



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

AGENDA

Regular Monthly Meeting

Monday, March 10, 2025 @ 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.

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 – February 10, 2025, Council Meeting

Presentations:

E. Monthly RCMP Report – February 2025

F. Proposal from Shawn Laybolt on an idea he has for the Bowling Lane Space at EK Sportsplex.
Mr. Laybolt will be present to answer questions and provide more information.

Business and Updates arising from previous meetings:

G. E-Bike Project

We must decide where the bikes will be located, source a building (if required) either pre-built or to be built on site, signage required and arrange for necessary electrical for charging stations. Funds are available based on Budget attached.

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

Alex McBain with MRSB has started this project. He has provided a timeline for the work proposed with intention to have everything completed by the end of April. Please confirm your availability for first week of April with CAO.

I. 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 been completed, and we anticipate receiving the final report this month. Will share with Council once received.

J. Enhancing our Souris Youth Summer Camp.

Funding applications have been submitted to Provincial Jobs for Youth, Federal Student Jobs program, and Community Impact Fund to enhance our Summer Youth camp by providing full day camps vs partial day.

Unfortunately, the Community Impact Fund Application was NOT approved. We will wait and see if funding can be secured through other sources. (Jobs for Youth, Skills PEI, etc.)

K. Canada Post Community Foundation Impact Fund

An application was submitted to the Canada Post Community Foundation Fund for a grant to help finance the replacement of the playground at the Souris Beach Gateway Park. The deadline to submit was February 28, 2025. Response is not expected until July/August.

L. Summer Garden/Flower Contract

A Request for Proposals was sent out earlier in the year for our Garden/Flower Bed services for this upcoming season. Two were received. Council to award.

Financial Information

M. General Account Budget Update – February 2025

For information only.

N. Water & Sewer Utility Account Budget update – February 2025

For information only.

O. Town of Souris – General Account Payables \$1,086.94 be approved – as of March 7, 2025.

P. Town of Souris – Sewer & Water Utility Payables \$597.44 to be approved– as of March 7, 2025.

Q. General Account & Water Sewer Account Cheques issued during the month of February 2025. –
For review only.

R. 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.

Draft Budget to be prepared and reviewed at March 10, 2025 Council meeting.

Final Budget to be presented and approved at a Special Meeting of Council March 24, 2025 at 7:00pm

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

- No permits have been issued this past month.

Development requiring Council approval:

- S. Application from Gord Mitchell to locate a Mini-home in to the Mini-Home Park on MacDonald Ave.** Planning Board met to review and recommended approval of this development with the proposed variance to fit within the existing Mini-Home Park.
- T. Request from Kurt & Stacy Chaisson and Craig Jackson to rezone PID located at the corner of MacPhee Ave and Green St. Their request is to rezone this property from PSI to R3 for the development of multiple housing units.** Planning Advisory Board met to review and recommend that the first step for rezoning take place. They feel the proposed use would help with housing needs for the Town. The first step would be to arrange for a Public Consultation 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 and policies. . .

U. Remuneration and Allowances Bylaw 2025-01

A Draft of this Bylaw has been prepared for Council review and approval. If approved, this will replace **Bylaw No. 85.3 Honorarium for Mayor and Councillors**.

Copy of Draft will also be shared on our website for public information.

New Business, Correspondence, Requests and/or Additions:

- V. Matthew McLean 2nd Floor Space available April 1, 2025** (previous tenant Wingspan Wholistic) – **Decision on rate to be charged required.** Summary of other rates within the building provided to Council for comparison.
- W. Spaces Available at Souris Beach Gateway Park**
Request for Proposals were advertised. Submission received to be reviewed by Council.

X. Request from Laura Croft to rent space at Souris Beach Gateway Park for her Food Truck
Proposal attached.

Y. Purchase of 32 Lea Crane Blvd. to be used as Town of Souris Maintenance Garage and Office
Purchase Agreement has been drafted. Financing options provided by various lending institutions. This may require additional time to review.

ITEMS CARRIED FORWARD THAT ARE STILL PENDING ~ no action required

Website update.

Work is still ongoing – soon ready to launch.

RGI Application for Funding – Eastern Kings Sportsplex

Quotes received for compressors were summarized by CBCL for budgeting purposes. Council moved to base budget on quote from Lowthers. The RGI application has been submitted. We are just waiting on the official word from the Province to order the equipment.

SeaRoots Alliance Update

Update from SeaRoots received Feb 28, 2025. They have released their RFP and will update again once submissions are received and reviewed. We have issued a cheque to them for our \$15,000 commitment towards the Feasibility Study. It was important to them to show their other funders they had this commitment from the Municipality.

Active Transportation Fund proposed projects

An application was submitted prior to the January 17, 2025, deadline. Still pending.

COUNCIL REPORTS:

Mayor JoAnne Dunphy

- Meeting with Nicholson Insurance Group
- Meeting with Johnny Flynn
- Walkin clinic meeting
- Municipal restructuring meeting
- E-bike meeting on Management Systems booking etc.
- Town of Souris Planning/Advisory Board meeting
- Meetings with CEO & Events Coordinator
- Meetings with Administrative assistant
- Meeting with MRSB

Deputy Mayor Boyd Leard

- The fire Department welcomed two new members. Jacob MacPhee & Rob Emond
- Met with staff and Fire Department to work on budgets and insurance for firefighters.

Kim Outhouse

- Feb 15th: Volunteer Poker Run FCC
- Feb 18th: Regatta 2025 meeting
- Feb 19th: Regionalization session FCC
- Feb 20th: MGA session at SRS
- Feb 25th: Volunteer Striders Draw
- Feb 27th: Organized/Volunteered at CAFE Trivia night iso Regatta
- Mar 5th: Telecon w/Boyd re: budgets and on completion submitted drafts

Stephanie Mitsuk

- Aspin Kemp meeting
- Seaglass meeting
- Regatta planning
- Municipality restructuring meeting
- MGA public meeting
- SHAI board meeting
- Regatta trivia fundraiser

Curtis Laybolt

- February

David Jenkins

- Attended meeting in Fortune re :Regional Government
- Hosted a seminar on "eating well on a budget" at the senior's club
- I attended a directors meeting at Seniors Club...
- Planned demo of bon-fire skills at Ski Lodge nixed due to weather
- Visitations at Hospital
- Two trips to Town Hall to sign checks
- Arranged days for painting Seniors Club having to work around daily rentals. Happy to announce job is complete and looks pristine...

Rebecca MacPhee

- February 19 - meeting with other municipalities and guests
- February 19 - gathered information about kid's day camp from another municipality
- February 20 - attended MGA feedback event
- March 7 - budget prep meeting
- Various correspondence with the public, councilors and staff

Z. ADJOURNMENT

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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