



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

AGENDA

Regular Monthly Meeting

Monday, February 10, 2025 @ 6:30pm **note early start time*

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

PLEASE NOTE: Council will meet prior to the official start of the regular meeting time to review a proposal of a potential Solar Array project in conjunction with SHAI. The proponent will be here to answer questions. This will begin at 6:30pm.

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

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.

D. Approval of Minutes – January 13, 2025, Council Meeting

Presentations:

E. Monthly RCMP Report – January 2025

F. Presentation from Brian Deveau Re Souris Beach Gateway park expansion

[Business arising from previous meetings:](#)

G. Website update.

Work is still ongoing – soon ready to launch.

H. CCBF Funding for Matthew McLean Building Heat System

Revised quotes received from First Mechanical and RDMD. Direction required from Council if we should proceed with this project. We have allocated funds from our CCBF for this project.

I. RGI Application for Funding – Eastern Kings Sportsplex

Quotes received for compressors are being summarized by CBCL for budgeting purposes. The application is ready to be submitted once the budget is determined.

J. SeaRoots Alliance Update

Update from SeaRoots received Feb 7, 2025 . . For an update we are happy to share that SeaRoots has received applications from both the federal and provincial governments to complete for their third of the funding. We have been and will continue to be working to have these completed in the next week. We also have received confirmation we are able to release the RFP and we will include within it that the awarding of the contract is conditional on finalizing or securing financing. We hope to have the finalized RFP ready to be released mid next week.

K. Updating or creating a new operating agreement/policy between the Town of Souris and the Eastern Kings Sportsplex Board of Directors.

Proposal received from MRSB to provide assistance to the Town and the EK Sportsplex Board of Directors in the creation of a new operating agreement. RGI application for funding to be supported by Council.

L. CBCL to undertake an assessment of Town owned buildings.

Approved by Council on November 12, 2024, Meeting. The initial meeting with CBCL was held December 12, 2024 at 10am. Work has begun, to date they have completed 4 of the 9 properties to date.

M. Request for Support from Lennon House

We have a basket of goods gathered that will be brought to Lennon House. We are grateful to those who donated items. This included staff, Council and some residents of our community.

[Financial Information](#)

N. General Account Budget Update – January 2025

For information only.

O. Water & Sewer Utility Account Budget update – January 2025

For information only.

P. Town of Souris – General Account Payables \$1,933.70 be approved – as of February 7, 2025.

- Q. Town of Souris – Sewer & Water Utility Payables \$138.65 to be approved– as of February 7, 2025.**
- R. General Account & Water Sewer Account Cheques issued during the month of January 2025. –**
For review only.

S. 2025-26 BUDGET PLANNING ~ for Fiscal Period of April 1, 2025 – March 31, 2026

Proposals for 2025-26 Operating & Capital Budget

If any Council member has anything they would like noted, please do so and CAO will add to working file. Budget Planning Public Open House was held Tuesday, February 4, 2025. 5pm – 7pm at EK Sportsplex. About 30 people attended. A list of ideas from our February 4th public meeting has been provided to Council. Staff have met with several Council members to discuss and help their new budgets.

We should set a date for public presentation of 2025/26 Budgets which must be approved prior to March 31, 2025 at a Public Meeting. Possibly a draft could be available at our March 10th meeting.

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

- NEW – The Province will be sharing a list of building permits that they issue for properties within the Town of Souris. This was a request put forth by the AMAPEI. We felt it was important as a follow up on development permits we issue so we know that developers are following through with that step.

Development requiring Council approval:

- T. Application from Allison Pellette for Library Inn to operate as a Bed and Breakfast during the summer months. 15 Breakwater St.** Copy of application is attached along Provincial documentation.
- U. Request from Island East Tourism Group for new signage at Souris Beach Gateway Park**
Island East Tourism Group is applying for funding to do a beach marketing campaign at our 50 Beaches in Points East. They are looking at installing signs that are aluminum 18”x18” to remind residents and visitors how we are stewards of this place, and we are to keep the coast clear. Attached a mockup of their design. They are seeking approval to have sign(s) posted at Souris Beach Gateway Park.

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 and policies. . .

Remuneration Bylaw to be amended if Council is changing Council rates as proposed by MRSB.
Also, researching Hiring/Staffing Policies.

New Business, Correspondence, Requests and/or Additions:

V. Creation of a new Seasonal position with our Town Maintenance Department.

Our maintenance department is requesting the addition of a seasonal employee position for the months of April – December. They feel, with their current workload during those months, it is a justifiable need. A job description was prepared by our maintenance manager and presented to CAO and our HR committee. Seeking Council’s approval for the creation of this new seasonal position.

W. Enhancing our Souris Youth Summer Camp.

It has been suggested that we grow and enhance our Souris Youth Summer Camp to provide an opportunity for children to spend a full day at camp. This would provide more opportunities for programming and activities, as well as providing parents, especially those that work, an option for a longer day. More staff would be required for this and therefore we would need more funding. The council's support is required to apply for additional funds and hire additional staff.

X. Canada Post Community Foundation Impact Fund

Potential funding for Playground Equipment replacement. Applications are open Feb 10 – 28th.

Y. Spaces Available at Souris Beach Gateway Park

Currently we have two spaces available for this upcoming season. Seeking Councils direction on setting rates prior to posting a request for proposals.

Z. Active Transportation Fund proposed projects

An application was submitted prior to the January 17, 2025 deadline. Our request included \$15,000 for bike racks and signage, \$40,000 for rest shelters and signage, \$20,000 to have an Active Transportation Plan developed that would gather all ideas and put it into a plan of action. Total amounted to \$75,000.

AA. Request from Souris U12 Ringette Team that will be travelling to Montreal in May by bus.

Copy of letter from manager Helena Penny is attached.

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

- Meeting with the Honorable Lawrence MacAulay and Daniel MacDonald
- FPEIM Meeting
- Attended Fire Department meeting
- Helped with Community Dinner as a member of Lions Club and Town of Souris
- Meeting with Municipal affairs
- Welcome to the Town of Souris meeting with our new Dr. Campbell. We are so fortunate to have Dr. Campbell join us here as a family physician.
- Attended walk in clinic meeting in Three Rivers
- Attended Retirement gathering for John Dewey of FPEIM
- Attended Souris Firehall meeting
- Attended meeting with Kevin & Shelley from Municipal Affairs
- Consultation meeting with CEO of Health PEI, Melanie Fraser
- Communication with MLA, Robin Croucher
- Communication with residents- concerns forwarded to CAO
- Attended Public budget meeting at Acorn Room
- Communication with media
- Updates daily from CAO

Deputy Mayor Boyd Leard**Kim Outhouse**

Stephanie Mitsuk

- January 15- SHAI finance meeting
- January 22- Regatta planning
- January 23- SHAI board meeting
- January 27- Budget discussions with CAO, Mayor and Maintenance Department
- February 4- Public mixer budget meeting
- February 6- Meeting with Municipal Affairs
- Budget work ongoing throughout the month; conversations with residents; HR policy consults with Mayor and CAO
 - ❖ A special mention to a few residents of the Eastern Kings area who recently received the King Charles III Coronation Medal for their achievements and sustained contributions to Canada and positively impacting the communities of Prince Edward Island. Congratulations to Keisha Rose-Topic, Capt. Walter Bruce, Chef Michael Smith, Dr. Steve O'Brien, and to all others across the Island who received the honor.

Curtis Laybolt**David Jenkins****Rebecca MacPhee**

- Code of conduct training completed
- January 17 - meeting regarding budget
- February 4 - Public input meeting
- February 6 – Council training with Municipal Affairs
- *Various correspondence with the public, councillors and staff

CC. ADJOURNMENT**CLOSED PORTION OF MEETING ~CONFIDENTIAL~**

A short in-camera meeting will be held following the adjournment of the regular meeting. This is permitted as per section 119 of the Municipal Government Act.

In particular in this case ~ section (e) a matter still under consideration, on which the council has not yet publicly announced a decision, and about which discussion in public would likely prejudice a municipality's ability to carry out its negotiations;

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!



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