



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

Tuesday, November 12, 2024 @ 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 7: OOPM

B. Official swearing-in of our newest Town Councillor Rebecca MacPhee

Rebecca MacPhee was elected by way of vote at our recent by-election on October 21, 2024 and will be officially sworn in at this meeting by Oath of Office.

CAO Shelley LaVie did the official swearing in with Rebecca MacPhee reciting the Oath of Office.

C. Agenda

2.1 Approval of Agenda

MOTION by C. Leard & seconded by C. MacPhee to approve the Agenda as prepared and circulated.

All in favour. Motion carried.

2.2 Additions to Agenda

- Proposal from MRSB to review Council Remuneration and make recommendations.
- RGI application for funding for Sportsplex

D. 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.

C. Laybolt, C. Jenkins and Mayor all declared conflict for item S as they are all members of the Souris Lions Club.

E. Approval of Minutes – October 15, 2024 & October 28, 2024, Council Meetings

MOTION by C. Mitsuk and seconded by C. Jenkins to approve the minutes of October 15, 2024 and October 28, 2024 Council meetings as prepared with no errors or omissions noted. All in favour.

Motion carried.

Presentations:

F. Monthly RCMP Report – October 2024

No representative from the RCMP was available to attend our meeting.

Some concerns were raised by Council. Concerns included, future of Souris Office, a councilor was told of someone not getting a response from call to RCMP, youth crime rate is reported to be higher, lack of RCMP presence in Town. CAO will request a meeting with RCMP for Council to discuss these concerns.

Business arising from previous meetings:

G. Website update.

C. Mitsuk and C. Outhouse have prepared and forwarded some new content for the updated website. CAO will request a virtual teams meeting with AOR to see where we are with the update.

H. Request from Eastern Kings Sportsplex for Financial Support

Carried forward from October 15, 2024 meeting.

This request comes following notification of a major increase in Insurance premiums for the EK Sportsplex. Over the past few years, the amount has tripled. This increase is based on an updated valuation of the building and its contents.

MOTION by C. Leard and seconded by Jenkins that we give \$10,000 in financial support to the Sportsplex as requested.

Discussion

– C. Outhouse suggested we revise the motion with a contingency that the Board of Directors of the rink come up with a fundraiser (different from what they already do) to raise \$10,000 and the Town would then match it. – C. Leard is worried if we don't provide them with the financial support they asked for it will seem as we are not supporting them as a board. – C. Mitsuk feels that since the Insurance has been already paid for by the Town, them reimbursing the Town is not urgent, that we still have time to work with them and they are currently insured. A new policy or operating terms would help everyone and hopefully prevent them feeling overwhelmed or burnt-out. From C. Mitsuk's perspective she just wants to be assured they are making an effort in the fundraising or revenue generating area. Support and partnership have been offered. – C. Mitsuk also feels we should wait to see what their response was from their latest meeting. Mayor was made aware the board has reached out to Souris West and Eastern Kings for support as well. – C. Leard asked about Recreation PEI support. Also, what about unincorporated areas? And why has the "Arena" grant given to rinks from the province not increased over the years, it actually was reduced.

A vote was taken, C. Leard & C. Jenkins in favour of Motion. C. Laybolt, C. MacPhee, C. Mitsuk and C. Outhouse not in favour. Motion defeated.

Request to carry forward to our December meeting. More information may be available at that time to be reconsidered.

Financial Information

I. General Account Budget Update – October 2024

For information only.

J. Water & Sewer Utility Account Budget update – October 2024

For information only.

K. Town of Souris – General Account Payables \$2,145.37 be approved – as of November 8, 2024.

MOTION by C. Mitsuk and seconded by C. Laybolt to approve the payables as listed (correction made to the amount on agenda – total on list provided is the correct amount). All in favour. Motion carried.

L. Town of Souris – Sewer & Water Utility Payables \$601.72 to be approved– as of November 8, 2024.

MOTION by C. Mitsuk and seconded by C. MacPhee to approve the payables as listed (correction made to the amount on agenda – total on list provided is the correct amount). All in favour. Motion carried.

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

For review only.

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

Proposals for 2025-26 Operating & Capital Budget

Council asked for Budget Work Sheets so they can start working on their budgets.

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

- **Development Permit** Joel Ilano, 20 Church Ave 10’x16’ accessory storage building

Development requiring Council approval:

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. . .

O. Dangerous, Hazardous and Unsightly Premises Bylaw #2024-08

Reviewed and drafted by R. MacGregor at “McInnes Cooper Law Firm” Draft Copy of amended bylaw available for review.

First Reading was made at our October 15, 2024 Council Meeting. A second reading is required and if Council deems appropriate, it can be made at this meeting.

(wording for resolution attached to agenda)

MOTION by C. Mitsuk and seconded by C. Outhouse to approve second reading of “**Dangerous, Hazardous and Unsightly Premises Bylaw #2024-08**”. Resolution for second reading was read by C.

Mitsuk seconded by C. Outhouse. All in favour. Motion carried.

New Business, Correspondence, Requests and/or Additions:

P. Snow Clearing Services – Quote for 2024-25 Services

Copy of bid from Chapman Bros. Construction for snow clearing services and spreading sand (sand supplied by Town)

MOTION by C. Laybolt and seconded by C. Leard to approve the bid from Chapman Bros. Construction for snow clearing services and spreading sand for the 2024-25 Winter. Total including HST is \$145,327.26 (3% increase from previous year) All in favour. Motion carried.

Q. Proposal from CBCL to undertake an assessment of Town owned buildings.

This will utilize funds we originally received from RGI for option analysis for EK Sportsplex but Council decided to reallocate since SeaRoots Alliance is planning to do a feasibility study.

MOTION by C. Outhouse and seconded by C. Laybolt that we reallocate these funds to a building assessment study of Town owned buildings as proposed by CBCL. All in favour. Motion carried.

R. Request from Souris Fire Department Members for Gym Membership

The firefighters would like to propose the Town pay 50% of the cost of gym membership for them at our local Eastern Fitness Centre. This is something that could come from their Training or Recreation Budget. Liz from our office has contacted Eastern Fitness and they have offered a corporate rate of \$500 per year. At this time approximately five firefighters are interested.

MOTION by C. Mitsuk and seconded by C. Leard that we support this initiative for the Souris Fire Department to offer reduced cost gym memberships to our firefighters. EK Fitness has offered a corporate rate of \$500 per year. 50% of that will be paid by the Town for each firefighter that wants to join. All in favour. Motion carried.

S. Request from Souris Lions Club for Donation to Christmas Box Campaign

MOTION by C. Outhouse and seconded by C. MacPhee that we donate \$1,000 to the Souris Lions Club for their Christmas Box Campaign. C. Laybolt, C. Jenkins & Mayor Dunphy declared conflict. All in favour. Motion carried.

T. Canada Community Building Fund (CCBF)

Due to a miscalculation in our funding agreement with CCBF we are currently over-committed. The error occurred within their system. We are still getting the same amount going forward as recently announced, however we will need to revise some project contributions from CCBF. Total amount to be uncommitted \$101,783.19

Revised project amounts to be supported by Council:

Water Tower Inspection and Upgrades	\$396,499 (reduced by \$30,300.99)
Souris River Rd Sewer Replacement	\$0.00 (removed project CIP \$71,482.20)

MOTION by C. Outhouse and seconded by C. Jenkins to support this change in CIP's submitted previously for CCBF. All in favour. Motion carried.

ADDED:

Proposal from MRSB to review Council Remuneration

MOTION by C. Outhouse and seconded by C. Laybolt that we move forward with having MRSB review Council Remuneration and make recommendations for revisions. *It is recommended in the MGA that this should be reviewed and recommended by an outside board or 3rd party.* All in favour. Motion carried.

RGI Funding Application for Eastern Kings Sportsplex (Roof or Compressors)

It was recommended that we table this to our next meeting to give the EK Sportsplex Board a chance to give their input into whether we put the funding towards the Roof or the Compressors. The Province has agreed to do one or the other. Both are of similar cost and urgency.

U. COUNCIL REPORTS:

Mayor JoAnne Dunphy

- October 16 Kings County Walk in Clinic meeting
- October 19 Semi Annual FPEIM
- October 21 Attended Small Business week

- October 21 Meeting with Souris Showhall and CBDC
- October 22 Attended Transportation East AGM
- October 23 Kings County Walk in Clinic meeting
- October 24 Planning and Development meeting
- October 26 Helped set up and take down as well as participated in Town of Souris Halloween event
- October 28 Council meeting
- October 29 Attended PEI Rural Beautification Society Awards where the Town of Souris won the 1st Annual Community Spirit Award. Thank you to all that voted and made this a wonderful show of Community Spirit.
- October 30 Attended Active Transportation Summit
- October 30 Attended AGM Eastern Kings Sportplex AGM
- November 4 Souris Fire Department meeting
- November 6 Kings County Walk in Clinic meeting
- November 11 Attended Remembrance Day Service and Dinner
- Meetings with our CAO, our Administrative Assistant and our MLA
- Helping to plan Annual Firefighters Christmas Appreciation Dinner event

Congratulations to the Town of Souris Souris Firefighters for winning \$5000 from AA Munroe Insurance Company Annual "Everyday Heros" contest. Thank you to all the community members, families and friends that voted and shared during this contest. We are all so thankful for our firefighters and their commitment to their community.

Deputy Mayor Boyd Leard

- Attended Fire Hall meeting
- Rink Board meeting
- Special meeting of Town Council

Kim Outhouse

- October 17 - infant massage at resource center
- October 19 - Voted in our by-election
- October 24 - SHAI board meeting
- October 27 - 9th community dinner
- October 28 - special town meeting
- October 29 - Beautification awards
- October 30 - EKSP AGM
- November 6 - Meeting with EKSP executive
- November 11 - attended Remembrance Day ceremony and served at the meal
- November 12 - met with MLA Robin Croucher
- Various volunteer and community initiative meetings and events

Stephanie Mitsuk

- October 16 - SHAI finance meeting
- October 21 - Votes in our by-election
- October 24 - SHAI board meeting

- October 26 - set up/take down and volunteered for town Halloween party
- October 27 - 9th community dinner
- October 28 - special town meeting
- October 29 - Beautification awards
- October 30 - EKSP AGM
- November 6 - Meeting with EKSP executive
- November 11 - attended Remembrance Day ceremony and served at the meal
- November 12 - met with MLA Robin Croucher

Curtis Laybolt

- October 17 - Lions meeting
- October 21 - Votes in our by-election
- October 28 - special town meeting
- October 30 - EKSP AGM
- November 6 - Meeting with EKSP executive
- November 7 - Lions meeting
- November 11 - attended Remembrance Day.

David Jenkins

- Voted in our recent by-election
- Lions Club Meeting
- Remembrance Day
- Hospital presentation
- The Silver Threads Club Play was a great success, sell-out both nights
- Acknowledged the loss of a couple of Lions members as well as Bernard Clinton who were all valued members of our community.

V. ADJOURNMENT

MOTION by C. Laybolt to adjourn the meeting at 8:06pm

MINUTES Prepared by:
Shelley M. LaVie
Chief Administrative Officer
Town of Souris
town@sourispei.com

Moved by C. Mitsuk and seconded by C. Outhouse

WHEREAS AS PER THE MUNICIPAL GOVERNMENT ACT, R.S.P.E.I. 1988, Cap. M-12.1 Section 180, a council may pass bylaws and provide services for municipal purposes respecting. (i) nuisances, loitering, dangerous or unsightly property, noise, pollution and waste in or on public or private property.

And WHEREAS Council has had their legal counsel review this bylaw update/amendment to ensure it meets with the level of authority as given to municipalities within the Municipal Government Act.

And WHEREAS if adopted, this bylaw #2024-08 would replace or repeal any other Dangerous, Hazardous and Unsightly Premises Bylaw previously adopted by the Town of Souris.

Be it resolved that Town of Souris **Dangerous, Hazardous and Unsightly Premises Bylaw #2024-08** be hereby read a second time.

Also, required – approval and adoption.

Moved by C. Mitsuk and seconded by C. Outhouse

The Town of Souris Dangerous, Hazardous, and Unsightly Premises Bylaw#2024-08 be hereby approved and adopted by the majority of Council.