

**Cornwall, Prince Edward Island**

**Regular Meeting of Council  
Wednesday, July 15, 2020  
4:30 PM**

**Present:** Mayor Minerva McCourt – presiding  
Deputy Mayor Cory Stevenson  
Councillor Corey Frizzell  
Councillor Jill MacIsaac  
Councillor Peter Meggs (via phone in)  
Councillor Elaine Barnes (via phone in)  
Councillor Shane McGuigan (via phone in)

**Also:** Kevin Coady – Chief Administrative Officer  
Dean Lewis – Manager of Planning and Development  
Tracey MacLean – Engagement Coordinator

**CALL TO ORDER**

Mayor McCourt called the meeting to order at 4:30pm  
There was one member of the public present

**APPROVAL OF THE AGENDA**

Councillor Barnes moved, seconded by Councillor Meggs, that the agenda be approved as circulated.

**Motion Carried**

**DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST**

Councillor MacIsaac will reclude herself for section 8-b & c, Councillor Meggs will bring forth the resolutions.

**APPROVAL OF THE MINUTES**

It was moved by Councillor MacIsaac, seconded by Councillor Barnes, that the Minutes of June 17, 2020 Regular Council Meeting be approved as circulated.

**Motion Carried**

It was moved by Councillor MacIsaac, seconded by Councillor Barnes, that the Minutes of July 2, 2020 Special Council Meeting be approved as circulated.

**Motion Carried**

**BUSINESS ARISING**

Nil

## **PRESENTATIONS**

Nil

## **REPORTS OF COMMITTEES / RESOLUTIONS:**

### **INFRASTRUCTURE**

#### **Reports & Resolutions**

- a) **Minutes:** Included in package

#### **I-02-2020 Utility Servicing Standards**

**Moved by Councillor**            **Elaine Barnes**

**Seconded by Councillor**    **Jill MacIsaac**

**Whereas:** The Town of Cornwall desires quality and consistency in the design and installation of water and wastewater systems in the Town,

**And Whereas:** The Town of Cornwall, in conjunction with the Town Engineers WSP, has developed municipal utility servicing standards to ensure quality and consistency in the design and installation of water and wastewater systems,

**And Whereas:** The Town of Cornwall Infrastructure Committee has considered, and agrees with, the proposed guidelines,

**Therefore, be it Resolved:** That the Town of Cornwall, upon the recommendation of the Town's Engineers, adopt the Municipal Utility Servicing Standards attached to this resolution and dated July 15, 2020,

**And be it further Resolved:** That these guidelines are effective as of the date of this resolution, July 15, 2020.

#### **Motion Carried**

#### **I-03-2020 Wellfield Development Phase 1 Tender Award**

**Moved by Councillor**            **Elaine Barnes**

**Seconded by Councillor**    **Cory Stevenson**

**Whereas:** The Town of Cornwall has experienced unprecedented growth over the past several years and requires an additional wellfield to ensure a clean and safe potable water supply is available for the Town for the long term and to enable further growth in the Town,

**And Whereas:** The Town of Cornwall applied to, and were approved under, the Investing in Canada Infrastructure Program for 73.33% funding to carry out this Wellfield Development project,

**And Whereas:** Due to the scope of the project, it was broken into 2 Phases, and a tender call was issued for Phase 1 of the project and 3 bids were received,

**Therefore, be it Resolved:** That the Town of Cornwall upon, and pursuant to, the recommendation of the Town’s Engineers, award Phase 1 of the Wellfield Development Project to the low bidder Island Coastal Services Ltd. in the amount of \$1,079,913.25 inclusive of HST.

**Motion Carried**

**PLANNING COMMITTEE**

**Reports & Resolutions**

- a) **Minutes** Included in package
  - A resident of Harvest Hills expressed concerns over the proposed amendment of the Development Concept for Lot 50 from 11 town house units to 12 apartment units (2 buildings). Council listened and discussed concerns prior to voting on resolution.

Councillor MacIsaac left the meeting at 4:43pm

**PL-06-2020 West River Estates Land Sale**

**Moved by Councillor        Peter Meggs**  
**Seconded by Councillor    Corey Frizzell**

**Resolved:**

**Whereas:** JAAS Holdings Inc., the Developer, entered into a Parkland Dedication Agreement with the Town on December 4, 2018 as part of the Development Concept Plan for West River Estates Subdivision, Phase 1, in which they agreed to convey to the Town Parcel E-2 as shown in the Derek A. French Professional Services Drawing No. 17178-2 and dated October 29, 2018;

**And Whereas:** the Developer proposes to purchase from the Town a portion of PID 1104280 (Parcel E-2) as shown in the Derek A. French Professional Services Drawing titled “CONCEPT B - Proposed Emergency Vehicle Access” and dated February 25, 2020 for use as a secondary emergency access as required by the Province as part of the NFPA standards;

**Therefore, Be It Resolved That:** Council grant approval for the sale to JAAS Holdings Inc. of a portion of PID 1104280 (Parcel E-2) as shown in the Derek A. French Professional Services Drawing titled “CONCEPT B - Proposed Emergency Vehicle Access” and dated February 25, 2020 for use as a secondary emergency access for West River Estates Subdivision, Phase 1, subject to the Developers providing written approval from the Department of Transportation, Infrastructure and Energy and the Fire Marshal’s Office confirming acceptance of the design as well as entering a Purchase and Sale Agreement as well as a Development Agreement with the Town.

**Motion Carried**

## **PL-05-2020 West River Estates Development Concept**

**Moved by Councillor**        **Peter Meggs**  
**Seconded by Councillor**    **Shane McGuigan**

### **Resolved:**

**Whereas:** Council passed Resolution PL-14-2019 on May 15, 2019 to grant Preliminary Approval of a Development Concept Plan showing West River Estates Subdivision, Phase 2 as depicted in the Derek A. French Professional Services Drawing No.17178-3 and dated February 8, 2019;

**And Whereas:** the Town received a request to amend the original Development Concept Plan showing for West River Estates Subdivision, Phase 2 by adding a storm water retention area on Lot 79 and other minor amendments as depicted in the Derek A. French Professional Services Drawing No.1934 and dated March 17, 2020;

**And Whereas:** a portion of this property is zoned PURD; therefore, the proposal was presented at a public meeting on July 7, 2020 held pursuant to Sections 12 and 21 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw;

**And Whereas:** the proposal was reviewed by the Town and found to comply with the Town of Cornwall's Official Plan and Zoning and Subdivision Control Bylaw 414;

**Therefore, Be It Resolved That:** Council grant Preliminary Approval to Development Concept Plan showing Phase 2 of West River Estates Subdivision, as depicted in the Derek A. French Professional Services Drawing No.1934 and dated March 17, 2020, subject to the Developer entering into a Subdivision and Development Agreement with the Town.

### **Motion Carried**

Councillor MacIsaac returned to the meeting at 4:50pm

## **PL-07-2020 Harvest Hills Development Concept**

**Moved by Councillor**        **Peter Meggs**  
**Seconded by Councillor**    **Cory Stevenson**

### **Resolved:**

**Whereas:** 101583 PEI Inc. (the Developer) and the Town of Cornwall entered into a Development Agreement dated August 5, 2019 and registered at the Queens County Registry Office on August 8, 2019 in Book 5778 as Document No. 6053, in relation to the development of Phase 3A and 3B of the Harvest Hills Subdivision on PID No. 1061563;

**And Whereas:** within the Development Agreement, the Development concept for lot 50 indicates

“a maximum of 11 Block Townhouse units”;

**And Whereas:** the Town has received a request from the lot owner to amend the Development Concept for Lot 50, Parcel ID No. 1115351, to construct two (2) 6 unit apartment buildings totaling a maximum of 12 apartment-style units;

**And Whereas:** this property is zoned PURD; therefore, the proposal was presented at a public meeting on July 7, 2020 held pursuant to Sections 12 and 21 of the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw;

**And Whereas:** the Town received 2 emails along with a petition signed by property owners, raising their concerns with the amendment to the Development Concept. Council considered the concerns brought forward;

**And Whereas:** the proposal was reviewed by the Town and found to comply with the Town of Cornwall’s Official Plan and Zoning and Subdivision Control Bylaw 414;

**Therefore Be It Resolved That:** Council Approve the amendment to the Development Concept for Lot 50 found in the Development Agreement registered at the Queens County Registry Office on August 8, 2019 in Book 5778 as Document No. 6053, in relation to the development of Phase 3A and 3B of the Harvest Hills Subdivision on PID No. 1061563 and allow the construction of up to two (2) 6 unit apartment-style buildings with a maximum of 12 units on Lot 50”, Parcel ID No. 1115351. Subject to the development meeting conditions in the Town Bylaws and the Property owners entering a Development Agreement with the Town.

**Motion Carried**

**COMMITTEE OF COUNCIL – Deputy Mayor Cory Stevenson**

**(i) FINANCE AND ADMINISTRATION**

**Reports & Resolutions**

**a) Comparative Income Statement – Included in the package**

- Councillor Meggs questioned Community 13 property tax but was explained it was just an incorrect entry
- Mayor McCourt noted that CAWG was looking for information on what the Town gives “in kind” to the group
- Councillor McGuigan had a question about the APM water & sewer bill. CAO Coady will look into the matter.

**FA-17-2020 Special Olympics PEI Donation**

**Moved by Councillor Elaine Barnes**

**Seconded by Councillor Cory Stevenson**

**Whereas:** Special Olympics PEI enriches the lives of Islanders with disabilities through sport;

**And Whereas:** The Town of Cornwall supports the goals of Special Olympics PEI and is an annual supporter of their programs through the Special Olympics gala, which is not being held this year due to the COVID 19 situation;

**Therefore be it Resolved:** That the Town of Cornwall, in lieu of purchasing tickets this year, donate three hundred dollars (\$300) to Special Olympics PEI.

**Motion Carried**

**FA-18-2020 Canadian Health Advanced by Nutrition and Graded Exercise (CHANGE) Donation**

**Moved by Councillor Shane McGuigan**

**Seconded by Councillor Peter Meggs**

**Whereas:** The Town of Cornwall has been asked to donate the use of town space for a, free to Cornwall residents, one year Canadian Health Advanced by Nutrition and Graded Exercise (CHANGE) program, and would normally do so;

**And Whereas:** The Town of Cornwall is unable to donate the use of the required space at this time due to the current COVID 19 situation;

**Therefore be it Resolved:** That the Town of Cornwall, in lieu of providing space for the CHANGE program, pays for rental of the APM Centre for use by the CHANGE program in the amount of one thousand seven hundred and thirty four dollars (\$1,734.00).

**Motion Carried**

**(ii) MUNICIPAL SERVICES  
Monthly Reports were included in the package.**

**1) Reports & Resolutions**

**(a) Humane Society Report**

**(b) Fire Department Report.**

**(c) Police**

**(d) Bylaw Enforcement**

**(e) Transit**

**(f) Engagement -** PEIANC Covid survey results and video have been released

**(g) Cornwall Area Watershed Group –** CAWG has received special Covid funding from the Province. This year there are 11 members/2 crews.

**iii) PARKS & RECREATION**

**a) Monthly Report included in package**

- Councillor Frizzell noted that he has received complaints from residents that the snow fence installed at ball fields is blocking views. Staff will see if there is a better way to do it.
- Councillor Frizzell inquired if the Ramblers have field times booked – yes and they are picking up more times. He also noted that baseball has been going well.
- Mayor McCourt noted concerns over contact tracing and wants to ensure that the teams know that they are responsible for keeping track of their team.
- Covid inspections have gone well.
- Dog Park – WSP are working on a concept drawing for the proposed dog park on Lakeview Dr.

**CORRESPONDENCE**

Nil

**OTHER BUSINESS**

Deputy Mayor Stevenson expressed his thanks for flowers, sympathy, and kind words after the loss of his brother.

**IN CAMERA**

MGA s.119(1)(d) It was moved by Councillor Barnes and seconded by Councillor Frizzell that the meeting would enter “in camera” at 5:52pm

Councillor Meggs left the meeting at 6:07pm  
Councillor MacIsaac left the meeting at 6:10pm  
Councillor Barnes left the meeting at 6:15pm  
Councillor McGuigan left the meeting at 6:17pm

The meeting returned to open session at 6:17pm

**ADJOURNMENT**

The meeting was adjourned at 6:18pm

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MINERVA MCCOURT  
MAYOR

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KEVIN COADY  
CHIEF ADMINISTRATIVE OFFICER