



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

**Monday, December 9, 2024 @ 7:00pm**

Town Hall ~ Council Chambers ~ 3<sup>rd</sup> Floor  
75 Main Street, Souris, PEI

**MEETING WILL BE HELD IN THE COUNCIL CHAMBERS – 3<sup>RD</sup> FLOOR  
PUBLIC IS WELCOME – 3<sup>RD</sup> FLOOR IS ACCESSIBLE BY ELEVATOR**

**A. Call the regular monthly meeting of Council to Order 7: OOPM**

Mayor Dunphy called the meeting to order with a quorum. All Council were present.

Prior to the start of the meeting Mayor Dunphy passed out copies of the revised and newly assigned Council Committee. Updates will be made on our Town's Website.

**B. Agenda**

**2.1 Approval of Agenda**

**MOTION** by C. Leard and seconded by C. Mitsuk to approve the Agenda as prepared and circulated prior to the meeting. All in favour. Motion carried.

**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.

No conflict was declared.

**D. Approval of Minutes – November 12, 2024, Council Meeting**

**MOTION** by C. Mitsuk and seconded by C. MacPhee to approve the minutes of November 12, 2024 Council Meeting as prepared by our CAO. No errors or omissions noted. All in favour. Motion carried.

Presentations:

**E. Monthly RCMP Report – November 2024**

Business arising from previous meetings:

**F. Website update**

C. Mitsuk and C. Outhouse are still working with designers updating text, info, etc.

**G. RGI Application for Funding – Eastern Kings Sportsplex.**

Following discussion with our MLA as well as the Board of Directors of the EK Sportsplex a decision needs to be made whether to submit for funding for the Roof or Compressors.

**MOTION** by C. Mitsuk and seconded by C. Outhouse that we use this money towards new compressors for the rink. C. Mitsuk also noted we should consider a “crate or container” version of compressors that could potentially be moved and utilized at a new rink. All in favour. Motion carried.

**H. Request from Eastern Kings Sportsplex for Financial Support**

Carried forward from November 12, 2024 meeting.

**MOTION** by C. Mitsuk and seconded by C. Outhouse that we absorb the increase in the insurance premium from last year to this year (approximately \$5,700) and give them an extension of time in the form of a payment plan to pay off the balance before next September 2025. Discussion. C. Leard feels if we don't support them with this financial ask it may be shown as us not supporting them as a board. C. Leard would like for us to give them the \$10,000 for this year only, no conditions, and then work with them moving forward for a long-term plan. Vote was taken for the original Motion made by C. Mitsuk – 3 in favour, 3 against, with Mayor breaking the tie against the motion.

A new **MOTION** by C. Leard and seconded by C. Jenkins that we reduce the Insurance bill by the \$10,000 they requested for this year only, and work with them going forward for a plan for future insurance costs. All in favour. Motion carried.

**Financial Information****I. General Account Budget Update – November 2024**

For information only.

C. Laybolt asked about the lights at the Tennis Courts. Originally there was a plan to have a control feature where they could be turned on by users, rather than just automatically coming on at dusk. CAO to reach out to electrician to see if this is still an option.

**J. Water & Sewer Utility Account Budget update – November 2024**

For information only.

**K. Town of Souris – General Account Payables \$566.15 be approved – as of December 6, 2024.**

**MOTION** by C. Mitsuk and seconded by C. Outhouse to approve the A/P as listed in the amount of \$566.15. All in favour. Motion carried.

**L. Town of Souris – Sewer & Water Utility Payables \$9.25 to be approved– as of December 6, 2024.**

**MOTION** by C. Outhouse and seconded by C. Jenkins to approve the A/P as listed in the amount of \$9.25. All in favour. Motion carried.

**M. General Account & Water Sewer Account Cheques issued during the month of November 2024. –**

For review only.

**N. 2025-26 BUDGET PLANNING ~ April 1, 2025 – March 31, 2026**

Proposals for 2025-26 Operating & Capital Budget

Working Sheets to be passed out at meeting so Council can start working on their budgets. If any Council has anything they would like noted, please do so and CAO will add to working file.

- Council would like to initiate a public consultation or Town Hall type meeting so the public could give input and ideas for the upcoming budget.
- We should be looking at property tax rates. Ours vs other Municipalities. CAO will forward a link that shows rates in all PEI Municipalities, Town, Cities, etc.
- The Rural Fire Dues meeting will be held in early March, so the Fire Department budget should be put together soon so we can be prepared for that meeting.

**Development – For Council information:** (approved by development officer as per section 1.6 of our Land Use Bylaw)

- Development Permit issued to EK Learning Centre for expansion of fenced playground area at 192 Main St.
- Development Permit issued to Carlos Consejo for 10’x14’ porch addition to home at 3 Bloomsbury St.
- Development Permit issued to Andy Malguzzi for 12’x17’ addition to existing accessory building at 48 Main St.
- Development Permit issued to Andy Malguzzi for 10’ x 26’ new accessory building at 48 Main St.

**Development requiring Council approval:**

**O. Naming of Private Rd going into Baltic Enterprises Development**

Even though it will be a Private Rd., because there will be more than 3 civic addresses assigned to it, it is recommended that it be given a name.

It was suggested that we engage the public in naming this Private Road. This could be done with a poll on social media. Some suggestions to include: Sandstone Vista Lane, Sandstone Lane, Stonewater Drive, Rainbow Ridge, MacGillivary Lane, Riverview Lane.

Mayor will check with MacGillivary family to be sure they are OK with having their name included in the poll. CAO will post poll on Town’s Facebook page. Results to be brought back to January meeting.

**Town of Souris Bylaws required to be added and/or updated:**

*As per the Municipal Government Act (MGA) it is recommended that PEI Municipalities review and update certain bylaws. . .*

**New Business, Correspondence, Requests and/or Additions:**

**P. Sand Supplied by the Province – Quote for 2024-25 Services**

Copy of agreement is attached for your information and approval.

MOTION by C. Leard and seconded by C. MacPhee that we approve the service agreement for the Province to supply sand for winter maintenance on Town streets for this winter. Rate for the year \$15,692 including HST. All in favour. Motion carried.

**Q. CBCL to undertake an assessment of Town owned buildings.**

Approved by Council on November 12, 2024 Meeting. Initial meeting with CBCL is planned for December 12, 2024 at 10am. Work to continue.

**R. Request from Souris & Area 55+ Winter Games.**

**MOTION** by C. Outhouse and seconded by C. MacPhee that we provide a \$300 donation to the 2025 Souris & Area 55+ Winter Games. This event brings a lot of people to our area. All in favour. Motion carried.

**S. Request for Sponsorship from Dayna Dingwell who will play on National Ringette Team**

**MOTION** by C. Outhouse and seconded by C. Laybolt that we provide a \$250 sponsorship to Dayna Dingwell as she will be a great representation of our Town at the National Ringette level. All in favour. Motion carried.

**T. Request for Support from Lennon House**

Mayor Dunphy was recently invited to attend a fundraising dinner in support of the Lennon House. Mayor noted the guest speakers were both inspiring and heartbreaking all at the same time. They rely on support from many sources, governments, communities, organizations, individuals, etc.

Council asked if CAO could get more information regarding the services they provide and what some of their needs are to see how the Town could support.

**U. COUNCIL REPORTS:****Mayor JoAnne Dunphy**

- KMHC Emergency Department meeting
- Meeting with CEO of Health PEI
- Down East Clinic meeting
- Decorated and attended Firefighters Dinner
- Joint Health PEI Community Clinic meeting
- FPEIM Meeting
- Decorated and Attended Lions Club Dinner and presented Lion Elwood Ching an Appreciation certificate on behalf of the Town of Souris for his 50 years of service in the Souris Lions Club
- Down East Clinic meeting
- Discussion meeting with RCMP
- Discussion meeting with Cathy Rose
- Christmas Decorating M & M building
- Discussion with Board of Directors of Eastern Kings Sportsplex
- Discussions and questions from many residents
- Meetings with Events Coordinator
- Meetings with CAO
- Meetings with Admin assistant & Accounting clerk
- Meeting for website
- Met with MLA Robin Croucher regarding the Souris Beach

**Deputy Mayor Boyd Leard**

- Attended Rink board meeting
- Attended Fire Department meeting

**Kim Outhouse**

- Nov 14 - ABCD Conference (Georgetown)
- Nov 15 - Firefighters Dinner
- Nov 17 - SFFD, Chayce MacKay Game, L2S last
- Nov 19 - 1st Shift Gear Night
- Nov 24 - 1st Shift Day one
- Dec 6 - SRS Craft Night
- Various meetings and calls re: TOS

**Stephanie Mitsuk**

- November 14- ABCD workshop
- November 15- fireman's dinner
- November 27- meeting with RCMP
- November 28- SHAI board meeting
- December 3- Christmas tree lighting
- December 4- website meeting
- Various discussions and calls with residents
  - SHAI is open to the idea of e-bikes at Lighthouse or Marina
  - AspenKemp Solar Project with SHAI is moving forward. Great presentation from them. Looking forward to presentation to the Town. Will talk to Andy with SHAI.

**Curtis Laybolt**

- November 15th - Fireman's dinner
- November 21st - Lions meeting
- November 27th - meeting with RCMP
- November 27th - meeting about e-bike rentals
- December 5th - Lions meeting
- December 7th - attended the parade, which was well done again this year. The only complaint I heard was they didn't hold good spacing in Chapel Av and walkers had to run at times on Main Street to keep up.

**David Jenkins**

- Firemen's Dinner
- Salvation Army Kettle Campaign
- Nov 21 – 20 Year Pin with Lions Club
- Seniors Dinner at Legion
- Silver Threads Dinner
- Volunteer with Christmas Parade
- Attended Tree Lighting

**Rebecca MacPhee**

- November 11 - Remembrance Day ceremony
  - November 11 - served Remembrance Day Dinner
  - November 12 - Regular council meeting
  - November 12 - meeting with Robin Croucher
  - November 15 - Souris Fire Dept. dinner
  - November 27 - meeting with RCMP
  - November 27 - meeting with CBDC
  - December 3 - Tree lighting event
  - December 6 - Kids Christmas Event
  - December 7 - Souris Christmas Parade
  - \*Various correspondence with the public and council
- We need to connect with Isobel Fitzpatrick to complete the update of our EMO plan. CAO will make contact and try to set something up.

**V. ADJOURNMENT**

**MOTION** to adjourn the meeting at 8:00pm by C. Jenkins.

*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!*



MINUTES Prepared by:  
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