



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

Monday, April 13, 2026 @ 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

MOTION by C. Leard seconded by C. Mitsuk to approve the Agenda as prepared. 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 conflict declared.

D. Approval of Minutes – March 9, 2026 & March 23, 2026 Council meetings.

MOTION C. Mitsuk and seconded by C. MacPhee to approve the Minutes of March 9 and March 23 Council meetings. No errors or omissions were noted. All in favour. Motion carried.

Presentations:

E. Monthly RCMP Report – March 2026

RCMP representative reviewed monthly report and spoke on a few current cases. C. MacPhee asked what would be the reason for lower to no drug related numbers. Response was that it may just be a matter of timing of the report, it's not to say none are currently under investigation.

A new Staff Sgt will be hired in the next few months for North Kings as our current Staff Sgt Mike Robinson is being transferred to Fort McMurray. In the interim we will have Sgt. Adam Robar. Council asked about Parking Tickets. Will the RCMP enforce if signs are posted. The answer is yes they will for public streets and public spaces. Not in private parking lots – the onus would be on the property owner.

MOTION by C. Laybolt seconded by C. MacPhee to accept the RCMP report as presented and reviewed. All in favour. Motion carried.

F. Souris Beach Gateway Park – Response from the Province – Brian Deveau to present

Mr. Deveau was disappointed with the response from the Province, but feels we should try to schedule a meeting with Environment and Transportation to see what we can do. Recent work undertaken in the area may change things. Considerations of Salt Marsh, Flood Zone and Sea Level Rise to be discussed. At very least will they allow us to shore-up what land we do have where the food trucks and gazebo are located? Could we be extending along Beach Ave for additional parking? Brian will try to arrange a meeting.

Business and Updates arising from previous meetings:

G. Upgrades, Renovation to Eastern Kings Sportsplex

CBCL has been contacted and asked to provide a quote for preparing RFP for renovations to bowling lane space. They are preparing a proposed scope of work and cost. Following up next week for further discussion.

CBCL is planning a site visit Friday, March 13th.

Site visit was cancelled due to poor weather.

New date has been set for May 13th.

H. Gateway Park Tenants/Upcoming Season

- Toby's Food Truck – New Food Truck as proposed and approved by Council March 23, 2026
- The Handmade Nook – New tenant in building as proposed and approved by Council March 23, 2026

BEACH RENTAL RATES for 2026 (increased by \$150 each from 2025)

- Rental rates for 2026 – Buildings on South side - \$3,122.50 + HST (electric included)
- Rental rates for 2026 – Food Truck spaces - \$2,610. + HST (electric included)

LOBSTER SHACK signed a 10 year lease in 2020. (renewable after 2029 season)

- Lobster Shack Rental Rate 2026 - \$8,000.00 + HST (plus 50% of electricity)

MOTION by C. Mitsuk and seconded by C. MacPhee to approve these rates for 2026. Consideration of increasing electricity costs need to be considered going forward. All in favour. Motion carried.

I. E-Bike Rentals

- We have submitted a wage subsidy application to possibly hire someone.

ADDED: Mathew McLean Tenancy/Available Space

A MOTION was made by C. Outhouse and seconded by C. Leard that we ask if the VIC would consider moving into the Historium space at renew of their lease. C. Outhouse feels this would then make the street-facing space they currently occupy available for another potential tenant. It may also bring more visitors into the historium. All in favour. Motion carried.

Financial Information/Updates/Approvals Required

- J. General Account Budget Update – March 2026** *for information only.*
- K. Water & Sewer Utility Account Budget update – March 2026** *for information only.*
- L. Town of Souris – General Account Payables \$1,615.46 to be approved – as of April 10, 2026**
MOTION by C. Mitsuk and seconded by C. MacPhee to approve the General Account Payables as listed in the amount of \$1,615.46. All in favour. Motion carried.
- M. Town of Souris – Sewer & Water Utility Payables \$0.00 to be approved– as of April 10, 2026.**
- N. General Account & Water Sewer Account Cheques issued during the month of March 2026.** *–for information only.*
- O. 2027-28 BUDGET PLANNING ~ for Fiscal Period of April 1, 2027 – March 31, 2028**
- 2026-27 Town of Souris Operating and Capital Budget was approved March 23, 2026
- 2025-26 Year End Audit it scheduled for June 3 – 4, 2026 with MRSB

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

- A Revised Development Permit was issued to 17 Main Street for an addition of a detached all-season room and pergola on to the back of their house, as well as a 4' addition on to the west side of their sunroom. Originally issued for a larger addition in 2024.
- A Development Permit was issued to 3 Sunset Street for a covered porch, and a wrap-around deck,

Development, or other Permits requiring Council approval:

- P. Application from Coles Associates on behalf of Remedy RX – Seaside Innovation to consolidate three properties now owned by Seaside Innovation as shown and then subdivide into two lots as shown on preliminary plan.**

Planning Advisory Board met April 1, 2026, and recommended preliminary approval of this lot consolidation and subdivision. The two newly formed lots as proposed meet the lot requirements for Section 10, C1 – Commercial zoning. No zoning change is required.

Notes by Planning Advisory Board included:

- The relocation of storm drainage and driveway on Main Street would need to involve the Provincial Department of Transportation as Main Street is maintained by the Province.
- Also noted in the drawings was a proposed exit/entrance off Sterns Ave which may be of concern depending on proposed use. Prior to development these concerns should be addressed with the developer.

This application is for lot consolidation and subdivision as outlined in the drawings provided.

They provided a site plan and draft drawings of proposed development so Planning Advisory Board and Town Council could envision their plan and address any concerns they may see.

A separate development application will be required for development.

MOTION by C. Laybolt and seconded by C. Outhouse to approve the lot consolidation and then subdivision of these properties as recommended by the Planning Advisory Board and as shown on the preliminary drawings provided by Coles Associates on behalf of Seaside Innovation. This includes PID's 101048, 101147, and 101154 on Main Street.

Q. Application from Chapman Family Development to request a change in the zoning of PID 102137 from R1 – Low Density Residential to R2 – Medium Density Residential. (map of the property is attached)

Planning Advisory Board met April 1, 2026, and recommended that Town Council proceed with the necessary steps as per section 18 of Town of Souris Land Use Bylaw to change the zoning of PID 102137 from its current zoning of R1 – Low Density Residential to R2 – Medium Density Residential to allow for residential growth.

These steps as outlined in Section 18.4 include Town Council scheduling a Public Meeting to provide the public with an opportunity for input. It must be posted in a public newspaper for a minimum of 7 clear days prior to the meeting.

This property is designated as Residential on the Town's Official Plan Future Land Use Map; therefore, no amendment will be required to the Future Land Use Map.

Shelley LaVie, the Town's CAO and Development Officer, has recommended the Town Council consider engaging a professional planner for this proposed project. It has the potential to be a very large file, and the Town would benefit from having a professional planner involved for advice and direction.

MOTION by C. Mitsuk and seconded by C. Outhouse that we engage the services of a professional planner for this request to change the zoning of PID 102137 and potential subdivision of the same property. CAO will reach out to Samantha Murphy Planning to see if she available and willing to take this on. All in favour. Motion carried.

MOTION by C. Mitsuk and seconded by C. Jenkins that we proceed with the rezoning process as per Section 18 of our Land Use Bylaw as requested by Chapman Family Development and as recommended by Planning Advisory Board. The property is currently zoned Residential on our Future Land Use Map. Chapman Family Development are proposing to have it designated as R2 – Medium Density Residential. All in favour. Motion carried.

Bylaws & Procedures:

R. Dangerous, Hazardous and Unsightly Premises Bylaw

- We now have municipal offence tickets that can be issued. Liz Chaisson is our official JP. Now that spring is here, our Bylaw Officer will be assessing properties that are or may be in violation of this bylaw.

New Business, Correspondence, Requests and/or Additions:

S. Request from Rollo Bay Fiddle Festival for sponsorship of their 50th Anniversary to be held July 17-19th.

T. Request from Spud Fest for sponsorship of their 7th Annual 2026 Festival to be held July 11th.

U. Request from Points East Lighthouse Run/Relay for sponsorship of their 10th Annual Relay planned for June 13, 2026.

MOTION by C. Outhouse and seconded by C. Laybolt that we table Items S. T. U. until we finalize our donation policy. Policy to include categories, submission forms, resident vs non-resident. All in favour. Motion carried.

V. Proposed Signage for Main Street – downtown core.

Councillors Outhouse and Mitsuk are proposing a new sign for the downtown core of Souris. The proposal is in the shape of a lobster with spaces for business names. We could charge for the spaces. Possibly the local school or fabricator could build the lobster frame. Suggested locations are the corner of Main/Church and Main/Maple.

W. Correspondence from Artisan's on Main regarding provincial signage coming into Souris.

Artisan's on Main have been denied a provincial sign on the highway because they don't post for business on the main road. Only those that are off the main road. No straight arrows.

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

Council Committees VS Committee of Council

How would Council like to proceed?

**** A Special meeting scheduled for **Wednesday, April 29, 2026 at 6:30pm** to discuss this further.**

SeaRoots Alliance

- Following the March 9, 2026 meeting correspondence was sent to SeaRoots advising them of Council's decision regarding the site. No response was received to date.

New Fire Hall Update & Next Steps

- CAO has nothing further to report.
- New Build Canada Fund – we are still waiting for the applications to open.

Water Tank Restoration – CCBF

- CAO and Maintenance department met with CBCL February 13th to review specs.
- Revised specs received from CBCL for review by Maintenance department March 2nd.

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.

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.

- David MacAulay has agreed to assist with creating a site plan and is willing to meet with all stakeholders for input. Meeting date to be determined. CAO will connect with Mr. MacAulay to set something up.

TRAFFIC CONCERNS Belle Ave/Main Street Intersection and other traffic concerns.

A public meeting was held March 30th to hear concerns from the public regarding Belle Ave. A summary of responses received are attached. Representatives from the Province are planning to be in Souris, Monday, April 13th to take a look at Belle Ave intersection and Breakwater Avenue.

Souris Youth Summer Day Camp.

- Town staff have had some inquiries from parents asking if we were planning to host the day camp for this summer. To date, we have received Federal funding for 50% wage subsidy for two (2) students (at \$17.00 pr/hr) for this program. No word on Provincial funding yet. CAO would like to request a separate meeting with a committee to discuss further and work out details.

**** Special Committee Meeting scheduled for April 22, 2026 at 5:30pm to discuss details of upcoming summer camp.**

ACTIVE TRANSPORTATION STUDY

- RFP has been awarded to MRSB
- Initial kick-off meeting was held Dec 18th (virtual)
- Site visit took place Jan 8th.
- Survey has been launched online. Please share to encourage folks to participate.
- MRSB has set up a Teams meeting for March 10th at 6:30pm to review with Town Council “what they’ve heard” from the study and plan for Public Meeting to be held March 12th at 6:30pm at SRS.

MOTION by C. Leard and seconded by C. Laybolt that Council would like to ask the Province if they would consider a lighted crosswalk at the intersection of Chapel Avenue and Main Street. All in favour. Motion carried.

Council requested a summary of Active Transportation Grant so that deadlines can be met for spending. CAO provided prior to meeting.

- Quotes for Bike Racks and Shelters
- Mat for Farmer’s Market to make it more accessible. Maybe ask Ski Club where they got the use of one.

Battle of the Atlantic Celebration 2026

- Planning is in process for this event to be held in Souris May 3, 2026. Further details will be shared once available. Organizers visited Souris April 10th in preparation of this event.

NHL Legends Tour

- CAO forwarded this information to Eastern Kings Sportsplex. They met and decided not to take this on for this year. Some had been involved with it before.

Commemorative Plaque on Town Hall

- A new sign is being made to be installed over the commemorative plaque. *We will try to get an ETA.*

COUNCIL REPORTS:**MAYOR JOANNE DUNPHY ~ MAYOR'S REPORT**

Reporting Period: March – April 2026

- March 10 – Meeting regarding Active Transportation
- March 10 – Rural Fire Dues Meeting
- March 11 – Community Consultative Group Meeting (Policing)
- March 12 – Public Active Transportation Meeting
- March 23 – Annual Budget Meeting
- March 26 – Federation of PEI Municipalities Meeting; Meeting with Craig Chapman
- March 30 – Public Meeting for Belle Avenue
- April 1 – Planning Advisory Board Meeting
- Ongoing – Media conversations regarding Belle Avenue and other municipal matters
- Lions Club Meeting

More recently, I attended a planning meeting regarding the upcoming Annual Battle of the Atlantic Parade, scheduled for May 3rd, which is being hosted in the Town of Souris. Discussions focused on event coordination, community participation, and ensuring a respectful and meaningful commemoration. The Town of Souris is also working in collaboration with Souris Legion Branch 3 to help support the reception.

In closing, I would like to extend my sincere thanks to Council and staff for the tremendous work they continue to do and for their ongoing dedication to serving our community. You are truly appreciated for all you do.

As we welcome the arrival of spring, I would also like to remind residents that the Island-wide clean-up day is fast approaching. Thank you to the organizers for continuing this important initiative each year. It's a great opportunity for all of us to take pride in our community by cleaning up our yards and properties and helping keep our town looking its best.

DEPUTY MAYOR BOYD LEARD

- March 10 – Active Transportation Meeting
- March 10 – Rural Fire Dues Meeting
- March 12 – Active Transportation Meeting
- March 23 – Budget Meeting

- March 30 – Belle Ave Meeting
- Always lots of conversations with members of the public.

COUNCILLOR KIM OUTHOUSE

- March 10 - Council Active Transportation meeting
 - March 12 - Public Active Transportation meeting
 - March 16 - Regatta/MMTF meeting
 - March 23 -Public Budget meeting
 - March 30 - Public Belle Avenue meeting
 - April 10 - QCH/BoA meeting
 - April 13 - Council Regular Monthly meeting
- Various correspondence with constituents and peers re: Town projects, issues and events

COUNCILLOR STEPHANIE MITSUK

- March 10 - Council Active Transportation meeting
- March 12 - Public Active Transportation meeting
- March 13 - HR meeting
- March 16 - Regatta/MMTF meeting
- March 18 - SHAI finance meeting
- March 23 - Public Budget meeting
- March 26 - SHAI finance meeting
- March 30 - Public Belle Avenue meeting
- April 13 - Council Regular Monthly meeting
- Various correspondence with residents, town staff, Mayor and council.

COUNCILLOR CURTIS LAYBOLT

- March 10 - Council Active Transportation meeting
- March 11 - Community Consultative Group meeting (Policing)
- March 12 - Public Active Transportation meeting
- March 23 - Public Budget meeting
- March 30 - Public Belle Avenue meeting
- April 13 - Council Regular Monthly meeting
- Various Lions meetings and correspondence with residents, town staff, Mayor and council.

COUNCILLOR DAVID JENKINS

- Attended Seniors Meeting March 18th
- Attended Active Transportation meeting March 10th
- Budget meeting Mar 23rd.
- Attended a seniors information session regarding your final moments.....
- Attended the public meeting re: Belle Ave. traffic concerns
- Attended planning advisory April 1st
- Attended regular monthly Council meeting April 13th
- Lions Meeting

COUNCILLOR REBECCA MACPHEE

- March 10 - meeting for Active Transportation
 - March 11 - Community Consultative Group meeting (Policing)
 - March 12 - Public Active Transportation Meeting
 - March 23 - Annual Budget Meeting
 - March 30 - Public meeting for Belle Avenue
 - April 13 - Regular Council Meeting
- *Various correspondence with the public, staff, Mayor and Council*

X. ADJOURNMENT

Councillor Mitsuk Motioned to Adjourn at 9:10pm.

MINUTES Prepared by:
Shelley M. LaVie
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