

**Cornwall, Prince Edward Island  
Committee of Council  
Wednesday, May 13<sup>th</sup>, 2020 at 4:30 PM**

**Chair** Deputy Mayor Cory Stevenson  
**Deputy Chair:** Mayor Minerva McCourt  
**Present:** Councillor Elaine Barnes (Zoom)  
Councillor Corey Frizzell (Zoom)  
Councillor Jill MacIsaac (Zoom)  
Councillor Shane McGuigan (Zoom)  
Councillor Peter Meggs (Zoom)  
**Also:** Kevin Coady – Chief Administrative Officer  
Kim Meunier – Parks and Recreation Manager (Zoom)  
Dean Lewis – Manager of Planning and Development (Zoom)  
Doug Longmoore – Acting Infrastructure Manager (Zoom)  
Lori Bingley – Acting Manager of Corporate Services (Zoom)  
Tracey MacLean – Engagement Coordinator

**CALL TO ORDER**

Chair Cory Stevenson called the meeting to order. Due to COVID-19, the meeting was not open to the public

**APPROVAL OF THE AGENDA**

It was moved by Mayor McCourt and seconded by Councillor McGuigan that the agenda be approved as circulated with the amendment of changing the wording in FOIIP Bylaw to “second reading”.

**Motion Carried**

**DISCLOSURE OF CONFLICT OF INTEREST**

Councillor MacIsaac will reclude herself for section 7-c  
Councillor Frizzell will reclude himself for section 7-e

**ADOPTION OF PREVIOUS MINUTES**

It was moved by Councillor Meggs and seconded by Councillor Barnes that the minutes of March 11, 2020 be adopted as circulated.

**Motion Carried**

**DELEGATIONS/PUBLIC INPUT**

Nil

**INFRASTRUCTURE**

The committee has not met due to COVID-19

- a) Project Updates: Project updates on North River Lagoon and Scada system were included in the package. The Province may start the Jessie St connection in the fall; this will require water & sewer connections.
- b) Annual Water Analysis Report: Report included in package and will be posted to the

Town's website. There are no concerns on the analysis results.

## **PLANNING**

The committee has not met due to COVID-19

- a) Official Plan Report: Updated document will be presented to Council in near future. A public meeting will be required to move ahead on plan.
- b) Flankage Yard Variance West River Lot 17: The developers are looking for a variance to original plan.

Councillor MacIsaac left the meeting at this time.

- c) West River Estates:
  - i) Development & Subdivision Agreements
  - ii) Secondary Access: There were discussions on options for secondary access required for Phase 2 of development.

Harvest Hills Development Concept Lot 50 Amendment: Developers have requested to make changes to development plans. Would need to go to a public meeting to amend PURD.

Councillor MacIsaac returned to the meeting at this time.

- d) 14-1 8 McKinley Development Agreement: There was discussion on the requirements for this development agreement.

Councillor Frizzell left the meeting at this time.

- e) Warren Grove 30 Unit Apartment: It was moved by Councillor Meggs and seconded by Deputy Mayor Stevenson that Council grant approval of a *Special Permit Use* to allow one (1) Twenty-Nine (29) unit apartment building to be constructed on Parcel ID No. 245720 and 245282, subject to the development complying with the Towns Bylaws and the developer entering a Development Agreement.

Councillor Frizzell returned to the meeting at this time,

- f) Lot 40 Tree Cutting: Concerns were discussed that developers cut more trees than had been agreed upon in the development agreement. Discussion on the next course of action.
- g) Sunrise Cove Tree Cutting: Trees have been cut on town property without permission. Councillor Barnes noted that trees have also been cut on Marianne Drive and left on Town property. There was discussion of the possibility of the installation of cameras in the area to deter this type of behavior.
- h) National Building Code: The Province has adopted the National Building Code and was to send out processes April 27<sup>th</sup> but they have not been received yet.
- i) 2020 Construction Project Updates:
  - i) Work on the Mercedes Drive extension is due to start June 29<sup>th</sup>
  - ii) Jessie Street work possible for the fall
  - iii) Phase 1 of the Active Transportation Trail is ready to move forward
- j) It was moved by Councillor McGuigan and seconded by Mayor McCourt to add a discussion regarding Windcrest Drive property: Staff have been working with a resident on Windcrest to get property cleaned up. A letter has been sent to the resident's lawyer. Staff feels they have exhausted all options; a cleanup order from Council may be necessary and will be discussed at June's CofC meeting.

## **FINANCE/ADMINISTRATION – Councillor Corey Frizzell**

- a) **Reports**

Income Statements were not included in the package.
- b) Items for Discussion:

- i) COVID-19: A COVID-19 expense account has been set up. Town offices are scheduled to re-open during Phase 3 June 15<sup>th</sup> and plexiglass barriers will be installed for front desk areas. Meetings with public will be by appointment only and held in the community room. Staff is working on the operational plans for all facilities. Staff are currently to continue to work either at the workplace or from home.  
Councillor MacIsaac noted that the Town will need to make an announcement on events soon.
- ii) Digital Sign – Sign City Quote: The Town has received a quote from Sign City for a new digital sign, Waiting on a quote from Yesco.

### **MUNICIPAL SERVICES – Councillor Peter Meggs**

#### **a) Reports**

- (i) Transit
- (ii) Humane Society
- (iii) Police
- (iv) Fire
- (v) Bylaw Enforcement

#### **b) Items for Discussion**

- (i) Transit: Transit numbers down due to COVID-19 but there was an annual increase of 126% before COVID hit. People are still using the service.
- (ii) Humane Society
- (iii) Policing Services: Citizens on Patrol have been in touch with members and they are anxious to start patrols when safe to do so. RCMP have remained busy in the community. Councillor Barnes noted that FPEIM has made a request to the Province to enable photo radar in the Province.
- (iv) Fire Services
- (v) Bylaw Enforcement
- (vi) Engagement
- (vii) CAWG Rain Barrel sale can go ahead as long as it meets all safety requirements. CAWG will be hosting their AGM via Zoom

### **PARKS & RECREATION**

#### **a) Reports:**

#### **b) Items for Discussion:**

- (i) Skate Park/Dog Park/Disc Golf: Staff are working on possible locations to move to before road construction begins.
- (ii) Naturalization Areas: It was moved by Councillor Frizzell and seconded by Councillor Barnes that the Town of Cornwall designate the areas encompassing all or portions of PID #'s 1027416, 846071, 874305, 881573, 884304, 884312, 1027416 as shown on the attachments to this resolution as naturalization areas on a trial basis
- (iii) Child Care at Civic Centre: The Town will begin childcare at the Cornwall Civic Centre on May 25<sup>th</sup>. There will be a limited number of children and stringent guidelines to adhere to.
- (iv) Cornwall Trailblazers ATV Club: The club has requested to use the town's new wellfield property to access trails. Staff will set up a meeting once COVID 19 restrictions are lifted.

**CORRESPONDENCE**

- a) Children’s Make a Wish Foundation Donation request: It was moved by Councillor Frizzell and seconded by Councillor Stevenson that Town of Cornwall donate two hundred dollars (\$200) to the Children’s Wish Foundation of Canada (PEI Chapter).
- b) Heart & Stroke Donation Request: It was moved by Councillor Barnes and seconded by Councillor McGuigan that Town of Cornwall donate one hundred dollars (\$100) to the current Canadian Heart and Stroke Foundation fundraising campaign.
- c) St. Vincent de Paul Report: It was moved by Councillor McGuigan and seconded by Councillor Stevenson that the Town of Cornwall donate two hundred and fifty dollars (\$250) to the Cornwall St. Vincent de Paul Conference to assist in their continued work in the Town.

**IN CAMERA**

Nil

**ADJOURNMENT**

The meeting was adjourned at 7:52pm.



CORY STEVENSON  
CHAIR