



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

Monday, JUNE 8, 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.

Mayor Dunphy called the meeting to order with a quorum and read Land Acknowledgement.

B. Agenda

2.1 Approval of Agenda

MOTION by C. Leard and seconded by C. Mitsuk to approve the Agenda for June 8, 2026, as prepared and circulated to Council prior to the meeting. 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 – May 11, 2026 Council meetings.

MOTION by C. Mitsuk and seconded by C. Jenkins to approve the minutes of May 11, 2026, Council Meeting as prepared by CAO. No errors or omissions noted. All in favour. Motion carried.

Presentations:

E. Monthly RCMP Report – May 2026

A written copy of the monthly RCMP report for the month of May was provided and reviewed.

MOTION by C. Laybolt and seconded by C. MacPhee to approve the RCMP report for May 2026 as presented by a representative of Kings RCMP detachment. All in favour. Motion carried.

F. Annual Report from PEI Public Library

Presentation by PEI Public Library of their annual report. Highlighted new services available through PEI Public Libraries. Copy of the report was provided.

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. C. Outhouse and CAO met with Sable Arc May 13, 2026 at the facility and discussed proposed renovations. They are to prepare a scope of work and cost association with preparation of plans and options.

Installation of Compressors

Work has begun. CAO to request an updated schedule and layout for new exterior electrical elements of the project. West side property update requested by C. Outhouse.

H. Structural or Assessment of Condition of Eastern Kings Sportsplex Building

MOTION by C. Leard and seconded by C. Outhouse that we apply for RGI funding in order to complete a **comprehensive** structural assessment of the existing Eastern Kings Sportsplex. CAO to request a proposal from CBCL to complete this assessment. C. Outhouse wants to be sure it is comprehensive in nature – it is important to know what might be hidden from plain sight or view. All in favour. Motion carried.

I. Gateway Park Tenants/Upcoming Season

All spaces are leased for the season. Two seasonal employees currently working. One, possibly two students will also be hired.

J. E-Bike Rentals

- Mayor Dunphy and Jeannie attended a recent e-bike marketing session at CBDC in Montague. Mayor Dunphy can update. . .
- Possible EDA? Or Transportation East?

K. Proposed Signage for Main Street – downtown core. Lobster/Mouse Design. Next steps.

MOTION by C. Mitsuk and seconded by C. Leard to move forward with the idea brought forth to create a sign to highlight downtown businesses in the shape of a "Mouse". Estimate provided by local fabricator for a 4' x 8' Mouse is \$4,590. C. Outhouse to get more details. All in favour. Motion carried.

L. Potential for pathway for Farmer's Market for improved accessibility.

CAO provided estimates for rubber matting or cement. CAO to acquire cost for asphalt. Possible funding sources were discussed.

M. Parking Issues and solutions for 209 Main Street.

Parking near the EK Fitness Centre seems to be a concern. Gym members tend to park very close to the stairs rather than in the parking lot provided at the front of the Sportsplex. This causes issues for people attending ball games and soccer games. Sometimes the area is down to one lane.

- Could the lower field be used for parking? (grass area just east of rink)
- Could the gate near the soccer field be left open or moved back further so cars could access that area?
- We could start by approaching the Fitness Centre and asking them to encourage members to park in the parking lot versus along the driveway.
- We could put some barriers in place to prevent people from parking close to the building

MOTION by C. Laybolt and seconded by C. Jenkins to order 6 cement barriers to address parking issues by the gym as well as by the intersection of Main/Belle Ave.

N. Clean-up and electrical pole replacement at Clinton Ballfield.

C. Outhouse noted some areas in and around the G. Clinton Ballfield needs to be tidied. Replace electrical pole. Remove old lobster traps used by Village Feast. Cleanup some brush to the left of the entrance.

Financial Information/Updates/Approvals Required

O. General Account Budget Update – May 2026 *for information only.*

P. Water & Sewer Utility Account Budget update – May 2026 *for information only.*

Q. Town of Souris – General Account Payables \$1,941.49 to be approved – as of June 5, 2026

MOTION by C. Mitsuk and seconded by C. Laybolt to approve the A/P as listed in the amount of \$1,941.49. All in favour. Motion carried.

R. Town of Souris – Sewer & Water Utility Payables \$173.03 to be approved– as of June 5, 2026.

MOTION by C. Mitsuk and seconded by C. Laybolt to approve the A/P as listed in the amount of \$173.03. All in favour. Motion carried.

S. General Account & Water Sewer Account Cheques issued during the month of May 2026. *– for information only.*

T. 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 took place June 3 – 4, 2026 with MRSB – additional off-site work over the next few weeks will conclude that process. Expectation will be for audited statements to be presented in August/September. A preliminary or Draft will be available prior to public presentation.

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

U. A Development Application was received from Nick Carter at 19 Chapel Avenue.

The development application is to replace the private storage building on his property that was significantly damaged by fire one year ago. Size 32' x 30' x 15' Minimum setbacks met. Same location as previous building, slightly larger in size - *previous was 24'x32'*.

Development, or other Permits requiring Council approval:

V. 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.

A Motion to proceed with the rezoning process was made by Council at the April 13, 2026 Council meeting. It was also motioned at that meeting the Town engage the professional planning services of Samantha Murphy with We6Planning on this file.

Samantha Murphy with We6Planning has agreed to consult and advise on this file.

Public Meeting was scheduled, advertised as required and held May 21, 2026 at 6:30pm at Silver Threads Club.

A report was prepared by Samantha Murphy, RPP, MCIP. Twenty members of the public attended, Town Council and staff, as well as members of the Planning Advisory Committee and one journalist attended. Public comments both at the public meeting and in writing were covered in points noted in Samantha's report.

Planning Advisory Committee met Friday, June 5th, 2026 to review this report and consider what was heard at the Public Meeting. After listening to public concerns and reviewing the report prepared by planner Samantha Murphy, they recommend approving the request to rezone PID 102137 from R1 – R2. As noted in the report the application appears to be supported by Official Plan policies and sound planning principles.

It is recommended that the Town consult with officials from the relevant provincial departments to ensure adequate assessments are conducted and site conditions are included in any subsequent subdivision approval, should Council approve this application.

It is also recommended the Town along with the Planning Advisory Committee work with the applicant to develop a subdivision concept that involves a transition in densities from R1 uses immediately adjacent to the existing properties (where feasible) to other housing types permitted in the R2 zone.

Should Council approve this application – Bylaw #2026-01 - A Bylaw Amendment to Rezone PID 102137 from Low Density Residential (R1) to Medium Density (R2) - is attached.

Bylaw #2026-01, a bylaw to amend the Town of Souris Land Use Bylaw 2024, was read and approved a first time at the Council meeting held on June 8, 2026.

Resolution

#2026-06-08-01

Council Resolution

1st Reading

Bylaw #2026-01

A bylaw to amend the Town of Souris 2024 Land Use Bylaw

June 8, 2026

Moved by Councillor

Boyd Leard

Seconded by Councillor

Stephanie Mitsuk

Resolution:

Carried	X	For	6
Defeated		Against	0

WHEREAS an application has been received to change the zoning of PID # 102137 on Main St to Medium Density Residential (R2), as indicated in Figure 1;

AND WHEREAS a public meeting was on May 21, 2026 in accordance with the statutory notice requirements;

AND WHEREAS Council has considered the planning report dated May 28, 2026 and public input;

AND WHEREAS Council is satisfied that the proposed amendment is consistent with the intent of the Official Plan and the *Planning Act*;

BE IT RESOLVED THAT the Town of Souris Bylaw #2026-01, A bylaw to amend the 2024 Land Use Bylaw, be hereby read a first time.

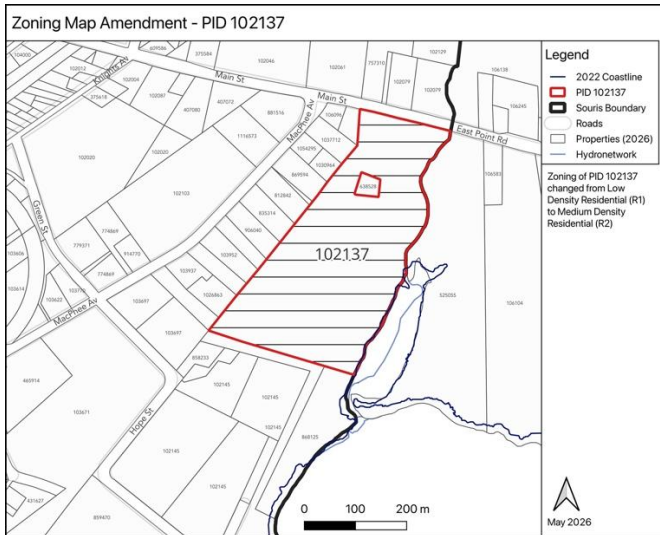


Figure 1 – PID 102137

Bylaw #2026-01 is attached.

Council Resolution
#2026-06-08-02

Approval of 1st Reading

Bylaw #2026-01

A bylaw to amend the Town of Souris 2024 Land Use Bylaw

June 8, 2026

**Moved by
Councillor**

Boyd Leard

**Seconded by
Councillor**

Stephanie Mitsuk

Resolution:

Carried	X
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For	6
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Defeated	
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Against	0
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WHEREAS the Town of Souris Bylaw #2026-01, A bylaw to amend the Town of Souris 2024 Land Use Bylaw, was declared read a first time;

BE IT RESOLVED THAT the first reading of the Town of Souris Bylaw #2026-01 be hereby formally approved.

Bylaws & Procedures:

W. Council Committees VS Committee of Council

Council met April 29, 2026, to discuss further. It was decided at that meeting to proceed with making the change to town's procedural bylaw to move from Council Committees to a Committee of Council structure. Realizing it will take a couple of meetings, Council felt it was best to make the change now rather than waiting and putting it on a new Council. CAO will work on preparing a draft of these changes.

Draft of Bylaw/proposed changes.

New Business, Correspondence, Requests and/or Additions:

X. Request from La-Belle-Cloche to provide a donation towards their Graduation Class of 2026.

MOTION by C. Mitsuk and seconded by C. Laybolt that the Town donate \$400 towards the graduating class of 2026 for Ecole La-Belle-Cloche. C. Outhouse suggested we add this to our annual budget as we do with SRS donations made. All in favour. Motion carried.

Y. Quote for Replacement of A/C Units at Town Hall (1st & 2nd Floor) & servicing the 3rd Floor

MOTION by C. MacPhee and seconded by C. Laybolt to approve the quote from RDMD for replacement of existing A/C Units at Town Hall and the addition of a A/C for 3rd floor. All in favour. Motion carried.

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

SeaRoots Alliance

- The latest correspondence was a request for information on another potential site. CAO provided SeaRoots with the requirements and considerations based on Town of Souris' Land Use Bylaw.

New Fire Hall Update & Next Steps

- Following a recent conversation with our mayor MP MacDonald has indicated a funding portal through the Federal Government is expected to be available in the coming weeks.
- Council to discuss if another municipal service could be included in the plan for a new Fire Hall.
 - For consideration purposes, CAO to ask Public Library what amount of space would be required for a Library.

Water Tank Restoration – CCBF

- Phase I has been awarded to Chapman Bros. Const. This will include the water bypass line installation and fencing.
- Phase II should be ready to go out for tender soon. It will include the actual restoration of the water tank.

CHIF Canada Housing Infrastructure Funding

An application was submitted for a potential residential subdivision. Cost to be shared with private developers. We have received official word that this project has been approved. A public announcement and written agreement with details is expected soon.

Event Grounds at 20 Lea Crane Boulevard

An idea that was brought forth by C. Outhouse during past Council discussion to upgrade the old Exhibition Grounds into a space that could be used for community events.

- A meeting was held with various Stakeholders May 27, 2026. Including: Municipal Staff, EK Exhibition, Tug of War, Mark MacCormack, Souris Regatta, ATV Club and David MacAulay. A lot of great ideas were shared. David is working on a preliminary plan.

Some bigger ideas may take some time and money; but there may be some things we could do now to make some improvements for this season.

- Things that could happen now may include: (if Council approves)
 - Event grounds cleanup,
 - bleacher repair & paint,
 - building repair and paint,
 - fence repair & paint, new fence
 - and pad improvements.

MOTION by C. Outhouse and seconded by C. MacPhee that the Town in partnership with other stakeholders undertake some minor repairs to the grounds at 20 Lea Crane Blvd as suggested by C. Outhouse. All in favour. Motion carried.

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.

- Attached pricing for cement barriers

CAO to email Topsy Farmer's to notify them in advance that the Town will be locating some new barriers and No Parking Signs.

Souris Youth Summer Day Camp.

- ❖ Registration filled quite quickly. Still a few openings, but not many. We are encouraging parents to check back periodically as some spaces may open up if parent either cancel or do not pay the registration fee by the previous Thursday. All done online.

ACTIVE TRANSPORTATION STUDY/FUNDING

- Final Report has been supplied to Town Council. Once approved it can be shared on Town's Website.

MOTION by C. Outhouse and seconded by C. Laybolt to approve the Active Transportation Study Final report as prepared by MRSB. All in favour. Motion carried.

- **AT Committee to meet** to decide on balance of funding to be spent. Pricing for shelters, bike racks has been shared. Potentially signage for trails to be considered.
- **DriftScape App** for Active Transportation. Proposal & Quote from 2025 attached.

C. Mitsuk will coordinate with Jeannie Roche to set up a presentation with Driftscape to learn more about it.

Agreement between Town of Souris & Souris Minor Baseball (draft shared at May meeting) **and Souris Lamplighters Soccer to be shared with organizations for discussion purposes.** The intent of the agreements would be to clearly define who is responsible for things. Eg. Maintenance, grass cutting, dugouts, etc.

C. Outhouse offered to make the first contact with these organizations.

Skatepark project Sub-Committee was created at May meeting.

- An event is planned for Sunday, June 21st. Poster of event attached.
- Outdoor court painting, bleacher painting & wind break installation

MOTION by C. Outhouse and seconded by C. Laybolt to use \$1,000 for paint and paint supplies to be used for painting at tennis courts. C. Outhouse and volunteers to do the painting. All in favour. Motion carried.

- ❖ Courts to be locked temporarily in order for this work to be completed.

Matthew & McLean building

Council did a walk-through May 19, 2026. C. Outhouse has proposed finishing a current unfinished space on the second floor above the Evergreen. Summary attached.

CAO to inquire with David MacAulay to see if he would be interested and/or available to help prepare a scope of work that could be used for RFP (request for proposals) to get quotes for this work.

Monthly CAO Report – Copy of monthly report provided to Council.

COUNCIL REPORTS:

MAYOR JOANNE DUNPHY ~ MAYOR'S REPORT May 2026

Since the last Council meeting, I have participated in a variety of meetings, events, and community initiatives on behalf of the Town of Souris.

Including:

- Met with MP Kent MacDonald to discuss matters of importance to our community and opportunities for continued collaboration.
- Attended the ribbon-cutting ceremony and grand opening of Railside. It was wonderful to celebrate this new addition to our community and recognize the investment being made in Souris.
- Participated in a tour of Matthew & McLean Building,
- Attended an Active Transportation meeting to discuss opportunities for improving accessibility, safety, and connectivity within our community.
- Participated in a Public Rezoning Meeting to hear feedback and discuss proposed zoning changes.
- Met with Sam Murphy and Craig Chapman regarding matters of interest to the Town and future opportunities for community development.
- Met with representatives from CBDC to discuss economic development initiatives and support

opportunities for local businesses and entrepreneurs.

- Attended two Planning Board Advisory Committee meetings to review and discuss planning matters affecting the Town.
- Participated in a meeting regarding the Lea Crane Boulevard Events Grounds Plan and future development opportunities for the site.
- Met with Councillor Mitsuk, Town staff, and members of the AOM committee to discuss mural projects and opportunities to enhance community beautification efforts.
- Participated in interviews for summer employment positions, helping to support the Town's seasonal staffing requirements.
- Attended a Skateboard Park meeting to discuss plans and opportunities for this important recreational facility.
- Attended Lions Club meeting and appreciated their ongoing contributions to the community.
- Maintained regular communication with Town Council members, staff, residents, community organizations, and stakeholders regarding ongoing municipal matters and resident concerns.

I would like to thank Council, staff, volunteers, community organizations, and residents for their continued dedication and commitment to making Souris a vibrant and welcoming community. I look forward to continuing to work together on initiatives that support our residents, strengthen our local economy, and enhance the quality of life for our residents and visitors.

DEPUTY MAYOR BOYD LEARD

- Active Transportation Study Final Draft Review
- Tour of Matthew McLean Building
- Public Meeting for Rezoning of PID 102137
- Talking with residents about Town matters
- Fire Dept meeting
- Met with MP Kent MacDonald re funding for new firehall

COUNCILLOR KIM OUTHOUSE

- 13 May - Sable Arc Meeting: Walked through EKSP and explained interest and ideas. They will investigate and propose at least one option
- 19 May - M&M Building Meeting: walked through building and most spaces. Still interested in options sent SEPCOR
- 19 May - Active Transportation Meeting: final draft very good; small changes to wording and possible additional crosswalk quotes listed
- 21 May - Rezoning Public Meeting: good turnout, good article, concerns noted
- 27 May - Event Ground Meeting: ideas for a major future project, council should discuss. Interim ideas to improve horse pads. Gazebo questions remain. Facelift this season?
- 28 May - Skatepark Meeting: mostly all fabricated. Weather hindering paint work (need 2-3 days). Date and time set with backup date, poster out. Plan for BBQ and extras needed

COUNCILLOR STEPHANIE MITSUK

- May 13 - Summer camp meeting
- May 20 - SHAI finance meeting
- May 21 - Public rezoning meeting
- June 1 - Met with town staff and AOM re: mural installation
- June 8 - HR meeting

- Regatta meetings – several dates
- Various correspondence with Mayor, town staff and residents.
- Mural Installation – reconsideration for locating the murals, with alternative plans for Treatment Plant area. New locations for murals: Souris Coop, 2 x MM Bldg, Topsy Farmer. Alternative for Treatment Plant could be chalkboard that would provide an area for people to leave pictures, notes or play games. Possibly a map of the world to identify where they are visiting from.

COUNCILLOR CURTIS LAYBOLT

- May 19 - Active Transportation Meeting
- May 21 - Public re-zoning meeting
- May 28 - meeting to discuss Skate park/event
- June 8 - Regular Council Meeting
- May 21 & June 4th- Lions Meetings
- Getting community gardens ready for the new planting season.
- Various correspondence with the public, staff, Mayor and Council.

Sarah Stewart with the SRS Garden Club to reach out for possible plot at Community Garden as part of the Live Well PEI program.

COUNCILLOR DAVID JENKINS

- Meals on Wheels May 1st, May 15th, May 29th
- Railside Ribbon Cutting May 16th
- Tour of Matthew McLean Building May 19th
- Active Transportation Meeting May 19th
- Seniors Meeting May 20th
- Lions Club Meeting May 21st & June 4th
- Public Meeting for Rezoning May 21st.
- Planning Advisory Committee Meeting June 5th

COUNCILLOR REBECCA MACPHEE

- May 13 - meeting to prepare for summer camp
- May 16 - Railside Home opening
- May 19 - Matthew McLean Building tour
- May 21 - Public re-zoning meeting
- May 28 - meeting to discuss Skatepark/event
- June 8 - Regular Council Meeting
- *Various correspondence with the public, staff, Mayor and Council*

Z. ADJOURNMENT

MOTION by C. Mitsuk to adjourn at 9:10pm.

Signed Certified True Copy of Minutes:

Mayor Joanne Dunphy _____

Shelley LaVie, CAO _____

MINUTES Prepared by:
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