



SOURIS TOWN COUNCIL AND  
SOURIS SEWER AND WATER UTILITY CORPORATION

AGENDA

Regular Monthly Meeting

Monday, January 8, 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**

**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 – December 18, 2023 Council Meeting**

Presentations:

**E. Monthly RCMP Report – December 2023**

Business arising from previous meetings:

**F. GREEN AND INCLUSIVE COMMUNITY BUILDINGS PROGRAM. ~ UPGRADES TO  
Eastern Kings SPORTSPLEX**

As of Friday, January 5, 2024, no further update, or information is available. Copy of status report is attached.

**G. Innovation Communities Fund/ACOA (Dog Park, Ballfield Upgrades, Rink Roof, Matthew McLean Bldg Upgrades)**

CAO to confirm if we have addition time to spend balance. (Spreadsheet attached) Original expected date of completion was December 31, 2023.

**H. Heat Pumps for Matthew McLean Building. Potential Funding from Rural Development.**

As per Council request at December meeting, CAO was to contact First Mechanical for recommendations on current heat system. Also, to acquire a 2<sup>nd</sup> quote for Heat Pump.

Financial Information**I. General Account Budget Update – December 2023**

For information only.

**J. Water & Sewer Utility Account Budget update – December 2023**

For information only.

**K. Town of Souris – General Account Payables \$2,030.04 be approved – as of Jan 5, 2024.****L. Town of Souris – Sewer & Water Utility Payables \$250.28 to be approved– as of Jan 5, 2024.****M. General Account & Water Sewer Account Cheques issued during the month of December 2023. –**

For review only.

Development:**N. Recent Development Permits under review or issued by CAO: *For info only.***

1. **Joe Fiander** – replacing an existing 8’x10’ storage building with a new 12’x16’ storage building at 7 Campbell Street, PID594044. Minimum setbacks will be met.
2. **Luis F. Mendes** – building a new 5’x10’ mini-barn AND, an 11’x8’ extension to existing deck, 1 Maple Ave, PID101816. Minimum setbacks will be met.
3. **Brent Samson** – 10’ x 14’ storage building. PID 100644. 27 Paquet Ave. Minimum setbacks will be met.

**Applications currently under review that require Council approval:****O. Application to Operate a Business. Red Claw Bistro Inc. at 41 Breakwater St.**

(formerly operated as Strait Goods).

Applicants - James Thayer & Wanda Vandal

Hours of Operation Monday – Friday 10am – 7pm, Saturday/Sunday 8am – 7pm

30 parking spaces available on site. 48”x48” onsite signage proposed.

Planning to open as soon as they have PEI Food Premises License.

**P. Request from Red Claw Bistro for support of a PEI Liquor License.**

(support from Municipal Council is a requirement for the license)

**Q. Plan for moving forward with Land Use/Development Bylaw & Official Plan Review.**

Planning Advisory board met **December 20, 2023** for final review of these documents and recommendation to Council.

A Motion was made and approved by the Planning Advisory Board to recommend that Town Council proceed with approval of these two documents. They also suggested, as per request from our planning consultants, that these documents be called the “2024” Land Use Bylaws and “2024” Official Plan Review. Copies of these final drafts are attached.

If approved, Council can give first reading to these documents at this meeting.

**R. Request for letter of support for Air B&B.**

CAO received a request for a letter of support for an Air B&B from Julie Lindsay and Andrew Sinclair at 10 Prince Avenue. Copy attached.

Planning Advisory board met December 20, 2023 and recommended support be provided for this Air B&B.

**S. Development Application from Jordon Dennis.**

Mr. Dennis submitted an application to develop a bunk house on PID 1050418 at 41 Breakwater St. Details attached.

Planning Advisory board met December 20, 2023 to review and recommend.

After review Planning Advisory Board did NOT recommend approval of this application.

The reason they gave was they felt one stand-alone bunk house of the proposed size (240 sq ft) would not be a good fit for the location. Currently in our land use bylaws the minimum size for a stand-alone residential dwelling is 500'sq ft. Also, the location would be directly across from the exit of the CTMA Ferry Terminal. No information for parking or driveway was provided.

**New Business, Correspondence, Requests and/or Additions:****T. EMO Reception Centre Resiliency Program.**

CAO joined a Webinar to learn more about this new program. This is a funding program available to us to enhance our reception centres for EMO. It's 80% funding up to \$250,000.

Attached is a list of potential enhancements, as provided by the rink manager. If Council wants to pursue, we could work on pricing.

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

- December 20th Planning Advisory Board meeting.
- Meetings with CAO and Events Co-ordinator
- Set up and attended the Mayor's New Years Levee. Wonderful turnout to celebrate the beginning of 2024. Many thanks to Staff and Council for organizing and setting up. Thank you to the Eastern Kings Sportsplex staff for helping with the event.
- Did an interview with CBC about the Dog Park and the Memorial Sign for Jennifer Grant.

**Deputy Mayor Boyd Leard**

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**Kim Outhouse**

- Dec 20th Met with CAO RMEK & RMSW
- Dec 29th Interview Graphic re: Pond Hockey
- Jan 1st Attended TOS Levee and Sign unveiling.
- Jan 2nd Submitted EMO BEM Course
- Jan 3rd Submitted EMO ICS Exam
- Various meetings and emails for charity and volunteer work.

**Stephanie Mitsuk**

- SHAI finance meeting
- SHAI board meeting

**Curtis Laybolt**

- Attended new year's levee and dog park sign unveiling.
- Was busy before Christmas with Lions Christmas boxes.

**Frankie Chaisson**

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**David Jenkins**

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**V. 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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