

Cornwall, Prince Edward Island

**Regular Meeting of Council  
Wednesday, March 21, 2018 at 7:30 PM**

**Mayor**            **Minerva McCourt presiding**  
**Present:**        **Deputy Mayor Gary Ramsay**  
                      **Councillor Shane McGuigan**  
                      **Councillor Peter Meggs**  
                      **Councillor Jill MacIsaac**  
                      **Councillor Irene Dawson**  
**Also:**            **Kevin Coady – Chief Administrative Officer**  
                      **Stephanie Cairns – Administrative Assistant**  
**Regrets:**        **Councillor Elaine Barnes**

**CALL TO ORDER**

Mayor McCourt called the meeting to order.

**APPROVAL OF THE AGENDA**

It was moved by Councillor Meggs and seconded by Deputy Mayor Ramsay the agenda be approved as circulated. Motion carried.

**APPROVAL OF THE MINUTES**

It was moved by Councillor Dawson and seconded by Councillor McGuigan the Minutes of February 21, 2018 be approved as circulated. Motion carried.

**BUSINESS ARISING**

Councillor Dawson requested to add a Declaration of Conflict of Interest heading to the regular monthly Council meeting agenda.

**REPORTS OF COMMITTEES / RESOLUTIONS**

**1. UTILITY COMMITTEE – Councillor Irene Dawson**

The report was included in the Council Package.

Councillor Dawson reported that ‘Fix a Leak Week’ is March 19-25.

Councillor Dawson requested to add the Town’s Toilet Rebate Offer to the website.

Councillor Dawson noted at a recent FPEIM meeting, Asset Management Training was discussed and FPEIM has applied for funding for training for municipalities. The CAO noted he is aware of a workshop on April 18 and that staff will be signing up.

**2. PLANNING BOARD – Councillor Peter Meggs**

The report was included in the Council Package.

Councillor Meggs noted in preparation of the Public meeting on March 14, 2018, Planning Board briefly discussed the Development Concepts for three parcels of land along the Trans Canada

Highway, the Development Concepts for Harvest Hills Phase 2 and Phase 3 along Mercedes Drive, and the Development Concept for Phase 1 of West River Estates. Councillor Meggs added the Committee will be meeting again to discuss feedback received from residents.

**PL 04-2018, In-Law Suite**

Moved by Councillor Meggs  
Seconded by Deputy Mayor Ramsay

**RESOLVED:**

**BE IT RESOLVED THAT** the Town of Cornwall will approve an In-Law Suite on Parcel ID No. 596361, being 22 Appleby Lane, subject to the property owners entering into a Development Agreement with the Town.

**Carried.**

Councillor Meggs noted the Town received an application for a six (6) unit Block Townhouse for Parcel ID No. 246876. The property is zoned R3 which makes this a special permit use. Councillor Meggs added the Committee reviewed the differences between Townhouse and Block Townhouse, as well as the definitions of permitted use vs. special permit use. Additional parking spaces and having a larger setback was also discussed. Councillor Meggs added these lots are not yet approved.

**PL 05-2018, Special Permit Use**

Moved by Councillor Meggs  
Seconded by Deputy Mayor Ramsay

**RESOLVED:**

**WHEREAS** Council received an application on February 6, 2018 for a *Special Permit Use* to allow a six (6) unit Block Townhouse Dwelling on Parcel ID No. 246876 which property is zoned Multiple Family Residential (R3); and

**WHEREAS** Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #414, and noted Block Townhouses are a special permitted use in the area; and

**WHEREAS** Council considered increased parking spaces and increased setback.

**BE IT RESOLVED THAT** Council grant approval of a *Special Permit Use* to allow a six (6) unit Block Townhouse to be constructed on Stephanie Drive, provided the Developer agrees to two (2) parking spaces per unit and a 30'ft front yard setback.

**Carried.**

Councillor Meggs noted that Planning Board discussed advantages of exploring options for Parcel ID #702035, located on the Trans-Canada Highway, including the Spatial Plan for our new ‘Main Street’. Councillor Meggs added staff drafted an Expression of Interest and recommends it goes out to the public as soon as possible.

**PL 06 2018, Gas Tax, Ortho Photographs**

Moved by Councillor Meggs  
 Seconded by Deputy Mayor Ramsay

**WHEREAS** the Town of Cornwall, together with the City of Summerside and the Towns of Stratford, Montague and Kensington are interested in working together to acquire GIS data to allow the communities to better plan and maintain data for asset management;

**AND WHEREAS** the essential elements of the project include taking aerial photographs of each community and providing colour orthophotos and physical attribute data for each community based on their needs;

**AND WHEREAS** the combined budget estimate for this project is as follows:

	Summerside	Stratford	Cornwall	Montague	Kensington	Totals
Total Project Cost	\$59,845	\$56,845	\$52,872	\$15,834	\$15,102	\$200,500
GT-MSFC Funding Application	\$29,923	\$28,423	\$26,436	\$7,918	\$7,551	\$100,250
Net Project Cost	\$29,923	\$28,423	\$26,436	\$7,918	\$7,551	\$100,250

**BE IT RESOLVED THAT** the Town of Cornwall approve applying, in conjunction with the City of Summerside, and the Towns of Stratford, Kensington and Montague, to the Municipal Strategic Component of the Gas Tax fund for \$200,500 for this project with the Town of Cornwall contribution being \$26,436.

**Carried.**

**3. PUBLIC WORKS COMMITTEE - Councillor Shane McGuigan**

The report was included in the Council Package.

Councillor McGuigan noted that staff are going to draft a policy around security camera suppliers in April after the budget has passed.

**4. PARKS & RECREATION COMMITTEE – Councillor Jill MacIsaac**

The report was included in the Council Package.

Councillor MacIsaac noted the Town will be offering two different March Break Camps that will run from March 26-April 3.

Councillor MacIsaac gave a brief update on the Youth Centre noting attendance numbers are averaging between 13-15 participants daily. Councillor MacIsaac noted, after considering a request received to extend the Youth Centre hours of operation, the Committee agreed to keep the existing commitment of 25 hours/week allocated as a trial period this year. The Committee agreed the most beneficial time for the youth would be Monday-Friday from 4pm-8pm and Saturday's from 1-6 pm.

Councillor MacIsaac reported the Easter Eggstravaganza will take place on April 2 at 11:00am at the Town Hall.

Councillor MacIsaac reported the Town received a letter from 10-year-old Jay DeRoche, Kellow Drive, requesting the Town construct an outdoor rink at Lowther Park for next winter. The Committee agreed with the initial start-up of the rink if Jay was able to secure enough volunteers to assist with the ongoing maintenance. Councillor Dawson expressed concerns with the liability of the rink. It was noted a waiver would need to be signed.

Councillor Dawson requested clarification on the Mayor voting on the approval of the Parks & Recreation Committee report. It was noted under the new Municipality Act, the Mayor may vote at the Committee Meetings.

#### **5. FINANCE COMMITTEE– Councillor Elaine Barnes**

Councillor McGuigan reported on Councillor Barnes' behalf.  
The report was included in the Council Package.

Councillor McGuigan noted the CAO met with the Transit Committee on February 23, 2018 and the installation of the bus shelters has begun.

Councillor McGuigan gave a summary of the 2018/19 Budget.

#### **F 01-2018, Town Operating Budget**

Moved by Councillor McGuigan  
Seconded by Councillor MacIsaac

#### **RESOLVED:**

The attached 2018 operating budget for the Town of Cornwall with Revenues of \$4,110,779 and Expenditures of \$4,105,621 be adopted; and

**BE IT FURTHER RESOLVED** that a Municipal Tax Rate of \$0.46 per \$100 of assessment be levied against all non-commercial property in the Town of Cornwall for the period of Jan 01, 2018 to March 31, 2019 as per the provisions of the *Real Property Tax Act*, save and except:

The non-commercial component of property which is owned by a non-resident person or non-resident corporation where the Municipal Tax Rate shall be \$0.92 per \$100 of assessment;

The non-commercial component of hotels and motels where the Municipal Tax Rate shall be: \$0.66 per \$100 of assessment where the owner is a resident person or resident corporation; or

\$1.12 per \$100 of assessment where the owner is a non-resident person or a non-resident corporation.

The non-commercial component of apartment buildings containing three or more units where the Municipal Tax Rate shall be \$0.66 per \$100 of assessment where the owner is a resident person or a resident corporation; or

\$1.12 per \$100 of assessment where the owner is a non-resident person or a non-resident corporation.

**BE IT FURTHER RESOLVED** that a Municipal Tax Rate of \$0.96 per \$100 of assessment be levied against commercial property in the Town of Cornwall for the period of January 01, 2018 to March 31, 2019 as per the provisions of the *Real Property Tax Act*.

**BE IT FURTHER RESOLVED** that a Municipal Tax Rate for bona fide farm properties be rebated \$0.20 per \$100 of assessment for farm buildings in the Town of Cornwall for the period of January 01, 2018 to March 31, 2019 as per the provisions of the *Real Property Tax Act*.

NOTE: For the purposes of this resolution, 'non-resident person' and 'non-resident corporation' applies to property owners as described in Section 24 of the Real Property Tax Act Regulations.

**Carried.**

Mayor McCourt was pleased there is no increase in property tax.

## **F 02-2018, Utility Operating Budget**

Moved by Councillor McGuigan  
Seconded by Councillor MacIsaac

### **RESOLVED:**

The attached 2018 operating budget for the Town of Cornwall Water and Sewer Utility with Revenues of \$1,798,656 and Expenditures of \$1,477,593 be adopted; and

**BE IT FURTHER RESOLVED** that the Cornwall Water and Sewer Utility Corporation rates for 2018 be as follows:

1. Unmetered water rate shall be \$282.00 per unit per year;

2. Sewerage rate shall be \$ 266.00 per unit per year;
3. Vacant serviced lots be charged \$40.50 per year for sewer and \$46.30 per year for water.

Metered water rate shall be: a consumption charge of 79 cents per cubic meter (minimum \$282.00 per year) plus a meter base charge listed;

2" Meter	\$206.67/year
1 & ½" Meter	\$128.14/year
1" Meter	\$99.69/year
¾" Meter	\$78.38/year
⅝" Meter	\$71.40/year

**Carried.**

**F 04-2018, Town/Utility Capital Budget**

Moved by Councillor McGuigan  
 Seconded by Councillor MacIsaac

**RESOLVED:**

The attached 2018/19 capital budget for the Town of Cornwall with proposed expenditures of \$4,101,944 be adopted; and

**BE IT FURTHER RESOLVED** that various expenditures in the capital budget are subject to the availability of funds from other orders of government and that should the proposed funding not be available those projects may not go forward.

**Carried.**

**6. ADMINISTRATION COMMITTEE– Deputy Mayor Gary Ramsay**

The report was included in the Council Package.

**A 21-2018**

Moved by Deputy Mayor Ramsay  
 Seconded by Councillor Meggs

**BE IT RESOLVED** the Town of Cornwall approves the creation of the Planning and Development Technician position at Level 8 on the Salary Grid 2018.

**Carried.**

**A 09-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**RESOLVED:**

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-01, A Bylaw to Establish Fees and Charges for Municipal Services be read a second time.

**Carried.**

**A 10-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**RESOLVED:**

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-01, A Bylaw to Establish Fees and Charges for Municipal Services be approved a second time.

**Carried.**

**A 11-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**RESOLVED:**

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**AND WHEREAS** the Town of Cornwall Bylaw #2018-01, A Bylaw to Establish Fees and Charges for Municipal Services has been read and approved on two occasions;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-01, A Bylaw to Establish Fees and Charges for Municipal Services be formally adopted.

**Carried.**

**A 12-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**RESOLVED:**

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-02, A Bylaw to Authorize General Borrowing, be read a second time.

**Carried.**

**A 13-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**RESOLVED:**

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-02, A Bylaw to Authorize General Borrowing, be approved a second time.

**Carried.**

**A 14-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**RESOLVED:**

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government*

*Act (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;*

**AND WHEREAS** the Town of Cornwall Bylaw #2018-02, A Bylaw to Authorize General Borrowing, has been read and approved on two occasions;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-02, A Bylaw to Authorize General Borrowing, be formally adopted.

**Carried.**

#### **A 15-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

#### **RESOLVED:**

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act (MGA)* and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-03, A Bylaw to Establish Municipal Grants and Contributions, be read a second time.

**Carried.**

#### **A 16-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act (MGA)* and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-03, A Bylaw to Establish Municipal Grants and Contributions, be approved a second time.

**Carried.**

#### **A 17-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**AND WHEREAS** the Town of Cornwall Bylaw #2018-03, A Bylaw to Establish Municipal Grants and Contributions has been read and approved on two occasions;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-03, A Bylaw to Establish Municipal Grants and Contributions, be formally adopted.

**Carried.**

**A 18-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-04, A Bylaw to Establish Tax Rate Groups, be read a second time.

**Carried.**

**A 19-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government Act* (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-04, A Bylaw to Establish Tax Rate Groups, be approved a second time.

**Carried.**

**A 20-2018**

Moved by Deputy Mayor Ramsay  
Seconded by Councillor Meggs

**WHEREAS** the Province of Prince Edward Island has enacted the new *Municipal Government*

Act (MGA) and the MGA requires the passage of several new bylaws by the municipalities governed under the MGA;

**WHEREAS** the Town of Cornwall Bylaw #2018-04, A Bylaw to Establish Tax Rate Groups, has been read and approved on two occasions;

**THEREFORE** be it resolved that Town of Cornwall Bylaw #2018-04, A Bylaw to Establish Tax Rate Groups, be formally adopted.

**Carried.**

Deputy Mayor Ramsay noted there will be a Volunteer Appreciation Reception on April 7 from 1:00 pm until 3:00 pm at the Town Hall.

Councillor Dawson inquired on the placement of the Town's electronic sign and if a decision has been made on the location. Mayor McCourt noted the future location can be discussed at the next Committee of Council meeting.

## **7. COMMUNICATION**

Mayor McCourt noted that today was the International Day for the Elimination of Racial Discrimination and reminds everyone to work together to create a more inclusive society.

Mayor McCourt also noted that today is also known as World Down Syndrome Awareness Day, a day to promote the inclusion of people with down syndrome as well as advocate and recognize their contributions to the community and our society.

Mayor McCourt proclaimed March 26 to be Purple Day as a global effort dedicated to promoting epilepsy awareness in countries around the world.

Mayor McCourt thanked staff, Council and our CAO for all the hard work on the 2018 budget. It was noted this was the first Cornwall budget for our CAO.

## **8. OTHER BUSINESS**

No other business.

## **9. ADJOURNMENT**

The meeting adjourned at 8:30 pm.

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MINERVA MCCOURT  
MAYOR

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KEVIN COADY  
CHIEF ADMINISTRATIVE OFFICER