



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

AGENDA

Council Meeting

Monday, JULY 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 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 the 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 from June 8, 2026, and June 15, 2026, Town Council Meetings.

PRESENTATIONS:

E. RCMP Report for the month of June.

BUSINESS AND UPDATES ARISING FROM PREVIOUS MEETINGS:

F. 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 New Compressors is underway.

- They have requested a change to allow for a small roll-up door for access to the compressor room. CAO has requested additional information including cost.

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

Please see attached proposal to complete a Building Condition Assessment of the Eastern Kings Sportsplex as well as a Hazmat for the building to identify any potential hazardous materials which may need to be abated as part of any demolition or retrofit works.

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

I. Potential for pathway for Farmer’s Market for improved accessibility. Potential funding opportunity.

FINANCIAL INFORMATION/UPDATES/APPROVALS REQUIRED

J. General Account Budget Update – June 2026 for information only

K. Water & Sewer Utility Account Budget update – June 2026 for information only

L. Town of Souris – General Account Payables \$4,441.79 to be approved – as of July 10, 2026

M. Town of Souris – Sewer & Water Utility Payables \$359.35 to be approved– as of July 10, 2026

N. General Account & Water Sewer Account Cheques issued during the month of June 2026. – for information only

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. 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 issued or under review:

- 49 LaVie Ave., 16’ addition to existing building (JJ Chaisson)
- 21 High Street, 14’x27 Accessory Structure (C. Gregory)
- 10 Beach Ave., for an addition to house and an addition to the existing garage. These additions will create a connection between these two structures. House and garage will be attached. (C. Chapman)
- 148 Main Street, fence over 4’ high (A. Sinclair)

DEVELOPMENT, OR OTHER PERMITS REQUIRING COUNCIL APPROVAL:

O. Development application from Charles Dunphy for a 40'x30' (1,200 sq.ft.) Private Garage at 37 Chapel Ave.

For development of an accessory structure over 1,000 sq ft approval by Town Council is required.

As proposed in the application submitted this development meets the specifications for minimum setbacks, and maximum lot coverage as per the Town's Land Use Bylaw for its current zoning of R1.

BYLAWS & PROCEDURES:

P. 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 the Committee of Council structure. Draft attached.

NEW BUSINESS, CORRESPONDENCE, REQUESTS AND/OR ADDITIONS:

Q. Request from Eastern Kings Early Learning Academy

R. Request for Budget to restore existing Murals around the Town.

S. Request from Farmer's Market to purchase new Feather Flags and stipend to be paid to EK Sportsplex for use of public washrooms during the market.

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. Council met June 15th to discuss further. It was determined that services required for Emergency Measures Operations would be a good fit with a new Fire Hall. CAO has asked CBCL to update the costing provided to a Class "C" estimate as required by the federal funding program.

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 will be ready to go out for tender soon. It will include the actual restoration of the water tank.

CHIF Canada Housing Infrastructure Funding

Our Funding application was approved for a proposed new subdivision. Official announcement of this funding was made July 2, 2026. Mayor and CAO have signed the funding agreement.

Next steps will involve design of the subdivision. Review by Planning Advisory Board and Town Council. Environmental requirements and Duty to consult steps have been initiated by CBCL.

Also, development of a legal agreement between developers and the Town to address financial responsibilities.

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. Many great ideas were shared. David is working on a preliminary plan. Some bigger ideas may take some time and money; but it was determined that some things could be done now to make some improvements for this season. Including: General Event grounds cleanup, bleacher repair & paint, building repair and paint, fence repair & paint, new fence and pad improvements.

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. Cement barriers with flower boxes were placed in front of 120 Main to clearly identify this space as no parking. No Parking signs have been ordered from Sign Shop. Further discussion.

ACTIVE TRANSPORTATION STUDY/FUNDING

- Final Report has been supplied to Town Council.
- 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. Further discussion and decisions required.

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.

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. CAO has asked David MacAulay if he could prepare a detailed scope of work to request quotes.

East PEI Ebike Rentals plan - we should discuss and make a new plan for 2027

MAYOR AND COUNCIL REPORTS:

Mayor Joanne Dunphy

Deputy Mayor Boyd Leard

Councillor David Jenkins

Councillor Rebecca MacPhee

- June 15 - Special council meeting
- June 21 - Go Skate Day event
- June 22 - Driftscape information meeting
- July 1 - Canada Day Celebration
- July 2 - CHIF announcement
- July 13 - Regular Council Meeting
- *Various correspondence with the public, staff, Mayor and Council*

Councillor Curtis Laybolt

- June 15 - Special council meeting
- June 22 - Driftscape information meeting
- July 1 - Canada Day Celebration flipping burgers
- July 13 - Regular Council Meeting
- Lions club meetings and preparing community gardens for the planting season.
- Various correspondence with the public, staff, Mayor and Council

Councillor Kim Outhouse

- Jun 8- Regular council mtg
- Jun 15- Special council mtg
- Jun 21- Wheels Park event
- Jul 2- CHIF announcement event

Volunteering & Community Participation:

SMHA President prepared for and held AGM (ongoing season preps and document updates);
 Souris Grad 2026 Parent did some decoration & chaperoning for events;
 Regatta Festival co-planning, organizing, advertising and fundraising for the weekend;
 Various correspondence and communications with constituents and community

EMO report:

Good meeting regarding new Fire Hall facility and potential additions to it, update?
 Council should review and update plan and policy documents and create an inventory/directory or registry of centres (warming or cooling)

Parks & Recreation report:

Wheels Park- had the dedication ceremony went well, good turnout HUGE thanks to town staff, mayor and council. Prepping & Painting Outdoor Courts (ongoing),
 Baseball & Soccer expansion queries (more discussion)
 Outdoor Market Path- potential grants/support identified and hopeful town (in partnership?) will submit
 Event Grounds- looking for an update on CN Park Gazebo and painting.
 Site Signage- looking for an update on these signs and discuss locations.
 Clinton Field Shrub/Tree/Brush Clearing update.

Councillor Stephanie Mitsuk

- June 13 - Volunteer at Points East Lighthouse Run
- June 21 - Go Skate Day event
- June 22 - met with summer camp coordinator
- June 22 - HR meeting
- June 22 - Driftscape information meeting
- June 23 - attended SRS graduation
- June 25 - SHAI board meeting
- July 1 - Canada Day celebrations
- July 7 - assisted with new Gateway park signage
- Lots of Regatta planning, corresponding with town staff, Mayor and council, and chatting with local community members.

Upcoming Events: **50th Annual Rollo Bay Fiddle Festival - July 17-19**
 Souris Regatta - July 23-26
 Mermaid Tears SeaGlass Festival - July 25-26

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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