



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

Monday, February 9, 2026 @ 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

Mayor Dunphy called the meeting to order with a quorum at 7:00pm. *C. Leard was absent.*
Mayor read Land Acknowledgement.

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

MOTION by C. Mitsuk and seconded by C. MacPhee to approve the Agenda. All in favour. Motion carried.

2.2 Additions to Agenda

CAO received a late request from SeaRoots Alliance to be added to the Agenda.

MOTION by C. Outhouse and seconded by C. Laybolt that this request be tabled until such time Council has had more opportunity for consideration.

Given the potential long-term impacts of this project, Councillors expressed the need for additional time to undertake the appropriate due process, including further review, consultation, and consideration of implications for the Town.

All in favour. Motion carried.

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 12, 2026 Council meeting.

MOTION by C. Mitsuk and seconded by C. Jenkins to approve the minutes of January 12, 2026 Council meeting as prepared by our CAO. No errors or omissions were noted. All in favour. Motion carried.

Presentations:

E. Monthly RCMP Report – January 2026

MOTION by C. Laybolt and seconded by C. MacPhee to adopt the RCMP report for January 2026 as per copy provided to Council. All in favour. Motion carried.

F. Souris Show Hall Foundation - Presentation

Presentation to be carried forward to March meeting. Due to poor travelling conditions the Show Hall representative was unable to attend.

Business and Updates arising from previous meetings:

G. Upgrades, Renovation to Eastern Kings Sportsplex

CBCL has been contacted and asked to provide a quote for preparing RFP for renovations to bowling lane space. They are preparing a proposed scope of work and cost. Following up next week for further discussion.

H. Souris Beach Gateway Park Update, Requests & Potential new phase of development.

- Updated drawing created by CBCL has been submitted to Department of Environment for review. Copy attached. This is very preliminary just to see if Environment will consider the project – more detailed drawings would be required for construction, funding, etc.

Gateway Park Tenants/Upcoming Season

- Expressions of Interest were posted. Deadline to submit is March 6, 2026

I. E-Bike Project – Expressions of Interest for potential operator/business opportunities.

- Expressions of Interest were posted. Deadline to submit is March 6, 2026

Financial Information/Updates/Approvals Required

J. General Account Budget Update – January 2026 *for information only.*

K. Water & Sewer Utility Account Budget update – January 2026 *for information only.*

L. Town of Souris – General Account Payables \$ 1,951.82 to be approved – as of Feb 6, 2026

MOTION by C. Mitsuk and seconded by C. MacPhee to approve the A/P as listed in the amount of \$1,951.82. All in favour. Motion carried.

M. Town of Souris – Sewer & Water Utility Payables \$101.32 to be approved– as of Feb 6, 2026.
MOTION by C. Jenkins and seconded by C. Mitsuk to approve the A/P as listed in the amount of \$101.32. All in favour. Motion carried.

N. General Account & Water Sewer Account Cheques issued during the month of January 2026. – for information only.

O. 2026-27 BUDGET PLANNING ~ for Fiscal Period of April 1, 2026 – March 31, 2027

Proposals for 2026-27 Operating & Capital Budget

If any Council member has anything they would like noted, please do so and CAO will add to working file.

- Further discussion required on Streets, Policing and Tax Rates.
- C. MacPhee would like to consider hiring a Recreation Director.
- C. MacPhee would like to consider adding lights to the dog park for evening use in fall winter months. Maintenance Department feels this would be possible as we could connect to the power at the E-Bike building.

CAO has supplied information to Town Council pertaining to Streets, Policing and Tax Rates.

Implications, pros, cons, etc.

- A meeting was held November 26, 2025 to discuss these items.
- Town Council discussed and agreed to add two new property tax codes. **1.** Non-commercial, non-resident. And **2.** Non-commercial, multi-unit (3 or more units) This information and copy of meeting minutes was provided to the provincial taxation department prior to the December 31, 2025 deadline.
- The deadline to change (increase/decrease) an existing **Property Tax Rate is March 31, 2026**

~~A PUBLIC BUDGET MEETING is scheduled for Monday, January 19, 2026, 6:00pm at the Eastern Kings Sportsplex.~~

Unfortunately, the weather did not cooperate for this planned public meeting; two Mondays in a row it stormed. Alternatively, Town Council is considering asking for feedback via an online survey.

Questions to be determined.

- Add note to survey about 2026 being Municipal Election year.
- Add note to survey that lists current Council members and their committees.

Budget Meeting Schedule – Dates to Be Determined – Must be completed by March 30th.

- **Session to review individual departments - date set for February 23, 2026 at 6:30pm**
- **Meeting to review the compiled draft budget – Draft to be reviewed at March 9th regular Council meeting. Early start time 6:30pm.**
- **Meeting for final approval – date set for March 23, 2026 at 6:30pm**

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

- Nothing to report this month.

Development, or other Permits requiring Council approval:

P. An application to subdivide PID 104679 was received from Chapman Bros. Const. The subdivided portion is to be conveyed to St. Mary's Church. Planning Advisory Board to review and recommend Monday, February 9, 2026 at 12:00pm.

MOTION by C. Laybolt and seconded by C. Jenkins to approve the subdivision and conveyance of a portion of PID 104679 as recommended by Planning Advisory Board. All in favour. Motion carried.

Q. Public Clarification is required for the Amendment/Rezoning of PID 102814 and 101741 on Prince Ave to clearly state that in addition to the amendment from its current zoning category of M1 Industrial to R3 Mixed-Density Residential, it will ALSO include an amendment to Town of Souris Official Plan **Future Land Use Map** from Industrial to Residential. Planning Advisory Board will also receive this required clarification to review and recommend Monday, February 9, 2026 at 12:00pm.

Planning Advisory Board met Monday, February 9, 2026 at 12:00pm and recommended that Town Council proceed with the required amendments to change the current zoning of PID 102814 and 101741 on Prince Avenue in Souris from M1 – Industrial to R3-Mixed Density Residential, and also the required amendment to the Official Plan Future Land Use Map from Industrial to Residential.

An advertisement was posted as required to notify the public of this request for these amendments including the date and time of this meeting providing anyone with questions or concerns an opportunity to be heard by Town Council. This information was also available on the Town's Website.

- No questions or concerns were received from the public prior to or at this meeting.

MOTION by C. Jenkins and seconded by C. Mitsuk to make and approve the first reading required for this amendment that will also include an amendment to the Town of Souris Official Plan Future Land Use Map. C. Jenkins read the resolution – seconded by C. Mitsuk. A printed copy of the bylaw amendment and official plan map amendment was provided to Council.

A second reading is required by Council at a separate public meeting.

Bylaws & Procedures:

R. Council Committees VS Committee of Council

CAO to contact Municipal Affairs for direction on this. Does Council want to implement a second meeting per month? And if so, when and how will it be formatted?

Municipal Affairs basically stated it would be up to Council to determine when it meets and to amend the procedural bylaw to specify the details. They suggested changing the format this close to the end of a term might not be ideal.

Council suggested the 2nd and 4th Monday of each month. With the 2nd Monday for information/discussion and the 4th Monday for deciding. Maybe financials could be the exception if something needs to be paid in a timely manner. A format for the agenda would need to be determined, how far in advance items must be added to the agenda, etc. If keeping committees, each committee chair/co-chair could provide any updates.

S. Dangerous, Hazardous and Unsightly Premises**21 High Street – Unsightly Notice:**

- A legal notice “Clean Up Order” was issued in October 2025
- Bylaw Officer has since notified the owner that the property is still not in compliance with the bylaw. Further action to be taken. Spring is coming, CAO will request Bylaw Officer speak with property owner as snow begins to disappear.

New Business, Correspondence, Requests and/or Additions:**T. Request from U12 Ringette Team to support an upcoming trip to Montreal**

MOTION by C. MacPhee and seconded by C. Mitsuk that we provide \$300 donation to U12 Ringette Team for their upcoming trip to Montreal. All in favour. Motion carried.

U. Request for support from QEH Big Day of Giving (details attached)

Council discussed possible fundraising.

V. Request from Eastern Kings Sportsplex to help with 2025-2026 Insurance costs

Carried over from January meeting. Requested additional information from EKSP.

W. Battle of the Atlantic Celebration 2026

CAO and Special Events Coordinator to look into this further. Potentially we could partner with Souris Legion and Souris Harbour Authority. 1st Sunday in May. It was held in Murray River in 2025.

X. NHL Legends Tour

Councillor Outhouse feels this warrants further investigation. Would hotel rooms be extra, and if so, where. Would EK Sportsplex board want to take this on, or perhaps partner? It was recently hosted in North Rustico and Tignish. They may be able to provide some advice.

Y. EK Sportsplex Fire Alarm System

Councillor Outhouse asked for clarification on approval process for Fire Alarm System being installed at EK Sportsplex. CAO explained the notice received from Fire Marshals office was considered urgent and therefore did advise the manager of the rink to proceed with the installation based on quotes that had been received from TK Fire & Safety and Foster Campbell Electric prior to getting formal approval from Town Council. The Fire Marshal’s Notice was not a recommendation; it was a requirement to prevent further action.

Following this meeting CAO has confirmed that our funding from RGI will cover the cost of the fire alarm system for the rink. Already approved with the funding for the compressors.

ITEMS CARRIED FORWARD FOR UPDATE OR THAT ARE STILL PENDING, DISCUSSION**SeaRoots Alliance Update**

The Feasibility Study has been completed. Town Council responded with concerns. Town Council met with SeaRoots January 29th. Also attended roundtable discussion with other stakeholders Saturday, January 31st.

New Fire Hall Update & Next Steps

- CAO has nothing further to report.

Water Tank Restoration – CCBF

- Requested update from CBCL as to when this will go to tender.
- CAO and Maintenance Dept to meet with CBCL to review specs Feb 13th.

CHIF Canada Housing Infrastructure Funding

An application was submitted for a potential residential subdivision. Cost to be shared with private developers. Still pending review and decision of funders.

UPDATE - We were asked to REVISE our application as originally some items were deemed ineligible and were since changed to be eligible. CAO worked with Engineers and Developers to make these changes that were due to be submitted by October 10th. No changes to the scope of work, just potential for more funding.

Most recent response in request for an update received Jan 9, 2026. . . . *Senior Management have met regarding CHIF Projects; however, no decisions have been made. We are hopeful to get a decision soon for provincial approvals, and if approved then it goes for federal approval.*

MP Kent MacDonald has received a copy of this application so if and when it reaches the Federal level he will be aware.

TREE GRANTS –An application has been submitted as discussed. Pending response from funders.

Event Grounds at 20 Lea Crane Boulevard

An idea brought forth by C. Outhouse during a recent Council discussion. Request for further discussion by Council. Potentially this could be looked at as part of our AT Study or Future RGI project.

- Can the Gazebo at CN Park be moved? Yes, according to our Maintenance Department it could be moved but it would require a moving truck that moves larger buildings. So, the exact location should be determined first.
- Plan a meeting with other stakeholders including Eastern Kings Exhibition, Tug-of-War organizers as well as Jill & Mark MacCormack.
- CAO has sent a request to David MacAulay to see if he would assist with a developing a site plan.
- Mr. MacAulay had agreed to assist. He plans to meet with the other stakeholders.

TRAFFIC CONCERNS Belle Ave/Main Street Intersection and other traffic concerns.

Chairperson of Streets requested further correspondence with the Province to see if changes can be made that would include changes on Breakwater Street that may reroute ferry traffic. Also, other areas such as Church/Pond St. In addition to this, there is a request on the table from Topsy Farmers to close a section of Belle Avenue during the summer months. Council committed to further investigation at January's meeting.

- CAO to request a meeting with Minister Hudson.
- CAO to draft a possible notice to the public.

Enhancing our Souris Youth Summer Camp.

Jeannie has revamped the registration form so that it will be all online and designing it so that once a particular day or option is filled it will show as unavailable. Wage subsidy applications have been submitted to hire students to run the camp. Minimum of 4 will be required to keep the numbers we had last summer, having a fifth person would be even better.

- Councillor MacPhee requested inquiry into Provincial Mentorship Program as a possible source of funding for this project. CAO will inquire.

CCBF Municipal Strategic Component (MSC) stream is now accepting applications.

Following Council Special Meeting September 22, 2025, it was determined that we would apply for funding under this stream of funding to extend water and wastewater on Beach Avenue. CAO worked with CBCL to try to pull this together before the October 3rd deadline. However, based on a pre-liminary plan it was determined that we could not have everything pulled together by that deadline. CAO has confirmed that there will be a spring intake for this stream of funding in March 2026. This will allow time for discussions with potential land developers and to properly and confidently put some numbers to this project rather than rushing it.

A meeting with potential land developers has been requested in plans to be ready to apply to this fund by the 3rd Friday in March.

ACTIVE TRANSPORTATION STUDY

- RFP has been awarded to MRSB
- Initial kick-off meeting was held Dec 18th (virtual)
- Site visit took place Jan 8th.
- Survey has been launched online. Please share to encourage folks to participate.

Green Municipal Fund Safe & Active School Routes

<https://greenmunicipalfund.ca/funding/safe-and-active-school-routes>

UPDATE – Unfortunately, we received correspondence that this project was not approved. See attached.

COUNCIL REPORTS:

MAYOR JOANNE DUNPHY ~ MAYOR'S REPORT

- Attended meeting at Fire Hall with MP Kent MacDonald. Fire Chief and firefighters provided a tour of the current facility and discussed the need for a new fire hall.
- Attended FPEIM meeting
- Attended AGM for PEI Rural Beautification Society. Looking forward to encouraging Town residents and surrounding areas to participate in this excellent program.
- Meetings with SeaRoots Alliance
- Meeting with neighboring Mayors to discuss regional collaboration and sharing priorities.
- Attended meeting with Town staff regarding ongoing municipal matters and planning.
- Attended Lions Club meetings
- Discussions with residents of Souris and surrounding areas regarding local concerns, ideas, and community priorities.

DEPUTY MAYOR BOYD LEARD

- Jan 14 – Closed Town Council Meeting
- Jan 29 – SeaRoots Meeting @ Town Hall
- Jan 29 – Souris Fire Dept Budget Meeting
- Jan 31 – SeaRoots Roundtable Meeting @ SRS

COUNCILLOR KIM OUTHOUSE

- 14 Jan - Closed Town Council Meeting
- 29 Jan - SeaRoots Meeting @ Town Hall
- 31 Jan - SeaRoots Meeting @ SRS
- 2 Feb - Graphic Interview: Active Transportation
- 8 Feb - CBC Interview: Active Transportation
- 9 Feb - CBC Interview: Active Transportation
- 9 Feb - Regular Town Council Meeting

COUNCILLOR STEPHANIE MITSUK

- January 14- closed meeting
- Various correspondence with other council members, Mayor, staff and community members.
- Next Topsy Farmer Community Dinner is scheduled for next month. Date to be determined.

COUNCILLOR CURTIS LAYBOLT

- 14 Jan - Closed Town Council Meeting
- 29 Jan - SeaRoots Meeting Town Hall
- 31 Jan - SeaRoots Meeting SRS
- 9 Feb - regular council meeting
- Various Lions meetings
- Conversations with members of the community

COUNCILLOR DAVID JENKINS

- Meeting with SeaRoots
- Attended Roundtable discussion with SeaRoots at SRS
- Attended Board of Directors meeting for Silver Thread Club – Grant Committee
- Attended monthly Silver Threads Club Meeting
- Attended 2 Souris Lions Club meetings
- Attended Seniors Dinner Feb 4th
- Took part in 2 events in the 55+ Winter Games (picked up Gold in Shuffleboard and Bronze in Cribbage)
- Planning Advisory Board Meeting Feb 9th

COUNCILLOR REBECCA MACPHEE

- January 14 - In camera council meeting
- January 29 - Meeting with SeaRoots Alliance
- January 31 - Meeting as invited by SeaRoots
- February 9 - Regular Council Meeting
- *Various correspondence with the public, staff, Mayor and Council*

Z. ADJOURNMENT

MOTION by C. Mitsuk to adjourn the meeting at 8:35pm.

MINUTES Prepared by:
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