
- July 7 - in camera meeting
- July 14 - regular council meeting
- *Various correspondence with the public, staff, Mayor and Council

CC.ADJOURNMENT

Notes _____

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!



AGENDA Prepared by:
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