



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

AGENDA

PLEASE NOTE ~ There will be a public meeting beginning at 6:00pm regarding the Rezoning Request from Justic Cheverie for two Prince Ave. Properties. Info provided prior.

Regular Monthly Meeting

Tuesday, October 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 – September 8, 2025 and September 22, 2025 Council Meetings

Presentations:

E. Monthly RCMP Report – September 2025

Business and Updates arising from previous meetings:

F. Upgrades, Renovation to Eastern Kings Sportsplex

A meeting will be held between members of Town Council and members of EK Sportsplex Board to discuss potential upgrades and renovations to the Sportsplex. Including Bowling Lane space and Acorn Room. These renovations could potentially be eligible for RGI funding.

G. Souris Beach Gateway Park Update, Requests & Potential new phase of development.

Brian Deveau is arranging for a meeting with various stakeholders to move forward with this. The support seems to be there from both the Province and ACOA. Meeting date is TBD.

Financial Information/Updates/Approvals Required

H. General Account Budget Update – September 2025 *for information only.*

I. Water & Sewer Utility Account Budget update – September 2025 *for information only.*

J. Town of Souris – General Account Payables \$19,965.86 to be approved – as of Oct 10, 2025

K. Town of Souris – Sewer & Water Utility Payables \$243.28 to be approved– as of Oct 10, 2025.

L. General Account & Water Sewer Account Cheques issued during the month of September 2025. – *for information only.*

M. 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 six months into this fiscal year which means we are at the half-way point.*

- Council would like to meet to discuss Policing, Streets and Tax Groups.
- C. MacPhee would like to consider hiring a Recreation Director.

It was suggested that Council set some dates for Budget meetings to discuss various ideas, make plans and start working on the 2026-27 Budget. This way Council and staff have time to prepare and schedule.

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

- Bar Clam Holdings, privacy fence at 1 Sunset St
- Patrick Moore, addition to house at 8 Sunset St
- Kate Bruce, addition to house at 7 Bloomsbury St
- Christian Soloviev, fence around property at 2 Church Ave
- PEI Dept of Housing, new house at 20 High St.

Development, or other Permits requiring Council approval:

N. An application was received from Justin Cheverie to rezone/amend PID 102814 and PID 101741 located on Prince Avenue from M1 Industrial to R3 Mixed Density Residential.

Planning Advisory Board met August 28, 2025 at 12:05pm to review and make recommendations on this proposed amendment. Planning Advisory Board recommended that the process to rezone and amend these two properties as proposed be initiated by Town Council as per section 18 of the Town of Souris Land Use Bylaw.

At the September 8, 2025 Council meeting Council set a date for a **Public Meeting for October 14, 2025 at 6:00pm** to provide the public with an opportunity for input as per section 18 of our Land Use Bylaw.

If deemed appropriate, Council may give first reading at this October 14, 2025 Town Council meeting.

Bylaws & Procedures:

O. Council Committees VS Committee of Council

CAO provided copies of COC forms that were used by the Town of Montague.

P. Dangerous, Hazardous and Unsightly Premises

Liz Chaisson is now officially appointed as JP for the Town of Souris. Municipal Offence Tickets have been prepared with help from legal counsel and are currently being printed.
See attached document regarding processing.

- A legal notice “Clean Up Order” was issued to property owners at 21 High Street with a deadline to comply of October 17, 2025. It was delivered by Register Mail, Regular Mail and in person by the Town’s Bylaw Enforcement Officer.

New Business, Correspondence, Requests and/or Additions:

Q. Quote for Replacement of the Furnace at the Town Maintenance Garage (Lea Crane Blvd)

Additional quotes have been received.

R. Active Transportation Fund

- We were approved for \$50,000. A draft RFP for AT Study prepared by CAO is attached for review.
- Other items approved included infrastructure items such as bike stands, bus shelter.

S. Green Municipal Fund Safe & Active School Routes

<https://greenmunicipalfund.ca/funding/safe-and-active-school-routes>

T. CCBF Municipal Strategic Component (MSC) stream is now accepting applications.

Following Council Special Meeting September 22, 2025 it was determined that we would apply for funding under this stream of funding to extend water and wastewater on Beach Avenue. CAO worked with CBCL to try to pull this together before the October 3rd deadline. However, based on a pre-liminary plan it was determined that we could not have everything pulled together by that deadline. CAO has

confirmed that there will be a spring intake for this stream of funding in March 2026. This will allow time for discussions with potential land developers and to properly and confidently put some numbers to this project rather than rushing it.

U. Sponsorship Request from Atlantic Attack Ringette. Dayna Dingwell.

ITEMS CARRIED FORWARD FOR UPDATE OR THAT ARE STILL PENDING, DISCUSSION

RGI Application for Funding – Eastern Kings Sportsplex

Agreement has been completed and signed by both parties. RGI Final Claim form has been submitted for funding.

SeaRoots Alliance Update

More key informant interviews were scheduled (they haven't heard back on them yet). They were very pleased with the intake from the survey, the results, and the attendance at the meetings.

Thank you to all who attended the meeting and provided insights as key informants. They really appreciate everyone taking that time. They will continue to keep Town Council up to date as more information is available.

New Fire Hall Update & Next Steps

- CAO has nothing further to report.

Water Tank Restoration – CCBF

Maintenance supervisor and CAO have been talking with CBCL and we should be ready to tender this project out soon. It was recommended that we tender it separately from the Water Line Bypass as it would be two separate types of contractors required for each job.

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.

UPDATE - We were asked to REVISE our application as originally some items were deemed ineligible and were since changed to be eligible. CAO worked with Engineers and Developers to make these changes that were due to be submitted by October 10th. No changes to the scope of work, just potential for more funding.

TREE GRANTS – Tree Grant Application process opens this fall. Jeannie in our office is working on them as we speak. **Fruit Trees were mentioned. Any suggestions about where these could be planted?** Depending on the variety they could require a bit more maintenance and upkeep.

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. Potentially this could be looked at as part of our AT Study or Future RGI project.

E-Bike Project – Building, Electrical, Internet

We've received a report of what other eastern PEI communities experienced with their e-bikes. See attached.

CBCL completed an assessment of Town owned buildings.

This report will be helpful when looking forward to budgeting purposes. CAO has asked local provider of rain gutters to provide a quote on some buildings that were identified in the report for budgeting purposes.

Belle Ave/Main Street Intersection

CAO has requested advice and direction from a provincial traffic engineer. No further update or advice was provided.

Enhancing our Souris Youth Summer Camp.

A questionnaire, as a google document was emailed to all parents. CAO asked Jeannie in the office to do this as she had the most dealings with the parents and will follow up prior to our meeting to see what responses were received.

Monthly CAO Report –**COUNCIL REPORTS:****Mayor JoAnne Dunphy****Community Engagement and Event**

- Attended the Truth and Reconciliation Ceremony.
- Participated in a Strategic Session with Gordon McIntosh through FPEIM.
- Took part in intermunicipal conversations with other municipal leaders.
- Worked with CBDC to coordinate Small Business Week activities and include participation from local businesses in Souris.
- Attended Topsy Farmer & Friends Community Dinner in September.

Media and Communications

- Completed media interviews with CBC and *The Guardian* to discuss community matters and local initiatives
- Maintained regular communication with our MLA and MP to ensure collaboration and advocacy on behalf of the Town.

Resident and Administrative Matters

- Responded to numerous calls and conversations with residents of Souris and surrounding rural areas regarding concerns about recent break-ins.
- Engaged in ongoing discussions with the CAO and Administrative staff on these matters and other municipal operations.

Legal and Regulatory Matters

- Communicated with the Town's legal counsel regarding issues related to unsightly premises and next steps for compliance and enforcement.

Congratulations

- The Town of Souris has been invited to attend the Rural Beautification Awards Ceremony on October 28th, as we are winners in at least one category this year. This recognition highlights the Town's ongoing efforts to enhance the appearance and pride of our town.

Deputy Mayor Boyd Leard

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Kim Outhouse

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Stephanie Mitsuk

- September 25- SHAI AGM
- September 25- SHAI board meeting
- October 2- special SHAI meeting
- Regular correspondence with the public, mayor and council and town staff

Curtis Laybolt

- Special Council meeting Sept 22
- Lion's Meetings
- Discussions with members of our community

David Jenkins

- Senior's meeting Oct.17th
- Seniors' dinner Sept 24th
- Lions' meetings.
- Special Finance meeting Sept 22
- Meals on wheels x 2
- selling tickets on the cow patty bingo slated for this Sat.at 1:00pm
- and attended last Council Meeting Sept 8th

Rebecca MacPhee

- September 11 - Community meal volunteer
- September 22nd - council meeting re: funding
- October 14 - regular council meeting
- Various correspondence with the public, staff, Mayor and Council

V. ADJOURNMENT

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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