



SOURIS TOWN COUNCIL AND
SOURIS SEWER AND WATER UTILITY CORPORATION

MINUTES

Regular Monthly Meeting

Monday, January 8, 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

Mayor Dunphy called the meeting to order with a quorum at 7pm. All Council were present except for C. Jenkins who sent his regrets.

B. Agenda

2.1 Approval of Agenda

MOTION by C. Leard and seconded by C. Mitsuk to approve the Agenda as circulated. All in favour, motion carried.

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.

No conflict declared.

D. Approval of Minutes – December 11, 2023 Council Meeting

MOTION by C. Chaisson and seconded by C. Outhouse to approve the minutes of the December Council meeting as prepared by CAO with no errors or omissions noted. All in favour, motion carried.

Presentations:

E. Monthly RCMP Report – December 2023

Sgt. Mike Robinson presented RCMP report. They have been dealing with the tragic event that happened in the Montague area with youths being charged with homicide. It's been a very difficult time for all involved. They are very thankful for all who helped in any way.

The RCMP now has a new emotional support dog with handler Ian Allen. Training is an ongoing requirement. This year it will include Trauma informed training. Jan-Feb they do operation skills training. In 2024 they hope to fill 4 vacancies.

MOTION by C. Outhouse and seconded by C. Chaisson to accept the RCMP report as presented. A copy of the report was provided to all of Council and public.

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.

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.

Some more ideas: Benches and lighting along MacPhee Ave Trail, Storage building at Tennis Courts.

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 2nd quote for Heat Pump.

Council asked CAO to acquire pricing on a complete upgrading the existing system at the Matthew McLean Bldg. RDMD should be able to quote as well.

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.

MOTION by C. Mitsuk and seconded by C. Outhouse to approve the A/P as listed. All in favour, motion carried.

L. Town of Souris – Sewer & Water Utility Payables \$250.28 to be approved– as of Jan 5, 2024.

MOTION by C. Mitsuk and seconded by C. Outhouse to approve the A/P as listed. All in favour, motion carried.

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.

MOTION by C. Outhouse and seconded by C. Chaisson to approve this application to Operate a Business in the Town of Souris from Red Claw Bistro Inc. at 41 Breakwater Street. All in favour, motion carried.

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

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

MOTION by C. Outhouse and seconded by C. Laybolt to provide a letter of support to Red Claw Bistro Inc for a PEI Liquor License. All in favour, motion carried.

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.

Town of Souris

Official Plan 2024

Resolution to Adopt our updated Official Plan

Date: January 8, 2024

Moved by Councillor: Stephanie Mitsuk

Seconded by Councillor: Kim Outhouse

“**Whereas** Section 14 of the Planning Act allows municipalities to adopt an official plan by resolution;

“**And whereas** Council has followed the processes established in sections 11-14 of the Planning Act and has complied with EC 640 / 97 – *Planning Act Minimum Requirements for Municipal Official Plans*;

“**Be it resolved** that the Town of Souris Official Plan 2024 be hereby formally adopted.”

Town of Souris Land Use Bylaw 2024-01

Resolution 1 – First Reading – Meeting 1

Date: January 8, 2024

Moved by Councillor: Boyd Leard

Seconded by Councillor: Frank Chaisson

“**Whereas** Section 16 of the Planning Act allows municipalities to adopt bylaws to implement their official plan;

“And whereas Council has complied with the processes established in section 18 of the Planning Act and with EC 640 / 97 – Planning Act Minimum Requirements for Municipal Official Plans; **Be it resolved** that zoning bylaw Town of Souris Land Use Bylaw 2024-01 be hereby read a first time.

Town of Souris Land Use Bylaw 2024-01

Bylaw Adoption – Resolution 2 – Approval of first reading – Meeting 1

Date: January 8, 2024

Moved by Councillor: Stephanie Mitsuk

Seconded by Councillor: Boyd Leard

“Whereas Section 16 of the Planning Act allows municipalities to adopt bylaws to implement their official plan;

And whereas Council has complied with the processes established in section 18 of the Planning Act and with EC 640/97 – Planning Act Minimum Requirements for Municipal Official Plans;

And whereas the zoning bylaw Town of Souris Land Use Bylaw 2024-01 was read a first time at this Council meeting;

Be it resolved that the zoning bylaw Town of Souris Land Use Bylaw 2024-01, be hereby approved.

A second reading is required for the adoption of the Town of Souris Land Use Bylaw 2024-01. This can be done at our next public meeting scheduled February 12, 2024 or before if Council wants to call a Special 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.

MOTION by C. Chaisson and seconded by C. Laybolt to provide a letter of support to Julie Lindsay and Andrew Sinclair at 10 Prince Ave for the operation of an Air B&B. Provincial regulations to be adhered to. All in favour, motion carried.

S. Development Application from Jordon Dennis.

Mr. Dennis submitted an application to develop at 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.

MOTION by C. Mitsuk and seconded by C. Laybolt that Council will uphold the recommendation of Planning Advisory Board to deny this application based on the reasons given. All in favour, motion carried. CAO will notify the applicant.

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 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.

No motion was made to submit an application at this time.

Councillor Outhouse, who is the chair of EMO, would like more information on what is needed.

Including location appropriateness, and designation as an official warming centre from PEI Public Safety Office. A meeting with Dakota from PEI Public Safety Office would be helpful. Also, CAO will ask rink manager to put some pricing together to go along with the list provided.

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

- Glad to be here in person. Health is improving.

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

- Attended new year's levee. Like to thank volunteers, especially Audrey for helping him with calling BINGO

David Jenkins

- Attended various Seniors events.

V. ADJOURNMENT

MOTION to adjourn by C. Mitsuk at 8:28pm.

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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