

**Cornwall, Prince Edward Island
Regular Meeting of Council
Wednesday, May 19, 2021
4:30 PM**

Present: Mayor Minerva McCourt – presiding
Deputy Mayor Cory Stevenson
Councillor Corey Frizzell
Councillor Jill MacIsaac
Councillor Shane McGuigan

Also: Kevin Coady – Chief Administrative Officer
Shelley Rector – Manager of Corporate Services, DCAO
Dean Lewis – Manager of Planning and Development
Tracey MacLean – Engagement Coordinator

Regrets: Councillor Elaine Barnes

CALL TO ORDER

Mayor McCourt called the meeting to order at 4:30pm
There were six members of the public present. Mayor McCourt welcomed all guests.

APPROVAL OF THE AGENDA

Deputy Mayor Stevenson moved, seconded by Councillor McGuigan, that the agenda be approved as circulated.

Motion Carried

DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST

Nil

APPROVAL OF THE MINUTES

- a) **April 21, Regular Council Meeting:** Councillor MacIsaac moved, seconded by Councillor Frizzell, that the Minutes of April 21, 2021 Regular Council Meeting be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

PRESENTATIONS

- a) New Council Member – Mayor McCourt welcome new Council member Judy Herlihy and her family and noted that that Judy’s swearing in would take place immediately after the Council meeting.

REPORTS OF COMMITTEES / RESOLUTIONS:

INFRASTRUCTURE

Reports & Resolutions

- a) **Minutes** – Minutes were included in the package

b) Resolutions -

I-07-2021 Wastewater 2020 Phase 1 Tender Award

Moved by Councillor **Shane McGuigan**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town of Cornwall lagoon system requires regular maintenance such as sludge removal to ensure that the lagoon systems are working properly and meeting environmental regulations,

And Whereas: The Town of Cornwall applied to, and were approved under, the Gas Tax - Municipal Strategic Component for funding to carry out this Sludge Removal/Aeration Upgrade 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 (sludge removal) of the project and 2 bids were received both of which were substantially in excess of the estimated and budgeted costs,

And Whereas: The tender was designed so the Town, should pricing come in too high, can award the North River lagoon portion only for the sludge removal portion of the project,

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 2020 Wastewater System Upgrades, North River Lagoon portion only, to the low bidder Revolution Environmental in the amount of \$461,365.05 inclusive of HST,

And be it further Resolved: that the award of this tender is subject to the Town receiving the required Certificate of Approval from the Provincial Department of the Environment.

Motion Carried

I-08-2021 Lift Station Alarm Lights

Moved by Councillor **Shane McGuigan**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town of Cornwall is required by Department of Environment to have alarm light installed at all lift stations,

And Whereas: The alarm lights need to be installed at five (5) lift stations and will need to be integrated with the existing control panels,

And Whereas: Belanger Electric supplied a quote for the work and has been the Town's integrator for the supervisory control and data acquisition system (SCADA),

Therefore, be it Resolved: That the Town of Cornwall, award Lift Station Alarm Lights Project, to Belanger Electric in the amount of \$5,801.46 inclusive of HST.

of \$2,302,014.81 which represents 73.33% of the estimated total eligible costs of the project.

Motion Carried

PLANNING COMMITTEE

Reports & Resolutions:

a) **Minutes** – Minutes were included in the package.

b) **Resolutions -**

PL-04-2021 West River Estates Street Name “Kim’s Lane”

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Cory Stevenson**

Whereas: new development created an emergency secondary access, through the private right of way beginning at Ferry Road, along a 27ft right of way through Lot 7 of West River Estates Subdivision and ending at Waters Edge Lane;

And Whereas: the *Emergency 911 Act* requires the naming of a private roadway that provides access to 3 or more improved lots;

And Whereas: the Town of Cornwall is responsible to assign street names and civic addresses within its jurisdiction;

Be It Resolved That: Council approve naming the private right of way beginning at Ferry Road, through Lot 7 of West River Estates Subdivision and ending at Waters Edge Lane as “**Kim’s Lane**”.

Motion Carried

It was noted that this name was picked in recognition of Parks and Recreation Manager Kim Meunier hard work and dedication to the Town of Cornwall for the past 25 years.

PL-05-2021 Variance – 7 Lantern Crescent

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town received an application on April 14, 2021 to allow a 5.7% lot coverage variance at 7 Lantern Crescent, being Parcel ID No. 995167;

And Whereas: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #414, including section #20;

Be It Resolved That: Council grant approval to allow a 5.7% lot coverage variance at 7 Lantern Crescent, Parcel ID No. 995167 subject to the Developer entering into a Development Agreement with the Town.

Motion Carried

PL-06-2021 Variance – 26 Hillside Meadows

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Shane McGuigan**

Whereas: The Town received an application on April 19, 2021 to allow a 11% lot coverage variance at 26 Hillside Meadows Drive, being Parcel ID No. 1005271;

And Whereas: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #414, including section #20;

Be It Resolved That: Council grant approval to allow a 11% lot coverage variance at 26 Hillside

Meadows Drive, Parcel ID No. 1005271, subject to the Developer entering into a Development Agreement with the Town.

Motion Carried

PL-07-2021 Access to Storage Access Town Lane

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Shane McGuigan**

Whereas: The Town received a request from the owner of 68 W.B MacPhail Dr, PID# 1063098 Dr to allow access to Tower Lane;

And Whereas: Council considered the existing use of Tower Lane and the proposed use and;
Be It Resolved That; Council grant approval to allow a PID# 1063098 access to Tower Lane, subject to the property owner entering into a Development Agreement with the Town and an overall maintenance agreement for Tower Lane.

Motion Carried

PL-08-2021 Special Permit Use PID #685867

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Shane McGuigan**

Whereas: Council received an application on March 19, 2021 to start a motorcycle repair business in an existing building on Parcel ID No. 685867 and said property is mixed use and zoned General Commercial; and

Whereas: Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #414, and noted the use connected to an Automobile Service Station and therefore would be a Special Permit Use; and

Whereas Council considered the property in question and determined the development would not unduly impact adjacent properties;

Therefore, Be It Resolved: that Council approve a Special Permit Use to allow the Special Permit Use (Motorcycle Repair) subject to entering a Development Agreement with the Town.

Motion Carried

PL-09-2021 99 Kingston Road Subdivision Preliminary Approval PID #459222

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Shane McGuigan**

Be It Resolved That: Council grant Preliminary Approval of a 3 lot Concept Plan as depicted in the Morris Geomatics and Engineering LTD. Drawing No. 21016.300 and dated 2021-05-04, subject to the Developer entering into a Subdivision Agreement with the Town.

Motion Carried

PL-10-2021 Eliot River School Renovation and Expansion

Moved by Councillor **Jill MacIsaac**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town is aware the Eliot River School is currently at or over capacity and the Town supports the expansion of the school to provide a safe and accommodating space for our students and;

Whereas: The Town received an application for the renovation and expansion of Eliot River School and;

Whereas: Council is concerned with the proposed access being off Hilltop Dr. Council has requested a Traffic Study be carried out by Professional Engineers. The findings of the study indicate the proposed access and parking lot design will improve safety within the residential subdivision as well as the Eliot River School and;

Whereas: The Town realizes that the Province is responsible for the Streets and the Schools and Public Safety are prominent aspects in both areas;

Be It Resolved That: Council grant approval to issue a Development Permit for the renovation and expansion of Eliot River School subject to the Developer entering into a development agreement with the Town, and such agreement shall include a requirement to conduct a supplementary traffic study on Hilltop Drive after the school expansion is complete.

Motion Carried

COMMITTEE OF COUNCIL – Deputy Mayor Cory Stevenson

- (i) FINANCE AND ADMINISTRATION**
 - Reports & Resolutions**
 - a) Comparative Income Statement** – Included in the package.
 - b) Resolutions:**

FA-23-2021 Gas Tax Allocation

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Corey Frizzell**

Whereas: The Government of Canada has announced a one time doubling of the Canada Community Building Fund (formerly the Gas Tax Program) and the Town of Cornwall will receive \$489,211 to supplement the existing 2021 fund dollars,

And Whereas: A new Capital Investment Plan must be provided for those funds, or they must be allocated to an existing project,

Therefore, be it Resolved: That the Town of Cornwall allocate one hundred and fifty thousand dollars (\$150,000) to project number 5.5.8, Wastewater Systems Upgrades 2020 project,

And be it further Resolved: That three hundred and thirty nine thousand two hundred and eleven dollars (\$339,211) be allocated to project number 5.5.13 Active Transportation Cycleway Phase 4.

Motion Carried

FA-24-2021 Revenue Sharing Agreement Extension

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Corey Frizzell**

Whereas: The Town of Cornwall along with several other municipalities entered into a Memorandum of Understanding (MOU) with the Government of Prince Edward Island regarding a municipal funding model for a five year period from April 1, 2017 and expiring on March 31, 2022,

And Whereas: The Revenue Sharing MOU includes a provision allowing, by mutual agreement of the parties, the extension of the MOU for an additional one year period past March 31, 2022,

Therefore, be it Resolved: That the Town of Cornwall, should the other parties be agreeable, implement the one year extension to the term of the MOU as enabled in the MOU.

Motion Carried

FA-25-2021 Police Association Magazine Ad Purchase

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Shane McGuigan**

Whereas: The Prince Edward Island Police Association publishes an annual Crime Prevention Guide, and this year's edition is the 32nd annual,

And Whereas: The Town of Cornwall generally purchases a one tenth (1/10) page colour advertisement in this publication, and desires to do so again,

Therefore, be it Resolved: That the Town of Cornwall purchase a one tenth (1/10) page colour advertisement in the 32nd annual Prince Edward Island Association for the price of two hundred and ninety dollars (\$290) inclusive of HST

Motion Carried

FA-26-2021 Bragger's Cup Donation

Moved by Councillor **Cory Stevenson**
Seconded by Councillor **Shane McGuigan**

Whereas: The Bragger's Cup is a local golf tournament which raises funds for the Prince Edward Island Chapter of the Make-A-Wish Foundation,

And Whereas: The PEI Chapter of the Make-A-Wish Foundation fulfills wishes for numerous children in Prince Edward Island and Cornwall in particular,

Therefore, be it Resolved: That the Town of Cornwall donate two hundred and fifty dollars (\$250) to the Bragger's Cup Tournament to sponsor a hole in the tournament.

Motion Carried

FA-27-2021 TOC CADC Board Member

Moved by Councillor Cory Stevenson
Seconded by Councillor Corey Frizzell

Whereas: The Town of Cornwall has joined the Charlottetown Area Development Corporation (CADC) and through this membership is entitled to have one member sit as a Director on the Board of Directors of the CADC,

And Whereas: The Town of Cornwall put out a public call for residents interested in this appointment and have considered all such applications that have been received,

Therefore, be it Resolved: That the Town of Cornwall Council appoints Tim Hamel to sit on the Board of the CADC for a one year term from the date of this resolution, this appointment may be extended by the Town of Cornwall Council.

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 Report – Deputy Mayor Stevenson noted that it is great to see the number of tickets being issued and to see the RCMP presence in the Town.

(d) Bylaw Enforcement

(e) Transit

iii) PARKS & RECREATION

a) Report: The April update was included in the package.

b) Resolutions:

PR-09-2021 Outdoor Rinks

Moved by Councillor Shane McGuigan
Seconded by Councillor Corey Frizzell

Whereas: The Town of Cornwall is committed to developing and investing in strategies that promote recreation and healthy living and encourages outdoor winter activities,

Therefore, be it Resolved: That for the 2021/22 outdoor rink season the Town of Cornwall will establish one outdoor rink at the Town Hall (front), the Terry Fox Sports Complex, and on the new skatepark pad at the Town Hall,

Be it Further Resolved: That adequate measures shall be taken at the skatepark rink location to ensure the safety of people and vehicles in the area.

Councillor Frizzell and Councillor MacIsaac noted that it is great to see the rinks get so much use.

Motion Carried

PR-10-2021 TFSC Portable Washrooms

Moved by Councillor **Shane McGuigan**
Seconded by Councillor **Corey Frizzell**

Whereas: The Town of Cornwall is committed to developing and investing in strategies that promote recreation and healthy living particularly during the current pandemic,

And Whereas: The Terry Fox Sports Complex (TFSC) is a multi venue, multi use facility wherein if washroom facilities are provided, they must be provided for each distinct venue,

And Whereas: An operational plan has been submitted to the Chief Public Health Office (CPHO) for the provision of portable washroom facilities at the TFSC which, if approved, will be presented to the user groups of the TFSC for their approval and cooperation in providing these facilities,

Therefore, be it Resolved: That the Town of Cornwall will provide portable washroom facilities at the TFSC dependent upon approval by the CPHO of the submitted operational plan, and the cooperation of the user groups in the fulfillment of that plan,

Be it Further Resolved: That the Town of Cornwall, should the operational plan receive CPHO approval, and the user groups agree to the implementation of the operational plan, approve the unbudgeted expenditure of approximately \$10,000 for this undertaking.

Motion Carried

PR-11-2021 Mercedes Drive/Harvest Hills Trails Tender Award

Moved by Councillor **Corey Frizzell**
Seconded by Councillor **Cory Stevenson**

Whereas: The Town of Cornwall Commissioned a Parks and Recreation Master Plan for the Town and a centerpiece of that plan is the development of an active transportation network,

And Whereas: The Town of Cornwall applied for, and were approved for, fifty percent funding under the Provincial Active Transportation fund for the development of an active transportation trail along Mercedes Drive and two branch trails from this trail in the Harvest Hills neighbourhood,

And Whereas: The Town of Cornwall issued a tender call for this project and five bids were received for this project,

Therefore, be it Resolved: That the Town of Cornwall, per the recommendation of the Town's engineers, award the contract for the Mercedes Drive/Harvest Hills Active Transportation trails to the low bidder, Landmark, for the price of three hundred and ten thousand six hundred and twenty one dollars and sixty seven cents (\$310,621.67) inclusive of HST.

Motion Carried

CORRESPONDENCE

OTHER BUSINESS

- Mayor McCourt passed along condolences to Deputy Mayor Stevenson and his

wife Jana on the recent loss to their families.

- Deputy Mayor Stevenson congratulated the Women's Institute on a very successful Clean Up Day, and he noted that he received positive feedback on having bags available for pick up at Town Hall.
- Councillor Frizzell welcomes Jeff and Corbin MacKinley back to the Island and congratulated them on their new business venture in the Town.
- Councillor Stevenson congratulated Judy Herlihy, Tina Lowther, Graham Hicken, Simon McNeil, Steven Campbell and Parker Beer for putting their names forward in the Municipal By-elections and to Elections PEI for the smooth, efficient process. Congratulations to Judy Herlihy on her win.
- Mayor McCourt noted that it was great to see so many people come forward with an interest to be involved with their Town.

IN CAMERA

Nil

ADJOURNMENT

The meeting was adjourned at 5:13pm.

MINERVA MCCOURT
MAYOR

KEVIN COADY
CHIEF ADMINISTRATIVE OFFICER