



**SOURIS TOWN COUNCIL and  
SOURIS SEWER AND WATER UTILITY CORPORATION**

**MINUTES  
MONDAY, FEBRUARY 11, 2008**

<b>Time:</b>	<b>7:00 p.m.</b>	Dianne La Chapelle, Administrator 902-687-2157 <a href="mailto:town@sourispei.com">town@sourispei.com</a>
<b>Location:</b>	<b>Town Hall Council Chambers 75 Main Street, Souris PEI</b>	

**PLEASE NOTE: THESE MINUTES ARE "AS PUBLISHED" AND WILL BE  
FORMALLY ADOPTED AT THE NEXT TOWN COUNCIL MEETING**

Present Mayor Joanne Reid Councillor Denis Thibodeau  
Councillor Don Aitken Councillor Thelma MacDonald  
Councillor Wanda Bailey Councillor Christina Whyatt  
Councillor David MacDonald

**1. Calling the Meeting to Order and Quorum**

**2. Agenda**

**2.1. Approval of the Agenda**

**MOTION** by Councillor Denis Thibodeau and seconded by Councillor Donnie Aitken, that the Council Agenda of February 11, 2008, be approved as circulated.

**Motion Carried**

**2.2. Additions to the Agenda**

That the Minutes of the Special Council Meeting held on Thursday, January 24, 2008 be added under Item 3.2.

**2.3. Declaration under the Municipalities Act – Conflict of Interest Provision**

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.

**None declared.**

**3. Approval of Minutes**

**3.1. Minutes – Council Meeting of January 14, 2008**

**MOTION** by Councillor Thelma MacDonald and seconded by Councillor Donnie Aitken that the minutes of the Souris Town Council and the Souris Sewer and Water Utility Corporation Meeting of January 14, 2008, be approved as circulated.

**Motion Carried**



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**3.2. Minutes – Special Council Meeting of January 24, 2008**

**MOTION** by Councillor Donnie Aitken and seconded by Councillor Wanda Bailey that the minutes of the Special Meeting of the Souris Town Council and the Souris Sewer and Water Utility Corporation of January 24, 2008, be approved as circulated.

**Motion Carried**

**4. New Business**

**4.1. RCMP – Souris Final Quarter Report (October – December 2007)**

On behalf of Cpl. Bruce Reid, Constable Earl Woods presented the “Souris Office – RCMP Report for October, November and December 2007.” Following Constable Woods’ summary, Council suggested that, if possible, future reports include a breakdown of the actual incident statistics.

**4.2. Gigantic Yard Sale – June 7 and 8, 2008**

The motion by Councillor Christina Whyatt and seconded by Councillor Denis Thibodeau requesting that the Town of Souris contribute \$750 toward the Eastern Kings Giant Yard Sale, scheduled for the weekend of June 7 and 8, 2008, to help cover the costs of this event, was amended to read:

**MOTION** by Councillor Christina Whyatt and seconded by Councillor Denis Thibodeau requesting that the Town of Souris contribute \$500 toward the Eastern Kings Giant Yard Sale, scheduled for the weekend of June 7 and 8, 2008, to help cover the costs of this event.

**Motion Carried**

**4.3. Souris By-laws and Official Plan Review**

**MOTION** by Councillor Donnie Aitken and seconded by Councillor Christina Whyatt that the Souris Development Officer be allowed to hire Mr. Phil Wood Associates to assist the Town of Souris Official Plan and By-law Review, at a cost of approximately \$5,000 to \$10,000.

**Motion Carried**

**4.4. Souris 2008 Budget**

Councillor Denis Thibodeau, Chair of Finance, distributed the 2008 Souris budget preliminary worksheets to Council, asking that completed worksheets and budget requests be submitted within the next two weeks. Subsequently, Councillor Thibodeau will review all requests and discuss with Councillors at a later date. A Special Council Meeting will then be held to review the 2008 Town of Souris budget details.



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**4.5. Marina Divestiture**

**MOTION** by Councillor Denis Thibodeau, moved by Christina Whyatt and seconded by Councillor Donnie Aitken that:

- (a) the Administrator complete a bill of sale, in order for the Town of Souris turn over Souris Marina to the Souris Harbour Authority Inc. for a cost of \$1.00, in the better interest of the Town, the Marina and tourism in general.

**Motion Carried**

**MOTION** by Councillor Denis Thibodeau, moved by Donnie Aitken and seconded by Councillor Christina Whyatt that:

- (b) the Administrator arrange a contract between the Town of Souris and the Souris Harbour Authority Inc, stating that the Town of Souris will pay the Souris Harbour Authority Inc. 3,000 for five years (beginning in 2008) as a contribution toward the Souris Marina.

**Motion Carried**

**4.6. Souris Grass Cutting Tenders**

**MOTION** by Councillor David MacDonald and seconded by Councillor Denis Thibodeau that the lowest tender received for the 2008 Souris grass cutting work be awarded to Rollo Bay Greens / Paul MacDonald, in the amount of \$9,975.

**Motion Carried**

**4.7. Souris Town Hall Roof and Souris Fire Hall Roof**

Mayor Joanne Reid confirmed that Mr. Steve Cheverie will proceed to draw up specifications for the Souris Town Hall Roof and the Souris Fire Hall Roof on a fixed-cost, plus-expense basis.

**5. Financial Information**

**5.1. Statement of Revenues and Expenditures**

Statement of Revenue and Expenditures for the month of January 2008 were not available due to the current Audit undertaking.

**5.2. Outstanding Invoices for Approval as at February 7, 2008.**

- (a) **MOTION** by Councillor Denis Thibodeau and seconded by Councillor David MacDonald, that invoices be paid for the Souris General Account in the amount of **\$14,789.44.**

**Motion Carried**



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- (b) **MOTION** by Councillor Denis Thibodeau and seconded by Councillor Donnie Aitken, that invoices be paid for the Souris Sewer and Water Utility Corporation in the amount of **\$24,920.98**.

**Motion Carried**

## **6. Council Reports**

### **6.1. Mayor Joanne Reid**

- (a) Communities in Bloom has occupied a great deal of my time over the past month. JoAnne Dunphy has been working incredibly hard to set up a plan for getting all the elements covered. Among the plans are to plant abandoned areas with wild flowers (with the permission of the property owners), to have large containers of flowers and benches throughout the Town. In the spring, we will be asking gardeners to donate the perennials that they are digging out of their home gardens so that we will have a truly Town-involved series of gardens.

In addition, Mr. Kenneth MacDonald and Betty Lou Abbott Fizzel will be making a “Gardening Presentation,” Wednesday, February 13, 2008 at 7:00 p.m. at the Souris Hospital Classroom. Following the slide presentation, there will be ample time to answer any gardening questions. This presentation is one of a series, which will be featured on a monthly basis leading up to Spring.

- (b) Regionalism continues to be a big topic and I have ongoing meetings with the Mayor of Georgetown, as well as regular meetings with the Regional Association of Communities East Committee (R.A.C.E.)
- (c) I have also been spending a great deal of time looking into the availability of grants for heritage and enhancement projects. One of the projects that I have taken on personally is writing the history of Souris over its 100 years.
- (d) I was interviewed by Island Living Magazine for an upbeat story on Souris.
- (e) The Blackberry is proving invaluable as it allows me to receive my Town emails and phone calls and deal with them quickly.

### **6.2. Councillor Denis Thibodeau**

Attended the Souris ATV Committee meeting on February 7, 2008. With Council’s support, Mr. Tom Deans, Director of the PEI ATV Federation, will proceed with their efforts to introduce the Safe-Use Program in the school system. The Souris ATV Committee has agreed to reconvene in the spring.



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**6.3. Councillor Donnie Aitken**

(a) RCMP Activity Report

A summary of the activities performed by the Royal Canadian Mounted Police in the Town of Souris for December 2007, received as follows:

Occurrence Statistics (all violations)

Total	Reported-1	Unfounded-0	Actual-1
Clearance	By Charge-0	Otherwise-0	Rate-0%

(b) Joint By-law Enforcement Officer Shared Services Agreement

**MOTION** by Councillor Donnie Aitken and seconded by Councillor Denis Thibodeau, that:

- (i) the Souris Town Council supports making an application to the Capacity Building Fund for the Municipal By-law Enforcement Officer for Souris, Montague and Georgetown; and
- (ii) the agreement be based on Souris, Montague and Georgetown working together in a unified effort;
- (iii) this is a new position based on the previous study/pilot position; and
- (iv) the application for the Municipal By-law Enforcement Officer for Souris, Montague and Georgetown be forwarded for the consideration of the Capacity Building Fund Management Committee to review, at their earliest convenience

**Motion Carried**

(c) Emergency Measures Operation Committee

Met with Councillor David MacDonald and Administrative Assistant Chrissy Conohan on February 11, 2008. The EMO manual is currently in the written stage and is being updated.

**6.4. Councillor Wanda Bailey**

- (a) February 4th – attended the Souris Fire Department Meeting at the Fire Hall at 6:45 p.m.
- (b) Picked up my pledge sheets for the Bowl for Kids Tournament, happening on March 8 and 9, 2008 at the Eastern Kings Sportsplex.



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**6.5. Councillor Christina Whyatt**

January 18, 2008 Attended the Kick-off Seminar with speaker Bill Carr at the Prince Edward Island Craft & Giftware Buyers' Market, Delta Prince Edward, Charlottetown, Prince Edward Island.

January 18, 2008 Attended the Exhibitor Social, Kick-Off Anne 2008 at the Prince Edward Island Craft & Giftware Buyers' Market, Delta Prince Edward, Charlottetown, Prince Edward Island.

January 19, 2008 Attended a Retail Presentation by Hope Milner at the Breakfast Seminar at the Prince Edward Island Craft & Giftware Buyers' Market, Delta Prince Edward, Charlottetown, Prince Edward Island.

January 24, 2008 Attended a Special Meeting of the Souris Town Council 12 noon at Souris Town Hall.

February 5, 2008 Attended a public meeting at the Souris Regional High School, Souris Prince Edward Island on the Eastern School District Response to the Parents for Learning Report submitted in June 2007 to the Eastern School Board.

February 7, 2008 Attended an information session with Souris Business owners on the Main Street Project update at Access PEI, board room, 15 Green Street, Souris, Prince Edward Island.

February 8, 2008 Attended the Annual Valentine Make-Over Fundraiser Presented by Souris Consolidated School Council, Souris Consolidated School Parent Council, Teachers and Students of the Souris Consolidated School. The Lucky Parent is Elizabeth Clement, Souris Line Road, Prince Edward Island.

Since our last regular Council meeting in January 2008, the Souris half page ad has been finalized and completed for the 2008 Prince Edward Island Handbook and I am now getting ready for the Souris Town Council Budget. I am working on getting a Souris ad in 2009 Prince Edward Island Visitor Information Tourist Guide, the 2009 Prince Edward Island Handbook, 2009 Iles de la Madeleine Tourist Guide (deadlines are in the fall of 2008) and working on the 100<sup>th</sup> Anniversary of the Town of Souris.

**6.6. Councillor David MacDonald**

- (a) Attended numerous meetings, including the Souris ATV Committee (February 7) and the Emergency Measures Operation Committee (February 11).
- (b) An invitation was extended to the Mayor and all Councillors to join the Eastern Kings Sports Council at the Ski Lodge on the Souris Line Road, Tuesday, February 19, 2008 at 7:00 p.m.



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**6.7. Councillor Thelma MacDonald**

- (a) Attended several Souris Hospital meetings over the last month and I'm pleased to advise you that Dr. Olumayokun Oluwole Oluyede has settled in and according to reports, is doing quite well. Dr. Kennedy was here for a week and will decide in a couple of weeks about returning to our area to practice.
- (b) Held a couple of meetings regarding the Main Street Upgrade Project and progress is being made. Another meeting will be held for the Souris business owners on Saturday, February 23, from 10:00 a.m. to 3:00 p.m. at the Access PEI Board Room.

**6.8. Administrator**

- (a) Matthew McLean Building Repairs – the tender received for repairs to the Matthew & McLean Building be submitted as part of the budget deliberations.
- (b) Finance - Budget preparation, audit fieldwork and year-end reconciliations are underway for the Town's financial statements, consolidated format, year-end closing and new reporting requirements of tangible asset, facilitated by Ms. Shelley MacInnis, including sending out the un-metered water bills for this quarter.
- (c) The Maintenance Team has been working hard to keep everything clean and moving in Souris throughout the month, in spite of our numerous snowstorms.
- (d) Special Events - Funding Applications have been sent for our Canada Day Celebrations on Tuesday, July 1, 2008; the Souris SeaFest weekend on July 11, 12, 13, 2008; and the Sunday "Music in the Park" series happening throughout the month of August at the Main Street Gazebo.
- (e) By-laws – Successfully resolved an issue under Dangerous, Hazardous and Unsightly Premises; and another issue resolved regarding a stray dog. Efforts are moving forward for a joint By-law Enforcement Officer Shared Services Agreement between Souris, Montague and Georgetown.
- (f) Town Hall Network and Back-up Storage - Administration is researching various firms to meet the needs of the Town Hall computers for networking, off-site back-up and storage of all Town information.
- (g) Summer Employment Workers – Mayor Reid is currently working on the description for summer workers and will shortly forward them to the Administrator for submission, prior to the deadline of February 29, 2008.
- (h) Outstanding Accounts Receivable - As a major component of the audit procedure, the Administrator submitted a list of overdue accounts to the Chair of Finance for



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- review by Council for accuracy and collectability.
- (i) Meetings Representing the Town of Souris
- Shared By-law Enforcement Officer – January 24, 5 - 6:30 p.m. Town Hall
  - Main Street Upgrade Project – February 7, 6 - 8:00 p.m. Access PEI.

**6.9. Correspondence Received**

**MOTION** by Councillor David MacDonald and seconded by Councillor Donnie Aitken, that Ms. Ashley MacIntyre receive a \$100 sport donation to assist her in participating in an upcoming rugby camp and hopefully, being selected to play for Canada's Under 20 Women's Team in the U-20 World Cup, happening in Ontario this July.

**Motion Carried**

**7. Other Business**

No other business was introduced.

**8. Adjournment – 8:45 p.m.**

**MOTION** by Councillor Donnie Aitken and seconded by Councillor Christina Whyatt that the meeting be adjourned.

**Motion Carried**

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Mayor Joanne Reid

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Dianne La Chapelle, Administrator

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