

Cornwall, Prince Edward Island

**Regular Meeting of Council
Wednesday, December 20, 2017 at 7:30 PM**

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

CALL TO ORDER

Mayor McCourt called the meeting to order.

APPROVAL OF THE AGENDA

It was moved by Councillor Barnes and seconded by Councillor McGuigan the agenda be approved as circulated. Motion carried.

APPROVAL OF THE MINUTES

It was moved by Councillor Meggs and seconded by Councillor MacIsaac the Minutes of November 15, 2017 be approved as circulated. Motion carried.

BUSINESS ARISING

There was no business arising from the Minutes.

REPORTS OF COMMITTEES / RESOLUTIONS

1. UTILITY COMMITTEE – Councillor Irene Dawson

The report was included in the Council Package.

Councillor Dawson noted the Committee reviewed the Income Statement and it appears there will be a surplus at year end.

Councillor Dawson noted the Meadowbank Upgrades Phase I is nearing completion and Island Coastal is finishing the water sampling. Phase II is expected to start early next year.

Councillor Dawson noted that staff is preparing the Capital and Operating Budgets for 2018 which will be reviewed at the next Committee meeting.

Councillor Dawson reported the Town's engineer, WSP is closing their Charlottetown office and relocating to Summerside. The Town was assured that no reduction in service should be expected.

2. PLANNING BOARD – Councillor Peter Meggs

The report was included in the Council Package.

Councillor Meggs reported the Committee reviewed an updated plan for a 3-Unit building to be added to 2 MacKinley Crescent. Staff will confirm the details of the Development and ensure the proposal meets the Bylaw before issuing a permit.

Councillor Meggs noted the Town received an application from Affleck Construction for a second apartment building on the Trans Canada Highway.

PL 25-2017, 18 Unit Apartment, TCH

Moved by Councillor Meggs

Seconded by Councillor MacIsaac

RESOLVED:

WHEREAS: Council received three (3) applications on January 9, 2017 for three (3) Multi-Unit Apartment Buildings. Property is zoned Commercial (C1); and

WHEREAS: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #414, and noted the proposed use should not unduly impact on adjacent properties, or the essential character of the surrounding neighborhood; and

WHEREAS: Council approved the Special Permit Use for the Multi-Unit Apartment Buildings on May 17, 2017.

BE IT RESOLVED THAT Council grant approval of an 18 Unit apartment building on Lot 17-2 located just East of the intersection of Warren Grove Road and the TransCanada Highway, subject to the Developer entering into a Development Agreement with the Town.

Carried.

Councillor Meggs noted that Planning Board reviewed the application for Preliminary Approval for a 6-lot subdivision. Councillor Meggs reported that two of the proposed lots were considered and approved for future Semi-Detached units last month.

PL 24-2017, Grant Preliminary Approval of Subdivision

Moved by Councillor Meggs

Seconded by Councillor MacIsaac

RESOLVED:

BE IT RESOLVED THAT Council grant Preliminary Approval of a Development Concept Plan as depicted in the Derek French Drawing No.17147 and dated September 20, 2017, subject

to the Developer entering into a Subdivision Agreement with the Town.

Carried.

Councillor Meggs noted the Town received an updated site plan of 386 York Point Road. Planning Board considered the Town of Cornwall Zoning & Subdivision Control (Development) Bylaw focusing on sections 4, 16, and 22, and deemed the Development complies with the Official Plan and the Bylaw.

PL 23-2017, Subdivision of lot (386 York Point Road)

Moved by Councillor Meggs
Seconded by Councillor MacIsaac

RESOLVED:

WHEREAS Council considered an application to subdivide Parcel ID No. 248997 being 386 York Point Road; and

WHEREAS the property is zoned Agricultural Reserve (A1); and

WHEREAS Council considered the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw focusing on Sections #4, #16, and #22; and

WHEREAS Council deemed the development complies with the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw.

BE IT RESOLVED THAT Council approve the subdivision of Parcel ID No. 248997 as depicted on the Preliminary plan, being Derek A. French Professional Services Inc. Drawing No. 16111-6, dated November 6, 2017.

Carried

Councillor Dawson would like Planning Board to review sections of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw, in particular In-law Suites, Air B&B's and Illegal Apartments. She added with our aging population, in-law suites are in demand within the Town and a policy should be implemented for Air B&B's.

Councillor McGuigan and Councillor Dawson commented on the former Crosby property and agree the Town should keep this land.

3. PUBLIC WORKS COMMITTEE - Councillor Shane McGuigan

The report was included in the Council Package.

Councillor McGuigan noted the Committee discussed street light placement on the Trans Canada Highway. Councillor McGuigan added the Town received a request for street lights in the

Primrose subdivision. The Committee agreed this subdivision was designed to be ‘negative street light polluting’ and denied this request.

Councillor Dawson suggested that the Committee consider solar street lights within the Town, particularly near the bus shelters.

4. PARKS & RECREATION COMMITTEE – Councillor Jill MacIsaac

The report was included in the Council Package.

Councillor MacIsaac noted the Winter Program Guide is now available.

Councillor MacIsaac reported the Youth Centre is averaging 9-13 participants daily and hours have been extended two evenings a week. Councillor MacIsaac added the group has been busy volunteering with local events and fundraising initiatives.

Councillor MacIsaac noted the Breakfast with Santa was December 2nd. The Town would like to thank the Cornwall Lion’s Club and Leary’s Independent Grocer for once again supporting this community event.

Councillor MacIsaac reported the Senior’s Christmas Dinner was December 7th at Sam’s Restaurant with over 100 people in attendance. The Town would like to thank Sam’s Restaurant and all volunteers.

Councillor MacIsaac noted the Committee requested to have a street light and security camera installed at the Skatepark.

Councillor MacIsaac noted the Town subsidized a total of 29 walking memberships in 2017.

5. FINANCE COMMITTEE– Councillor Elaine Barnes

The report was included in the Council Package.

Councillor Barnes reported the Town received a request from the York Point Community Centre requesting funds to repair the roof.

F 12-2017, York Pt. Community Centre Roof Replacement

Moved by Councillor Barnes

Seconded by Councillor McGuigan

RESOLVED:

The Town of Cornwall contribute \$1500.00 to the replacement of the York Point Community Centre’s roof.

Carried.

Councillor Barnes reported the Town held an internal competition for the Recreation Coordinator

position.

F 11-2017, Recreation Coordinator Position

Moved by Councillor Barnes
Seconded by Councillor MacIsaac

RESOLVED:

WHEREAS the permanent Program Coordinator position has been vacant since April 2017; and

WHEREAS the Town of Cornwall finds it more appropriate to change the title of the position to Recreation Coordinator, and an internal competition has been held.

BE IT RESOLVED the Town of Cornwall approves the staffing of the Recreation Coordinator position as per the Town of Cornwall Staffing Policy.

Carried.

Councillor Barnes noted the Municipal Capital Expenditures Grants has been signed. The Town will be reimbursed \$12,000 +/- and the Utility \$75,000 +/- . These reimbursement estimates are for expenses from April 1, 2017 to September 30, 2017.

F 13-2017, 2018 Salary Increase

Moved by Councillor Barnes
Seconded by Councillor McGuigan

RESOLVED:

The salary grid be increased by 1.5% effective January 1, 2018.

Carried

Councillor Barnes noted that Council will need to decide to continue with the following schedule or change the Bylaw:

- 4. Council shall commission an independent review of the remuneration of Council Members no later than twelve (12) months prior to the date schedule for a regular election.***

Councillor Dawson suggested leaving the Bylaw as is and requested the CAO to schedule an Independent Review of the Remuneration Bylaw.

F 14-2017, Independent Review

Moved by Councillor Dawson

Seconded by Councillor McGuigan

RESOLVED:

The CAO to schedule an independent review of the Remuneration Bylaw.

Carried

Councillor Barnes noted the Committee reviewed quotes received for the computer/server upgrade. The Committee agreed to use the \$25,000 already set aside in the 2017 budget towards purchasing these computers and software and the Committee will recommend budgeting the remaining amount needed in the 2018 budget to upgrade the Utility Billing/Accounting Software.

Councillor Barnes noted the Committee will be hosting a public meeting in the near future to receive feedback/comments on the 2018 budget.

6. ADMINISTRATION COMMITTEE– Deputy Mayor Gary Ramsay

The report was included in the Council Package. Councillor MacIsaac reported on Deputy Mayor Ramsay's behalf.

Councillor MacIsaac noted preparations have begun for the installation of transit shelters and a new fleet replacement schedule has been proposed.

Councillor MacIsaac noted the Mayor, Deputy Mayor and CAO met with the RCMP and were assured there will be more RCMP presence within the Town. Councillor Dawson requested for all of Council to meet with the RCMP.

Councillor MacIsaac noted that Christmas in Cornwall and the Celebration of Lights took place earlier this month. Both events were well attended with positive feedback received.

7. COMMUNICATION

Mayor McCourt reminded Council of the Levee on January 1st from 1:30-3:00 at the Town Hall. Councillor MacIsaac sends her regrets as she will be away.

Mayor McCourt extended a thank you to staff for all their hard work and dedication and a Merry Christmas to all staff and Council.

8. OTHER BUSINESS

Nothing to report.

9. ADJOURNMENT

The meeting adjourned at 8:30 pm.

MINERVA MCCOURT
MAYOR

KEVIN COADY
CHIEF ADMINISTRATIVE OFFICER