

**Cornwall, Prince Edward Island  
Regular Meeting of Council  
Wednesday, April 20, 2022  
4:30 PM**

**Present:** Mayor Minerva McCourt – presiding  
Deputy Mayor Cory Stevenson  
Councillor Elaine Barnes  
Councillor Corey Frizzell  
Councillor Judy Herlihy  
Councillor Jill MacIsaac

**Also:** Shelley Rector – Deputy CAO  
Tracey MacLean – Engagement Coordinator

**Regrets:** Councillor Shane McGuigan

**CALL TO ORDER**

Mayor McCourt called the meeting to order at 4:30pm  
There were two members of the public present.

**LAND ACKNOWLEDGEMENT** Read

**APPROVAL OF THE AGENDA**

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

**Motion Carried**

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

Nil

**APPROVAL OF THE MINUTES**

a) **March 16, 2022, Regular Council Meeting:** Councillor Barnes moved, seconded by Councillor Herlihy, that the Minutes of March 16, 2022, Regular Council Meeting be approved as circulated.

**Motion Carried**

**BUSINESS ARISING**

Nil

**PRESENTATIONS**

Nil

**REPORTS OF COMMITTEES / RESOLUTIONS:**

## **INFRASTRUCTURE**

### **Reports & Resolutions**

#### **a) Minutes – April 7, 2022**

- Councillor Barnes thanked all those that were able to attend and noted that discussion was held on water conservation and the Pesticide Bylaw noting that with the amendments, the fees are now gone.

#### **b) Resolutions –**

### **I-02-2022 ~ MSC Application – Master Utility Study**

**Moved by Councillor**      **Elaine Barnes**  
**Seconded by Councillor**      **Cory Stevenson**

**Whereas:** The Town of Cornwall Water and Sewer Utility infrastructure requires significant upgrades; the utility needs to do a Water and Sewer Master Utility Strategy to evaluate the existing systems and make short- and long-term recommendations for improvements of the systems based on growth and development, and climate change,

**And Whereas:** The Municipal Strategic Component of the Gas Tax program has funding available for such projects,

**Therefore, be it Resolved:** That the Town of Cornwall approve applying to the Municipal Strategic Component of the Gas Tax fund for the Water and Sewer Master Utility Strategy project in the amount of \$66,000.00 which represents fifty percent of the estimated total eligible costs of the project.

**Motion Carried**

### **I-03-2022 ~ Pesticide Bylaw First Reading**

**Moved by Councillor**      **Cory Stevenson**  
**Seconded by Councillor**      **Judy Herlihy**

**Whereas:** The Town of Cornwall has heard comments and concerns from residents regarding the Town bylaw for the regulation of pesticides within the Town since the initial passing of the bylaw;

**And Whereas:** Council has discussed amending the bylaw at various times over the past several years and had several committees of council study the bylaw and the expressed concerns;

**And Whereas:** Council desires to update the bylaw to address several of the concerns received and finds it more administratively convenient to pass a new bylaw;

**Therefore, be it Resolved:** That Town of Cornwall Bylaw #2022-01, A Bylaw to Regulate Cosmetic Pesticides be read and approved a first time.

**Motion Carried**

**I-04-2022 ~ Green Lawn Rebate Program**

**Moved by Councillor        Judy Herlihy**  
**Seconded by Councillor    Elaine Barnes**

**Whereas:** The Town of Cornwall supports green initiatives for its residents;

**And Whereas:** The Town of Cornwall Environment Committee is proposing a lawn care rebate program to encourage natural lawn care maintenance;

**Therefore, be it Resolved:** That the Town of Cornwall shall budget \$5,000 for a green lawn rebate, with a maximum approval of \$50 per resident property from May 1<sup>st</sup>, 2022, to October 31<sup>st</sup>, 2022, until the funds are depleted.

**Motion Carried**

Deputy Mayor Stevenson noted that this is a great initiative and Councillor Barnes discussed promotion to residents once the program is in place.

**PLANNING COMMITTEE**

**Reports & Resolutions:**

- a) **Minutes – April 6, 2022**
- b) **Resolutions**

**PL-08-2022 ~ WR Estates – Preliminary Approval**

**Moved by Councillor        Jill MacIsaac**  
**Seconded by Councillor    Corey Frizzell**

**Whereas;** on April 13, 2022, the Town received a Development Concept for Parcel ID No 246470; and

**Whereas;** the proposal was reviewed by the Town and amended slightly 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 of Phase Three of West River Estates Subdivision as depicted in the Derek A. French Professional Services Inc. Drawing No. 22014-L1 and dated April 13, 2022, subject to the Developer entering into a Subdivision Agreement and a Utility Agreement with the Town.

**Motion Carried**

**PL-09-2022 ~ Cornwall Business Centre - Permit**

**Moved by Councillor        Corey Frizzell**  
**Seconded by Councillor    Judy Herlihy**

**Whereas;** theTown received a Development Permit application on June 15, 2021 for the construction of a business centre on Parcel ID No. 246637; and

**Whereas;** the building will have an area greater than 600 sq. m. (6458 sq. ft.) and will require Council approval according to Section 1.5(a) of the Zoning & Subdivision Bylaw #414.

**Therefore, Be It Resolved That;** Council grant approval for the construction of a business centre on Parcel ID No. 246637, subject to the Developer entering into a Development Agreement with the Town.

**Motion Carried**

**PL-10-2022 ~ Atlantic Planners Institute Conference Sponsorship**

**Moved by Councillor**        **Cory Stevenson**  
**Seconded by Councillor**    **Judy Herlihy**

**Whereas** the 2022 Atlantic Planners Institute (API) Conference is being held this year in Charlottetown, PEI from October 19-21, 2022: and

**Whereas** the conference will provide an important opportunity for professionals from diverse fields to come together to network and explore ways to further integrate the relationship between planning, communities, and the new environment; and

**Whereas** the Town of Cornwall has been a sponsor of the Conference previously.

**Therefore, Be it Resolved** that the Town of Cornwall becoming a Silver Level Sponsor in the amount of \$1500 for the 2022 API Conference in Charlottetown.

**Motion Carried**

**PL-11-2022 ~ Capital Drive Apartment – Special Permit Use**

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

**Whereas;** Council received an application for a *Special Permit Use* to allow a sixty (60) unit apartment building on Parcel ID No. 245332 which property is zoned General Commercial (C1) and

**Whereas;** Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #414, and noted apartments are a *Special Permit Use* in this zone. Council noted this development will not unduly impact the adjacent properties, or the essential character of the surrounding neighborhood.

**Therefore, Be It Resolved That;** Council grant approval of a *Special Permit Use* to allow a Sixty (60) unit apartment building to be constructed on Parcel ID No. 245332, subject to the developer entering into a Development Agreement.

**Motion Carried**

**PL-12-2022 ~ Capital Drive Apartment – Height Exemption**

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

**Whereas;** Council received an application to allow a sixty (60) unit apartment building on Parcel ID No. 245332 with a Building Height of 54ft.

**Whereas;** Council considered the Official Plan and the Town of Cornwall Zoning and Subdivision Control (Development) Bylaw #414, and noted the proposed building height exceeds 40 ft and will require a Height Restriction Exemption.

**Therefore, Be It Resolved That;** Council grant approval of a *Height Restriction Exemption* to allow this Sixty (60) unit apartment building to be constructed on Parcel ID No. 245332, subject to the Development meeting the requirements found in section 4.6(2) of the Zoning and Development Bylaw 414.

**Motion Carried**

**PL-13-2022 ~ Appointment of Development Officer**

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

**Whereas;** the Town hired Paula Griffin as Development Clerk and gave her experience dealing with the duties of a Development Officer; and

**Whereas;** the Town of Cornwall provides development control within the Town boundaries, to do that the Planning Department will require a Development Officer, so

**Therefore, Be It Resolved That;** the Town of Cornwall appoints Paula Griffin as Development Officer.

**Motion Carried**

Councillor Frizzell congratulated Paula Griffin on her new position and noted that he has heard great things about her from developers in the Town.

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

**(i) FINANCE AND ADMINISTRATION**

**Reports & Resolutions**

- a) **Minutes** – March 9, 2022
- b) **Comparative Income Statements** – No statement due to budget
- c) **Resolutions**

**FA-13-2022 Town Operating Budget**

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

**Be It Resolved:** That the 2022/23 operating budget for the Town of Cornwall with Revenues of \$4,587,136 and Expenditures of \$4,587,051.55 be adopted; and

**Be It Further Resolved;** That municipal taxation rates for 2022/23 shall remain unchanged except for the non-resident tax rate which shall increase. Tax rates are as follows:

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 January 1, 2022 to December 31, 2022 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 \$1.00 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 \$1.32 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 \$1.32 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 1, 2022, to December 31, 2022, 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 1, 2022, to December 31, 2022, 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

**Motion Carried**

**FA-14-2022 Town Capital Budget**

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

**Be It Resolved** That the 2022/23 capital budget for the Town of Cornwall with proposed expenditures of \$3,875,783 be adopted: and

**Be It Further Resolved;** That various expenditures in the capital budget are subject to the availability of funds from other levels of government and, should the proposed funding not be available from those levels of government, those projects may or may not proceed, at the discretion of Council.

**Motion Carried**

**FA-15-2022 Utility Operating Budget**

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

**Be It Resolved;** That the 2022/23 operating budget for the Town of Cornwall Water and Sewer Utility with Revenues of \$1,843,946.00 and Expenditures of \$1,843,908.00 be adopted; and

**Be It Further Resolved;** That the Cornwall Water and Sewer Utility Corporation service rates will increase by 5% for Water and 10% for Sewer effective July 1, 2022, for the fiscal year 2022/23 and shall be as follows:

1. Unmetered water rate shall be \$296.10 per unit per year;
2. Sewerage rate shall be \$ 292.60 per unit per year;
3. Vacant serviced lots be charged \$44.55 per year for sewer and \$48.62 per year for water.

Metered water rate shall be: a consumption charge of .83 cents per cubic meter (minimum \$296.10 per year) plus a meter base charge as follows;

|              |               |
|--------------|---------------|
| 2" Meter     | \$217.00/year |
| 1 & ½" Meter | \$134.55/year |
| 1" Meter     | \$104.67/year |
| ¾" Meter     | \$82.30/year  |
| 5/8" Meter   | \$74.97/year  |

**Motion Carried**

## **FA-16-2022 Utility Capital Budget**

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

**Be It Resolved;** That the 2022/23 capital budget for the Town of Cornwall Water and Sewer Utility with proposed expenditures of \$5,644,576 be adopted; and

**Be It Further Resolved;** That various expenditures in the capital budget are subject to the availability of funds from other levels of government and, should the proposed funding not be available from those levels of government, those projects may or may not proceed, at the discretion of Council.

### **Motion Carried**

Mayor and Council thanked Corporate Service Manager Shelley Rector and staff for all their work on putting the budget together.

## **FA-17-2022 Appointment of Municipal Electoral Officer (MEO) and Deputy MEO**

**Moved by Councillor Judy Herlihy**  
**Seconded by Councillor Corey Stevenson**

**Whereas:** Elections PEI is preparing for the 2022 Municipal Elections for the five (5) largest municipalities;

**And Whereas:** The Town of Cornwall must appoint a Municipal Electoral Officer (MEO) and Deputy MEO no later than Monday, May 9, 2022;

**Therefore, be it Resolved:** That the Town of Cornwall appoint Tim Garrity as the Municipal Elections Officer and Stephanie Thorpe as the Deputy Municipal Elections Officer for the 2022 Municipal Elections.

### **Motion Carried**

## **FA-18-2022 PEI Police Association Ad Purchase**

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

**Whereas:** The Prince Edward Island Police Association publishes an annual Crime Prevention Guide, and this year's edition is the 33rd 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 33rd annual Prince Edward Island Association for the price of two hundred and ninety dollars (\$290) inclusive of HST.

**Motion Carried**

**FA-19-2022 Longest Day of Smiles Proclamation**

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

**Whereas:** Operation Smile Canada recognizes the importance of engaging community members in ways that enable them to use their passion and creativity to encourage positive change;

**And Whereas:** The Longest Day of Smiles encourages community ambassadors to raise awareness and funds to help a child born with a cleft condition smile and change their life with a free, safe, cleft surgery and comprehensive care;

**Therefore, be it Resolved:** That the Town of Cornwall proclaim June 19, 2022, as the Longest Day of Smiles in Cornwall.

**Motion Carried**

**FA-20-2022 Legion Convention Donation**

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

**Whereas:** The Royal Canadian Legion Prince Edward Island Command is celebrating its 66<sup>th</sup> Provincial Convention May 27-28, 2022;

**And Whereas:** A convention booklet will be distributed to all Branches, delegates and out of Province guests;

**Therefore, be it Resolved:** That the Town of Cornwall purchase an 8 ½ x 11 full page ad, for the cost of \$230 including HST, in the Royal Canadian Legion 66<sup>th</sup> Provincial Convention Ad book.

**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**
  - (d) **Bylaw Enforcement**
  - (e) **Transit**

**(f) Engagement**

**iii) PARKS & RECREATION**

**a) Report: CofC (2) March 23, 2022**

**CORRESPONDENCE**

Nil

**OTHER BUSINESS**

- Mayor McCourt congratulated Deputy Mayor Cory Stevenson and his wife Jana on the birth of their beautiful baby boy Clark.
- Mayor McCourt thanked Dean Lewis for his knowledge, guidance, and patience over the past 14 years as Manager of Planning and Development and wished him well in his new position.
- Mayor McCourt passed along condolences to Councillor Shane McGuigan, his wife Pam and family as well as former Deputy Mayor Gary Ramsay and his wife Cathy the passing of Ray Sherren. Ray was a kind, gentle man with a great sense of humor. Ray was a great supporter the senior's luncheons and pancake breakfasts.
- Mayor McCourt passed along condolences to Parks and Recreation Manager Kim Meunier on the recent passing of her niece.
- Deputy Mayor Stevenson congratulated and thanked the local schools on their fundraising initiatives to raise money for the Ukraine.
- Councillor Herlihy congratulated young residents Meghan and Katelyn Rogers, grade 4 students, that made and sold bracelets raising over \$100 for the emergency response funds.
- Mayor McCourt thanked residents and businesses for their continued support.
- Councillor Frizzell thanked the many businesses that donated to the recent Timberwolves fundraiser. Over \$5000 was raised for the Timberwolves club. Thanks to everyone for all the donations and bids.

**IN CAMERA**

Nil

**ADJOURNMENT**

The meeting was adjourned at 5:14pm.

---

MINERVA MCCOURT  
MAYOR

---

SHELLEY RECTOR  
DEPUTY CHIEF ADMINISTRATIVE OFFICER